

**MINUTES
SUMMIT TOWNSHIP BOARD OF SUPERVISORS
PUBLIC MEETING
JANUARY 20, 2016**

The regular meeting of the Summit Township Board of Supervisors was held on Wednesday, January 20, 2016 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

CALL TO ORDER

Chairman, Willie Adams, called the meeting to order at 6:45 PM.

PLEDGE OF ALLEGIANCE

All persons present stood to recite the Pledge of Allegiance.

ROLL CALL

All Supervisors, Willie Adams, Rick Green and Larry Osche were present.

Also, in attendance for the meeting township's solicitor, Michael Gallagher, engineer, Rich Barnett, secretary, Roxann Stickney, Brandon Weichey, Mary Weichey, Kevin Kozik, Karen Hartman, Ron Hartman, Helen Osche, Chuck Montag, Janie Heasley, Gerard Green, and David Barry.

OPEN TO FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

Willie Adams opened the meeting to the floor for any questions or comments on the agenda. There were no questions or comments.

APPROVAL OF THE MINUTES OF THE JANUARY 4, 2016 ORGANIZATIONAL AND PUBLIC MEETING MINUTES

Rick Green motioned to approve the January 4, 2016 organizational and public meeting minutes as presented. Larry Osche seconded the motion. Motion Carried Unanimously.

ORGANIZATIONAL MEETING TABLED ITEMS

The Supervisors met with Rick Barnett of Senate Engineering Company on January 15, 2016 to discuss their services. It has been determined that the Supervisors would like to retain Senate Engineering Company as the township's engineer. Larry Osche motioned to have Senate Engineering Company for the township's 2016 engineer. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned for the township's secretary/treasurer/zoning officer wage to be increased 90 cents per hour and retroactive from January 4, 2016. The benefit package will include one additional paid holiday was granted. The choice will be Good Friday, the day after Thanksgiving or Christmas Eve. The holiday chosen will be Christmas Eve. The package will also allow unused sick time can be accumulated up to five days. Rick Green seconded the motion. Rick Green and Larry Osche voted "yes". Willie Adams voted "no". Motion Carried.

Larry Osche motioned for winter help to be \$14.00 per hour retroactive from January 4, 2016. Rick Green seconded the motion. Motion Carried Unanimously.

Messages were left at East Butler Ambulance to discuss their services but no response was received. Larry Osche motioned that East Butler Ambulance no longer receive 3% of the Local Services Distribution. This percentage will be divided between Herman Volunteer Fire Company and Lick Hill Volunteer Fire Department. The new percentage for Herman Volunteer Fire Company and Lick Hill Volunteer Fire Department will be 12.5%. Rick Green seconded the motion. Motion Carried Unanimously.

KOZIK MINOR SUBDIVISION MYLAR AND WEICH LOT LINE REVISION MYLAR

Willie Adams motioned to approve the Kevin Kozik Minor Subdivision as administratively correct. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to approve the Mary Weichey Lot Line Revision as administratively correct. Rick Green seconded the motion. Motion Carried Unanimously.

TREASURER’S REPORT

The Treasurer’s Report was read by the Secretary/Treasurer.

The fund balance totals are as follows

Total Deposits	\$15,720.66
Total Disbursements	\$23,622.38
Capital Fund	\$467,181.56
CDBG	\$1.00
Fire Hydrant Fund	\$4,832.67
General Fund	\$424,890.34
Sewage Escrow Fund	\$10,301.77
Sewage Permit Fund	\$8,618.47
State Fund	\$32,292.73

Rick Green motioned to approve the Treasurer’s Report as presented. Larry Osche seconded the motion. Motion Carried Unanimously.

SOLICITOR REPORT

Accounting records from RA Services are not accessible. It was determined that the solicitor will send RA Services a letter requesting access to our accounting records.

Tony Gagliardi’s is accessing a building from Vetta Drive and did not get a driveway permit. There is no designated entrance to the property. Rick Green motioned to have Butler County Conservation District give an opinion if the driveway/parking area is meeting stormwater requirements. Willie Adams seconded the motion. Motion Carried Unanimously.

It was requested that the solicitor research updating the mandatory tap-in ordinance for public water service.

Once the re-zoning map is completed, it must be available for review for 30 days before the Public Hearing.

PIPE STORAGE

Dewayne Ginn representing Land Acquisitions, Inc. inquired if it would be possible to store pipe on the township’s property located on Herman Road for approximately three years. All six acres will be needed. This property is the future site for the sewage facility plant. It was determined that this is not possible because land will not be available to proceed with the sewage project.

An alternate site would be the township’s property located on Bonniebrook Road. Larry Osche will show Mr. Ginn these properties to see if this will meet their needs. If it does, then the pipe storage has to be put to bid. Larry Osche motioned to allow the advertise of the two township properties on Bonniebrook Road for the storage of pipe materials for a minimum of three years. Rick Green seconded the motion. Motion Carried Unanimously.

INVOICE APPROVAL

Larry Osche motioned to approve for payment Joseph Nebel Sons invoice for \$325.00 for the water filter system. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Olsen & Associates, LLC invoice 14124 for CDBG Admin contingent upon the construction payment to Holbein, Inc. has been finalized. Larry Osche seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Precision Lock & Key Service invoice 1056 for \$400.00 for new locks and keys for the township building. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment an invoice from the State Workers' Insurance Fund for Lick Hill Volunteer Fire Department worker's compensation for \$840.00. Larry Osche seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Thomas C. Green CPA invoice 12932 for QuickBooks payroll training for \$180.00. Larry Osche seconded the motion. Rick Green and Larry Osche voted "yes". Willie Adams voted "no". Motion Carried.

