

JEFFERSON TOWNSHIP

REGULAR MEETING

October 9, 2023

CALL TO ORDER:

The Jefferson Township Board of Supervisors' regular meeting was called to order by Chairman John Cypher, Monday, October 9, 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:

John Cypher noted that the three Supervisors (and other township employees) were invited and are registered to attend the Safety Day on Oct. 11, 2023 planned by the Butler County Association of Township Officials.

MINUTES:

Motion by John Cypher to approve the Sept. 11, 2023 regular meeting minutes as written and distributed. *Seconded* by Lois Rankin. All agreed and *motion carried*.

FINANCIAL:

The bills paid between the Sept. 11, 2023 and October 9, 2023 meetings totaled \$14,381.44 from the General Fund and \$10,500 from ARPA Fund (Vac Truck rental). The list of bills presented for payment this evening from the General Fund totaled \$116,573.05. No bills were presented for payment this evening from the ARPA Funds or the State Fund this evening. The Balance of All Funds after payment of the bills presented tonight totaled \$2,986,108.11. *Motion* by John Cypher to pay the bills presented and any other bills that come and are due prior to the Nov. 13, 2023 meeting. *Seconded* by Braden Beblo. All agreed and *motion carried*.

RECREATION COMMITTEE:

Brian Patten, Recreation Board Chairman, could not be present tonight, so Chairman Cypher gave a synopsis of the Recreation meeting minutes from Oct. 4, 2023.

Baseball: No report. **Baseball:** www.saxonburgbaseball.com

Pool: The pool is now covered for the winter. Mr. Bauer asked the Township for advice on whether to leave the kid's zone water features installed over the winter. The Board discussed the matter and indicated that they are not aware of anything to prevent leaving them there provided they can be drained completely. They plan to hold a swim-a-thon again in 2024 as a fund-raiser towards the pool renovation. Lois Rankin and John Cypher commented on the pool finances and Mr. Cypher suggested that Mrs. Rankin put her requests in writing. The pool association is seeking a new maintenance person for the next season. Please contact them via their website for more information if interested. **Pool:** www.sebcopool.com

Softball: The fall season is now underway and will end in late October. **Softball:** www.sagsa.org

Soccer: The fall season is underway and will continue until about the end of October. Mr. Emsurak, Soccer Representative, was advised, per the Board of Supervisors, that the perimeter fence on the western side of the fields can be repaired by the soccer association as they see fit. **Soccer:** www.knochsoccer.org

Park Projects: They had a general discussion about the new restrooms at the park. Lois Rankin asked whether the existing restroom renovations are done; the manager noted that the concrete floor was poured at the existing restroom on Friday, 10/6/23.

New Business: The last pick-up dates for the trash dumpsters are: Pool – 9/25; Softball – 11/6; Baseball – 11/6 and Soccer – 11/6. The next meeting is Feb. 7, 2024.

ROAD REPORT:

Chairman Cypher read the road report as follows:

- Vac Truck rental went well. All the catch basins in the township have been cleaned and vacuumed out, allowing the road crew to make a long list of repairs – i.e. M-tops, grates, and catch basins that need replaced; sink holes that needed immediate attention; lots of mortar work that will be done as time and weather permit. They had to fix a small oil leak on the Vac truck after they got the okay from A & H Equipment. John Cypher commented that renting a Vac truck every 5 years or so is worth it. As suggested by the road foreman, John Cypher *moved* to either sell the old Vac system with a reserve price (at an estimate scrap price) or to proceed to scrap it. Estimated sales price will be determined by the manager and the road foreman. *Seconded* by Braden Beblo. All agreed and *motion carried*.
- After some research and upon advice from the road foreman's wife, the road dept. printer was put through three forced self-cleanings and is now working properly.
- Please note in the NEWSLETTER that Jefferson Township will start the clean-up of fall leaves along all township roads as they begin to fall. The twin turbine blower will be used to keep the ditch lines and drainage areas free of leaves and other debris.
- Also, note in the NEWSLETTER that snow fence installation will start around Oct. 20th.
- Some emergency repairs were done on the storm sewer system last week along Golden City Rd.
- The new 2023 Mack had the new 2-way radio installed by Luttamus Communications; and the road crew installed the 2-way radio from the old 99 International into the new John Deere 6330.
- The road crew cut and chipped heavy brush from a large pipe inlet on Knoch Rd. and trimmed limbs along West Jefferson near Blackberry Hill Ln.
- At the first sign of freezing or inclement weather, the road crew will install the salt spreaders and prepare the trucks for winter maintenance.

