

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS
PUBLIC MEETING MINUTES
DECEMBER 5, 2018**

The Summit Township Board of Supervisors public meeting was held on Wednesday, December 5, 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, Kriss Simmons, David Barry.

OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

There were no questions or comments on the agenda.

APPROVAL OF THE NOVEMBER 7, 2018 PUBLIC MEETING MINUTES

Rick Green motioned to approve the November 7, 2018 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.

FUND BALANCE AS OF 12/05/18	
Capital Fund	\$338,309.61
CDBG	\$1.00
Fire Hydrant Fund	\$4,505.26
General Fund	\$616,699.02
Sewage Escrow Fund	\$17,551.77
Sewage Permit Fund	\$7,426.77
State Fund	\$13,492.19
Available Funds	\$997,985.62
Capital Fund CD	\$304,873.51
General Fund CD	\$203,151.20
Total Funds	1,506,010.33

ACTIVITY	
Available Funds as of 11/07/18	\$905,576.35
CD Total	\$508,024.71
Deposits	\$131,164.11
Disbursements	\$38,754.84
Total Funds Available as of 12/05/18	\$1,506,010.33

Deposits included the Winter Maintenance Agreement for Herman Road and Berkheimer Earned Income Tax and Local Service Tax.

Disbursements included the Bricker Avenue pipe lining project.

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 Bauer Excavating, Inc. invoice STMB-18-06 for Hinchberger Road catch basin and road crossing for \$700.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Bauer Excavating Inc. invoice STMB-18-07 for Carbon Center and Pine Drive excavation for \$360.00. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to approve for payment the 2019 membership to Community Development Corporation for \$250.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Good Year invoice 076-10992530 for the 2016 Peterbilt truck tires for \$1,628.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Hei-Way, LLC invoice 81121004 for cold patch for \$266.42. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Hunter Truck Sales & Service, Inc. for fuel additive for \$203.48. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Jerich Insurance Agency invoice 1088 for the Township's liability insurance for \$1,076.00. Larry Osche seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Jim's Generator Service, Inc. invoice 166517 for the 2009 Peterbilt alternator and battery for \$280.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to pay the first installment of \$4,000.00 to Olar's Tree Service & Shaping for the Beck Road tree trimming project. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment the postage for the Fall-Winter newsletter for \$419.13. Larry Osche seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Purvis Brothers, Inc. invoice A521158 for on-road fuel for \$1,859.63. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Purvis Brothers, Inc. invoice A521159 for off-road fuel for \$1,080.92. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Sell's Truck & Trailer Parts, Inc. invoice 461772 for 2009 Peterbilt battery for \$315.00. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Sir Speedy invoice 40132 for the printing and distribution of the Fall-Winter newsletter for \$1,161.08. Larry Osche seconded the motion. Motion Carried Unanimously.

TRAFFIC LIGHTS INVOICE APPROVAL & INSURANCE CLAIM

The traffic lights at Route 422 and Bonniebrook Road were damaged due to an electrical surge during the winter storm.

Larry Osche motioned to approve for payment Traffic Systems and Services, LLC invoice SR-28925 for the Route 422 and Bonniebrook Road traffic light repair for \$1,128.13 and place an insurance claim the damages. Rick Green seconded the motion. Motion Carried Unanimously.

SUMMIT AUTHORITY INVOICES

The Summit Authority submitted for payment the following invoices:

Murrin, Taylor & Gallagher advertising of the mandatory tap-in ordinance for \$165.00.

Senate Engineering Company invoice 54026 for the design phase of the sewage project for \$11,125.75.

Larry Osche motioned to ratify the payment of the above referenced invoices for a total of \$11,290.75 for the Summit Authority. The Authority will reimburse the Township for these invoices upon receiving funding. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Jerich Insurance Agency invoice 1047 for the final payment of the Summit Authority's liability insurance for \$583.00. The Authority will reimburse the Township for these invoices upon receiving funding. Larry Osche seconded the motion. Motion Carried Unanimously.

CDBG ADMIN INVOICE

Rick Green motioned to approve for payment of Widmer Engineering, Inc. invoice 11810533 for the administration of the McGrady Hollow Road Community Development Block Grant (CDBG) project for \$620.00. Willie Adams seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Summit Township's administration of the McGrady Hollow Road CDBG project for \$279.25. Willie Adams seconded the motion. Motion Carried Unanimously.

