



# JEFFERSON TOWNSHIP JANUARY 2024 NEWSLETTER

**"ANNOUNCEMENTS" are at the end of the Newsletter!**

## Organization & Appointments – Jan. 2, 2024

As required by state law, all municipalities must hold their organization meeting on the first Monday of the year unless it is a holiday. The Jefferson Township Organization meeting was held on Tuesday, Jan. 2, 2024 followed immediately by the regular meeting *as advertised*.

The Supervisors voted to appoint L. John Cypher as Chairperson and to appoint Lois J. Rankin as Vice-Chairman. Other Township officials were appointed or re-appointed *as follows*: Lois J. Fennell, Township Secretary/Treasurer and Planning Commission Clerk; Code.sys™ Code Consulting, Inc. as the building inspectors (including electric) for all permits under the PAUCC (residential, commercial & industrial) and BCO for all permits under the PAUCC with Dave McGuigan as our primary contact and BCO (building code officer); Leo J. Rosenbauer, Township Manager, Codes Enforcement Officer, Building Permit/Site Inspector, Stormwater Manager, Flood Plain Administrator, and Open Records Officer; Saxonburg Volunteer Fire Dept. as fire marshal; Dillon, McCandless, King, Coulter & Graham as solicitors with Matt Marshall as our primary contact; Herbert, Rowland and Grubic, Inc. as the Township Engineers with Rob Arnold as our primary contact; Dennis Sybert as the dog control officer; C. J. (Willard) Burns as the emergency management coordinator; Eric Butler as the assistant emergency management coordinator; Keith Bachman, Kevin Miller, Clinton Bonetti were reappointed as members to the Appeals Board; Ed Kosinski as alternate Appeals Board Member for 2024 (subject to his acceptance); and TJB Consulting (Tammy Boice) was re-appointed as our 'webmaster' for 2024. Kristi Wise was re-appointed to the Recreation Committee for another 3-yr. term 2024, 2025, & 2026. Lois J. Fennell was re-appointed as primary delegate and Erma Mowry as alternate delegate to the Butler Co. Tax Collection Committee. Doug Duncan was re-appointed as primary sewage enforcement officer (new fee schedule to be adopted this evening) and Collin Fantaskey was appointed as 1<sup>st</sup> alternate sewage officer and Patrick West was appointed as 2<sup>nd</sup> alternate sewage officer. Bob Williams, Jim Jones, and Brian Noah were re-appointed to serve 4 years (2024, 2025, 2026 and 2027). Evie Gross was re-appointed as 'vacancy board member'.

Other decisions at the re-organization meeting included: appointment (via Resolution #519) of Bonus Accounting (CPA) to do the 2023 Audit and e-file to DCED by the April 2024 due date; re-appointment of the cleaning person (Lois Rankin - working-supervisor); keeping First Commonwealth Bank as our primary depository plus a CD at Nextier and savings accounts at PA Local Government Investment Trust (PLGIT); authorizing supervisors, sec/treas. and manager to attend the annual state convention in Hershey (if they so desire) and pay the usual expenses (Supervisor Lois Rankin was appointed the voting delegate); setting the mileage reimbursement at going IRS rate (\$.67 cents per mile); setting the treasurer's bond at \$800,000.00 (the manager's at \$750,000.00); and setting the monthly meetings on the second Monday monthly at 7:00 P.M. except Jan. 2, 2024.

The Supervisors set manager's salary (by Resolution #520) at \$67,989.00 for 2024 with all benefits. The Supervisors set the Sec/Treas. salary *last month* at \$26,437.08 for 2024. Union Employees received increases per the union contract and had approved *last month* an additional \$1.00 hr. for Brian Turner in addition to the 2% wage increase set in the union contract. The Supervisors also set the part-time road help (if needed) at \$20.00 (with CDL.).

## Road Foreman's Report

John Cypher read the report as follows:

- The salt shed was filled full under the 2023 Co-Stars contract back in July. Approximately 110 tons of salt have been used so far this winter season (as of 1/2/24). It was noted that we need to purchase 60% (780 tons) of our 1300-ton contract for the new season's 2023/2024 salt contract.
- The road crew is tackling on going work at the park as time and weather permits. They are also continuing maintenance and cleaning of all equipment.

- The road crew had some issues with the grapple rake for the trac-loader. Both cylinders may need to be replaced. They are still working on the best way to fix it.
- The road crew picked up the new trailer the week after Christmas.

