

Tuesday, March 10, 2026

The Penn Township Board of Supervisors, having notified the residents in advance, met in the Municipal Building this evening at 5:45 p.m. for the Community Development Block Grant first hearing. A second hearing will be held at the Butler County Courthouse later. Supervisors Roth and Salina, Township Manager Linda Zerfoss, Administrative Assistant, Nicole Tempalski, Wendy Leslie, Butler County CDBG Administrator, and Butler County CDBG representative Jennifer Newton were present. There were approximately 14 residents and visitors present. Supervisor Wilbert J. Mowry, Jr., was not present.

Mrs. Leslie reviewed the anticipated 2026 Penn Township CDBG allocation. She stated they anticipate an amount similar to 2025. The 2025 allocation was a total of \$103,490.00. (\$84,924.00 activity plus \$18,566.00 in administration). Mrs. Leslie reported on some of the past projects, including: Sewer Tap- In Fees, Road reconstruction on Church Road, the streets of Renfrew, Park improvements in Harcrest Park and housing rehab.

The second hearing is anticipated to be held in the fall.

Mrs. Leslie also held a hearing for the modification of 2023 funds. This is to give the public an opportunity to comment on the proposed modification of the 2023 funds. The township is proposing the elimination of housing rehab allocation of \$51,635 and reallocating those funds to the elimination of spot blight. This would give the proposed demolition project a total of \$86,635.00. Due to the location of the proposed demolition site, the costs will be much higher than normal. The property is not easily accessible, and this will drive demo costs up. The proposed modification will be in a public meeting on March 25, 2026, at the County Commissioners' monthly meeting at 10:00 a.m.

Mrs. Leslie asked if the Township has received any written or verbal comments about the hearing. The Township Manager replied no.

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 Douglas A. Roth presiding. Also present were Supervisor Matthew Salina, Township Manager Linda D. Zerfoss, and Administrative Assistant Nicole Tempalski. Supervisor Wilbert J. Mowry, Jr., was not present.

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Minutes - February 10, 2026

Supervisor Roth made the motion, and Supervisor Salina seconded the motion to approve the Board of Supervisors meeting minutes from Tuesday, February 10, 2026, as presented, with no additions or corrections. The motion was approved.

Supervisor Roth reported the Board met on Monday, March 9, 2026, to discuss personnel matters.

Audience Participation

Linda Dawson - Stated house at the end of Dinnerbell Road now has broken windows. She knows the Township can't do anything about this, just wanted the Board to know.

Nancy Swisher - Asked as to what happened to tearing down the old house. Supervisor Roth stated the Board is working on it and will use CDBG funds to tear it down.

Correspondence

Penn Township Planning Commission Minutes of their meeting held January 28, 2026.

PennDot - Advising Penn Township and Middlesex Township jointly received the ARLE Grant in the amount of \$626,978.00.

PSATS News Bulletin - Newsletter dated February 2026.

PennDot - List of roads for traffic counting on municipally owned roads.

Armstrong Business Solutions - Notice that the television service will go up in April 2026.

PennDot - Invitation to join PennDot District 10 for an interactive workshop where you can engage with PennDot, collaborate with peers, and discover valuable resources to enhance your community on April 29, 2026, from 1 - 3 p.m.

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Correspondence - Continued

PA Turnpike - The Road Ahead newsletter dated February 2026.

Nathan Werner, Butler County - Warning municipalities of the rapidly spreading Avian Influenza in Pennsylvania.

Seminars

None.

Treasurer's Report

Mrs. Zerfoss read the list of invoices paid since the last report was read on February 10, 2026. Township Fund: \$128,074.14, Fire Tax Fund: \$10,456.39, Act 13 Fund: \$20,417.10. Deposits into the various Township Funds totaled \$144,906.61. Balances were read as follows: Township Fund: \$495,844.28, Fire Tax Fund: \$242,836.27, Act 13 Impact Fund: \$222,236.72, Township Capital Savings Fund: \$205,044.73, State Fund: \$131,585.20. Supervisor Salina made the motion, and Supervisor Roth seconded the motion that the Treasurer's Report be approved as presented. The motion carried.

Zoning Report

Mrs. Zerfoss read the Zoning Report for February 2026.

