

JEFFERSON TOWNSHIP

REGULAR MEETING

April 10, 2023

CALL TO ORDER:

The Jefferson Township Board of Supervisors' regular meeting was called to order by Chairman John Cypher, Monday, April 10, 2023 at 7:00 P.M. as advertised. All rose to pledge the flag.

ROLL CALL:

Those present were John Cypher, Chairman – Lois J. Rankin, Vice-Chair. – Braden Beblo, Supervisor – Leo J. Rosenbauer, III, Manager, and Lois Fennell, Sec/Treas.

PUBLIC COMMENT ON THE AGENDA ITEMS AS PRESENTED: None.

ANNOUNCEMENTS:

The 1st Public Hearing on the 2023 Community Development Block Grant was held at 6:45 PM prior to this meeting, as advertised by Butler County.

MINUTES:

Motion by John Cypher to approve the March 13, 2023 regular meeting minutes as written and distributed. *Seconded* by Lois Rankin. All agreed and *motion carried*.

FINANCIAL:

The list of bills paid between the March 13, 2023 meeting and April 10, 2023 totaled \$26,609.23. The list of bills presented for payment this evening from the General Fund totaled \$18,777.37. The bills presented for payment this evening from the ARPA Fund totaled \$28,370.81. No bills were presented for payment this evening from the State Fund. The Balance of All Funds after payment of the bills presented totaled \$3,172,113.31. *Motion* by John Cypher to pay the bills presented and any other bills come and are due prior to the May 8, 2023 meeting. *Seconded* by Braden Beblo. All agreed and *motion carried*.

RECREATION COMMITTEE:

Brian Patten, Recreation Board Chairman, was not present this evening and the secretary did not receive a copy of any minutes from the scheduled April 5, 2023 meeting. The manager reported that Vogel Disposal was notified of the dumpster schedule. The Pool had some burst pipes in their building. Lois Rankin contacted Senator Hutchinson's and Representative Mustello's offices for letters of support for the DCED grant to use to match funds from DCNR. The manager reported that a representative from Insight Pipe was asked to stop by the pool regarding possible pipe lining. Greg Bauer was there at the time and was told that they would need to 'camera' the pipe(s). The pool has been drained anticipating this work. John Cypher reported that he contacted several people for letters of support as well.

Baseball: Website: www.saxonburgbaseball.com

Pool: Website: www.sebcopool.com

Softball: Website: www.sagsa.org

Soccer: Website: www.knochsoccer.org

ROAD REPORT:

Chairman John Cypher noted receipt of the 'draft' Projected Equipment purchase/replacement list for 2023 through 2033 provided by the Road Foreman. The Supervisors and Manager will review it and add data on storage and buildings. Chairman Cypher read the road report as follows:

- Snow Fence is down and stored as of March 27, 2023. The salt spreaders will be removed from the trucks this week. 800+ tons of crushed concrete and 302.49 tons of 2A limestone were delivered to the township.

ROAD REPORT, cont.:

- The CAT backhoe was sent to Cleveland Brothers (Cranberry Township) for a 2000-hour 'full' service and to have the turn signals and 4-way flashers repaired. After it was returned and used several times the right rear tire showed signs of broken belts and dry rot, so all four tires were replaced. The backhoe is 16 years old, and this is the first time it was sent out for service work.
- A variety of drainage pipes have been delivered to the township. Five pallets of crack seal material have also been purchased for this year's road projects and maintenance.
- The lift cables for all three overhead doors (total of 6) for the garage at the rear of the office building were replaced.
- On March 22nd the Road Crew handled the traffic control for tree trimming on Marwood Rd.
- There were several callouts for tree removal and damaged signs on various roads throughout the township from the past couple of storms. A thank you was received from Mrs. Lynn on Blakely Rd. and Evie Gross also thanked the Road Crew for their job well done on Great Belt Rd.
- The Road Crew plans to finish the pipe repairs on Mushrush Rd. this week; and another pipe repair on Caldwell Rd. will need to be done. The Road Crew hopes to clean ditch lines out in the next few weeks on all roads that are to be sealed this year. Both the trac-loader and the grader will be used. The Roadcrew has been sweeping and cleaning all intersections and various roads that need it. Blakely Rd. also needs ditching but may be a bit more difficult; plus a pipe project on the western end to the Bullcreek Rd. intersection. The road crew is in the process of installing "Jefferson Township" on all Township roads entering at the Township lines.
- There has been a slight stone loss on Patterson Rd.; Russell Standard has agreed to re-fog the whole road under warranty if the Township sweeps it and does traffic control. The road will have to be closed for about 45 minutes following this application!
- It was discussed and agreed that the Board will not ride along on a road inspection with the road foreman since the Township is doing only a sealing project and some crack sealing this summer.

