

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
JUNE 17, 2020**

The Summit Township Board of Supervisors public meeting was held on Wednesday, June 17, 2020 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

**CALL TO ORDER**

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**

Supervisors, Willie Adams, Larry Osche and Rick Green were present. Also, in attendance Township Solicitor, Michael Gallagher, Township Secretary, Roxann Stickney, David Barry, Angela Campbell, Regis E. Karch, Robert Ray, Vince Lockaton, Representative from Marci Mustello office, Ryan Martin, Jim Henry, Harriet Miller, Larry Miller, Frank Miller, John De Devore, Ken Shaffer and Denise Shaffer.

**OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA**

There were no questions or comments on the Agenda

**APPROVAL OF THE JUNE 3, 2020 REGULARLY SCHEDULED MEETING and JUNE 10, 2020 CALLED EMERGENCY MEETING MINUTES**

Rick Green motioned to approve the June 3, 2020 regularly scheduled Board of Supervisors meeting as presented. Larry Osche second the motion. Motion Carried Unanimously.

Rick Green motioned to approve the June 10, 2020 called emergency meeting minutes as presented. Larry Osche seconded the motion. Motion Carried Unanimously.

**TREASURER’S REPORT**

The treasurer presented the following report.

<b>FUND BALANCE AS OF 06/17/2020</b>	
Capital Fund	\$440,798.30
Fire Hydrant Fund	\$9,203.05
General Fund	\$579,604.27
Sewage Escrow Fund	\$18,384.77
Sewage Permit Fund	\$10,930.49
State Fund	\$249,347.89
<b>Available Funds</b>	<b>\$1,308,268.77</b>
Capital Fund CD #66	\$313,663.53
General Fund CD #64	\$209,002.73
<b>Total Funds</b>	<b>\$1,830,935.03</b>

<b>ACTIVITY</b>	
Available Funds as of 06/03/2020	\$1,009,750.52
CD Total	\$522,666.26
Deposits	\$352,986.62
Disbursements	\$54,468.37
<b>Total Funds Available as of 06/17/2020</b>	<b>\$1,830,935.03</b>

The Treasurer presented the following report:

Deposits included the transfer of the Capital Fund CD #71 to the Capital Fund Checking Account, Earned Income Tax and Local Service Tax. The first payment for the DCNR Summit Elementary Playground Grant was received.

The COVID-19 Earned Income Tax and Local Services Tax comparison of March 1<sup>st</sup> through June 17<sup>th</sup> of 2019 and 2020. Earned Income Tax has an increase of \$1,17.96 and Local Services Tax has an increase of \$3,295.00.

The 2019 Act 13 Impact Fees Disbursement indicates that Summit Township is scheduled to receive \$163,893.40.

Disbursements included the Summit Elementary School Phase I Grant distribution.

**GENERAL FUND INVOICE APPROVAL**

Larry Osche motioned to approve for payment Glassmere Fuel Service invoice 1311049 for off-road diesel fuel for \$1,499.22. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to approve for payment Hosack, Specht, Muetzel & Wood LLP invoice 24694 for the 2019 Audit services for \$4,400.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Interstate Pipe & Supply Company invoice 5774194 for Dittmer Road pipe accessories for \$565.22. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Interstate Pipe & Supply Company invoice 5774288 for Dittmer Road pipe accessories for \$381.02. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Kirk Heavy Truck & Trailer invoice 8911 for the 2003 Peterbilt inspection for \$389.35. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment M & M Lime Company, Inc. invoice 6818 for stone for Philmar Drive and Dittmer Road for \$9,653.53. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment M & M Lime Company, Inc. invoice 6819 for stone for Binsey Road for \$258.72. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment M & R Power Equipment Group invoice BUT-23751 for broom Bristol for \$611.95. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment State Worker's Compensation Insurance Fund 7<sup>th</sup> installment of 11 for the Volunteer Fire Company worker's compensation for \$1,803.00. Willie Adams seconded the motion. Motion Carried Unanimously.

**CAPITAL FUND INVOICE APPROVAL**

Rick Green motioned to approve for payment inspector fees for Larry Osche and James Michel for the Bonniebrook Road Multimodal Transportation Fund Grant project for \$2,685.75. Willie Adams seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment J.S. Bova Excavating, LLC invoice for contractor's application for payment number one for the Bonniebrook Road Multimodal Transportation Fund Grant project for \$211,408.78. Rick Green seconded the motion. Motion Carried Unanimously.