Mrs. Zerfoss reported that the Mock subdivision is a simple two-lot subdivision located on Powell Road. They are requesting to create a 3-acre parcel from their 39-acre farm. The newly created parcel complies with the Saldo and Zoning. Mr. Corle has reviewed the septic, and the Township has forwarded the information to DEP in Meadville, February 3, 2026. The planning commission recommended approval with the condition that the Butler County Planning Commission also reviews the plan. Mrs. Zerfoss stated that the Butler County Planning Commission reviewed this plan in February 2026. Supervisor Roth made the motion, and Supervisor Salina seconded the motion that the Mock subdivision to create a 3-acre parcel from their 39-acre farm be approved. The motion carried.

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Zoning Department - Continued

Mrs. Zerfoss reported the following letters were received from the Butler County Planning Commission and their comments:

#26054 Pittsburgh-Butler Regional Maint. Building, Land Development - This plan is considered complete and is scheduled for review on 03/18/26.

#26043 Nixon U.M. Church - The Butler County Planning Commission has no comments on this plan.

Police Department

Mrs. Zerfoss read the Police report for February 2026.

Mrs. Zerfoss requested a motion to promote Stephen Setnar to Corporal. Supervisor Roth stated Steve has worked for the township for approximately 25 years. Supervisor Salina made the motion, and Supervisor Roth seconded the motion that Stephen Setnar be promoted to Corporal at a salary of \$36.33/hour. The motion carried.

Road Department

Andrew Rockar, Director of Public Works, presented his monthly report.

He also requested approval to purchase a new pickup from Tristar Ram in the amount of \$68,199.00. This is being purchased through Costars. Supervisor Roth made the motion, and Supervisor Salina seconded the motion to purchase the new pickup from Tristar Ram in the amount of \$68,199.00. The motion carried.

Mrs. Zerfoss requested a motion for saw cutting on Old Plank Road not to exceed \$5,000.00. Supervisor Roth made the motion, and Supervisor Salina seconded the motion for saw cutting on Old Plank Road, not to exceed \$5,000.00 be approved. The motion carried.

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Public Relations Department

Mrs. Tempalski reported on the Touch A Truck Fundraising event being held on Friday, April 24, 2026, from 5:30 p.m. to 8:30 p.m. at Penn Christian Academy. She stated that volunteers are needed.

She also reported that Community Day will be held Saturday, September 12, 2026, from noon to 4:00 p.m.

Parks and Recreation

Supervisor Roth reported some of the new trees were uprooted during a recent storm. He stated he tried to replant some but was not sure if they would survive.

Recycling

Mrs. Zerfoss reported the annual electronics and hazardous waste recycling event will be held Saturday, August 29, 2026, from approximately 7 am to 1:30 p.m.

Old Business

None.

New Business

Mrs. Zerfoss reported she received a quote from Majestic Lawn Care to mow Renfrew Park at \$140.00 per cut for 2026. Supervisor Salina made the motion and Supervisor Roth seconded the motion that the quote from Majestic Lawn Care to mow Renfrew Park at \$140.00 per cut be accepted. The motion carried.

Mrs. Zerfoss requested a motion to approve naming the new shade shelter at Harcrest Park in memory of Don Callen, the founder of the Penns Men Group. Walter Dawson stated they will get a plaque on a pedestal with a history of Don Callen, and Doug Sober will do the pad. Supervisor Roth made the motion and Supervisor Salina seconded the motion to approve naming the Shade Shelter at Harcrest Park to Donald Callen. The motion carried.

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New Business - Continued

Mrs. Zerfoss read Resolution #597 America 250PA. Supervisor Salina made the motion, and Supervisor Roth seconded the motion that Resolution #597 America 250 PA be approved. The motion carried.

Saxonburg Authority

Supervisor Roth reported that they have a big project on Carol Drive. They are replacing sewer lines, and the cost is higher than anticipated.

Adjournment

Supervisor Roth made a motion, and Supervisor Salina seconded the motion to adjourn the meeting. The motion carried.

The meeting adjourned at approximately 6:25 p.m.

Approved:

Respectfully Submitted:

Douglas A. Roth
Chairman
Board of Supervisors

Linda D. Zerfoss
Township Manager
Penn Township