**Tuesday November 10, 2026**

The Penn Township Board of Supervisors met this evening at 6 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 Vice Chairman Wilbert Mowry, Supervisor Matthew Salina, Township Manager Mary Hess, Finance Administrator Nicole Tempalski, Land Use Administrator Philip Mangis III, Solicitor Cosgrove, and 26 residents and visitors.

## 1. Call to Order

**A.** Chairman Roth called the meeting to order at 6 p.m.

**B.** Supervisor Roth asked for a motion to amend the agenda to add a new item under "New Business" for a "Motion to add the replacement position for Greg Ramsey on the zoning hearing board," was made by Vice Chairman Mowry, seconded by Supervisor Salina. **The motion to amend the agenda carried.**

## 2. Public Comment

**A.** Resident Walt Dawson expressed his appreciation to the Penn Township Police Department for their assistance and support during an emergency involving a family member.

## 3. Consent Agenda

**A. Minutes – October 27, 2026**

Supervisor Salina made the motion to approve the Board of Supervisors meeting minutes from Tuesday, October 27, 2026, as presented, with no additions or corrections. Vice Chairman Mowry seconded the motion. **The motion carried.**

**B. Approval of Bills October 25, 2026 – November 7, 2026**

Vice Chairman Mowry made the motion to approve the bills to be paid from September 20, 2026 – October 10, 2026, as follows:

- General Fund totaling $132,350.19 ***includes the Pension Municipal Minimum Obligation**
- Fire Tax Fund totaling: $233.18

Supervisor Salina seconded the motion. **The motion carried.**

## 4. Correspondence

**A. Thank You Letters**

Mrs. Hess reported that the Township received letters from the Audubon Society and

The Butler Library in appreciation of the township's annual donations to their organizations.

## 5. Finance Report

### A. Municipal Pension State Aid

Mrs. Tempalski reported that the Township received its state aid allocation for the Municipal Pension Plans in the amount of $76,329.55. These funds will be applied toward the Municipal Minimum Obligation (MMO) for each pension plan. The Police Pension Plan has an MMO of $63,904, while the Non-Uniform Pension Plan has an MMO of $48,314, bringing the combined obligation to $112,218. After applying the state aid allocation, the remaining $35,888.45 will need to be funded by the Township through the General Fund.

### B. Municipal Minimum Obligation- Police Pension

A motion was made by Supervisor Salina to approve Resolution No. 619 Entitled "Municipal Obligation- Police Pension" totaling $63,904. The motion was seconded by Vice Chairman Mowry. **The motion carried.**

### C. Municipal Minimum Obligation- Non-Uniform Pension

A motion was made by Vice Chairman Mowry to approve Resolution No. 620 Entitled "Municipal Obligation- Non-Uniform Pension" totaling $48,314. The motion was seconded by Supervisor Salina. **The motion carried.**

### D. Township Fund Balances

The balances for the township's accounts were read as follows: Township Fund: $300,119,19, Fire Tax Fund: $56,662.29 and the Park Fund: $8,176.57. Supervisor Salina made the motion, and Vice Chairman Mowry seconded the motion that the Finance Report be approved as presented. **The motion carried.**

## 6. Planning

### A. Conditional Use Hearing

Solicitor Cosgrove reported that there were no current planning matters requiring action. However, a conditional hearing is scheduled for November 24, 2026, during the regularly scheduled Board of Supervisors meeting, should the applicant choose to proceed with the process.

## 7. Public Relations

### A. Stuff a Cruiser Toy Drive

Mrs. Tempalski reported that the Penn Township Police Department will be hosting a Stuff a Cruiser event on Saturday, November 28, 2026, from 10:00 AM to 2:00 PM at Hunter's Trucking. New, unwrapped toy donations are also being accepted at the Penn Township Municipal Building from November 2 through December 2, 2026. The donations will support local families in need through the Lighthouse Foundation.

## 8. Parks and Recreation

### A. Park Meeting

Chairman Roth reported that the next Park Committee meeting is scheduled for Wednesday, November 18, 2026, at 6:00 PM in the meeting room at the Penn Township Municipal Building.

## 9. Old Business

### A. Curative Amendment

A motion was made by Vice Chairman Mowry to request a proposal from the Township Engineer, HRG, Inc., for the preparation of a Township curative amendment addressing oil and gas-related uses, Battery Energy Storage Systems (BESS), and power generation/energy production-related uses. The motion was seconded by Supervisor Salina.

