

Tuesday, June 10, 2025

The Penn Township Board of Supervisors met this evening at 6:00 p.m. in the Penn Township Municipal Building at 157 East Airport Road, Butler, PA 16002, with Chairman Samuel M. Ward presiding. Also present were Supervisors Wilbert J. Mowry, Jr., Douglas A. Roth, Land Use Administrator Clinton A. Bonetti, Administrative Assistant Nicole Tempalski, Sergeant Cheryl Cranmer, and 32 township residents and visitors. Township Manager Linda D. Zerfoss did not attend.

Minutes - May 13, 2025:

Supervisor Ward made the motion, and Supervisor Mowry seconded the motion to approve the Board of Supervisors meeting minutes from Tuesday, May 13, 2025, as presented, with no additions or corrections. The motion was approved.

Executive Session:

The Board of Supervisors met with Manager Zerfoss on Monday, June 9, 2025, to discuss personnel matters.

Public Comments:

Nancy Swisher asked about the police force stability.

MaryAnn Andrasz asked about providing a guardrail at the Crisswell and South Dutchtown Road intersection.

Michael Gonlin questioned the maintenance of police car no. 4 and asked about the wages of the Road Department and when work is done at the park (ex: cutting grass at the park) which fund is supporting those wages.

Jonathan Gavin thanked the Supervisors for deleting recent proposed zoning, spoke of mistrust due to the number of misspellings and mistakes in the April Board of Supervisors meeting minutes, and the Harcrest Park funding. Mr. Gavin also requested a preliminary agenda for resident viewing, as well as providing where funds are coming from on the agenda for certain projects.

John Schirra inquired whether Connoquenessing Township would be included in the Saxonburg Area Authority and if the monthly bill would be reduced if that were to happen.

Correspondence:

- o PSATS News Bulletin - May 2025.
- o Penn Christian Academy is hosting a 1K Event on September 5, 2025. They are requesting the closure of Steppland Road during the event.
- o Butler County Conservation District - Newsletter Spring 2025.
- o Butler County Conservation District - Review of Peoples Natural Gas Company Erosion and Sediment Pollution Control Plan.
- o Letter of notice of work being completed in the township by Lindy Paving at the Old Plank Road intersection with Route 8.

Tuesday, June 10, 2025

Seminars:

- o Request to send Officer Zarnick to an Enforcement of the PA Vehicle Inspection Regulations training on July 21 and 22, 2025, at the Shenango Area Fire District Learning Center in New Castle.
- o Secretary/Manager Summit on June 24, 2025, in Cranberry Township. The cost is \$179.00.

Supervisor Mowry made the motion, and Supervisor Roth seconded the motion to authorize those interested in attending these seminars. The motion was approved.

Treasurer's Report:

Mr. Bonetti read the disbursement list in the last report on May 13, 2025. Fire Tax Fund: \$18,270.45; Capital Savings Fund: \$0.00; Act 13 Fund: \$21,310.83; General Township Fund: \$233,164.58; and State Fund: \$0.00.

Deposits into the various Township Funds totaled \$266,336.92.

The Balances were read: Fire Tax Fund: \$269,175.17; Capital Savings Fund: \$198,646.72; Act 13 Impact Fund: \$889,214.58; General Township Fund: \$778,405.09, and State Fund: \$372.645.11.

Supervisor Roth made the motion, and Supervisor Ward seconded the motion to receive the Treasurer's Report as presented. The motion was approved.

Zoning Department:

Mr. Bonetti read the May 2025 Zoning report.

Mr. Bonetti read the letter from the Butler County Board of Commissioners in the Planning Department, stating that they had received the plan submission for Coy Subdivision #25102.

Police Department:

Mr. Bonetti read the April 2025 Police Report.

Public Works Department:

Supervisor Roth stated that Penn Township has researched the need for speed bumps on Country Club Road and has decided not to use speed bumps. There are a lot of "cons" to speed bumps, and as the traffic data shows, a vast majority of vehicles are traveling at the speed limit or below. The Butler Country Club has taken several measures to remind its staff and members to travel at a safe speed on Country Club Road, and the Penn Township Police will continue to monitor the situation. Please do not allow young children on Country Club Road, or any other road for that matter. It could be one of those few that do drive too fast, or someone could simply lose control of their vehicle. It is not worth the risk. We are considering painting the speed limit onto the pavement, as it is currently on Three Degree at

Tuesday, June 10, 2025

Public Works Department continued:

the Beacon Road intersection. We have had some positive feedback from this pavement painting.

Officer Cranmer stated that there is no speeding problem on Country Club Road and reviewed the traffic speed reports, which indicate that most of the traffic is not traveling at an excessive speed.

Mr. Bonetti read the Public Works Director Andrew Rockar's May 2025 report.

