

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
NOVEMBER 7, 2018**

The Summit Township Board of Supervisors public meeting was held on Wednesday, November 7, 2018 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**

All Supervisors were present. Also, in attendance for the meeting, Secretary, Roxann Stickney, Larry Fisher, Tim Burd and David Barry.

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

There were no questions or comments on the agenda.

**APPROVAL OF THE OCTOBER 3, 2018 AND OCTOBER 17, 2018 PUBLIC MEETING MINUTES**

Rick Green motioned to approve the October 3, 2018 public meeting minutes as presented. Willie Adams seconded the motion. Larry Osche abstained due to being absent from the meeting. Motion Carried.

Larry Osche motioned to approve the October 17, 2018 public meeting minutes as presented. Willie Adams seconded the motion. Rick Green abstained due to being absent from the meeting. Motion Carried.

**TREASURER’S REPORT**

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

<b>FUND BALANCE AS OF 10/03/18</b>	
Capital Fund	\$338,267.91
CDBG	\$1.00
Fire Hydrant Fund	\$4,179.02
General Fund	\$524,385.48
Sewage Escrow Fund	\$17,551.77
Sewage Permit Fund	\$7,700.64
State Fund	\$13,490.53
<b>Available Funds</b>	<b>\$905,576.35</b>
Capital Fund CD	\$304,873.51
General Fund CD	\$203,151.20
<b>Total Funds</b>	<b>1,413,601.06</b>

<b>ACTIVITY</b>	
Available Funds as of 10/03/18	\$863,150.87
CD Total	\$508,024.71
Deposits	\$108,949.65
Disbursements	\$66,524.17
<b>Total Funds Available as of 10/17/18</b>	<b>\$1,413,601.06</b>

Deposits included \$64,000.00 from the Keck Road Dirt, Gravel and Low Volume Grant and \$16,679.53 received for the 3<sup>rd</sup> Quarter 2018 Armstrong Cable Television Franchise. Disbursements included an invoice from Senate Engineering Company for the Act 537 Sewage Plan and the purchase of anti-skid for the roads.

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

**INVOICE APPROVAL**

Larry Osche motioned to approve for payment Blacks Auto Part invoice for Ford truck battery for \$320.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Hei-Way, LLC invoice 81019013 for cold patch for \$281.31. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Insight Pipe Contracting, LLC invoice 9174 for Bricker Avenue pipe lining for \$9,300.00. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Jerich Insurance Agency invoice 1012 for the 9<sup>th</sup> installment of the Township's liability insurance for \$1,076.00. Willie Adams seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Key Precast Supply, Inc. invoice 124797 for Hinchberger Road top and grate for \$483.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Kirk Heavy Truck & Trailer invoice 8179 for brakes and fuel filter for the 2009 Peterbilt for \$929.46. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment PPC Lubricants invoice 1596143 for chassis grease for \$211.38. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Wiest Asphalt Products & Paving, Inc. invoice 19154 for Hinchberger Road binder for \$323.06. Rick Green seconded the motion. Motion Carried Unanimously.

#### **SUMMIT AUTHORITY**

Rick Green motioned to approve for payment Senate Engineering Company invoice 54026 for the design phase of the sewage project for \$11,125.75. The Authority will reimburse the Township for the invoice upon receiving funding. Larry Osche seconded the motion. Motion Carried Unanimously.

#### **MITCHELL HILL CO-OP**

Members of the Mitchell Hill Coop submitted their By-Laws that confirmed the cooperative is non-profit. Minutes from a 2015 meeting reflected that the cooperative was a for profit company.

Rick Green motioned to approve the use of the Township building for the annual meeting of the non-profit Mitchell Hill Gas Cooperative, Inc. The By-Laws will be attached to these minutes to reflect the non-profit status of the cooperative. Willie Adams seconded the motion. Motion Carried Unanimously.

#### **BONNIEBROOK ROAD MULTIMODAL GRANT DESIGNATION**

An informational meeting with Allen Williams of Penn Dot and Jefferson Township is scheduled for November 8, 2018 to discuss the Bonniebrook Road Multimodal Grant. A contact person for the Township for the grant will be determined at meeting.

