

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
SEPTEMBER 5, 2018**

The Summit Township Board of Supervisors public meeting was held on Wednesday, September 5, 2018 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**

All Supervisors were present. Also, in attendance for the meeting, Secretary, Roxann Stickney, Regis E. Karch, Sharon Swartzlander and David Barry.

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

There were no questions or comments on the agenda.

**APPROVAL OF THE AUGUST 15, 2018 PUBLIC MEETING MINUTES**

Rick Green motioned to approve the August 15, 2018 public meeting minutes as presented. Larry Osche seconded the motion. Motion Carried unanimously.

**TREASURER’S REPORT**

The Treasurer’s Report was read by the Secretary/Treasurer.

| <b>FUND BALANCE AS OF 09/05/18</b> |                       |
|------------------------------------|-----------------------|
| Capital Fund                       | \$338,183.13          |
| CDBG                               | \$1.00                |
| Fire Hydrant Fund                  | \$6,752.95            |
| General Fund                       | \$683,811.81          |
| Sewage Escrow Fund                 | \$17,551.77           |
| Sewage Permit Fund                 | \$7,797.44            |
| State Fund                         | \$103,475.68          |
| <b>Available Funds</b>             | <b>\$1,157,573.78</b> |
| Capital Fund CD                    | \$303,731.40          |
| General Fund CD                    | \$202,386.01          |
| <b>Total Funds</b>                 | <b>1,663,691.19</b>   |

| <b>ACTIVITY</b>                             |                       |
|---|-----------------------|
| Available Funds as of 08/15/18              | \$1,118,755.76        |
| CD Total                                    | \$506,117.41          |
| Deposits                                    | \$59,301.58           |
| Disbursements                               | \$20,483.56           |
| <b>Total Funds Available as of 09/05/18</b> | <b>\$1,663,691.19</b> |

The treasurer reported that deposits included Berkheimer Earned Income Tax and Local Services Tax collections.

Larry Osche motioned to approve the treasurer’s report. Rick Green seconded the motion. Motion Carried Unanimously.

**INVOICE APPROVAL**

Larry Osche motioned to approve for payment Hampton Concrete Products, Inc. invoice 12486 for Bricker Avenue grates for \$1,032.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Hampton Concrete Products, Inc. invoice 12528 for Bricker Avenue Grates for \$1,290.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Hetrick Plumbing & Heating for the Township building’s HVAC system for \$5,350.00. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Jerich Insurance Agency invoice 1817 for the 7<sup>th</sup> installment of the Township's liability insurance for \$1,076.00. Willie Adams seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Key Precast Supply, Inc. invoice 124392 for Bricker Avenue catch basin for \$251.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Stephenson Equipment, Inc. invoice 18006475 for Bricker Avenue pipe for \$498.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Stephenson Equipment, Inc. invoice 18006748 for Bricker Avenue and Binsey Road pipe for \$14,823.40. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Traffic Systems and Services, LLC invoice CR-2645 for the repair of the west bound traffic light on Route 422 for \$1,571.56. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Wiest Asphalt Products & Paving, Inc. invoice 19009 for Bricker Avenue binder for \$707.60. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Widmer Engineering, Inc. invoice 11807373 for McGrady Hollow Road CDBG administration for \$900.00. Rick Green seconded the motion. Motion Carried Unanimously.

#### **KOZIK LOT LINE REVISION**

The Supervisors reviewed Larry Kozik lot line revision plan, the Township's Planning Commission recommendation letter and Butler County Planning Commission letter.

The Butler County Planning Commission had a recommendation for a concise statement on the plan identifying who is permitted to use the right-of-way, who is responsible for maintenance of the right-of-way and the permitted to uses the right-of-way. It was determined that the Township's Solicitor will review the reference to these items on the plan to ensure it satisfies the County's recommendation.

Rick Green motioned to approve the Larry Kozik Lot Line Revision on the condition that the reference to who is permitted to use the right-of-way, who is responsible for the maintenance of the right-of-way and uses of the right-of-way reference on the plan satisfies the Butler County Planning Commission's request. Larry Osche seconded the motion. Rick Green voted "yes". Larry Osche voted "yes". Willie Adams voted "no". Motion Carried.

#### **CDBG COOPERATION AGREEMENT**

Willie Adams motioned to approve the 2018 Cooperation Agreement with Butler County for the 2018 CDBG Application. Rick Green seconded the motion. Motion Carried Unanimously.

#### **RESOLUTION 2018-02 FAIR HOUSING**

Willie Adams motioned to approve Fair Housing Resolution 2018-02. Rick Green seconded the motion. Motion Carried Unanimously.

