

**AGENDA - SUPERVISORS MEETING, MERCER TOWNSHIP, BUTLER COUNTY, PA -  
February 20, 2023**

**CALL TO ORDER:** Meeting called to order at 7: pm by

Members present:

Visitors present:

**ACCEPTANCE OF MINUTES:** Motion to accept the January 16, 2023 meeting minutes as printed/corrected by: Second by:

**BUSINESS FROM THE FLOOR:** Reminder that each person has a limit of five minutes to speak.

**OLD BUSINESS:**

**Kozy Rest Sewage Expansion:** Harrisville Borough signed the agreement. The next step is to meet with Grove City to get them to sign the component 3M module, which Marion will then approve and submit to the DEP. Solicitor will attend meetings with Grove City and Marion solicitors to proceed.

**Sewage:**

1. Incomplete connections/inspections(7): D. Brown #2; D. Frampton; M. Humes; V. Kennedy - 108 Boyers & 645 WMS; J. McFeaters; R. Williams.
2. Delinquencies-Three or more months(21): Update sent to S. Gallagher after 2/1/2023 invoicing. Sixteen (16) properties (14 owners) currently are delinquent by 5 months or more. Five (5) are 3-4 months delinquent. Increased from last month.
3. Property Liens(11): D. Frampton\*; F. Carroll-Gillen; J. Green\*; S. Heller\*; M. Humes\*; V. Kennedy (3 properties); J. McFeaters; H. Russell; R. Williams.
4. Judicial Sale(2): Both the D. Frampton and M. Humes properties were sold at Judicial Sale on 12/2/22. The County Tax Office is processing these transactions. Court hearing is on 3/17/23 and extra funds will be distributed in April. Liens will be released after funds are received.
5. Sheriff Sale(2): J. Green and S. Heller are actively being pursued by the Solicitor as we requested.
6. M. McAfoose (H20) report:
7. D. Forensic report: No new connections/inspections.
8. EADS Group: Operating Year 2022-Chapter 94 Tributary Report sent to Grove City Borough on 2-6-23.

**New CEO / Municipal Code Assoc:** Dave Ice came to the office and spoke to Nikki and Lori about On-Lot Sewage Permits and his role. Doug Duncan is trying to coordinate a meeting with DEP and Mercer Township to explain how to complete paperwork. Rick picked up the records from the Municipal Code Assoc. and they are now at the office. Municipal Code continues to provide us with any additional paperwork they find for us.

**Municipal Building:** Holding tank was pumped. Propane tank was refilled.

**Municipal Garage:**

1. Dump Truck

**EMC/Weather - Emergency Management Coordinator:** No new report.

**Office:**

1. **2023 Newsletter:** Currently updating the annual newsletter on Publisher to give the residents more information than usual. Cost to print in B&W from Minuteman Press is approximately \$110. Will print on 11X17 paper to fold properly.
2. **"For Love of the Lost"/Sutherland Rd. property:** CEO reported updated photos and no obvious progress on clean up. Next-door neighbor phoned in a complaint on 2-8-23 for 10 cars sitting around outside.
3. **4101 William Flynn Property:** Contacted Solicitor on how to proceed. Suggests sending certified letters to all parties noting a timeframe and what specifically to remove. Then will proceed with daily citations if unimproved.
4. **PennDOT URMS** - No new updates.
5. **Ordinance #79 - Employee Handbook:** Asst. Secretary prepared an employee handbook for 2023 and going forward. Supervisors can review and provide any changes necessary.
6. **County Line Rd. Bond Release (Columbia Gas):** Update: The representative from NiSource Corp. Insurance has been corresponding with the supervisors and the office. Secretary/Treasurer sent invoice with Township heading and details as requested on 1-23-23.
7. **Shields Rd. Bond Release (gas well):** Update: Solicitor advises we can release the bond with PennEnergy and then let Big Dog Energy get a new road bond before running trucks on that road. Also suggests we take current pictures of the road now.
8. **AED:** Defibrillator pads expire on 11-7-2026. No need to replace.
9. **Direct Deposit:** One payroll check was sent on 2-15-23 via direct deposit to test the service. There was a \$1.75 fee charged for the processing thru QuickBooks.
10. **139 Shields Rd. Property clean-up:** paid in full and the lien has been released on 2-10-23 by SR Law, LLC.