Mr. Bonetti read the 2025 Penn Township asphalt sealing and paving program. Supervisor Ward made the motion, and Supervisor Mowry seconded the motion to advertise the 2025 Penn Township sealing and paving program for bid. The motion was approved.

Mr. Bonetti discussed purchasing four tires for the JCB Backhoe, not to exceed \$10,000. Supervisor Mowry made the motion, and Supervisor Roth seconded the motion to approve purchasing four tires for the JCB Backhoe, not to exceed \$10,000. The motion was approved.

Mr. Bonetti discussed rustproofing touch-ups on seven Public Works Department trucks, not to exceed \$2,000. Supervisor Roth made the motion, and Supervisor Ward seconded the motion to do rustproofing touch-ups on seven Public Works Department trucks not to exceed \$2,000. The motion was approved.

Public Relations:

Mr. Bonetti discussed the South Butler Library Park Meetup at Harcrest Park on Tuesday, June 17, 2025, from 6:00 to 8:00 p.m. They will also be placing a Story Time Trail at the park from June 15 to July 6, 2025.

Butler County Tax Collection Committee (BCTCC) Report:

No report. The next meeting will be held in September.

Recycling:

The Noble Environmental Specialty Recycling Penn Township recycling event will take place on Saturday, September 6, 2025, from 9:00 a.m. to 1:30 p.m. Additional details for signing up online will be available soon. Online signup is now live. Some of the recycling costs are as follows:

- \$0.27/lb. - Freon Containing Devices
- \$0.60/lb. - Televisions and Monitors
- \$0.40/lb. - All Other E-Waste
- \$0.70/lb. - Paint and Stains
- \$0.76/lb. - Universal Waste (bulbs, batteries)
- \$1.03/lb. - Household Hazardous Waste
- \$6.50/ea. - Propane Cylinders

Tuesday, June 10, 2025

Recycling continued:

All chemicals must be clearly labeled and securely sealed. Containers greater than 5 gallons in size will NOT be accepted. If you have containers larger than 5 gallons in size, please contact Noble customer service to determine the best solution.

Parks and Recreation Department - Harcrest Park Phase II

Mrs. Tempalski provided a PowerPoint presentation showing how to access the Penn Township website: www.penntownship.org for the Harcrest Park Farm Photo History prepared by former Harcrest Park owners, Mr. and Mrs. Dale Hartzel's daughter, Sarah Giamporcaro.

Supervisor Ward advised that Holbein, Inc. has completed stripping topsoil, continued bulk excavation and cut-and-fill operations, and has started installation of the stormwater system.

Holbein, Inc. is grading the 4,000 cubic yards of excess topsoil within the ellipse area as shown on the revised grading plan.

Holbein, Inc. 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.

Supervisor Roth stated that the Park Committee has selected five tree species, including Serviceberry, Dogwood, Sweet Bay Magnolias, Red Maple, and Autumn Blaze Maple, for the ellipse area. **Doug, please confirm these selections.**

Sam added - Supervisor Roth stated that he is obtaining price proposals from several nurseries and that some of these trees will not be available until the Spring of 2026.

The electric toilet room door locks were reported to be locked during daylight hours. Penn Township will check and make the necessary corrections.

The next Park Committee meeting will be held on July 17, 2025, at 6:00 p.m.

ARLE Grant - Route 8 at Airport Road Traffic Light Replacement update:

Supervisor Ward advised that Penn Township has prepared a draft of the final invoice for the ARLE grant. This invoice will be submitted as soon as all documentation is available.

Tuesday, June 10, 2025

ARLE Grant - Route 8 at Church/Brownsdale Road Traffic Light update:

Supervisor Ward advised that Middlesex and Penn Townships submitted a joint 2025 Automated Red-Light Enforcement (ARLE) grant pre-application scoping form for a proposed new traffic light at the intersection of Route 8 and Church/Brownsdale Roads.

PennDOT has approved Middlesex and Penn Townships to complete the ARLE full grant traffic study and application, which will be submitted by June 30, 2025. Approval is anticipated by late 2025.

Penn Township Community Day update:

Mrs. Tempalski is planning and contacting businesses and volunteers to encourage their participation this year.

Future Community Days will be held on the Third Saturday of August. The next Community Day will be held on August 16, 2025.

Penn Township Impact Fee Committee Update:

Mr. Bonetti advised that the Committee will meet on June 23, 2025, and the meeting will be advertised.

Southwest Butler Stormwater Planning Committee

The next Southwest Butler Stormwater Planning Committee meeting will be held on June 11, 2025.

