

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
DECEMBER 18, 2019**

The Summit Township Board of Supervisors public meeting was held on Wednesday, December 18, 2019 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, Larry Osche and Rick Green were present. Also, in attendance Solicitor, Michael Gallagher, Secretary, Roxann Stickney, Curt Horstman, Roni Horstman, Robert Ray, Kriss Simmons and David J. Barry.

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

There were no questions or comments on the Agenda

**APPROVAL OF THE DECEMBER 4, 2019 PUBLIC MEETING MINUTES**

Rick Green motioned to approve the December 4, 2019 public as presented with the addition that Robert Ray was in attendance. Willie Adams seconded the motion. Larry Osche abstained due to being absent. Motion Carried.

**TREASURER’S REPORT**

The treasurer presented the following report.

<b>FUND BALANCE AS OF 12/18/19</b>	
Capital Fund	\$305,084.64
Fire Hydrant Fund	\$4,582.61
General Fund	\$327,185.09
Sewage Escrow Fund	\$18,384.77
Sewage Permit Fund	\$9,254.87
State Fund	\$76,820.57
<b>Available Funds</b>	<b>\$741,312.55</b>
Capital Fund CD	\$311,516.27
Capital Fund CD	\$301,548.25
General Fund CD	\$207,571.95
<b>Total Funds</b>	<b>\$1,561,949.02</b>

<b>ACTIVITY</b>	
Available Funds as of 12/04/19	\$752,995.94
CD Total	\$820,636.47
Deposits	\$26,773.78
Disbursements	\$38,457.17
<b>Total Funds Available as of 12/18/19</b>	<b>\$1,561,949.02</b>

The Treasurer reported that deposits included Earned Income Taxes and Local Services Taxes.

Disbursements included a turbo repair for the 2003 Peterbilt truck and engineering design for the Act 537 Plan for public sewage.

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

**INVOICE APPROVAL**

Larry Osche motioned to approve for payment Hei-Way, LLC invoice 91210006 for cold patch for \$230.05. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Jerich Insurance Agency invoice 1610 for the Township's liability insurance for \$1,118.00. Larry Osche seconded the motion. Motion Carried Unanimously.

**SUMMIT AUTHORITY PAYMENT REQUEST**

Rick Green motioned to approve Summit Authority's payment request of \$20,390.50 for the following invoices:

Jerich Insurance Agency invoice 1600 for the Authority's liability insurance for \$618.00.

Murrin, Taylor & Gallagher invoice for Rails-to-Trails information for \$85.00.

Senate Engineering Company invoice 56353 for engineering design of the Act 537 Plan for \$19,687.50.

Upon receiving funding, the Authority will reimburse the Township.

Larry Osche seconded the motion. Rick Green voted "yes". Larry Osche voted "no". Willie Adams voted "yes". Motion Carried.

**BRESNAHAN SUBDIVISION**

The Board of Supervisors reviewed the Bresnahan Subdivision Plan, Butler County Planning Commission's letter, Summit Township's Planning Commission approval recommendation letter and Senate Engineering Company's recommendation to grant the contour modification request.

Rick Green motioned to grant the contour modification. Willie Adams seconded the motion. Motion Carried Unanimously.

Rick Green motioned approve the Bresnahan Subdivision as administratively correct. Willie Adams seconded the motion. Motion Carried Unanimously.

Willie Adams motioned for the Township's Secretary, Roxann Stickney, to sign the non-buildable waiver. Rick Green seconded the motion. Motion Carried Unanimously.

**SHULER HARDSHIP AGREEMENT**

William Shuler and Patricia Shuler did not attend the meeting for the renewal of their Hardship Agreement.

Rick Green motioned a letter be sent to the Shulers requiring their attendance at the January 6, 2020 meeting. Failure to attend the meeting will void the Hardship Agreement and the mobile home will have to be removed from the 3447 Beck Road, Butler, PA property. Willie Adams seconded the motion. Motion Carried Unanimously.

**SOLICITOR'S REPORT**

Lance Welliver of Butler County Parks and Recreation requested changes to the Agreement with Butler Area School District for the DCNR playground equipment grant. The Solicitor reviewed his requests and had concerns with two of the items. The School District's Solicitor is reviewing the changes and will be contacting the Township's Solicitor to discuss the changes.

Rick Green motioned to approve the Ordinance for the Township to borrow from NexTier Bank \$1,000,000.00 for the public sewage project Act 537 Plan and to approve the advertisement of the Ordinance. The Summit Authority will reimburse the Township upon receiving funding. Larry Osche seconded the motion. Rick Green voted "yes". Larry Osche voted "yes". Willie Adams voted "no". Motion Carried.

**2019-14 RESOLUTION FOR THE 2020 BUDGETS**

Rick Green motioned to approve the 2020 General Fund Budget, Capital Fund Budget, Fire Hydrant Fund Budget, Sewage Escrow Fund Budget, Sewage Permit Fund Budget and State Fund Budget. Larry Osche seconded the motion. Rick Green voted "yes". Larry Osche voted "yes". Willie Adams voted "no". Motion Carried.

