



2025
Penn Township, Butler County
Board of Supervisors Meeting
157 East Airport Road
Butler, PA 16002

Agenda 12/9/25

Meeting No. 12 of 2025

Present:

- | | |
|---|---|
| <input type="checkbox"/> Sam Ward, Chairman
<input type="checkbox"/> Doug Roth, Vice Chairman
<input type="checkbox"/> Bert Mowry, Supervisor | <input type="checkbox"/> Linda Zerfoss, Township Manager
<input type="checkbox"/> Clinton Bonetti, Zoning Department
<input type="checkbox"/> Nicole Tempalski, Administrative Assistant
<input type="checkbox"/> Police Department, _____ |
|---|---|

1. Call meeting to order:

2. Minutes of November 12, 2025, Board of Supervisors meeting:

- o Motion to approve the minutes.
- Motion by ____ 2nd by ____ Discussion?

3. Guest:

- o None.

4. Executive Session:

- o None.

5. Public Comments:

6. Correspondence:

- o PSATS News Bulletin-November 2025.
- o PennDOT Fall 2025 Information Sheet
- o PennDOT Route 8 & McBride Hill Safety Letter
- o Letter from Mr. & Mrs. Chapman Regarding McBride Hill Safety.
- o BCPR - Request for Harcrest Park Grant Extension in Time, dated 11/29/2025.
- o PA Department of Community & Economic Development (DCED) email, dated November 25, 2025, advising that the Penn Township Municipal Assistance Program (MAP) \$20,250.00 grant application for updating the Township Zoning Ordinances was not selected for the funding request.
- o Letter from the Butler County Commissioners regarding the Diehl Rt 8 Land Development.
- o Notice from PA American Water about Water Rate Changes.

Tuesday, December 9, 2025

Correspondence Continued..

- o Notice from Armstrong Business Solutions regarding rate changes starting in January 2026.
- o Termination Letter from IPS of their Managed IT Services.
- o Thank you, card from the Audubon Society.

7. Seminars:

- o None

8. Treasurer's Report:

- o Invoices paid; Revenues received. **General Fund Checking, Fire Tax Checking, State Fund Checking, Non-Uniformed Pension Fund, Police Pension Fund, Township Savings Fund, ARPA Fund, Act 13 Fund, and Treasury Report Fund Totals.
- o Motion to receive the Treasurer's Report?
 Motion by ____ 2nd by ____ Discussion

9. Zoning Report:

- o November 2025 Zoning Report.
- o Motion to approve Diehl Automotive Site Plan located at 258 Pittsburgh Road.
 Motion by ____ 2nd by ____ Discussion

10. Police Report:

- o Police Report November 2025.
- o Motion to approve the Lexipol Proposal for their Police Policy Update.
 Motion by ____ 2nd by ____ Discussion

11. Road Department Report:

- o Road Department Monthly Report by Public Works Director Andrew Rockar.
- o Motion to approve the purchase of backup cameras for the Public Works Department Trucks.
 Motion by ____ 2nd by ____ Discussion

12. Public Relations:

- o We are looking into adding more Community Engagement Events throughout the Year 2026.

Tuesday, December 9, 2025

13. BCTCC Report:

- o None

14. Recycling:

- o None.

15. Parks and Recreation:

- o Progress Update.
- o Motion to approve the Shade Pavilion Proposal for Harcrest Park.
 Motion by _____ 2nd by _____ Discussion?
- o The next Park Committee meeting is TBD.

16. ARLE Grant-Route 8 at Church/Brownsdale Roads traffic light update:

- o Progress update.

17. Penn Township Community Day update:

- o None

18. Penn Township Impact Fee Committee update:

- o Progress update.

19. Old Business:

- o None

20. New Business:

- o Motion to Approve Resolution #591 entitled Tax Levy.
 Motion by _____ 2nd by _____ Discussion?
- o Motion to approve Resolution #592 entitled 2026 budget.
 Motion by _____ 2nd by _____ Discussion?
- o Motion to approve Resolution #593, entitled Disposition of Records.
 Motion by _____ 2nd by _____ Discussion?
- o Motion to adopt Ordinance #181 entitled Penn Township Police Pension Plan.
 Motion by _____ 2nd by _____ Discussion?
- o Motion to Approve Fugh Refrigeration's Maintenance Agreement for the Municipal Building and Public Works Building.
 Motion by _____ 2nd by _____ Discussion?

Tuesday, December 9, 2025

New Business Continued..

- o Motion to approve the traffic Control Equipment & Supplies Proposal for \$7,350.00 to fix the Pedestrian Pedestal near the Traffic Light at Rt 8 & Airport.
 Motion by _____ 2nd by _____ Discussion?

- o Motion to approve HRG \$40,250.00 proposal dated January 29, 2025, for the Penn Township Zoning Ordinance Update.
 Motion by _____ 2nd by _____ Discussion?

- o Motion to approve Representative Bernstine's office to utilize the meeting room for their Butler Town Hall on May 14th from 5:30 PM - 7 PM.
 Motion by _____ 2nd by _____ Discussion?

- o Motion to approve the Police 3 Year Contract.
 Motion by _____ 2nd by _____ Discussion?

21. ACT 537 - Saxonburg Authority:

- o Monthly Report

22. Adjournment:

- o The Township Organization meeting will be held on January 5, 2026, at 10 AM in the Penn Township Municipal Building meeting room.
- o The Auditors Organization meeting will be held on January 6, 2026, at 6 PM virtually.
 Motion by _____ 2nd by _____ Discussion?