#### **2019 COST ALLOCATION BUTLER COUNTY TAX COLLECTION COMMITTEE (BCTCC)**

Willie Adams motioned to approve payment to Butler County Tax Collection Committee (BCTCC) for the 2019 Cost Allocation for \$312.23. Rick Green seconded the motion. Motion Carried Unanimously.

#### **AUDITOR'S QUOTE**

Telephone quotes for a Certified Public Account to perform the Township's audit were reviewed. Caruso & Spencer submitted the lowest quote. Rick Green motioned for Caruso & Spenser to perform the 2018, 2019 and 2020 Township audit. Willie Adams seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to advertise that the Township will have a Certified Public Account perform the Township's audit. Rick Green seconded the motion. Motion Carried Unanimously.

#### **CD RENEWALS**

Willie Adams motioned to renew the Capital Fund CD at 2 percent interest rate for the next six months at NextTier Bank. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to renew the General Fund CD at 2 percent interest rate for the next three months at NexTier Bank. Rick Green seconded the motion. Motion Carried Unanimously.

#### **SUMMIT AUTHORITY INTERIM FINANCING**

Willie Adams motioned for Larry Osche and Rick Green to sign the Business Credit Application from NexTier Bank to submit a proposal for interim financing for the sewage project. Larry Osche seconded the motion. Motion Carried Unanimously.

#### **TREE TRIMMING**

Larry Osche motioned for phone quotes be obtained for the tree trimming of Beck Road. Rick Green seconded the motion. Motion Carried Unanimously.

#### **McGRADY HOLLOW ROAD PROJECT – SHIELDS PAVING**

Shields Asphalt Paving was scheduled to meet with the Township's Roadmaster on November 5, 2018 at 10:00 a.m. to review Community Development Block Grant (CDBG) McGrady Hollow Road issue but Shields Asphalt Paving did not attend.

Rick Green motioned for the Township to repair McGrady Hollow Road at its' own discretion ten days from date of the email notification that Shields Asphalt Paving received informing them of the road issue. The repair cost will be paid from the CDBG McGrady Hollow Road retainage. Larry Osche seconded the motion. Motion Carried Unanimously.

#### **CARBON CENTER ROAD REPAIR**

Larry Osche motioned to meet with the railroad on November 8, 2018 regarding the berming along Carbon Center Road from the Geibel driveway catch basin and pipe. The railroad will do the work and the Township will supply the catch basin and pipe for the project. Rick Green seconded the motion. Motion Carried Unanimously.

#### **CARBON CENTER ROAD DRIVEWAY**

The Geibel driveway water issue on Carbon Center Road was discussed. Willie Adams motioned for the installation of a "y" in the catch basin for the water to access. Rick Green seconded the motion. Larry Osche voted "no". Motion Carried.

#### **FALLECKER ROAD DRAINAGE**

A drainage project for Fallecker Road was discussed.

#### **BRICKER AVENUE ASPHALT**

A drainage project for Bricker Avenue was discussed.

#### **ROADMASTER REPORT**

The Roadmaster, Larry Osche, presented the Roadmaster report:

1. Snow fencing was installed.
2. Winter maintenance to the equipment was performed.
3. Grass trimming.
4. Potholes patched.
5. Carbon Center Road shoulder work.

When timbering on Hinchberger Road, Watt Timbering, Inc damaged a portion the road. The timbering company will be notified of the damage.

#### **ADDITIONAL BUSINESS**

Willie Adams announced an informational meeting was held with Raymond Bates and Randy Geibel to discuss their driveway water issue at Carbon Center Road on October 27, 2018.

Willie Adams announced that an information meeting is scheduled on November 8, 2018 with Community Development Corporation and Butler Area Sewage Authority (BASA).

**OPEN TO THE FLOOR – PUBLIC PARTICIPATION**

There were no questions or comments from the floor.

**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 7:46 p.m.

**THE NEXT MEETING WILL BE HELD ON WEDNESDAY, DECEMBER 5, 2018 AT 6:45 P.M.**

Respectfully Submitted,  
Roxann L. Stickney, Secretary