#### **RESOLUTION 2018-03 CDBG ADMINISTRATION**

Willie Adams motioned to approve the Application and Administration of the CDBG funding Resolution 2018-03. Rick Green seconded the motion. Motion Carried Unanimously.

#### **RESOLUTION 2018-04 CDBG THREE YEAR PLAN**

Willie Adams motioned to approve the CDBG Three-Year Plan Resolution 2018-03. Rick Green seconded the motion. Motion Carried Unanimously.

#### **RESOLUTION 2018-05- SEWAGE ENFORCEMENT OFFICER FEES**

Willie Adams motioned to approve the 2018 Sewage Enforcement Officer Fee Schedule Resolution 2018-05. Rick Green seconded the motion. Motion Carried Unanimously.

### **FALL-WINTER NEWSLETTER**

Rick Green motioned to approve the publication of a Fall-Winter newsletter. The newsletter will be proofed by the Supervisors before being published. Larry Osche seconded the motion. Motion Carried Unanimously.

### **SAFETY TRAINING**

Larry Osche motioned for John Marra and himself to attend a Safety Day Conference on September 20, 2018. Rick Green seconded the motion. Motion Carried Unanimously.

### **OIL BID RESULTS**

The Supervisors reviewed the Oil Bid results. Larry Osche motioned to award the lowest bid to Midland Asphalt Materials, Inc. for \$33,280.00. Willie Adams seconded the motion. Motion Carried Unanimously.

### **PENSION MMO OBLIGATION**

Willie Adams motioned to approve the 2019 Minimum Municipal Obligation (MMO) Worksheet for the Township's 2019 pension plan. Rick Green seconded the motion. Motion Carried Unanimously.

### **SHULER HARDSHIP AGREEMENT**

The Shuler Hardship Agreement is due for renewal. It was determined that the Hardship Agreement needs to be updated.

Rick Green motioned for the Township's Solicitor to update the Hardship Agreement. Willie Adams seconded the motion. Motion Carried Unanimously.

### **HINCHBERGER ROAD**

Larry Osche motioned for approximately 400 feet of asphalt with a swell to a catch basin on Hinchberger Road be installed for \$7,500.00. Rick Green seconded the motion. Motion Carried Unanimously.

### **McGRADY HOLLOW ROAD**

The CDBG McGrady Hollow Road project line painting and shoulder work was discussed. It was determined that the lines will not be painted due to the width of the road. A change order is required to remove line painting and put the funds towards the shoulder work.

Larry Osche motioned to pay \$218,714.97 to Shields Paving Asphalt, Inc. based upon the engineer stating the project is complete except for the shoulder and line painting. The County is required to withhold 10% of this amount until the project is finalized. Rick Green seconded the motion. Motion Carried Unanimously.

### **ANTI-SKID PHONE QUOTES**

Larry Osche motioned for Roxann Stickney to obtain phone quotes for anti-skid materials. Rick Green seconded the motion. Motion Carried Unanimously.

### **LINE PAINTING PROJECT**

Larry Osche announced the line painting project was completed.

### **ROADMASTER REPORT**

The Roadmaster presented the following report:

1. Bricker Avenue pipe is being installed.
2. Trees were removed on Simon Drive due to storm damage.

Oakland Township placed the paving of Eyth Road on hold.

Sam Gordon of the Local Technical Assistance Program (LTAP) will be contacted regarding the condition of Binsey Road.

Russell Standard is determining if the rolling of #9 limestone on the roads from the 2017 Seal Coat Project that have oil bleeding will resolve this issue.

The reimbursement for the Keck Road Dirt, Gravel and Low Volume grant will be submitted upon the receipt of the Seal Coating invoice.

**ADDITIONAL BUSINESS**

Willie Adams announced that approximately 500 yards of the center line on Geibel Road beginning at Herman Road is not centered. Larry Osche will contact Williams and Willman Line Painting regarding this issue.

**OPEN TO THE FLOOR – PUBLIC PARTICIPATION**

Sharon Swartzlander, property owner of 141 McGrady Hollow Road, presented pictures of her driveway to the Supervisors. An issue with the pavement height to her driveway has occurred since the paving of the road. It was determined that the Supervisors will look into this matter.

**ADJOURN**

With there being no further business to come before the Board of Supervisors Rick Green made the motion to adjourn. Larry Osche seconded the motion. Motion Carried Unanimously. Meeting adjourned at 8:10 p.m.

**THE NEXT MEETING WILL BE HELD ON WEDNESDAY, SEPTEMBER 19, 2018 AT 6:45 P.M.**

Respectfully Submitted,  
Roxann L. Stickney, Secretary