The Township Manager added the following comments to update the Board of Supervisors:

- The driveway issue at 173 Blakely Rd. has been fixed by the homeowner.
- All the locks on the concession stand were replaced and re-keyed.
- Paving around the parking lot at the park is to be done next week (weather permitting.) The material is \$62 pr ton.
- Herman Gas wants to install a 4-inch main gas line on the south side of Rennick Rd. to the Cypher Farm. The manager indicated that the gas line will be installed behind the storm sewer system – 36 inches deep and Herman Gas will be required to do single bore under the road for each tap (house).
- He investigated a burning matter last week and required the property owner to put the fire out. The property owner was sent a letter and a copy of the burning ordinance as a warning. The township attorney suggested preparing a form letter or notice for use in the future.
- Line Painting is supposed to begin at 3 PM on Tues., 10/10/23.
- In answer to Lois Rankin's inquiry: 119 Neupert Rd. got a building permit for three decks. Knoch School District is revising their land development, but will install the stormwater ponds per the current NPDES permit. Concordia has made no progress on the land development submission.

PLANNING COMMISSION:

Leo Rosenbauer reported on the Sept. 18, 2023 Planning Commission meeting (although he was not present at that meeting.)

A modification request was submitted by Craig and Gretchen Hunt for the property they own at 245 Golden City Rd. on the old Estes farm. They want to replace the old barn (already torn down) with a new pole building in the same place for an accessory residential storage building for maintenance. The foundation is basically gone, and they intend to remove what remains. The new pole building will not be the exact footprint of the old building. There is a house on the property closer to Golden City Rd. that has deteriorated; and the septic system has failed. They are planning to donate the house for 'fire training.'

PLANNING COMMISSION, cont.:

They paid for a septic permit application, but it was for a 3-bedroom dwelling. They do not plan to develop or sell the property; it is currently for conservation and nature stewardship. They are asking for a modification that the township not require a land development application to build an accessory building without a residence on the parcel. (Chap 22:601) After some discussion, the P.C. voted to recommend approval of the modification request 'to not require a land development' for the proposed accessory building' contingent upon submission of a notarized letter stating that the property/structure(s) will remain residential and will not be changed to commercial.

Chairman Cypher asked Mrs. Hunt what they are intending for the structure. She said for equipment storage, and they would like to have a restroom and kitchen. The property (72 acres) will be used for their family 'recreation area' and they have no plans to develop further. Mr. Cypher said that adding a kitchen and bathroom is tantamount to a residence, and as such, a building permit 'for a residence' (which can include the storage area they want) is needed to follow the PA Uniform Construction Code. *Motion* by John Cypher to deny the Craig & Gretchen Hunt modification request to 'not require a land development for a proposed accessory building' (as they plan to submit a building permit application.) *Seconded* by Lois Rankin. All agreed and *motion carried*.

UNFINISHED BUSINESS:

It was noted that the revision of Chapter 15 (speed limit and other changes needed) is still being worked on. Also, the Intergovernmental Cooperation Agreement with Winfield Township is still outstanding and in the hands of the attorneys. The manager will contact our attorney for an update.

