

JEFFERSON TOWNSHIP

REGULAR MEETING

December 11, 2023

CALL TO ORDER:

The Jefferson Township Board of Supervisors' regular meeting was called to order by Chairman John Cypher, Monday, December 11, 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. – Leo J. Rosenbauer, III, Manager, and Lois Fennell, Sec/Treas. Supervisor Braden Bebbo was unable to attend this evening.

PUBLIC COMMENT ON THE AGENDA ITEMS AS PRESENTED: None.

ANNOUNCEMENTS:

John Cypher noted that he and Lois Rankin met in executive session briefly before the start of this meeting to discuss personnel matters. He noted that he and Lois Rankin attended the advertised 'special meeting' on Nov. 28, 2023 where they adopted Res. 517 for the LSA Grant Application for the pool.

MINUTES:

Motion by John Cypher to approve the Nov. 13, 2023 regular meeting minutes and the Nov. 28, 2023 special meeting minutes as written and distributed. *Seconded* by Lois Rankin. All agreed and *motion carried*.

FINANCIAL:

The bills paid from the General Fund between the Nov. 13th and the Dec. 11th meetings totaled \$12,243.09. No bills were paid between meetings from any other funds. The bills presented for payment this evening from the General Fund totaled \$11,646.86. No bills were presented for payment this evening from any other funds. The Balance of All Funds after payment of the bills presented tonight totaled \$3,095,055.45. *Motion* by John Cypher to pay the bills presented and any other bills that come and are due prior to the Jan. 2, 2024 meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*.

RECREATION COMMITTEE: No report. There are no meetings in Nov., Dec., and January. The next meeting is Feb. 7, 2024. **Baseball:** www.saxonburgbaseball.com **Pool:** www.sebcopool.com **Softball:** www.sagsa.org **Soccer:** www.knochsoccer.org

ROAD REPORT:

Chairman Cypher read the road report as follows:

- Snow fence installation has been completed for this winter. Leaf removal along the roads was completed last week. The final sweep at the park for leaves was done on Nov. 30th.
- The road foreman is waiting for the purchase order for the new tarp cover for the salt building to come in the mail. It will need to be reviewed, signed, and sent back. Delivery is expected by spring (2024) and it should be installed in the spring or summer.
- The 2017 Mack engine light came on during the last salt run on Nov. 28th so it was sent to Tri-County Mack for service. It was noted that the invoice was received today for payment with this evening's bills.
- The road crew will continue to service trucks and equipment between winter maintenance events.
- A tree trimming list for 2024 was turned into the Manager for approval.
- The road crew wished the Township's elected officials, volunteers, other employees, and all the Township residents a "MERRY CHRISTMAS and a HAPPY NEW YEAR!!!"

ROAD REPORT, cont.:

The Manager noted on the agenda that the bids for the (MIP grant) culvert project on Janice Lane and O'Hara Road were advertised and opened via PennBid on Nov 30, 2023. HRG, Inc. has forwarded results to the township for the Supervisors to discuss and make a decision this evening. The grant requires Davis-Bacon wage rates, Performance and Payment Bonds, and an insurance certificate (to liability and workmen's comp.) The ten bid prices ranged from \$96,861.00 to \$237,406.00. HRG, Inc. has recommended the lowest bid of \$96,861.00 from CRS Contracting (which is a local company). *Motion* by John Cypher to award the bid to CRS Contracting for the bid amount of \$96,861.00 as long as they are a qualified company. *Seconded* by Lois Rankin. All agreed and *motion carried*.

PLANNING COMMISSION:

Leo Rosenbauer reported on the Nov. 20, 2023 Planning Commission meeting. Christina Corigliano submitted a modification request to be permitted to subdivide a lot from her parent's 14+-acre lot (with existing house) on Blackberry Hill Lane. She presented her case eloquently, explaining the reason they would like to be able to build a house there. Regretfully, and unfortunately, the P.C. members communicated that this private lane (which is not up to public road standards) has been in existence for many years (probably over 50 years). Since then, regulations have been put into place to limit the number of lots allowed on a private lane, and to the best of the knowledge of township officials and P.C. members, and upon the advice of the township attorneys throughout the years, no further subdivision is permitted on this private lane (and/or any other private lane having three or more lots) unless the lane is brought up to current specifications by the property owners; this would then be presented to the township for approval. After much discussion the P.C. voted to recommend the denial of the modification request from Christina Corigliano.