Old Business:

Supervisor Ward discussed the Harcrest Park Field Change Directives as follows:

1. Adjust the size of the riprap at the end wall EW-05,
2. Add a ten-foot-long section of 12" stormwater pipe connection to Inlet I-04 for the future large pavilion.
3. Change precast concrete Inlet I-06 from a standard inlet to a PennDOT Type 4 inlet to accommodate the 24" diameter stormwater pipe.
4. Adjust the depth of the precast concrete Inlet I-10 to reduce the slope into Basin A.
5. Change the precast concrete Manhole numbers MH-01, 02, and 03 from PennDOT Type 4 to Type 5 to accommodate the 24" diameter stormwater pipe.

Supervisor Ward made the motion, and Supervisor Mowry seconded the motion to approve the Harcrest Park Field Change Directives. The motion carried.

Supervisor Ward discussed the Harcrest Park Holbein Change Order number 1 as follows:

- o Change the six Nyloplast stormwater inlets to precast concrete for \$2,628.00,

Tuesday, June 10, 2025

Old Business continued:

- o Provide additional temporary seeding for the topsoil stockpile outside the limit of work for \$2,820.00,
- o Provide an additional 4,000 cubic yards of topsoil fill in the ellipse area for \$17,000.00,
- o Change the yard drain YD-05 and add one yard drain YD-11 in the ellipse area for \$1,920.00
- o Provide an additional 46 lineal feet of 15" stormwater pipe for \$12,297.20, and

- o Provide additional Lawn Restoration within the ellipse and the southeast area of the site for \$19,844.00.
- o The total Holbein Change Order no. 1 is \$45,509.20.
- o The final payment will be made based on the actual quantities placed.

Supervisor Ward made the motion, and Supervisor Roth seconded the motion to approve the Holbein Change Order no. 1. The motion was approved.

New Business:

Mr. Bonetti read Resolution No. 587, entitled "Greenways, Trails and Recreation Program (GTRP)." Supervisor Mowry made the motion, and Supervisor Roth seconded the motion to approve Resolution No. 587, entitled "Greenways, Trails and Recreation Program." The GTRP grant of \$250,000 from the Commonwealth Financing Authority will be used for the Harcrest Park - Large Pavilion. The grant application was submitted on May 30, 2025. This grant has a fifteen percent "Local Share" of \$35,000, which will be funded by the Penn Township Infrastructure account funded by the PA Act 13 Oil and Gas revenue and the Development Fees revenues. The motion was approved.

Supervisor Ward discussed the approval of additional material and contract purchases for the Harcrest Park Phase 2A as follows:

- o Interstate Pipe & Supply underdrain pipe and fittings \$1,342.00 proposal dated June 2, 2025.
- o Keystone Electrical Supply underground electrical conduit and fittings \$3,354.31 proposal dated June 2, 2025.
- o Supply House underground electrical junction boxes \$177.57 quotation dated June 4, 2025.
- o Vector Technical Services underground electrical conduit trenching and installation \$5,450.00 proposal dated June 8, 2025. The Penn Township Public Works Department will assist with the handling and excavation of the underground conduit and its subsequent backfill.

Supervisor Ward made the motion, and Supervisor Mowry seconded the motion to approve the additional material and contract purchases for the Harcrest Park Phase 2A. The motion was approved.

Tuesday, June 10, 2025

New Business continued:

Supervisor Ward discussed the Change Order no. 2 for the \$36,544.20 Holbein, Inc. Unit Price proposal dated June 9, 2025, for additional on-site 3,700 cubic yard earth fill borrow to compensate for the extra depth of topsoil encountered. An onsite borrow pit will be excavated in an area where no future development is planned for this additional earth fill material. Supervisor Ward made the motion, and Supervisor Roth seconded the motion to approve Change Order no. 2 for the \$36,544.20 Holbein, Inc. Unit Price proposal dated June 9, 2025, for additional on-site 3,700 cubic yard earth fill borrow to compensate for the extra depth of topsoil encountered. The motion was approved.

Butler County Director of Parks and Recreation Lance Welliver advised that Penn Township can apply for another amendment to the Harcrest Park Grant to partially cover the additional earth fill material required by the increased depth of topsoil. Penn Township will prepare a formal amendment request for fifty percent of the additional costs incurred.

Act 537 - Saxonburg Authority

Supervisor Roth stated that the authority is advertising to hire a Treatment Plant Operator Trainee.

Adjournment

Supervisor Roth made the motion, and Supervisor Ward seconded the motion to adjourn the meeting. The motion was approved.

The meeting adjourned at approximately 7:11 p.m.

The next Board of Supervisors meeting will be held on July 8, 2025, at 6:00 p.m. in the Penn Township Municipal Building meeting room.

Approved:

Respectfully Submitted:

Samuel M. Ward
Chairman,
Board of Supervisors

Clinton Bonetti
Land Use Administrator,
Penn Township