Two quotes were received for the 2023 audit (in early 2024.) They were contacted because we understood they are both familiar with the RA Services Accounting. A third quote was obtained. It was determined that the lowest quote was from an accountant that was not a CPA. The next quote, of \$5,500 was from Bonus Accounting (Kenny Bonus, CPA) and the third from McCall, Scanlon & Tice, LLC (CPAs) for \$7,000 for 2023's audit (2024 - \$7,500 and 2025 - \$8,000). After some discussion, John Cypher *moved* to accept the quote from Kenny Bonus **contingent** upon the proper advertising and adoption of the required resolution. *Seconded* by Braden Beblo. All agreed and *motion carried*. *Motion* by John Cypher to authorize advertisement of 'the intent of the Supervisors to appoint a CPA at their Jan. 2, 2024 meeting' to examine all of the accounts of the Township for the fiscal year 2023. *Seconded* by Braden Beblo. All agreed and *motion carried*.

NEW BUSINESS:

The 2024 Budget 'Introduction' was distributed to the Board of Supervisors. After some discussion, the Supervisors agreed to 'not' have a budget workshop, but review and discuss the 2024 Proposed Budget at the November meeting. Two items were included on tonight's agenda:

- 1) Extra one-time donation to the SVFRA (Saxonburg Vol. Fire & Relief Assn.) Originally put in the 2023 budget for \$40,000, but suggested amount of \$25,000 was discussed earlier in the year. No decision was made as to whether to proceed with the \$25,000. Therefore, it was brought up for the Board to decide whether to pay an extra one-time donation this year OR if a one-time donation could be included in the 2024 budget? John Cypher *moved* to donate an additional \$25,000 this year. *Motion died* for lack of a second. The matter was tabled for discussion at the November meeting.
- 2) The Manager asked that the Supervisors proceed with the purchase of a new (20 ft) trailer for the road department. A longer trailer will have multiple uses including allowing the road crew to haul 20 ft. pipe purchased for various projects. *Motion* by John Cypher to give the manager authority to purchase a new trailer for up to \$16,000 after additional quotes from Viking and Altmeyer are obtained. *Seconded* by Braden Beblo. All agreed and *motion carried*. *Motion* by John Cypher to sell the old (16 ft.) trailer at a price to be determined by the manager and road foreman IF being sold to another municipality or to place it on Municibid with a reserve amount TBD by the manager and road foreman. *Seconded* by Lois Rankin. All agreed & *motion carried*.

PUBLIC BUSINESS or COMMENT: None.

MISC. BUSINESS FROM TOWNSHIP OFFICIALS:

A notice was received from Gateway Engineers that PennEnergy is applying to DEP for an Erosion & Sedimentation Control Gen. Permit for Earth Disturbance, a General Permit 5 for utility stream and wetland crossings and a General Permit 8 for temporary road crossing associated with Oil and Gas Exploration. Work is to be done in Saxonburg Boro., Buffalo Twp, Clinton Twp., and Jefferson Twp.

Trick or Treat is scheduled for **Tues., Oct 31st from 6 to 8 PM** in Jefferson Township.

BCATO Safety Day is Wed., Oct. 11th at the Herman Volunteer Fire Hall.

The manager noted that he met with Rob Arnold (from HRG, Inc.) regarding the Janice Lane and O'Hara Road MIP Culvert project. The contract (for use of the grant funds) MUST be executed this year. The bids will be advertised, opened in late November, and the award date set for the Dec. 11, 2023 meeting at which the contract can be signed. It was further noted that the engineering fees are much higher for this project than first estimated! The project will be completed in 2024.

HRG, Inc. is the engineer for the Saxonburg Sewer Authority, and they will be revamping the sewer lines on O'Hara Rd. This should not affect the township; they will NOT be in the township right-of-way.

ATTENDANCE:

Gretchen Hunt, Evie Gross, Bill Foertsch, Bob Veselich, Bill Broman, and Jim Rankin.

ADJOURN:

John Cypher *moved* to adjourn at 8:42 P.M. on Oct. 9, 2023. *Seconded* by Lois Rankin. All agreed and *motion carried*.

NEXT MEETING:

The next scheduled meeting is Monday, Nov. 13, 2023 at 7:00 P.M. at the municipal building - 157 Great Belt Rd., Butler, PA 16002.