

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
OCTOBER 18, 2023**

The Summit Township Board of Supervisors public meeting was held on Wednesday, October 18, 2023, 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 and Larry Osche were present. Supervisor Rick Green was present via zoom meeting. Also present was the Township Solicitor, Michael Gallagher, Township Secretary, Roxann Stickney, David Barry, Henry Andrews, Jim Henry, Pete Gall, Rob Shuler, Rob Marsico, and Helen Osche. Patricia Shuler joined the meeting via telephone.

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

There were no questions or comments from the floor.

**OCTOBER 4, 2023 REGULAR PUBLIC MEETING MINUTES**

Larry Osche motioned to approve the October 4, 2023 regular public meeting minutes as presented. Willie Adams seconded the motion. Motion carried unanimously.

**TREASURER’S REPORT**

| <b>FUND BALANCE</b>    |                     | <b>ACTIVITY</b>                   |                     |
|------------------------|---------------------|-----------------------------------|---------------------|
| AMERICAN RESCUE PLAN   | 0.00                | BALANCE AS OF 10/04/2023          | 706,999.30          |
| CAPITAL FUND           | 226,523.13          | CDs                               | 510,086.66          |
| FIRE HYDRANT FUND      | 4,356.51            | SAVINGS ACCOUNTS                  | 631,516.15          |
| GENERAL FUND           | 351,233.75          | DEPOSITS/DEBITS                   | 38,895.27           |
| SEWAGE ESCROW FUND     | 28,614.77           | DISBURSEMENTS                     | 36,592.88           |
| SEWAGE PERMIT FUND     | 13,005.12           | <b>AVAILABLE FUNDS 10/18/2023</b> | <b>1,850,904.50</b> |
| STATE FUND             | 85,568.41           |                                   |                     |
| <b>AVAILABLE FUNDS</b> | <b>709,301.69</b>   |                                   |                     |
| CAPITAL FUND - SAVINGS | 154,453.28          |                                   |                     |
| GENERAL FUND SAVINGS   | 477,062.87          |                                   |                     |
| GENERAL FUND CD #6157  | 153,026.00          |                                   |                     |
| GENERAL FUND CD #6158  | 357,060.66          |                                   |                     |
| <b>TOTAL FUND</b>      | <b>1,850,904.50</b> |                                   |                     |

The treasurer presented the following report.

Deposits included pension state aid, Summit Academy in lieu of taxes annual payment, earned income taxes, and local services taxes.

Disbursements included pipe and Act 537 engineering fees for the public sewage project.

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 payment for Ashlar Architecture & Engineering invoice 7187 for the Township garage design for \$7,245.33. Rick Green seconded the motion. Willie Adams voted “no”. Rick Green voted “yes”. Larry Osche motioned “yes”. Motion carried.

Larry Osche motioned to approve for payment Cintas invoice 5179663826 for garage first aid service for \$440.10. Willie Adams seconded the motion. Motion carried unanimously.

Larry Osche motioned to approve payment for M & M Lime Company, Inc. invoice 14743 for Stutz Road stone for \$1,270.24. Rick Green seconded the motion. Motion carried unanimously.

Larry Osche motioned to approve payment for Moon Paver, Inc. invoice 588 for moon paver repair for \$1,600.00. Rick Green seconded the motion. Motion carried unanimously.

Willie Adams motioned to approve payment for State Worker’s Insurance Fund worker’s compensation for the volunteer fire companies for \$1,017.00. Rick Green seconded the motion. Motion carried unanimously.

Larry Osche motioned to approve payment for Wine Concrete Products, Inc. invoice 93178 for knockout boxes and bike grate for \$1,450.00. Rick Green seconded the motion. Motion carried unanimously.

**SUMMIT AUTHORITY PAYMENT REQUEST**

The Summit Authority submitted a payment request for the following invoice for \$7,387.50. The Authority will reimburse the Township upon receiving funding.

Larry Osche motioned to approve payment for Senate Engineering Company invoice 63797 for the public sewage project for \$7,387.50. The Summit Authority will reimburse the Township upon receiving funding. Rick Green seconded the motion. Motion carried unanimously.

**SHULER HARDSHIP AGREEMENT**

The property at 3447 Beck Road, Butler, PA had a Hardship Agreement for William Shuler to have assistance living services to be provided by a family member. A temporary mobile home was placed on the property for the family member to reside in. The agreement states that upon William Shuler passing the mobile home will be removed from the property within 15 days of his passing. Mr. Shuler passed away on September 14, 2023.

Patricia Shuler, the wife of William Shuler, joined the meeting via telephone and requested the mobile home not be removed. The Supervisors did not grant the request due the requirements of the Agreement. Mrs. Shuler did not agree with the Supervisors’ determination and ended the call.

Willie Adams motioned to authorize the code enforcement officer with assistance of the Solicitor to file with the district magistrate civil litigation to seek liquidated damages at \$250.00 per day pursuant to the Hardship Agreement. Larry Osche seconded the motion. Motion carried unanimously.

**SOLICITOR REPORT**

The Solicitor presented the following report:

1. A Status Conference for the Trufley property clean-up was held on October 4, 2023. It was determined that the burned-out home will be removed by December 31, 2023 and the house used as garage/storage will be removed by March 31, 2024. All rubbish and debris will be removed.
2. Preliminary Objections for Sportsman’s Supply are scheduled for October 20, 2023 at 1:00 p.m.
3. The Geibel property clean-up is status quo.

**LICK HILL VFD**

Nothing to report for Lick Hill Volunteer Fire Department.

