

# Harcrest Park - Phase 2A Progress Meeting Minutes

7/10/2025

**Purpose:** The Penn Township, HRG, and Holbein representatives met at 9:00 AM on June 11, 2025, at the Harcrest Park pavilion, 844 Three Degree Road, Butler, PA 16002, to review the Harcrest Park Phase 2A progress.

## Attending:

- Andrea Schriener – Holbein, Inc. Estimator
- Andrew Rockar - Penn Township Public Works Director
- Clayton Holbein – Holbein, Inc. Owner
- Sam Ward – Penn Township Supervisor
- Steven Harmon – HRG Assistant Project Manager

## Distribution of minutes:

- Attending
- Brandon Rau - Vector Technical Services
- Bert Mowry – Penn Township, Supervisor
- Clinton Bonetti – Penn Township, LUA
- Devin Dunwoody - HRG Project Manager
- Doug Roth – Penn Township, Supervisor & Park Committee
- Jesse Tirk - Holbein, Inc. Superintendent
- Lance Welliver – Butler County Director of Parks and Recreation
- Linda Zerfoss – Penn Township Manager
- Nicole Tempalski - Penn Township Administrative Assistant
- Ray Huckestein – Wine Concrete Products Estimator

## Discussion:

- Progress report:
  - Holbein has completed stripping topsoil, continued bulk excavation and cut-and-fill operations, and has started installation of the stormwater system.
  - Holbein is grading the 4,000 cubic yards of excess topsoil within the ellipse area as shown on the revised grading plan.
  - Holbein advised that they anticipate a fill shortage of approximately 3,700 cubic yards of suitable material to balance the site subgrade. The depth of the topsoil encountered is approximately 3,700 cubic yards greater than the average depth of 10 inches, and 9,600 cubic yards anticipated.
  - HRG, Holbein, and Penn Township have developed a plan to excavate a borrow pit in an undeveloped area to obtain the additional subgrade material required for the project.
  - Holbein reported that MH-01 (located at the northwest corner of Basin A) was delivered as a Type 4, not a Type 5, as Wine Concrete Products has recommended to accommodate the 24" diameter stormwater pipe. Supervisor Ward directed Holbein to install the Type 4 manhole to determine if it can work. Some patching may be required. If it does not work, Penn Township will obtain a Type 5 manhole.
  - Holbein pointed out that a manhole top was damaged when delivered. It appeared to have been patched before delivery. Supervisor Ward has directed Wine Concrete Products to replace this damaged manhole top.
  - Supervisor Ward continues to contact Wine Concrete daily for the remaining precast concrete delivery commitment.
- Penn Township has approved the Holbein Change Order no. 1 for various revisions.
- Penn Township has approved the Holbein Change Order no. 2 for the additional earth fill from a borrow pit. Holbein will provide a truck count to document the quantity. The bottom of the borrow pit will be sloped to drain, and it will be partially backfilled with topsoil, and sloped to drain, when the borrow fill operation is complete.
- Sam Ward stated that this same borrow pit would be expanded for Phase 2B if additional suitable fill would be required, and the Phase 2B stripped topsoil would be backfilled in the original borrow pit and sloped to drain.
- Sam Ward asked Holbein to provide the as-built coordinates for the borrow pit when the work is complete.
- Holbein provided their first application for payment. HRG will review and forward recommendations to Penn Township. Holbein will pick up the check next week when it is ready.
- The next Progress Meeting will be held on June 25, 2025, at 10:00 a.m. in the Harcrest Park pavilion.
- The minutes of the meeting will be posted on the Penn Township website, [www.penntownship.org](http://www.penntownship.org), under Documents, Harcrest Park.

Respectfully submitted,



Samuel M. Ward, Supervisor