

Wednesday, November 12, 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 Supervisor Wilbert J. Mowry, Jr., Supervisor Douglas A. Roth, Township Manager Linda D. Zerfoss, Land Use Administrator Clinton A. Bonetti, Administrative Assistant Nicole Tempalski, and 13 Township residents and visitors.

Minutes - October 14, 2025:

Supervisor Ward made the motion, and Supervisor Mowry seconded the motion to approve the Board of Supervisors meeting minutes from Tuesday, October 14, 2025, as presented, with no additions or corrections. The motion was approved.

Executive Session:

The Board of Supervisors met on October 21, 2025, to discuss personnel matters.

Public Comments:

Mrs. Barbara Chapman expressed concern about recent traffic accidents adjacent to her property on McBride Hill along Route 8 in Penn Township. These accidents have occurred during heavy rainstorms because of excessive vehicle speed and poor stormwater drainage. Supervisor Roth stated that the Route 8 stormwater underdrains in this area are undersized. Supervisor Ward asked Mrs. Chapman for copies of her documentation and agreed to forward this information to PennDOT District 10 Maintenance and the 8th District State Representative requesting their assistance to correct the stormwater drainage issue.

Mrs. Nancy Swisher asked about the proposed Pittsburgh Butler Regional Airport development. Supervisor Ward stated that this proposed development must be presented in a Conditional Use Hearing and that public comment would be heard at that hearing.

Correspondence:

- o PSATS News Bulletin-October 2025.
- o Thank you letter from the Butler Area Public Library for the Township's Donation.
- o Thank you, Letter from Chief McIntire, Thunder Run Committee, and Evangel Heights Church thanking the Penn Township Police Department for their support.
- o Thank you letter from Majestic Lawn Care.

Seminars:

- o PSATS Boot Camp in Cranberry Twp on December 11, 2025, Feb 7, and 14, 2026.

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

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Treasurer's Report:

Mrs. Zerfoss read the disbursement list in the last report on October 14, 2025. Fire Tax Fund: \$839.43; Act 13 Fund: \$,315.54; General Township Fund: \$113,091.91; and State Fund: \$78,675.24.

Deposits into the various Township Funds totaled \$84,778.69.

The Balances were read: Fire Tax Fund: \$254,900.68; Capital Savings Fund: \$203029.83; Act 13 Impact Fund: \$292,922.05; General Township Fund: \$717,231.46, and State Fund: \$130,348.05.

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 October Zoning report.

Mr. Bonetti discussed the Tim McGuire subdivision located on Three Degree Road and Thornbrook Drive. The Planning Commission has reviewed this subdivision and has recommended approval. Supervisor Ward made the motion, and Supervisor Mowry seconded the motion to approve the Tim McGuire subdivision located on Three Degree Road and Thornbrook Drive. The motion was approved.

Mr. Bonetti discussed the Casper Ball subdivision located at 795 Meridian Road. The Planning Commission has reviewed this subdivision and has recommended approval. Supervisor Mowry made the motion, and Supervisor Roth seconded the motion to approve the Casper Ball subdivision located at 795 Meridian Rd. The motion was approved.

Police Department:

Mrs. Zerfoss read the October 2025 Police Report.

Mrs. Zerfoss discussed the \$7,650.00 All-Traffic Solutions Renewal proposal, dated October 24, 2025. Supervisor Roth made the motion, and Supervisor Ward seconded the motion to approve the \$7,650.00 All-Traffic Solutions Renewal proposal, dated October 24, 2025. The motion was approved.

Public Works Department:

Mrs. Zerfoss discussed the October Public Works Department report.

Mrs. Zerfoss discussed the September 3, 2025, PennDOT letter permitting Penn Township to place a "Hidden Driveway" sign on Rockdale Road requested by the resident. The Penn Township Public Works Department will install this sign.

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Public Works Department - continued:

Mrs. Zerfoss discussed the Public Works Department employee, Rodney Meyers' retirement notice effective January 2, 2026. Supervisor Ward thanked Rodney Meyers for his many years of service. Supervisor Ward made the motion, and Supervisor Mowry seconded the motion to accept Rodney Meyers' retirement notice effective January 2, 2026. The motion was approved.

Public Relations:

Mrs. Tempalski reported that Penn Township is having a toy drive for Stuff-a-Cruiser. Mrs. Tempalski requested donations of new, unwrapped toys be brought to the Township Building lobby by November 29, 2025.

Butler County Tax Collection Committee (BCTCC) Report:

Mrs. Zerfoss reported on the meeting that was held on October 15, 2025. The discussion included changing the tax collection provider. However, no action was taken, and the provider will be discussed again at the Committee's next meeting in the Spring of 2026.

Recycling:

No report.

Parks and Recreation Department - Harcrest Park Phase II

Supervisor Roth stated that 105 free tree seedlings have been planted throughout the park by nine of the Township Engineer, HRG, employee volunteers. HRG provided a GIS drawing with the locations and species of these seedlings.

Supervisor Roth stated that 78 Go Native Tree Farm trees were planted in the park Phase 2A by volunteers.

Supervisor Roth reported that the Public Works Department will start building the Shade Shelter in the immediate future.

Supervisor Ward stated the Township Engineer, HRG, is working to create a "Code" plan sheet to satisfy the Code.sys questions for the Shade Shelter permit requirements.

The next Park Committee meeting will be held at the Municipal Building at a future date to be announced.

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 traffic study and application on June 30, 2025. Approval is anticipated by late December 2025 or early January 2026.

Penn Township Community Day update:

The next Community Day will be held on September 12, 2026.

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Penn Township Impact Fee Committee Update:

Mr. Bonetti stated that the engineer is working on the traffic count information.

Old Business:

Mrs. Zerfoss discussed the revised \$9,242.47 Morgantown Security and Fire proposal, dated September 15, 2025, for security cameras at the Public Works Building. This proposal replaces the previously approved \$7,933.39 Morgantown Security and Fire proposal, dated February 3, 2025. Supervisor Mowry made the motion, and Supervisor Roth seconded the motion to approve the revised \$9,242.47 Morgantown Security and Fire proposal, dated September 15, 2025, for security cameras at the Public Works Building. The motion was approved.

New Business:

Mrs. Zerfoss discussed the 2026 Preliminary Budget and read the "2026 Budget Message." The 2026 Real Estate and Fire Tax remain at eight mills. Supervisor Ward stated that these taxes have not increased in sixteen years, since 2010. Supervisor Roth made the motion, and Supervisor Ward seconded the motion to approve advertising the "2026 Budget." The motion was approved.

Act 537 - Saxonburg Authority

Supervisor Roth stated that the Authority acted on general business, the SAA 2026 budget and calendar.

Adjournment

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

The meeting adjourned at approximately 6:42 p.m.

The next Board of Supervisors meeting will be held on December 9, 2025, at 6:00 p.m. in the Penn Township Municipal Building meeting room.

Approved:

Respectfully Submitted:

Samuel M. Ward
Chairman
Board of Supervisors

Linda D. Zerfoss
Township Manager
Penn Township