The Township Manager added the following report:

- He was contacted by Marci Mustello's office due to a call from a constituent regarding the Bonniebrook Rd./Great Belt Rd. intersection. He noted that several months ago following discussions on the intersection, he contacted LTAP to look into any studies on the lighted stop signs. He just received some information, which he distributed to the Board. The reports indicate that there is no proof that the lighted signs work. He said there may be other options to mark the intersection. He provided the options from LTAP for the Board to review and consider. He recommended that the Board make a final vote on the matter in the near future.
- The Manager noted that the Road Crew watched a 'winter maintenance webinar' presented by LTAP. The Township contributed to this webinar and were highlighted several times.

PLANNING COMMISSION:

Leo Rosenbauer, P.C. Chair., reported on the March 20, 2023 Planning Commission meeting. Shannon and Ronald Callen, 106 Hamme Lane, submitted a modification request to install an inground pool on the adjacent lot they have next to their dwelling lot. The house on the east lot with the septic system is 0.511 acre. The garage on the west lot with the water well is 0.523 acre. They have no plans to take the property line out due to cost; but also have no plans to divide or sell. They do not want to have the pool too close to their house. After some discussion the P.C. voted to recommend approval of a 5 ft. modification to Shannon & Ronald Callen (a 20 ft. side set-back on the east side of the lot next to their own adjacent dwelling lot, instead of the requested 15 ft. side set-back) and with the west side set-back being the required 25 ft. (next to Markles' property.) The Supervisors reviewed the information this evening, 4/10/23. *Motion* by Lois Rankin to approve the 5 ft. modification (for a 20 ft. side set-back on the east side of the Callen's lot next to their own adjacent dwelling lot; the west side set-back to be the required 25 ft. (next to Markles' property.) *Seconded* by Braden Beblo. All agreed and *motion carried*.

PLANNING COMMISSION, cont.:

Mr. and Mrs. Wilczynski along with their engineer, Bob Maher from Gateway Engineers, and Mr. Marshall, Chair. of the AVAS Board of Directors presented the Austin's Place Land Development' at 447 Dinnerbell Rd. to the P.C. on 3/20/23. Mrs. Wilczynski explained that they need more space for the clients and the older existing building has no elevator. The original 'Austin's Place' started in 2011 with their son and several other kids. Their staff to client is one to one. Currently they have nineteen clients for daytime activities only (between 8 AM and 4 PM.) Although the Dept. of Human Services set their limit at 81, there is no way they will have room for more than the nineteen at the existing house. Twenty clients are expected to be served at the proposed new facility.

The site for the proposed new facility is a flag lot of approximately ten acres. There will be a new driveway which will require an HOP from PennDOT, the building, parking, and stormwater management. The building will have a finished basement with access to the yard. There will be an indoor pool and a gym for various activities. The P.C. reviewed the comments in the township engineer's (HRG, Inc.) letter dated March 17, 2023. Gateway Engineering did not receive a copy of the letter until today, but answered questions this evening, and will follow up with responses to the comments by letter to the Township. They are asking for 'preliminary and final review' approval this evening. They can proceed with the execution of the O & M soon; the PennDOT HOP for the driveway should be approved soon; and the NPDES permit is expected in about a month. Mr. Rosenbauer asked for copies of the 'letters of submission' for the HOP and the NPDES documents.

