

JEFFERSON TOWNSHIP

REGULAR MEETING

May 8, 2023

CALL TO ORDER:

The Jefferson Township Board of Supervisors' regular meeting was called to order by Chairman John Cypher, Monday, May 8, 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: None.

MINUTES: *Motion* by John Cypher to approve the April 10, 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 April 10, 2023 and May 8, 2023 meetings totaled \$232,531.56 (which included the payment for the new Mack truck.) The list of bills presented for payment this evening from the General Fund totaled \$9,687.02. No bills were presented for payment this evening from the State Fund or the ARPA Funds. The Balance of All Funds after payment of the bills presented totaled \$3,025,398.67. *Motion* by John Cypher to pay the bills presented and any other bills come and are due prior to the June 12, 2023 meeting. *Seconded* by Braden Beblo. All agreed and *motion carried*.

RECREATION COMMITTEE:

Brian Patten, Recreation Board Chairman, presented the Recreation Committee's minutes for their April 5, 2023 and May 3, 2023 meetings.

Pool: www.sebcopool.com The pool cover is off and stored at the township. The pool has been cleaned and will be sealed before it is filled. The Township contracted a company to camera the main pipe (under the pool.) It was revealed there is a softball size soft spot, possibly a source of the water loss. The Township Manager noted that the pipe goes from 6 inch to 4 inch and the company could not complete the camera scan all the way through because of the pipe reduction. This data will be reviewed. Opening day is set for Sat., May 27, 2023. They are still looking for lifeguards. Opening times may be later on Tues. through Friday until school is out.

Baseball: www.saxonburgbaseball.com No report for April. Opening day for the younger ages is set for May 6th. Older groups will begin later. They have about 230 players registered for the in-house season. They are planning a Pig Roast/Community Day for June 3rd, which will include their annual "All Abilities Game." 2023 Tournament dates: 5/19-21, 6/9-11, 7/13-16, 7/20-24, and 7/28-30.

Softball: www.sagsa.org They have requested that the township look at the dying or dead oak tree at the dugouts and repairs/modifications to their backstops. Their annual tournament is August 4, 5, and 6 this year.

Soccer: www.knochsoccer.org Opening weekend is April 15/16, and the season ends June 11th this year. They have requested that the township clean up around the fence since the storms in April. No report for May.

Misc.: Mrs. Patten and daughter will be planting flowers at the two park entrances this spring. The Supervisors discussed pool renovation costs; local funds needed after the DCNR Grant (has been awarded) and the DCED grant that we hope to get (in application stage) and if the pool association can contribute toward the costs. The Supervisors requested that the pool representative come to the meeting

RECREATION COMMITTEE, cont.:

next month to discuss the matter. The Township Manager mentioned something he read about forming a 501(C) organization to be able to take donations (that would be tax-free to donors.) This option will be reviewed.

John Cypher *motioned* to appoint Brad Emsurak as the new Soccer Association Representative, replacing Chris Tully. The Recreation Committee appointed him last month. *Seconded* by Braden Beblo. All agreed and *motion carried*.

ROAD REPORT:

Chairman Cypher read the road report as follows:

- Concrete pipes on Mushrush and Caldwell have been repaired and reset.
 - A large dead tree and stump was removed off the right-of-way at 170 Hannahstown Rd. and a culvert outlet was tail ditched so the culvert will not plug up.
 - The road crew pulled the shoulders back on Bullcreek (north of Mushrush), Blakely, Mushrush, Green Manor, Fisher, Knoch, Simon, Golden City and O'Hara by using the grader and Athey. The trac-loader and berming bucket were used on Rancindin, Cobham, Whitaker, and Charlemagne. The majority of the reclaim soil was used along Bullcreek, Fisher, and O'Hara to stabilize steep embankments.
 - All the roads to be sealed this year have been broomed and cleaned and the road crew will continue to try to keep them that way.
 - Crack sealing will start in the next few weeks. All roads that are to be sealed will be done first.
 - The first mowing of the Township rights-of-ways will start mid-May.
 - The 2023 Mack truck has been delivered; Jefferson Township decals have been installed already. They are preparing to have it undercoated at Ziebart. Stephenson Equipment would like to use it for display at their open house on May 25th. The road foreman will schedule an appointment to have a 2-way radio installed in the next couple of weeks.
 - Siegworth has some parts on back-order for the new boom mower. They hope to have it in time for the first mowing this month.
 - Sticks at the park have been picked-up again and the first grass mowing was April 27th.
 - During the wet weather, the road crew worked in the shop and did a 'sweep' of the Township to inspect pipes and plan to do repairs over the next few months as time allows.
- John Cypher thanked the road crew for their diligent hard work!