**VOLUNTEER FIRE COMPANY ANNUAL AUDIT SUBMISSION DATE**

Willie Adams motioned that Herman Volunteer Fire Company and Lick Hill Volunteer Fire Department submit their annual audit by October 15<sup>th</sup> of each year. The audit is to be included with the annual inspections report. Larry Osche seconded the motion. Motion carried unanimously.

**UPGRADE PA AMERICAN WATER SYSTEM ON PORTMAN ROAD**

Willie Adams motioned to table the decision for the PA American upgrade of the water system on Portman Road until the cost to the Township for fire hydrants is determined. Larry Osche seconded the motion. Motion carried unanimously.

**BRINKER ROAD PUBLIC WATER SERVICE**

Willie Adams motioned to approve the Right-Of-Way Agreement for the PA American Water public water line service to 109 Brinker Road, Butler, PA. The Township will be reimbursed for all costs involved for the preparation of the agreement. All conditions in the agreement must be followed. The Township's Right-Of-Way agreement and the neighboring property owner's Right-of-Way Agreement must be recorded at Butler County Courthouse. Larry Osche seconded the motion. Motion carried unanimously.

**HARDSHIP AGREEMENT**

Willie Adams motioned for the Township to no longer approve any Hardship Agreements. Larry Osche seconded the motion. Motion carried unanimously.

**GAGLIARADI PROPERTY**

Willie Adams motioned to send to the Gagliardi's attorney an approval letter that is based upon the Senate Engineering letter recommending that the Gagliardi's stormwater management plan complies with the Township's Subdivision and Land Development Ordinance (SALDO) and the Township's Stormwater Management Ordinance. All required signed agreements must be recorded at the Butler County Courthouse by November 15, 2023. Construction of the stormwater management plan must be completed by April 30, 2024. Larry Osche seconded the motion. Motion carried unanimously.

**LOCAL SERVICES QUARTERLY VOLUNTEER FIRE DEPARTMENT DISTRIBUTION**

Larry Osche motioned that the 3<sup>rd</sup> Quarter 2023 Local Services Taxes (LST) Distribution for emergency services be distributed as 18% to Herman VFC and 7% Lick Hill VFD. This will be the percentages until changed by motion of the Summit Township Board of Supervisors. Willie Adams seconded the motion. Motion carried unanimously.

**ADVERTISEMENT OF 2024 BUDGETS**

Willie Adams motioned to advertise the 2024 Capital Fund budget, Fire Hydrant Fund budget, General Fund budget, Sewage Escrow Fund budget, Sewage Permit Fund budget and State Fund budget. Rick Green seconded the motion. Motion carried unanimously.

**CPA AUDITORS**

Willie Adams motioned to accept Hosack, Specht, Muetzel & Wood, LLP engagement letter to perform the Township's financial audit for 2023, 2024 and 2025. Larry Osche seconded the motion. Motion carried unanimously.

**FIRE HYDRANT MILLAGE**

Willie Adams motioned to advertise a half mill rate increase for the Fire Hydrant Tax and the process to begin for the rate increase. Rick Green seconded the motion. Motion carried unanimously.

**RESOLUTION 2023-09 LOCAL SHARE ACCOUNT GRANT**

Willie Adams motioned to approve Resolution 2023-09 for the Local Share Account grant for a compact track loader. Rick Green seconded the motion. Motion carried unanimously.

**SPEED LIMIT SIGNS**

Rick Green motioned to order an electronic speed limit display for \$3,945.00. Willie Adams seconded the motion. Motion carried unanimously.

**ENGINEER REPORT**

The engineer had nothing to report.

**TOWNSHIP BUILDING LOT LINE REVISION**

Larry Osche motioned to start the lot line revision process for the Township's property. Rick Green voted "yes". Larry Osche voted "yes". Willie Adams voted "no". Motion carried.

**ROAD DEPARTMENT EMPLOYEE**

Larry Osche motioned to hire Blaine McConnell as a full-time road department laborer per union contract. Willie Adams seconded the motion. Motion carried unanimously.

**CARBON CENTER ROAD GUIDERAILS**

Larry Osche motioned to accept the \$5,000.00 insurance reimbursement for guiderails damage on Carbon Center Road due to an accident. Willie Adams seconded the motion. Motion carried unanimously.

**TUBE HEATER**

Larry Osche motioned to approve the purchase of a tube heater for the garage for \$5,500.00. Willie Adams seconded the motion. Motion carried unanimously.

**ROADMASTER REPORT**

The Roadmaster presented the following Report:

1. Kaiser Road drainage project is completed.
2. Cutting of grass performed.
3. The 2022 Ford F-550 undercoat was updated.
4. Downed trees and limbs were removed.
5. Repair and replacement of road signs was performed.

Recently, three accidents have occurred in the vicinity of the railroad tracks on Carbon Center Road. An arrow sign will be installed.

**ADDITIONAL BUSINESS**

There was no additional business.

**OPEN TO THE FLOOR – PUBLIC PARTICIPATION**

There were no questions or comments from the floor.

**ADJOURNMENT**

With there being no further business to come before the board, Larry Osche motioned to adjourn the meeting. Willie Adams seconded the motion. Motion carried unanimously. The meeting was adjourned at 8:35 p.m.

Respectfully Submitted, Roxann L. Stickney, Secretary

**NEXT BOARD OF SUPERVISORS PUBLIC MEETING WILL BE HELD WEDNESDAY, NOVEMBER 1, 2023**