Mr. Josephs, an adjacent neighbor on the east side of the flag lots driveway 'pole', expressed his concerns on the proposed driveway as he considers it to be 'high volume' as it is access for a commercial facility. He would like to see some kind of living barrier (trees/shrubs) for sound, dust and headlight control as his playset is approximately thirty feet from the property line. It was explained that there is no language in the ordinance to 'require' landscaping or living barriers. Mr. Wilczynski stated 'if any landscaping is done will depend on the budget' but acknowledges Mr. Josephs' request.

The P.C. voted to recommend preliminary and final approval of the AVAS Enterprises (Austin's Place) Land Development contingent upon meeting the requirements in the HRG review letter dated March 17, 2023.

This evening, 4/10/23, Mr. Maher was present to give an overview of the land development to the Supervisors. After some discussion, the Board agreed that the Township ordinances do not require Austin's Place to do any buffer planting. They said planting or fencing is always an option for Mr. Josephs. *Motion* by Lois Ranking to give preliminary and final approval of the AVAS Enterprises (Austin's Plan) Land Development **contingent** upon: 1) the execution and recording of the Operations and Maintenance agreement; 2) receipt of the PennDOT HOP for the new driveway; 3) approved NPDES Permit; 4) Stormwater Easements (#4 of HRG's review letter) for the wet pond and storm water; and 5) final satisfactory review from HRG, Inc. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The only matter discussed by the P.C. was to make sure our ordinance (Chap. 22-1012 2A) matches **current** DEP regulations (Title 25, Chap. 102) in regard to 'earthmoving activity that affects ONE or more acres of land'. Leo explained that our ordinance sites the old... 'FIVE acres or more' regulation instead of the 'ONE or more acres'. We also received a letter from Kim Yeakle suggesting we deny permits to property owners that fail to get the required permit.

It was noted that the township attorney and the Supervisors reviewed the False Alarm Ordinance. We expect to authorize advertisement soon for the adoption of said ordinance pending the Solicitor providing a standard reporting letter to be issued by SVFC.

Leo Rosenbauer asked the P.C. members if they would be willing to have a separate 'workshop' to discuss revision of township ordinances so as not to extend regular business meetings. They were in favor of something starting at 6 PM for 1 ½ to 2 hours. Mr. Rosenbauer is checking with the attorney.

PLANNING COMMISSION, cont.:

The Planning Commission's "Unfinished Business" were the Chick Plan and the S. Sell Plan, which were reviewed at the Feb. 20, 2023 P.C. meeting. Both were recommended for approval with contingencies to the Board of Supervisors.

The Supervisors tabled their decision at the March 13, 2023 meeting at the request of their surveyor (Steve Graff). Tonight, April 10, 2023, is the last meeting of the Board prior to the 90-day expiration date (4/20/23). There being no revised submissions and no written extension request, John Cypher *moved* to deny the S. Sell Plan for failure to submit an adequate plan subsequent the P.C. review on Feb. 20, 2023. *Seconded* by Lois Rankin. All agreed and *motion carried*. *Motion* by John Cypher to deny the Chick Plan #3 for failure to submit an adequate plan after the P.C. review on Feb. 20, 2023. *Seconded* by Lois Rankin. All agreed and *motion carried*.

UNFINISHED BUSINESS:

Two Bids for the seal coat project were delivered in person by company representatives by 2 PM.

- 1) Youngblood Paving, Inc. - Total \$335,344.34 - Bid Bond submitted
- 2) Russell Standard Corp. - Total \$274,508.69 - Bid Bond submitted

It was noted: Bids advertised for receipt at 2 PM. Both held for opening during the regular meeting tonight at 7 PM - 4/10/23. Both bidders included their bid bonds and both bidders included a copy of the 'Addendum Notice' dated 4/6/23 and the revised "Additional Special Provisions" which added "Approved slag aggregate from Bulletin 14 shall be used for the seal coat process."