At the Supervisors' meeting tonight (12/11/23) Leo Rosenbauer noted that there are 20 lots, 14 of which have houses. Their lot is part of the original Jane Fire Plan from the 1960's/1970's. The private right-of-way is approximately 20 feet in width in some places. He reported that he had advised Ms. Corigliano to try to acquire another right-of-way to Heller Rd. from the neighbor(s). She said she talked to two neighbors, and they were not interested in selling any property. Ms. Corigliano said their parents' deed is the only one that states that (wording from the deed): "*the property is specifically restricted so as to result in use of the same by no more than two families.*" It was noted again by the township officials that the township does not have jurisdiction to (and therefore does not) enforce deed restrictions. Mr. Corigliano explained again why that are asking for this modification. After much discussion, John Cypher *moved* to deny the modification request from Christina Corigliano because they simply cannot meet the current ordinances and they failed to prove a hardship as defined in the ordinances. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The Knoch School District submitted a revised land development of the original presented in Oct. 2022, which was revised and scaled back. The P.C. tabled the decision on the submitted revision at their Oct. 16th meeting. The P.C. reviewed the Nov. 13, 2023 review letter from HRG, Inc. which states that the applicant (Knoch S.D.) has provided adequate responses to the previous comment letters and that they support a recommendation for approval by the P.C. The P.C. voted at their November 20, 2023 meeting to recommend approval of the Revised Knoch School District Land Development.

John Frydrych (CEC), the Knoch School District's engineer, was present tonight at the Supervisors' meeting. The O & M was executed, but still needs to be recorded by the school district. *Motion* by Lois Rankin to approve the Revised Knoch School District Land Development. *Seconded* by John Cypher. All agreed and *motion carried*.

The Penn United Technology Land Development with building addition plans and stormwater report which were tabled at the Oct. P.C. meeting. At their Nov. 20, 2023 meeting, the P.C. reviewed the responses from Gateway Engineers (letter dated 11/20/23) to the HRG, Inc. comment letter dated Nov. 9, 2023. The P.C. voted to recommend approval of the Penn United Technology Land Development with

PLANNING COMMISSION, cont.:

two contingencies: pending the attorney's advice regarding the parking area south of Durango Lane and regulations on a 'crosswalk' and all setbacks must be 75 ft. from all public and private road rights-of-way. The evening (12/11/23) Leo Rosenbauer reported to the Supervisors the need for the following contingencies for their consideration this evening: 1) The O & M is to be executed and recorded; 2) A bond must be submitted for the Stormwater Management Plan; 3) parking and walkway (or crosswalk) must be marked; and 4) a parking agreement must be submitted (as recommended by the township attorney.) *Motion* by Lois Rankin to approve the Penn United Technology Land Development with the four contingencies as indicated. *Seconded* by John Cypher. All agreed and *motion carried*.

The P.C. reviewed the HRG, Inc. comments and the Gateway Engineer's responses at the Nov. 20th meeting and proceeded to vote to recommend approval of the Concordia Shade Canopy Land Development. Leo Rosenbauer told the Supervisors this evening (12/11/23) that all items have been met for the land development. *Motion* by John Cypher to approve the Concordia Shade Canopy Land Development. *Seconded* by Lois Rankin. All agreed and *motion carried*. Leo Rosenbauer will notify them that the building permit application for be submitted now.

The Fox Subdivision was tabled at the Oct. 16, 2023 P.C. meeting until a solution is provided for Lot 2's frontage. The P.C. offered some suggestions last month, but no revisions had been received for their Nov. 20th meeting. The P.C. had to take action on the plan on Nov. 20th so that the Supervisors could vote on the plan prior to the 90-day review period expiration date. The P.C. voted to recommend denial of the Fox Subdivision as submitted due to failure to resubmit with a solution for the lot frontage. John Cypher *moved* to deny the Fox Subdivision as submitted due to failure to resubmit with revisions. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The P.C. did not spend time reviewing Chapter 15 or Chapter 22 for probable revision.

UNFINISHED BUSINESS:

It was noted that revisions to Chap. 15 (speed limit along with other needed changes) are still pending.