**SUMMIT AUTHORITY PAYMENT REQUEST**

Summit Authority submitted a payment request that indicates the Authority will reimburse the Township upon receiving funding \$13,701.50 for following the invoices.

Rick Green motioned to approve for payment Jerich Insurance Agency invoice 1927 for the 1<sup>st</sup> installment of the Authority's liability insurance for \$659.00. Willie Adams seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to approve for payment Murrin, Taylor & Gallagher for documentation for the Buffalo Township Rails-to-Trail Agreement for the sewage service line for \$68.00. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Senate Engineering Company invoice 57379 for the design phase of the Act 537 Plan for \$12,974.50. Willie Adams seconded the motion.

**SOLICITOR'S REPORT**

Angela Campbell, Denise Shaffer, and Ken Shaffer attended the meeting to discuss a shared driveway and fence issue on Bonniebrook Road. Both parcels are pre-existing nonconforming lots to the current Zoning Ordinance. The 5-foot driveway buffer applies only to Township driveway permits. This portion of Bonniebrook Road is state owned, therefore, PennDOT regulates driveway requirements for these parcels. Mr. and Mrs. Shaffer placed a fence 12 inches from Angela Campbell's property. It was determined the fence is not in violation of the Township's Ordinance.

The Solicitor requested for an executive session be held at the end of the meeting.

**STONE BID RESULTS**

The 2020-2021 Stone bids results were as follows:

M & M Lime Company, Inc. total contract amount \$117,930.00

IA Construction Corporation total contract amount \$164,450.00

Larry Osche motioned to award the 2020-2021 Stone Bid to M & M Lime Company, Inc. the low bidder with the best delivery price. Rick Green seconded the motion. Motion Carried Unanimously.

**FEDERAL SURPLUS PROPERTY PROGRAM NARRATIVE**

A narrative is required for the Township to participate in the Federal Surplus Property Program. Rick Green motion for the narrative submission. Willie Adams seconded the motion. Motion Carried Unanimously.

**LICK HILL SPECIAL FIRE POLICE**

Tim Gold informed the Township that two individuals attended Special Fire Police classes in Cranberry Township. The Certificates will be submitted to the Supervisors for review to ensure the Special Fire Police requirements have been met for their appointment.

**ENGINEER'S REPORT**

The engineer had nothing to report.

**PHILMAR DRIVE DRIVEWAY**

Larry Osche determined that a pipe for a Philmar Drive driveway for a water issue not feasible. A blacktop wedge will enable the water to flow efficiently.

**ROADMASTER REPORT**

Larry Osche motioned for the garage man doors to be replaced for \$3,250.00. Rick Green seconded the motion. Motion Carried Unanimously

Roadmaster, Larry Osche, presented the following report:

- 1. Dittmer Road Project began.
- 2. Philmar Drive project is on hold because of PA American Water.
- 3. Kennedy Lane is ready to be paved.

Bish Road will be reviewed after road projects are caught up.

The drainage pipe and road repair for the Summit Township's portion of the Bonniebrook Road Multimodal Transportation Fund Grant has been completed. The contract has been fulfilled.

The 2003 Peterbilt truck radiator needs repaired.

**ADDITIONAL BUSINESS**

A mobile home park owner is having an issue with abandoned mobile homes. The Solicitor recommended that the mobile home park owner contact an attorney regarding this issue.

Rick Green motioned to extend the COVID-19 State of Emergency for another week. Willie Adams seconded the motion. Motion Carried Unanimously.

**OPEN TO THE FLOOR – PUBLIC PARTICIPATION.**

Jim Henry thanked the Supervisors for repairing Dittmer Road.

Vincent Lockaton and multiple neighbors attended the meeting to discuss a safety issue with Tom Lockaton parking junk vehicles along Herman Road. This is an ongoing issue. Representative Marci Mustello and the State Police Lieutenant will be contacted to meet regarding this matter.

Rege Karch would like to construct a Veteran Memorial on his property at Dittmer Road. The Board of Supervisors are in favor of the memorial.

**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 9:25 p.m.

**NEXT MEETING WILL BE HELD ON WEDNESDAY, JULY 15, 2020 AT 6:45 P.M.**

Respectfully Submitted,  
Roxann L. Stickney, Secretary