The Township Manager added the following:

- The DEP contacted the Township regarding a burning complaint.
- He has forwarded a corrective deed for the park for the DCNR grant to the DCNR for review.
- The CDBG grant for the existing restrooms requires a pre-construction meeting before the work commences in late August 2023..
- The DCED grant for the two new restrooms is in progress.
- He asked the board to think about replacement of the 'cover' on the salt storage bin. It is 15 years old and may last another couple of years. The cost at this time would be between \$5,000 and \$6,000. They would like to know if there is a warranty on the new cover. They agreed the matter should be discussed at the June 12th meeting.
- He received a call from a person interested in a property, but next door is a delapidated house and he asked what the township could do about it. The Supervisors noted that there are no ordinances that apply to this situation.
- Supervisor Rankin inquired and the manager responded that he has been discussing the Creek Road project (using Dirt & Gravel Road grant funding) with Mr. Harr from the Conservation District. He will be contacting Mr. Joe Markus regarding his driveway for this project.

PLANNING COMMISSION:

Leo Rosenbauer, P.C. Chair., reported on the April 17, 2023 Planning Commission meeting. David Schumde and Robin (Fundark) Schumde of 277 Bonniebrook Rd., submitted a modification application. They want to build a 28' x 32' residential garage behind the existing house with a new (2nd) driveway. A modification would be needed for this additional driveway. Leo Rosenbauer noted that the property owners would not be allowed to 'back out of the proposed driveway' so a turn-around beside the garage would be needed and there is a probable lack of site distance, and they may need to remove (or trim vegetation) trees to secure the site distance required by the ordinances (see Chap. 21-305-C and Chap 22 Attachment 12-2 for diagram.) There was lengthy discussion with the property owners. They said they would prefer to build the garage in the back yard, apply for modification for the second driveway, and remove trees to get the site distance needed. The Planning Commission voted to recommend approval of the second driveway modification requested by Mr. and Mrs. Schumde for the proposed residential garage contingent upon 1) staking of and submission of sketch for the location of the driveway; 2) show on the site plan the turn-around needed; 3) verify location of the trees if on their property only; and 4) removal of trees and/or vegetation to provide adequate site distance onto Rennick Rd. The adequacy of the site distance still needs to be confirmed by the township manager, which needs to be done before the building permit can be issued. After a lengthy discussion about possible alternate solutions, which the owner refused, Lois Rankin *moved* to approve the second driveway modification, as requested for their proposed residential garage, **with the same contingencies** recommended by the P.C. in the interest of safety improvement and to alleviate the existing driveway access issues onto Rennick Road: 1) staking of and submission of sketch for the location of the driveway; 2) show on the site plan the turn-around needed; 3) verify location of the trees if on their property only; and 4) removal of trees and/or vegetation to provide adequate site distance onto Rennick Rd. (adequacy to be confirmed.) *Seconded* by Braden Beblo. All agreed and *motion carried*.

Thomas Ludloff, 354 Bullcreek Rd., submitted a 'Temporary Dwelling Application' to place a double-wide mobile home on his property for his mother-in-law. He understands that the mobile home (double wide) cannot be on a foundation; that it must be removed when the designated family occupant is no longer living there; and that this hardship permit must be renewed annually. The P.C. voted to recommend approval of the Temporary Dwelling Application for Thomas Ludloff contingent upon septic review and verification by the SEO and *subject to* approval by the Board of Supervisors and application/issuance of the actual building permit for the mobile home. *Motion* by John Cypher to approve the 'temporary dwelling application' as requested **contingent** upon "Septic Conditions" form being notarized and subject to annual renewal following the initial building permit application and issuance. *Seconded* by Lois Rankin. Braden Beblo abstained (submitted signed conflict of interest abstention memorandum) due to his plans to bid on the project. *Motion carried* 2 to one abstention.