It was also notes that the Intergovernmental Cooperation Agreement with Winfield Township for a shared emergency management coordinator is still 'with the attorney.' He will call him again!

2024 Preliminary Budget was advertised for final review and adoption this evening. Several matters were discussed. *Motion* by John Cypher to set the proposed salary increase for the Manager so that the Resolution for the Manager's Salary can be adopted at the 1/2/24 with an increase of 3% for 2024. *Seconded* by Lois Rankin. All agreed and *motion carried*.

Motion by John Cypher to set the proposed salary increase for the Secretary/Treasurer with an increase of 3% for 2024. *Seconded* by Lois Rankin. All agreed and *motion carried*.

As recommended by the road foreman and manager, John Cypher *moved* to increase Brian Turner's wage an additional \$1.00 hr. plus the 2% wage increase set in the union contract, to bring him up closer to the wages of GG and GF or \$24.48 per hour for 2024. *Seconded* by Lois Rankin. All agreed and *motion carried*.

After some additional discussion on the park/pool budget and on the possible increase in line painting (which is part of the 'public works' budget) Lois Rankin *moved* to adopt the 2024 Budget Resolution #518 as revised and with NO increase in the real estate tax mills (remains at 1 mill). *Seconded* by John Cypher. All agreed and *motion carried*.

NEW BUSINESS:

Motion by John Cypher to approve Draw Down #2 for the 20% earth work completed by Liberty Point. The manager confirmed that 20% of this work was done and noted that this releases \$65,206.80 from their 'letter of credit'. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The manager and road foreman would like to continue 'tree trimming' and the roads anticipated in 2024 are: Blakely Rd. (all), Green Manor Dr, (to Summit Township line on either end), Jones Rd. (from Bonniebrook Rd. to Winfield Township line) Patterson Rd. (all) and Simon Dr. (Rt. 356 to Summit Twp. line). *Motion* by John Cypher to proceed with quotes for consideration before the Jan. 2, 2024 meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*.

PUBLIC BUSINESS or COMMENT:

The Butler County Association of Township Officials would like an appointment of representative(s) (up to 3) for their Advisory Board for 2024 this evening in order for those appointed to have ample time to prepare for their first meeting on Thurs., Jan. 4, 2024. *Motion* by John Cypher to appoint Lois Rankin and Braden Beblo to the BCATO Advisory Board for 2024. *Seconded* by Lois Rankin. All agreed and *motion carried*.

MISC. BUSINESS FROM TOWNSHIP OFFICIALS:

Questions from the Supervisors for the manager and/or updates from the manager:

- 1) The Manager reported that any business (including municipalities) that submits 10 or more W2s and/or 1099s in a year MUST file them ON-LINE. He said the 'login.gov' sign-in does not work on this Social Security website, so the alternative is for someone to register with 'IDMe'.
- 2) The restroom project (renovations to the existing restroom) deadline is Fri., Dec. 15th. They have been notified by the CDBG Coordinator, Wendy Leslie, that the daily fines will take effect if not completed.
- 3) The Manager received three quotes for the renovations at the 'Ladies Pavilion.' Two of the quotes are close, but he is still looking at/confirming counter construction and materials.
- 4) The Manager has been in contact with the 'camera security system company' that was used by a nearby township to discuss needed updates at the park and the cost thereof.
- 5) The Manager has been in contact with PennDOT Engineer regarding the proposed right-of-way purchase at Jefferson Center.

A notice was received from Moody & Associates regarding PennEnergy Resources' intention to withdraw 1.5 million gallons of water per day from Thorn Creek for the purpose of shale gas and/or oil development.

ATTENDANCE:

Evie Gross, Willaim & Mandi Foertsch, Robert Veselich, John Frydrych (CEC), Mike Ogin (Gateway Engineering), Mr. Traggiai (Concordia), Mark Burd (District Aid for Representative Marci Mustello), Christina Corgigliano with family, etc.

ADJOURN:

John Cypher *moved* to adjourn at 8:54 P.M. on Dec. 11, 2023. *Seconded* by Lois Rankin. All agreed and *motion carried*.

NEXT MEETING:

The next scheduled meeting is TUESDAY, JAN. 2, 2024 at 7:00 P.M. at the municipal building - 157 Great Belt Rd., Butler, PA 16002. The Auditor's will meet on Wed., Jan. 3, 2023 at a time to be determined later.