

**MINUTES
SUMMIT TOWNSHIP BOARD OF SUPERVISORS
PUBLIC MEETING
MARCH 16, 2016**

The regular meeting of the Summit Township Board of Supervisors was held on Wednesday, March 16, 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 p.m.

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. The township's engineer and solicitor were not available to attend. Also, in attendance for the meeting the secretary, Roxann Stickney, Jane Heasley, Chuck Montag and David J. 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 MARCH 2, 2016 PUBLIC MEETING MINUTES

Rick Green motioned to approve the March 2, 2016 public meeting minutes as presented. Larry Osche 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	\$240,462.22
Total Disbursements	\$14,447.39
Capital Fund	\$467,237.24
CDBG	\$1.00
Fire Hydrant Fund	\$4,028.53
General Fund	\$555,341.25
Sewage Escrow Fund	\$10,301.77
Sewage Permit Fund	\$7,021.72
State Fund	\$264,908.62
Total	\$1,308,840.13

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

INVOICE APPROVAL

Larry Osche motioned to approve for payment CW Howard Ins. Agency, Inc. invoice 4013 for \$5,882.00 for the 2016-2017 Lick Hill VFD automobile insurance. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Hunter Truck Sales & Service, Inc. invoice 1-1050708 for \$831.18 for a repair to the 2009 Peterbilt truck. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Insight Pipe Contracting invoice 7758 for the amount of \$27,424.25 in settlement of the two Board of Supervisors approved quotes for the Bonniebrook Road pipe re-lining project. The payment will be made from the Capital Fund. Larry seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Jerich Insurance Agency invoice 63277 for \$1,023.00 for 2015-2016 Worker's Compensation Policy Audit. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to approve for payment Olsen & Associates, LLC invoice 14228 for \$406.00 for CDBG Admin that will be paid from the CDBG Fund. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment SWIF worker's compensation payment for Lick Hill VFD for \$840.00. Larry Osche seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Walsh Equipment invoice E03817 for \$205.00 for a 3-step ladder for the 2016 Peterbilt truck. Rick Green seconded the motion. Larry Osche voted "yes". Rick Green voted "yes". Willie Adams voted "no". Motion Carried.

EMC RENEWAL

Larry Osche motioned to renew the EMC 2016-2017 commercial insurance policy and approve for payment the Jerich Insurance agency invoice 63146 for the commercial insurance policy for \$3,670.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to authorize Willie Adams, Chairman of the Board of Supervisors, to sign the Statement of Values from EMC for the commercial insurance policy. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Jerich Insurance Agency invoice 62832 for \$1,905.00 for the EMC worker's compensation policy. Rick Green seconded the motion. Motion Carried Unanimously.

ROADWORK/BERMING BID

Phil Hay & Sons, Inc. was the only bid received for the roadwork—berming project. The Supervisors reviewed the bid information. Larry Osche motioned to award the roadwork-berming project to Phil Hay & Sons, Inc. Rick Green seconded the motion. Motion Carried Unanimously.

ARMSTRONG FRANCHISE FEES

Larry Osche motioned to authorize Willie Adams, Chairman of the Board of Supervisors, to sign the acknowledgement letter from Armstrong Cable that informed the township that the Franchise Agreement will no longer include free cable service due to an order from Federal Communications Commission. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche met with Herman Volunteer Fire Department and Lick Hill Volunteer Fire Company to inform them that the free cable service is no longer available for Summit Township through the Armstrong Cable Franchise Agreement. However, Armstrong Cable is offering discount pricing for the cable service.

Herman Volunteer Fire Company is the township's emergency center. The Supervisors will review the pricing options and will make a determination at the next meeting if the township will pay for the fire departments' cable service.

ONLINE BILL PAYMENTS FOR PNC BANK AND CREDIT CARD

Online bill payment is available from PNC bank for the Beck property loan and Cardmember Service for the township's credit card.

Larry Osche motioned for the PNC Bank payment for the Beck property loan and the township's credit card payment be made online. To acknowledge the payment, the treasurer will follow the check signing procedure and obtain two signatures on the receipt. Rick Green seconded the motion. Motion Carried Unanimously.

ENGINEER'S REPORT

The engineer submitted his report prior to the meeting. Due to his absence, Rick Green read the report.