## **Recreation Committee**

The Recreation Board does not meet in November, December, or January; therefore, there was no report for this evening. The Recreation Board appointed Justin Demek as Baseball President and Justin Thompson as Vice-President (replacing Jamie McSwaney) at their October 2023 meeting. The Supervisors voted to appoint Justin Demek and Justin Thompson as co-representatives to the Recreation Board from the Baseball Association.      [Baseball: www.saxonburgbaseball.com](http://www.saxonburgbaseball.com)      [Pool: www.sebcopool.com](http://www.sebcopool.com)  
[Softball: www.sagsa.info.](http://www.sagsa.info)      [Soccer: www.knochsoccer.org](http://www.knochsoccer.org)

## **Planning Commission**

Leo J. Rosenbauer, III, reported on the Dec. 18, 2023 Planning Commission meeting. The P.C. reviewed the DEP Module to change Lot B-1 on Heller Rd. (from the Waechter Estate Plan #2) from a non-building lot to a building lot for Krenn Crider. The P.C. voted to recommend approval of the DEP Module for Krenn Crider (Lot B-1 on Heller Rd.) The Supervisors reviewed the information this evening and voted to approve the DEP Module for Krenn Crider as presented.

## **January 2, 2024 Unfinished Business**

It was noted that one more quote is needed for the tree trimming project discussed last month at which the Supervisors authorized getting quotes.

It was noted that the Attorney Marshall will check with Winfield Township regarding the shared EMC and costs for advertising.

## **January 2, 2024 New Business**

The Supervisors voted to adopt the Revised PROFESSIONAL SERVICES FEE Resolution #521.

The Supervisors voted to adopt the Revised SEWAGE FEE Resolution #522.

The Supervisors voted to adopt the Revised General "FEE RESOLUTION" #523 including references to the Professional Service Fees Res. #521 and to the Sewage Fee Res. #522.

The Supervisors voted to appoint Lois Rankin and Braden Beblo to the BCATO Advisory Board for 2024. (Note: this was already done at the Dec. 11, 2023 meeting.)

The Supervisors voted to authorize sending the Delinquent Per Capita list from 2023 to Sharp Collections, *when received* from the tax collector.

## **Public Comment & Miscellaneous Business – January 2, 2024**

Questions from the Supervisors for the manager and updates from the manager included:

- 1) Property purchase at the intersection of Frazier Rd. and Saxonburg Rd. from PennDOT.
- 2) Manager, Leo Rosenbauer, informed the Supervisors that Liberty Point Partners request that the Supervisors authorize the Manager to release ‘draw down’ requests without presenting the request to the Board of Supervisors, which is not in agreement with the Developers’ Agreement, the Municipal Planning Code, or the Township Ordinances (see Chap. 22-1103). Attorney Matt Marshall verified that this requested process is not permitted.
- 3) Lois Rankin asked what work was being done at the park; the Manager responded that he asked the road crew to remove some deteriorated and dead trees.
- 4) The status and cost estimates for possible new cameras at the park is ‘in process.’

### **Major Expenditures since the Dec. 11th meeting through Jan. 2, 2024**

**No financial reports were presented due to the secretary/treasurer being absent due to sickness.**

## MONTHLY MEETINGS

### **Board of Supervisors – 2<sup>nd</sup> Monday of each month at 7:00 P.M. (except Jan.)**

L. John Cypher, Chairman      Lois Rankin, Vice-Chair.      Braden Beblo, Supervisor

### **Planning Commission – 3<sup>rd</sup> Monday at 7:00 P.M.**

Members: Leo Rosenbauer (Chair.), Evelyn Gross, Mike Gaston, James Jones,  
Brian Noah (Vice-Chair.), Martha Fleming (Secretary), Robert Williams, Dan Driscoll, and Bernie Shulik.  
Robert Wetzel is alternate P.C. member.

### **Recreation Board – 1<sup>st</sup> Wednesday at 8 P.M. Feb. to Oct.** (No meetings Nov., Dec. & Jan.)

Members: Brian Patten (Chair.), Roger Cypher, Kristi Wise, Greg Bauer (Pool), Jamie McSwaney (Baseball),  
James C. Jones (Softball), and Chris Tully (Soccer)

*Location for all meetings listed: 157 Great Belt Rd., Butler, PA 16002 - Any changes are advertised and posted.*

*Please see websites for the park associations under 'Recreation Committee' above.*

## TOWNSHIP OFFICE HOURS

REGULAR HOURS: Monday through Thursday - 7:30 AM to 4:30 PM (CLOSED on Fridays.)

Office phone #724-352-2324 - Fax #724-352-8850      Manager: Leo Rosenbauer      Sec/Treas.: Lois Fennell

Holidays, Vacation, & other days off/office closures are posted on the door.

ANY QUESTIONS: email or call: [jefftwbutlerpa@zoominternet.net](mailto:jefftwbutlerpa@zoominternet.net) – 724-352-2324

## REAL ESTATE /PER CAPITA TAX COLLECTOR

Tax Collector Nadine Grabe, 245 Heller Rd, Butler, PA 16002 - 724-352-3288

Pay by mail or call for an appointment. Never leave unstamped envelopes in the Tax Collector's personal mailbox. There is a secure payment **drop** box located on the porch.

