# Harcrest Park - Phase 2A Progress Meeting Minutes       7/10/2025

**Purpose:** The Penn Township, HRG, and Holbein representatives met at 10:00 AM on June 25, 2025, at the Harcrest Park pavilion, 844 Three Degree Road, Butler, PA  16002, to review the Harcrest Park Phase 2A progress.

**Attending:**
- Andrea Schriner – Holbein, Inc. Estimator
- Andrew Rockar - Penn Township Public Works Director
- Bert Mowry – Penn Township Supervisor

- Jesse Tirk - Holbein, Inc. Superintendent
- Sam Ward – Penn Township Supervisor
- Steven Harmon – HRG Assistant Project Manager

**Distribution of minutes:**
- Attending
- Brandon Rau - Vector Technical Services
- Clayton Holbein – Holbein, Inc. Owner
- Clinton Bonetti – Penn Township, LUA
- Devin Dunwoody - HRG Project Manager
- Doug Roth – Penn Township, Supervisor & Park Committee

- 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 opened the borrow pit for approximately 3,700 cubic yards of fill (approximately 308 – 12 cubic yard truck loads), continued bulk excavation and cut-and-fill operations, and continued installation of the stormwater system.
  - Holbein has been placing the soil mix in Basin nos. A and B. Approximately 40 truckloads have been delivered. Several more are required to complete this special soil mixture in the basins.
  - Holbein reported the following precast concrete structure issues:
    - 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.
    - Yard Drain nos. 01, 03, 05, 06, 08, 09, and 11 have not been delivered. Yard Drain no. 11 was added for the area inside the ellipse.
    - Two Yard Drain nos. 07 were delivered, one has been installed, and the second will not be used. Return to Wine.
    - The OS-01 precast concrete riser has not been delivered.
    - The OS-02 precast concrete structure did not have the 6" x 18" weir opening.
    - Two 2' x 4' x 4" precast concrete risers have not been delivered.
    - The MH-02 top was damaged when delivered. It appeared to have been patched before delivery. This manhole top must be replaced. Supervisor Ward has directed Wine Concrete Products to replace this damaged manhole top.
    - Two steel trash racks have not been delivered.
- Supervisor Ward continues to contact Wine Concrete daily for the remaining precast concrete delivery commitment.
- Penn Township will undercut and backfill the soft area in the new entrance drive once the heavy trucking loads are 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.
- Consider the proposed revised grading plan in the area north of the volleyball court and the existing pavilion. Should we remove the existing Arborvitae trees? Holbein will submit a proposal for the additional grading along the old property line. Supervisor Ward identified the area south of the basins as an area where excess topsoil from Phases 2A and 2B can be placed, maintaining a slope of 6:1.
- Penn Township requested that the inside perimeter of the ellipse have a 4:1 slope to facilitate mowing.
- The next Progress Meeting will be held on July 9, 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, under Documents, Harcrest Park.

Respectfully submitted,

*Samuel M Ward*

Samuel M. Ward, Supervisor