CDBG McGRADY HOLLOW ROAD FINAL PAYMENT REQUEST

Larry Osche motioned for the Application and Certification for Payment of \$5,131.02 for the final payment of the McGrady Hollow Road CDBG project. Rick Green seconded the motion. Motion Carried Unanimously.

VFC EARNED INCOME TAX CREDIT

The Township's Emergency Management Coordinator, David Barry, and the Township's Secretary, Roxann Stickney, presented the procedure for Volunteer Fire Companies Members and non-profit emergency service agency Earned Income Tax Credit.

The fire company will submit to the Township a notarized listing of all eligible members. The fire company will submit to all eligible members an application for the tax credit. The application will be submitted to the Township Secretary to cross reference with the eligibility list. The eligible applications will be submitted to the Board of Supervisors for approval. Upon approval, the Township Secretary will issue the Tax Certificate to the eligible member. It is the member's responsibility to include the tax certificate with their Earned Income Tax Return.

2018-07 BUDGET RESOLUTION

Larry Osche motioned to approve the 2019 budgets for all Township's funds. Rick Green seconded the motion. Larry Osche voted "yes". Rick Green voted "yes". Willie Adams voted "no". Motion Carried

2019 BCATO MEMBERSHIP

Willie Adams motioned to approve for payment the 2019 Butler County Association of Township Officials (BCATO) for \$35.00. Rick Green seconded the motion. Motion Carried Unanimously.

2019 MANUFACTURER & BUSINESS ASSOCIATES MEMBERSHIP

Willie Adams motioned to approve for payment the 2019 Manufacturer & Business Associates membership for \$289.00. Rick Green seconded the motion. Motion Carried Unanimously.

NOTARY RENEWAL

Willie Adams motioned for the Township's Secretary notary renewal for \$343.00. Rick Green seconded the motion. Motion Carried Unanimously.

PA ONE CALL & CELL PHONE PLAN UPDATE

The Public Utility Commission has implemented a \$1,000.00 fine for emergency PA One Calls that are not responded to within 2 hours. The Township's cell phone does not have the data capability to electronically respond to the call.

Willie Adams motioned for the Township's cell phone plan be updated to I-Phones for the monthly cell phone package of \$160.00 per month plus fees and taxes. Rick Green seconded the motion. Motion Carried Unanimously.

WINTER STORM UPDATE

Larry Osche presented a winter storm update. The traffic lights experienced a power surge. The Route 422 and Bonniebrook Road traffic lights were repaired. The traffic lights at Route 422/Route 38/Route 68 were substantially damaged but are temporarily fixed until the control unit is replaced. Larry Osche will contact Traffic Systems and Services, LLC for the price of an additional control for a back-up.

A generator needs repaired. Larry Osche is going to price the cost of repairing the generator and cost of purchasing a new generator.

The road department maintained the roads during the storm and removed downed trees.

The Township's Emergency Management Coordinator presented a spreadsheet with the breakdown of the services that Herman Volunteer Fire Company provided including a warming center.

TREE TRIMMING PROJECT

Larry Osche motioned for Olar's Tree Service and Shaping be awarded the phone quote for the Beck Road tree trimming project. Rick Green seconded the motion. Motion Carried Unanimously.

ROADMASTER REPORT

The Roadmaster, Larry Osche, presented the Roadmaster report:

1. Icy roads maintained.
2. Brush cleared from the storm.
3. Pot holes patched.
4. All the trucks are set-up for winter maintenance.

ADDITIONAL BUSINESS

A letter was sent to the resident regarding the renewal of their Hardship Agreement. The deadline for the renewal is January 7, 2019. A letter will be sent via certified mail and regular mail to the resident regarding the annual septic inspection for the Hardship Agreement. If the inspection is not completed, the Agreement will no longer be effect.

The status of the Bates-Geibel Driveway on Carbon Center Road was discussed.

Willie Adams wanted to publicly thank Herman Volunteer Fire Company's assistance during the storm and providing a warming station.

OPEN TO THE FLOOR – PUBLIC PARTICIPATION

A resident presented concerns pertaining to the winter maintenance of Beck Road. The employee call-out procedure and snow plowing routes were discussed. The snow plowing routes will be reviewed to ensure that the most effective snowplowing routes are implemented.

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 9:21 p.m.

THE NEXT MEETING WILL BE HELD ON WEDNESDAY, JANUARY 7, 2019 AT 6:45 P.M.

Respectfully Submitted,
Roxann L. Stickney, Secretary