1. The Yost Subdivision Plan was reviewed and comments submitted to the Township.
2. The awarding of the DCED Sewage Facilities Grant Program has not been scheduled.
3. The engineer recommended that the aerial photography be completed as soon as possible for the Act 537. Larry Osche motioned for the aerial mapping be completed before the Spring foliage arrives. Rick Green seconded the motion. Motion Carried Unanimously.
4. Senate Engineer Company reviewed roof drains information for single family dwellings and submitted a memorandum.
5. Summit Academy current sewage and water usage data has not been received.

The township's solicitor, Michael Gallagher, received a letter from Lawrence Lutz, Buffalo Township's solicitor, informing us that Buffalo Township would be willing to enter into a written agreement to obtain an easement to run a sewer line along Buffalo Township's Rails-to-Trails property. Larry Osche motioned to authorize the township's solicitor, Michael Gallagher, to move forward to negotiate a final written agreement with Buffalo Township. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned that it not necessary for the township's engineer to review the Small Flow Facility Treatment System module packet. Rick Green seconded the motion. Motion Carried Unanimously.

The review of the Senate Engineering Company invoice 49337 for \$240.00 for the staking of the Sechan property is on hold until the next meeting. Clarification is needed regarding the fee.

PETERBILT TRUCK

The Sales Agreement and supporting documentation for the loan for the 2016 Peterbilt were reviewed by the Supervisors.

Rick Green motioned to approve Resolution 2016-01 authorizing the financing of \$100,000.00 at 2.99% payable in five principal installments in the amount to be determined for the purchase of a 2016 Peterbilt truck and for Larry Osche to be the authorized signor for the township for any necessary loan documents. The down payment of \$64,184.00 will be paid from the General Fund. Larry Osche seconded the motion. Motion Carried Unanimously.

Roxann Stickney will contact Nextier Bank to confirm if the loan is open ended to have the option to make extra payments.

OLD ROUTE 422 ROAD PROJECT

Old Route 422 Road has potholes and water issues. The options are to patch the potholes or mill and pave the road. The milling and paving is the more durable option. Larry Osche motioned to spend up to \$80,000.00 to mill and repave Old Route 422 Road. Rick Green seconded the motion. Larry Osche voted "yes". Rick Green voted "yes". Willie Adams voted "no". Motion Carried.

ROADMASTER REPORT

Larry Osche stated the Road department worked on the following:

1. The 2009 Peterbilt is in the garage for the repair of the automatic greaser.
2. Sign Replacements.
3. Brooming of roads.
4. The summer equipment is being installed on the trucks.
5. Catch basins are being checked.
6. The crack sealer material has been delivered. We have it reserved for April 29, 2016 through May 9, 2016.
7. The salt was washed off the trucks.

ADDITIONAL BUSINESS

Bonniebrook Road, Old Route 422 Road and Great Belt Road are in need of berming. The township's trucks will be used for the project. Three quotes will be sought for an additional driver. Bonniebrook Road can be paid from the Capital Fund. Larry Osche motioned to spend up to \$20,000.00 for the berming of Bonniebrook Road, Old Route 422 Road and Great Belt Road. Bonniebrook Road will be paid from the Capital Fund. Old Route 422 Road berming will be paid from the milling and paving project. Rick Green seconded the motion. Motion Carried Unanimously.

Beck Road is bonded by XTO Energy. Construction vehicles are putting dirt on the road. Toy Construction is brooming the dirt off the road into the ditch. This has caused the ditch to need bermed. Jon Hood from XTO Energy will be contacted to inform him of this.

Willie Adams announced that the Supervisors held an executive session on March 15, 2016 at 9:30 a.m. regarding employee issues and roads. No decisions were made.

OPEN TO THE FLOOR

The township's emergency manager, Dave Barry, gave an overview of Herman Fire Department's emergency services. The fire department has an agreement with the State Police that the building can be used as a command center. In case of an evacuation, the building can accommodate up to 250 people. If the need arises for food to be provided to the community in an emergency, the building is equipped with emergency generators. The fire department is in the process of changing radio frequencies. The enrollment for Junior Fire Department is up.

An update on the Keel Lane was requested. Butler County mapping will be contacted to change Cemetery Road to Keel Lane and remove the access from Pine Drive to the barn located on the lane.

ADJOURN

With there being no further business to come before the Board of Supervisors, Larry Osche made the motion to adjourn. Rick Green seconded the motion. Motion Carried Unanimously. Meeting adjourned at 8:30 p.m.

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

Respectfully Submitted,
Roxann L. Stickney, Secretary