## ANNOUNCEMENTS    ↓↓

⇒ **During the upcoming WINTER months**, as per the Township Ordinances, NO ONE is to park on the cul-de-sacs or any public road or right of way so that the road can easily be cleaned of snow. Please DO NOT PUSH SNOW ONTO THE ROADS when plowing your driveway. Should this cause an accident, you could be named in a claim or lawsuit. In addition, this is a reminder that the Township is NOT responsible for replacing or repairing mailboxes damaged during the plowing/salting process. Mailbox installation guidelines are available at the USPS website - "Regulations for Installing a Mailbox."

Also, residents living along the Butler-Freeport Community Trail are asked to be considerate when plowing snow from their property. Some residents are plowing snow onto the trail and in front of the gates, which blocks emergency vehicle access. If there would be an emergency, Emergency Services / 1st Responders would have difficulty getting to the scene.

⇒ **NOTICE:** Jefferson Township's responsibility during & following storms and excessive rain events is to clear and protect the Township rights-of-way. The Township is NOT authorized to clean-up any private property; the only exception would be for Emergency access for 9-1-1 responders! It is also not legal for property owners to place any storm/rain/wind debris from their property along the township road rights-of-way.

⇒ **NEED HELP during COVID19:** Call (dial) 2-1-1 for help or **Contact** one of the 'community resources' below:

- **Food For Kids** Program information: <https://files.constantcontact.com/5061598a001/e62a6eb1-16b1-48d2-ad5c-349fc68f4395.pdf>
- **Food Bank** Information: <https://files.constantcontact.com/5061598a001/2d7ca64b-ee3d-4b4f-8ad9-45aa6cc125a3.pdf>
- **Link for Butler County Food Bank donations:** <https://anrinfo.org/product/butler-county-food-bank-donation/>
- **Butler County Health and Human Services** Resources are available 24 hours a day 7 days a week at, <http://pa211sw.org/> or by calling 211.
- **The Center for Community Resources** is also available 24 hours a day 7 days a week at (855)-284-2494. You can also chat with them at their website, <https://ccrinfo.org/>

- **24 Hour Crisis Services Local Hotline** (800) 292-3866
- **United Way of Butler County** – Check with them for help, but also to give donations that will help Butler County citizens. 724-283-4883 <https://www.butlerunitedway.org/butler-county-emergency-relief-initiative-beri>



## Jefferson Township Burning Ordinance

The Township Burning Ordinance limits burning of 'ordinary' (domestic) waste materials (paper, cartons, boxes, yard waste, wood, and other similar items) by residents to 'dawn to dusk'; see *on-line ordinance for excluded items*. PLEASE use common sense! Many items that cannot be burned can be recycled. All fires are to be completely extinguished before leaving unattended.

Recreational fires are permitted by Ordinance #459 (Chapter 7 of the Code of Ordinances.)

PLEASE be considerate of your neighbors and do NOT permit leaves and other 'allowed' materials to be left smoldering after dusk.

**ALL COMMERCIAL/INDUSTRIAL BUSINESSES, NON-RESIDENTIAL and MULTI-FAMILY are PROHIBITED from ANY burning at ANY time per the Dept. of Environmental Protection.**



## PA AMERICAN WATER – 'WaterSource'

LIHWAP – Low Income Household Water Assistance Program – contact [www.compass.state.pa.us](http://www.compass.state.pa.us) or request an application by calling the Dept. of Human Services Customer Service at 877-395-8930 (or for the hearing impaired call PA Relay at 711).



## DON Housing Department

USDA Access & Rehabilitation Program for Armstrong, Beaver, Butler, Lawrence, Mercer & Westmoreland Counties.

This grant provides needed repairs and renovations for homeowners with very low to low income whose primary residences are located in a USDA eligible area. Funds awarded through an application process on a first come, first served basis. To find out more, go to [www.doninc.org/HPP](http://www.doninc.org/HPP) or phone 724-652-5144 (for hearing impaired TTY/VP: 724-652-5152). *The Township has NO involvement in the grants or processing of the applications!*

**Do you live in Jefferson Township?**  
*You may be eligible to have your windows, furnace, roof or more replaced!*



Don't miss your chance to make some home improvements before the cold weather hits!

The Owner Occupied Rehabilitation Program assists homeowners in renovating their homes!

APPLY TODAY:

*financial grants up to \$12,500 to assist eligible low to moderate income homeowners with home improvements including making your home more Energy Efficient. Also, if applicable, an additional \$2,500 is available to make handicap accessibility modifications to your home.*

Call, Stop-in, or Email:  
**Redevelopment Authority County of Butler**  
**114 Woody Drive □ Butler, PA 16001**  
**724.287.6797/1.800.433.6327/TDD: 1.800.545.1833 x772**




www.housingauthority.com