

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
FEBRUARY 16, 2022**

The Summit Township Board of Supervisors public meeting was held on Wednesday, February 16, 2022 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

**CALL TO ORDER**

Willie Adams called the meeting to order at 6:45 p.m.

**PLEDGE OF ALLEGIANCE**

All persons present stood to recite the Pledge of Allegiance.

**ROLL CALL**

Supervisors Willie Adams, Rick Green and Larry Osche were present. Also in attendance, Township Solicitor, Michael Gallagher, Township Secretary/Treasurer, Roxann Stickney, David Barry, Jim Henry, Michael Sherman, Lauryn Tanis, Bob Ficca, Kathy Ficca, Cindy Kamerer, Garrett Kamerer, Carl Bachman, John LeFevre, and Kriss Simmons.

**OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA**

There was no questions or comments from the floor.

**FEBRUARY 2, 2022 PUBLIC MEETING MINUTES**

Rick Green motioned to approve the February 2, 2022 public meeting minutes as presented. Larry Osche seconded the motion. Motion Carried Unanimously.

**TREASURER’S REPORT**

The treasurer presented the following report.

<b>FUND BALANCE AS OF 02/16/2022</b>	
American Rescue Plan	\$243,864.19
Capital Fund	\$196,479.46
Fire Hydrant Fund	\$2,746.68
General Fund	\$776,475.50
Sewage Escrow Fund	\$28,614.77
Sewage Permit Fund	\$12,780.09
State Fund	\$74,905.44
<b>Available Funds</b>	<b>\$1,335,866.43</b>
Capital Fund Savings Account	<b>\$150,000.00</b>
General Fund Savings Account	<b>\$210,438.88</b>
<b>Total Funds</b>	<b>\$1,696,305.31</b>

<b>ACTIVITY</b>	
Available Funds as of 02/02/2022	\$1,449,689.63
Savings Account Total	\$360,438.88
Deposits	\$54,530.57
Disbursements	\$168,353.77
<b>Total Funds Available as of 02/16/2022</b>	<b>\$1,696,305.31</b>

The Treasurer presented the following report.

Deposits included Earned Income Taxes, Local Services Taxes, and Recorder of Deeds.

Disbursements included the transfer of the General Fund CD for \$210,438.88 into a General Fund savings account due to low interest rates. The transfer of \$150,000.00 from the Capital Fund into a Capital Fund savings account.

Rick Green motioned to approve the Treasurer report as presented. Larry Osche seconded the motion. Motion Carried Unanimously.

**GENERAL FUND INVOICES APPROVAL**

Larry Osche motioned to approve for payment Blacks Auto Parts invoice for a battery for the Ford F-550 for \$460.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Butler Petroleum Corporation invoice 586305 for on-road fuel for \$2,702.70. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Butler Petroleum Corporation invoice 586306 for off-road fuel for \$278.12. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment State Workers' Insurance Fund the volunteer fire companies worker's compensation policy for \$1,054.00. Larry Osche seconded the motion. Motion Carried Unanimously.

**STATE FUND INVOICES**

Larry Osche motioned to approve for payment the following invoices from Compass Minerals for road salt.

Invoice 939235	\$ 3,925.72
Invoice 940822	\$ 4,145.78
Invoice 942121	\$ 9,705.14
Invoice 943219	\$ 5,495.08
Invoice 949771	\$ 6,689.76
Invoice 951019	\$ 5,401.27
Invoice 948362	\$ <u>1,320.35</u>
Total	\$36,683.10

Rick Green seconded the motion. Motion Carried Unanimously.

**SUMMIT AUTHORITY PAYMENT REQUEST**

Rick Green motioned to approve Summit Authority's payment request for Senate Engineering Company invoice 60614 for the public sewage project for \$3,346.50. The Authority will reimburse the Township upon receiving funding. Larry Osche seconded the motion. Motion Carried Unanimously.

**SOLICITOR REPORT**

A Local Share Account grant is available. A Resolution is required that contains a cost estimation for the project. The Supervisors would like to apply for grant funding for a Township building. However, the cost estimate is not available, and the Resolution may need signed before the next meeting to meet the application deadline. The Solicitor determined that the Resolution could be signed before the meeting and ratified at the next meeting with the cost estimate included.

Larry Osche motioned to approve Resolution 2022-07 for the submission of the Local Share Account grant for a Township building. The Resolution will be signed whenever the cost estimate is available. If the signatures are required before the public meeting, it will be signed and ratified at the following meeting. Rick Green seconded the motion. Motion Carried Unanimously.

**SHERMAN SUBDIVISION**

The Township's engineer, Planning Commission and Butler County have reviewed the Sherman and Tanis subdivision plan. The Planning Commission determined the plan is administratively correct and submitted a recommendation letter of approval. The Supervisors reviewed the plan and recommendation letter.