It was noted that our newly appointed P.C. member, Jim Vadnal has passed away. The P.C. discussed and voted to contact Mike Gaston, and if he is interested, to pass his potential appointment on to the Board of Supervisors. He has agreed to the appointment. *Motion* by John Cypher to appoint Mike Gaston to complete the term started by Jim Vadnal. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The Supervisors agreed that John Cypher prepare a letter to Jim Vadnal's family.

UNFINISHED BUSINESS:

Motion by John Cypher to adopt Resolution #509 for the DCED Greenways, Trails, and Recreation Program grant application to be submitted this month. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The 2022 Audit was completed 4/30/23 by Merge & Hill, P.C. and reviewed by the Township on 5/1/23. A copy of the audit was printed for the Board to review. The financial statement was sent to the Butler Eagle for printing and filed with the Butler County Clerk of Courts. Mr. Hill informed the manager and sec/treas. that this is the last year they will do the audit. The Board has been informed; quotes will be obtained late this summer or early fall (prior to the need for advertisement.)

UNFINISHED BUSINESS, cont.:

The final draft of the "False Fire Alarm Ordinance" is ready for advertisement. *Motion* by John Cypher to authorize advertisement of Ordinance #510 for adoption at the 6/12/23 meeting. *Seconded* by Braden Beblo. All agreed and *motion carried*.

It was noted that the Intergovernmental Cooperation Agreement with Winfield Township for a 'shared' Emergency Management Coordinator is still awaiting the township attorney's opinion as to whether a revised ordinance needs to be advertised or if the agreement can be adopted by resolution.

Supervisor Rankin inquired about Concordia; the manager responded that the pavilion has not been moved yet and he will be sending an enforcement letter.

NEW BUSINESS:

A quote for professional services by civil engineers, Effective Technical Applications, Inc. (ETA), was received today. The manager was hoping to get authorization for the expenditure, between \$30,000 and \$40,000, for the engineering and consultation for the West Jefferson Road Bridge Renovation Project discussed late last year. There was significant discussion. The Supervisors determined that there is a lot to review and prefer to have the matter added to the June 12, 2023 agenda for a decision.

PUBLIC BUSINESS or COMMENT: None.

MISC. BUSINESS FROM TOWNSHIP OFFICIALS:

The Butler County Association of Township Official's Spring Convention is May 18, 2023. On April 10, 2023, the Board authorized township officials to attend and pay the registration and mileage. Those attending are Lois Rankin, Leo Rosenbauer, Lois Fennell, Evie Gross, Brian Noah, Martha Fleming, Sharon Rosenbauer, and John Cypher (8). A check will be sent.

It was noted that LTAP was notified to do the speed study on Bullcreek Rd. The manager has nothing further to report on at this time.

Lois Rankin revisited the possible purchase of an excavator. John Cypher suggested it be added to next year's budget. A 5-year equipment project purchase and a 5-year building improvement projection were submitted to the Supervisors for review.

The Township received a copy of the Buffalo Township "Traffic Impact Fee" plan for review by neighboring municipality officials.

Chairman Cypher noted that Election Day is Tues., May 16th.

ATTENDANCE:

Thomas Ludloff, Robin & Brian Schumde, Jim Rankin, Bob Veselich, Brian Pattern, and William Foertsch.

ADJOURN:

John Cypher *moved* to adjourn at 8:50 P.M. on May 8, 2023. *Seconded* by Braden Beblo. All agreed and *motion carried*.

NEXT MEETING:

The next scheduled meeting is Monday, June 12, 2023 at 7:00 P.M. at the municipal building - 157 Great Belt Rd., Butler, PA 16002.