CDBG CARBON CENTER ROAD CHANGE ORDER

Rick Green motioned to approve the Change Order for additional drainage pipe installation for the Carbon Center Road project. There is no increase in the project cost due to the township completing the back-fill for the project. Willie Adams seconded the motion. Motion Carried Unanimously.

CELL PHONE TOWER FEES

Roxann Stickney is to research the pricing for cell phone tower fees.

BRONDER CONTRACT

Willie Adams motioned to renew the Bronder Technical Services traffic light contract for \$4,980.00. Rick Green seconded the motion. Motion Carried Unanimously.

ELECTRICITY CONTRACT

Rick Green motioned renew the Direct Energy Electricity Agreement. Willie Adams seconded the motion. Motion Carried Unanimously.

BONNIEBROOK ROAD INTERSECTION

A resident submitted a request to Penn Dot for the turning lane light at the intersection of Route 422 and Bonniebrook Road. The resident would like motorists to have the option turn whenever there is no oncoming traffic instead of waiting for the green arrow. After consulting the township's emergency management coordinator, it was determined that waiting for the green arrow is the safest option for the intersection. Larry Osche motioned to keep the traffic light as it is. Rick Green seconded the motion. Motion Carried Unanimously.

FUEL QUOTES

Fuel quotes were received by 21st Century Energy Group, Glassmere Fuel Service, and Purvis Brothers. Larry Osche motioned to make a one-time purchase of 1,000 gallons of on-road fuel from Purvis Brothers until clarification is received regarding the winter additive content ratio. Rick Green seconded the motion. Motion Carried Unanimously.

SHACOG COMMODITIES

It was determined that the 2016 Spring Commodities survey will be completed for the SHACOG Purchasing Alliance.

2016 PETERBILT BED AND PLOW CONTROLS

Larry Osche motioned to have the air engaged controls installed on the 2016 Peterbilt truck for \$645.00. Rick Green seconded the motion. Rick Green and Larry Osche voted "yes". Willie Adams voted "no". Motion Carried.

Larry Osche motioned to have pivot steps installed on the 2016 Peterbilt for \$205.00. Rick Green seconded the motion. Rick Green and Larry Osche voted "yes". Willie Adams voted "no". Motion Carried.

1993 INTERNATIONAL TRUCK AND SNOW PLOW

Larry Osche motioned to advertise the 1993 International truck and snow plow for sale. Rick Green seconded the motion. Motion Carried Unanimously.

ENGINEER'S REPORT

Engineer, Rick Barnett, submitted the following report

1. The Mary Weichey Plan review was completed.
2. Act 537 Plan Update

- a. No decision has been made on the grant application we submitted. The next meeting will be in March but it was unclear if the grant recipient will be selected at that time.
 - b. Surveyors will be staking the Sechan property.
 - c. Doug Duncan was contacted regarding wildcat sewers.
 - d. Michael Gallagher will set-up a meeting with Summit Academy and the supervisors. The purpose of the meeting is to keep Summit Academy up-to-date on the sewage project.
 - e. March is the deadline for the aerial mapping. This needs completed before the leaves obstruct the ground features. The cost can be included the grant application that the township applied for.
3. Willie Adams will be the township's contact person for Senate Engineering Company.
 4. Mark Smith of PA American Water confirmed that the township submitted written confirmation for public water and that a mandatory tap-in ordinance is in effect.
 5. The David Selfridge small flow permit application is being reviewed and clarification is needed from the DEP.

ROADMASTER REPORT

1. A downed tree was removed from Portman Road.
2. Equipment maintenance.
3. Roads were salted.
4. Catch basins were cleaned.
5. There is a water issue at 536 Bonniebrook Road that needs addressed before paving can begin on Bonniebrook Road. Larry will be doing measuring.

ADDITIONAL BUSINESS

There is a Stormwater Training available at Cranberry Township at the cost of \$100.00. Senate Engineering Company will be sending a representative to the training.

Willie Adams announced the following executive sessions were held:

January 8, 2016 at 10:00 a.m. for personnel matters.

January 11, 2016 at 6:30 p.m. for road matters.

January 13, 2016 at 10:00 a.m. for the 2015 Carbon Center Road project.

January 15, 2016 at 10:00 a.m. with Senate Engineering Company regarding their services.

It needs to be determined if the large pipe on Bonniebrook Road by the cemetery has been removed from the pipe re-lining project.

James Lunn attended the Planning Commission Meeting. He is interested in becoming a member of the Planning Commission. Gary Miller is also interested in becoming a member. The Planning Commission members will be contacted. The Supervisors requested that the Planning Commission submit a recommendation for new members.

OPEN TO THE FLOOR

A resident brought to the Supervisors' attention that cars are parking on Portman Road that is causing a safety issue.

ADJOURN

With there being no further business to come before the Board of Supervisors, Rick Green made the motion to adjourn. Larry Osche seconded the motion. Motion Carried Unanimously. Meeting adjourned at 9:15 p.m.

THE NEXT MEETING WILL BE HELD ON WEDNESDAY, FEBRUARY 3, 2016 AT 6:45 P.M.

Respectfully Submitted,
Roxann L. Stickney, Secretary