Willie Adams motioned to approve the Sherman and Tanis subdivision as administratively correct. Rick Green seconded the motion. Motion Carried Unanimously.

**HOMETOWN HERO PROJECT AGREEMENT**

Rick Green motioned to approve the Third-Party Installation Agreement for the Hometown Hero military banners for the telephone poles in the Herman area. The Township will pay for insurance for the installation and removal of the banners from the telephone poles. Larry Osche seconded the motion. Motion Carried Unanimously. The Hometown Hero project offered to contribute towards the insurance if funds are available.

**HERMAN VOLUNTEER VFC EARNED INCOME TAX CREDIT**

Robert P. Shuler, Jr. applied for the volunteer fire company earned income tax credit. The Township Secretary verified that Mr. Shuler is on the Herman Volunteer Fire Company eligibility list.

Willie Adams motioned to approve Robert P. Shuler, Jr. for the Herman Volunteer Fire Company earned income tax credit. Rick Green seconded the motion. Motion Carried Unanimously.

**COMMUNITY DEVELOPMENT BLOCK GRANT-CV (CDBG-CV) FUNDING**

Willie Adams motioned to transfer the CDBG-CV to the Butler County Redevelopment Authority for Summit Township residents to access the grant funding. Rick Green seconded the motion. Motion Carried Unanimously.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) MANDATORY TAP-IN FUNDING**

The review of the CDBG application for the mandatory tap-in fee for the public sewage project is almost complete. All applicants will receive notification of whether or not they were awarded the grant funding. If a resident did not qualify for the funding, another round of funding will be available later in the year. Notification will be sent out as to when to apply.

**RIGHT-TO-KNOW POLICY**

A Right-to-Know policy for the Community Development Block Grant (CDBG) mandatory tap-in grant is required. The CDBG administrator will be contacted for a sample policy for the Solicitor to review.

**SPRING-SUMMER NEWSLETTER**

Rick Green motioned to approve the distribution of the Spring-Summer newsletter. The Supervisors will review the newsletter before it is mailed. Larry Osche seconded the motion. Motion Carried Unanimously.

**ENGINEER REPORT**

The engineer reviewed the Karns Bridge Project and the Sherman & Tanis subdivision plan.

Larry Osche will contact PennDOT regarding the traffic light signal pole for clarification of the agreement.

**ASPHALT-PAVING EQUIPMENT RENTAL QUOTE**

Larry Osche motioned to award to the only quote received for the Asphalt-Paving Equipment Rental to Wiest Asphalt Paving Products & Paving, Inc. Rick Green seconded the motion. Motion Carried Unanimously.

**EQUIPMENT RENTAL WITH OPERATOR BID**

Larry Osche motioned to award the only bid received for the Equipment Rental with Operator to Phil Hay & Sons, Inc. Rick Green seconded the motion. Motion Carried Unanimously.

**FORD F-550 TRUCK**

Larry Osche motioned to purchase a new 2022 Ford F-550 from McCandless Ford and dump body from Stephenson Equipment, Inc. for a total of \$105,034.00. Larry Osche voted "yes". Rick Green voted "yes". Willie Adams voted "no". Motion Carried

**PIPE**

Pipe has been ordered.

**ROADMASTER REPORT**

The Roadmaster presented the following report.

1. Winter road maintenance.
2. Catch basin maintenance.
3. Pothole patching.
4. Equipment maintenance.

A certified letter will be sent to Shields Asphalt Paving regarding a warranty claim for Bonniebrook Road.

Larry Osche will obtain tree trimming quotes.

**ADDITIONAL BUSINESS**

Willie Adams announced the following executive sessions were held and no decisions were made.

February 4, 2022 regarding Bonniebrook Road.

February 10, 2022 regarding pending litigation.

February 11, 2022 regarding pending litigation with the Solicitor.

**OPEN TO THE FLOOR – PUBLIC PARTICIPATION**

A resident requested for the snow to be cleared from the berm of the road on Herman Road. The cost for a wing plow will be obtained.

Bob Ficca attended the meeting regarding the requirements for a home business. The zoning ordinance will be reviewed to determine the requirements.

**ADJOURN**

With there being no further business to come before the Board of Supervisors, Larry Osche motioned for the Supervisors to go into an executive session. Rick Green seconded the motion. Motion Carried Unanimously.

Upon the completion of the executive session, Larry Osche made the motion to adjourn. Rick Green seconded the motion. Motion Carried Unanimously. Meeting adjourned at 8:45 p.m.

Respectfully Submitted,  
Roxann L. Stickney, Secretary

**NEXT MEETING WILL BE AT 6:45 P.M. ON WEDNESDAY, MARCH 2, 2022**