After discussion, John Cypher *moved* to award the seal coat bid to the apparent lowest, qualified, bidder, Russell Standard Corporation for the total of \$274,508.69 contingent upon review by the Township Attorney. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The low bid for the 'existing' restroom project came in at \$129,969.00. We have already designated \$88,640 from the 2020 CDBG activity funds, so we need to take additional funds from the 2020 CDBG admin. funds (\$12,750.97). Then an additional funds (\$28,578.03 more or less) from the 2021 CDBG activity funds, which requires a 'change order'. The Redevelopment Authority has given their approval to reallocating these funds from housing rehab. since the 2022 CDBG has been designated for housing rehab. *Motion* by John Cypher to authorize the change order and sign the Amended Cooperation Agreement with Butler County and the Redevelopment Authority. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Fantastic News! Representative Marci Mustello contacted the Manager to notify the Township that the DCED grant for \$118,000.00 for the two new restroom units at the park was approved. The Manager suggested that a 'thank you' be sent; John Cypher *moved* to do so. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Butler County Park and Recreation Dept. has awarded the County Renovation Grant per our application for additional work on the 'Ladies' Pavilion.' The project is estimated at \$19,200. The county will fund \$7,500.00 (max. amount) and the Township will pay the remainder. The agreement is to be signed by the chairman and one copy returned to Lance Welliver, Butler Co. Parks Director.

The Attorney is still reviewing the Intergovernmental Emergency Cooperation' agreement (ordinance vs. resolution) for the shared EMC. *Motion* by John Cypher to authorize advertisement IF an ordinance is required and our current one (#377) needs amended. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The Manager noted that he 'tentatively; has someone lined up to open and stock the restroom and empty trash this summer for pavilion rentals. He suggested an increase per trip from \$20.00 to \$25.00 to allow for rising fuel prices. *Motion* by John Cypher to approve the \$25.00 per trip (no mileage reimbursement) for this position. *Seconded* by Braden Beblo. All agreed and *motion carried*.

UNFINISHED BUSINESS, cont.:

The Manager said LTAP can do a speed study on Bullcreek Rd. (at no cost to the township.) Does the Board want to proceed with this study to confirm the speed limit needed on Bullcreek Rd. *Motion* by Lois Rankin to proceed. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The Manager reported that the Appeals Board continued the Knoch School District hearing on March 22, 2023. They decided to make them adhere to the PA UCC regulations and no 'variance' was granted.

NEW BUSINESS:

The first of two public hearings on the CDBG funds was held just prior to the meeting tonight. Wendy Leslie inquired, and it was noted that no public input was received by the township office. The funding is to benefit low to moderate income families or projects. The 2023 figures are not in yet but should be similar to last year's (\$88,635 project/\$19,377 admin.; the 2022 total was \$108,012.) She will let us know the allocation amounts when she is notified. The Supervisors need to decide in the next few months if there is a project for the 2023 funding or if they will be designated to housing rehab.

PUBLIC BUSINESS or COMMENT: None.

MISC. BUSINESS FROM TOWNSHIP OFFICIALS:

Motion by John Cypher to authorize Township Officials to attend the BCATO Spring Convention on Thurs., May 18, 2023 and pay the registration and mileage reimbursement. Those eligible if they wish to attend: Supervisors, Tax Collector, Auditors, Planning Commission members, the Manager, and the Sec/Treas. *Seconded* by Lois Rankin. All agreed and *motion carried*.

Notice was Received from Moody & Associates re: PennEnergy's application to DEP for 'permit to drill and operate one unconventional well' in Clinton Township off Sarver Road.

The Secretary/Treasurer reported that a Pension Audit was completed by the Dept. of the Auditor General. A copy of the audit will be kept on file at the office.

Leo Rosenbauer reported that sadly, our newest appointee to the Planning Commission, Jim Vadnal, passed away this past week. A sympathy card passed around to be signed before mailing it. The P.C. will plan to discuss a new appointee to fill the now vacant position.

ATTENDANCE:

Wendy Leslie (Butler County CDBG Coordinator) Bob Maher (Gateway Engineers), Robert Veselich, Evie Gross, Jim Rankin, and Mrs. Callen.

ADJOURN:

John Cypher *moved* to adjourn at 9:04 P.M. on April 10, 2023. *Seconded* by Braden Beblo. All agreed and *motion carried*.

NEXT MEETING:

The next scheduled meeting is Monday, May 8, 2023 at 7:00 P.M. at the municipal building - 157 Great Belt Rd., Butler, PA 16002.