During discussion, Solicitor Cosgrove explained that the next step in the process is for the Township to engage a consultant to prepare a proposed amendment to address deficiencies in the current ordinances. **The motion carried.**

## 10. New Business

### B. Appointment to the Zoning Hearing Board

A motion was made by Supervisor Salina to appoint Madison Nasif to the Penn Township Zoning Hearing Board to fill the vacancy left by Greg Ramsey and serve the remainder of his term. The motion was seconded by Vice Chairman Mowry.

During discussion, Solicitor Cosgrove spoke in support of the appointment, noting Madison's experience with the Court of Common Pleas and expressing confidence in her qualifications to serve alongside the existing Board members. He noted that her experience would provide a balance of knowledge and perspective to support informed decisions in the best interest of the Township. **The motion carried.**

## 11. Other Business

### A. PA COG Meeting

Chairman Roth announced that a PA COG meeting is scheduled for Tuesday, November 17, 2026, at 1:30 PM in the meeting room at the Penn Township Municipal Building.

### B. Resolution No. 2026-621 – Local Share Grant Application

A motion was made by Supervisor Salina to authorize Resolution No. 2026-621, approving the submission of a Local Share Account (LSA) grant application for the purchase of a skid steer and other necessary items for Penn Township. The motion was seconded by Vice Chairman Mowry. **The motion carried.**|

**C. Resolution No. 2026-622 – Municipal Credit Card Use Policy**

A motion was made by Vice Chairman Mowry to approve Resolution No. 2026-622, entitled "Municipal Credit Card Use Policy." Mrs. Hess explained that this policy is an important tool for establishing proper reporting procedures and purchasing controls to ensure that purchases are necessary and receive the appropriate approval prior to the use of Township-issued credit cards. The motion was seconded by Supervisor Salina. **The motion carried.**

**D. Removal from Probationary Period**

A motion was made by Supervisor Salina to remove Officer Scalise from his probationary period effective November 10, 2026. The motion was seconded by Vice Chairman Mowry.

During discussion, Chief Longdon recognized Officer Scalise for stepping up beyond his assigned duties and responsibilities during the recent transitions within the Police Department. Chief Longdon expressed that Officer Scalise's efforts and contributions warranted recognition and supported the request for his early removal from probation. **The motion carried.**

**E. Butler County Tax Collection Committee (BCTCC) Delegate**

A motion was made by Vice Chairman Mowry to appoint Mary Hess as Penn Township's primary delegate and Nicole Tempalski as the alternate delegate to the Butler County Tax Collection Committee (BCTCC). The motion was seconded by Supervisor Salina. **The motion carried.**

## 12. Budget

**A. 2027 Capital Improvement Plans**

Mrs. Hess explained that each department has prepared its own Capital Improvement Plan. The information provided to the Board serves as an inventory of existing assets and identifies items needed, anticipated replacement timelines over the next five years, and the current conditions of Township equipment, buildings, and properties.

She explained that the purpose of these plans is to help the Township anticipate future needs, plan for necessary replacements and improvements, and ensure adequate funding is available when these expenses arise.

## 13. Reports

**A. Zoning Report**

Mr. Mangis presented the Zoning Report for the month of October.

**B. Road Department Report**
Mrs. Hess reviewed Andrew Rockar's weekly work plans and provided an update on work completed by the Road Department over the past several weeks.

**C. Police Report**
Chief Longdon presented the Police Department's report for the month of October.

**D. Saxonburg Sewer Authority**
Chairman Roth reported that the next Saxonburg Sewer Authority meeting is scheduled for Tuesday, November 17, 2026. He also shared that the Sewer Authority Board is currently working on its 2027 budget.

## 14. Public Comment

**A.** Resident David Ferraro questioned why the application for the proposed compressor station continues to move forward when the current Township ordinance does not permit the proposed use in the requested location.

Solicitor Cosgrove explained that the applicant controls its application and must be the party to withdraw it, regardless of whether the proposed use is permitted under the current ordinance or whether the requested location is allowable use.

## 15. Adjournment

Vice Chairman Mowry made a motion to adjourn the meeting. Supervisor Salina seconded the motion. **The motion was approved.**
The meeting adjourned at approximately **6:25 p.m.**

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| Approved: | Respectfully Submitted: |
| _____ | _____ |
| Douglas A. Roth | Mary Hess |
| Chairman | Township Manager |
| Board of Supervisors | Penn Township |