**NEW BUSINESS:**

**Resolution #23-0220-1:** Resolution for disposition of records according to the Municipal Records Manual. Motion to adopt Resolution #23-0220-1 by . Seconded by .

**Allegheny Mineral:** Building Waiver surface noncoal mining activities: Township building was inspected on 2-2-23. Allegheny Mineral is asking to use White Oak Rd. for the blasting trucks. This will generally be 2 trucks approximately twice a week.

**Marion Twp. Ambulance Service:** Marion Twp. VFC wants to begin an ambulance service and is looking for our support.

**Meeting Pay:** Talked with S. Coburn at PSATS and he said if an employee makes less than \$684 gross per week they are non-exempt, which means they are eligible for overtime pay after 40 hrs/wk. Our office staff is well under this limit. His recommendation is to pay the office staff hourly for meetings. Office staff would get paid hourly for the PSATS Convention.

The board needs to determine how the office staff gets paid for attending meetings outside of the Township; such as BCATO, BCTCC, etc.: Hourly or \$50/meeting. Last year, hourly employees were paid at the hourly rate.

**Harrisville Community Day Ad:** Looking for a donation through an ad toward entertainment or fireworks. B&W ads \$25 to \$60 or \$10 "In memory of". Color ads \$45 to \$75 or \$20 "In memory of".

**Workers' Comp. for HVFC:** Due to the frequent changes in staff at Harrisville Borough, the Township was not billed for half of the insurance cost for HVFC state worker's insurance fund (SWIF) for 2021/2022 and 2022/2023. The cost for the two years combined is \$9805.00. We will also be invoiced in September of 2023 for 2023/2024.

**Harrisville Borough Salt Order:** Mercer Township ordered a 23.31 ton truckload of road salt under our contract with Compass Minerals as requested by the Borough Council and approved by our Township Supervisors.

**OTHER BUSINESS:**

**MEETING REPORTS:**

**Butler Co. Municipal Outreach Meeting:** (2-9-23) Virtual meeting via TEAMS with brief updates from the County Commissioners and then a Homeland Security Threat Briefing that discussed very general topics that have already been discussed repeatedly in the media. Steve Bicehouse from the 911 Center reminded us that if we "see something, say something" regarding any suspicious activity.

**BCATO:** (2/2/23) L. Giesler attended. Increased the registration fee for the Spring Convention from \$28 to \$35 (but are still subsidizing \$1.50+) which is May 18<sup>th</sup> at Butler CC. Vendors will pay for a table which includes breakfast but will pay for lunch if they stay. Speakers: Conservation District, PSATS, Audubon Society, possibly someone from the apiary, Sheryl Kelly about Ag. Security.

**Broadband Summit Meeting:** (2/16/23) Secretary/Treasurer attended.

**ROAD REPORT:**

1/3/23 Reorg meeting;  
1/4/23 Rick, John and I met with SEI;  
1/5/23 Mixed antiskid, changed blade on plow, fueled truck;  
1/10/23 Took truck to get plow welded, greased loader, cleaned truck and loader;  
1/11/23 Rick, John and I met with Jacob from Hunters;  
1/12/23 Trimmed tree on Whitaker Rd;  
1/13/23 Rick and I did Pal call;  
1/14/23 I checked the roads, Rick, John and I met with Doug Duncan;  
1/18/23 Rick and I did a Pal call;  
1/19/23 I removed telephone from off Forestville Rd;  
1/23/23 I plowed and salted Twp;  
1/25/23 Rick plowed and salted;

1/26/23 I salted TWP, took load of antiskid to Harrisville, Rick and I worked on spreader;  
1/30/23 Rick and I cleaned limb off Shields Rd;  
1/31/23 I salted TWP and worked on shed.

**FINANCIAL REPORT:**

General Fund:	\$38,252
Sewer Fund:	\$50,236
Liquid Fuels Fund:	\$20,574
Capital Reserve:	\$56,374
ARPA Fund:	\$52,759
Escrow Fund:	\$500

**Motion** to pay bills by : Second by .

**ADJOURNMENT:** Motion to adjourn meeting at pm by : Second by .