**VOLUNTEER FIRE COMPANY EIT CREDIT**

Herman Volunteer Fire Company submitted their list of members that qualify for the Earned Income Tax Credit. The Township Secretary/Treasurer verified the individuals that submitted the Earned Income Tax Credit request were eligible.

Willie Adams motioned to approve the individuals from Herman Volunteer Fire Company listed on a memo submitted to the Board of Supervisors for the Earned Income Tax Credit. Rick Green seconded the motion. Willie Adams voted "yes". Rick Green Voted "yes". Larry Osche abstained due to conflict of interest. Motion Carried.

#### **MEETING DATES ADVERTISEMENTS**

Willie Adams motioned to advertise the Township's organizational meeting, Auditor's organizational meeting and Zoning Hearing Board Organizational meeting, the 2020 Board of Supervisors public meeting dates, Planning Commission meeting dates and Zoning Hearing Board meetings are on the as needed basis. Rick Green seconded the motion. Motion Carried Unanimously.

#### **AUDITORS**

Willie Adams motioned for the Solicitor to advertise the Township will have Certified Public Accountants complete the Township's annual audit. Rick Green seconded the motion. Motion Carried Unanimously.

Hosack, Specht, Muetzel and Wood will be scheduled for the audit.

#### **MANUFACTURER & BUSINESS MEMBERSHIP**

Willie Adams motioned to approve the Manufacturer & Business Association 2020 membership for \$295.00. Rick Green seconded the motion. Motion Carried Unanimously.

#### **PSATS MEMBERSHIP**

Willie Adams motioned to approve the Pennsylvania State Association of Township Supervisors (PSATS) 2020 membership for \$1,399.00. Rick Green seconded the motion. Motion Carried Unanimously.

#### **ENGINEER'S REPORT**

Senate Engineering Company reviewed the Bresnahan Subdivision.

Senate Engineering Company recommended that Anthony Gagliardi submit a site plan for a road to access the back of his 880 Herman Road, Butler, PA property. Mr. Gagliardi's borrow pit should meet the ordinance's requirements and a stormwater management plan is required for the road.

Willie Adams motioned per Senate Engineering recommendation that Anthony Gagliardi submit a site plan for the road to access the back of his 880 Herman Road, Butler, PA property, stormwater management plan for the road and the requirements for a borrow pit be met. A cease and desist letter from the moving of dirt on and from the property will be submitted to Mr. Gagliardi until the above referenced items are completed. Rick Green seconded the motion. Motion Carried Unanimously.

#### **FUEL QUOTES**

Larry Osche motioned for phone quotes for fuel be obtained for 2020. Willie Adams seconded the motion. Motion Carried Unanimously.

#### **ROADMASTER REPORT**

Roadmaster, Larry Osche, presented the following report:

1. Potholes were patched.
2. Storm damage was cleared on the Township's roads and rights-of-way.
3. Roads were salted.
4. Equipment maintenance performed.

A driveway on Brinker Road is causing ice to form on the road. Larry Osche will contact the property owners. Rick Green motioned to authorize if necessary, the Township's Zoning Officer to send a letter requesting the driveway be repaired so that ice does not form on the road. Larry Osche seconded the motion. Motion Carried Unanimously

Local Technical Assistance Program (LTAP) determined that the requirements for the installation of stop signs at the intersection of Shepperd Drive and Bricker Avenue are not met. A determination letter will be sent to the resident that requested the stop signs that requirements for the signs are not met, and it is illegal for the Township to install the signs.

A request for "children at play" signs on Schnur Road was submitted. If the residents pay for the signs, the Township will install them.

Due to a fume issue in the Township's building that is coming from the lower level garage, Jack Hetrick from Hetrick Plumbing and Heating inspected the furnace and exhaust ventilation system. The furnace is working but three radiant heaters need replaced. The exhaust ventilation system is working, however, does not have the capabilities for tractor exhaust. A second opinion on the ventilation system will be obtained.

Community Development Corporation (CDC) offers engineering services to members. The Township belongs to CDC. Rick Green is going to contact Joe Saeler of CDC regarding engineering options for a garage.

#### **ADDITIONAL BUSINESS**

Willie Adams announced an informational meeting was held on December 10, 2019 with Butler County officials, Community Development Corporation representative, Richard Lenhart of Senate Engineering Company and Summit Authority members regarding to the Act 537 Plan for public sewage. No decisions were made.

Willie Adams announced an informational meeting was held on December 12, 2019 with the Attorney from Summit Academy regarding students leaving the premises without permission. No decisions were made.

#### **OPEN TO THE FLOOR – PUBLIC PARTICIPATION.**

There were no questions or comments from the floor.

#### **ADJOURN**

With there being no further business to come before the Board of Supervisors, Larry Osche made the motion to adjourn. Willie Adams seconded the motion. Motion Carried Unanimously. Meeting adjourned at 8:49 p.m.

**THE NEXT MEETING WILL BE HELD ON MONDAY, JANUARY 6, 2020  
IMMEDIATELY FOLLOWING THE ORGANIZATIONAL MEETING AT 6:45 P.M.**

Respectfully Submitted,  
Roxann L. Stickney, Secretary