

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS
PUBLIC MEETING MINUTES
MARCH 21, 2018**

The Summit Township Board of Supervisors public meeting was held on Wednesday, March 21, 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, Township Secretary, Roxann Stickney, Township Solicitor, Michael Gallagher, Wilfred Balentine, W.C. LaFisca, Dave Barry, Kelly Lynd and Joe Genco.

OPEN TO FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

There were no questions or comments on the agenda.

APPROVAL OF THE MARCH 7, 2018 PUBLIC MEETING MINUTES

Rick Green motioned to approve the March 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 03/21/18	
Capital Fund	\$247,349.76
CDBG	\$1.00
Fire Hydrant Fund	\$3,265.50
General Fund	\$595,204.03
Sewage Escrow Fund	\$12,251.77
Sewage Permit Fund	\$9,773.44
State Fund	\$268,324.50
Available Funds	\$1,136,170.00
Capital Fund CD	\$302,604.92
General Fund CD	\$201,635.40
Total Funds	1,640,410.32

ACTIVITY	
Available Funds as of 03/07/18	\$1,119,277.49
CD Total	\$504,240.32
Deposits	\$32,013.19
Disbursements	\$15,120.68
Total Funds Available as of 03//18	\$1,640,410.32

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

INVOICE APPROVAL

The following invoices will be paid from the General Fund:

Rick Green motioned to approve for payment Jerich Insurance Agency invoice 1817 for Township’s liability insurance policy for \$3,237.00. Larry Osche seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Senate Engineering Company invoice 52923 for the Act 537 Plan for \$260.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Walsh Equipment invoice 18000473 for snow plow repair for \$1,245.18. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Wine Concrete Products, Inc. invoice 80712 for catch basins, grates and risers for \$5,083.30. Rick Green seconded the motion. Motion Carried Unanimously.

The following invoices will be paid from the State Fund:

Larry Osche to approve for payment the following American Rock Salt Company, LLC invoices for road salt:

Invoice 0556587	\$ 2,540.24
Invoice 0557095	\$ 2,275.08
Invoice 0557342	\$ 2,609.60
Invoice 0557638	\$ 6,263.60
Total	\$13,688.52

Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment NexTier Bank \$21,855.79 for the annual payment for the 2016 Peterbilt truck. Rick Green seconded the motion. Motion Carried Unanimously.

SOLICITOR’S REPORT

The Solicitor sent Derailleur Bike Shop Café a letter requesting that their patrons not park on Dittmer Road and the Township’s right-of-way.

The Solicitor submitted the bylaws for the Summit Township Sewer Authority.

It is a common practice for a Township to pay the engineering fees for a new sewage treatment facility until the sewer authority receives funding through a loan or grant. The sewer authority will reimburse the Township upon the sewer authority’s funds becoming available.

The treasurer for a sewage authority can be a board member and the assistant a non-board member. The sewer authority can appoint a treasurer. This is up to the discretion of the authority.

The Solicitor announced that Summit Academy will be implementing an alert system to notify the residents of Summit Township that a student has left premises.

ZONING ORDINANCE & ZONING DISTRICT MAP

Larry Osche motioned to advertise the updated Zoning Ordinance and Zoning District Map for public review and have the ordinance and map forwarded to Butler County for review. Rick Green seconded the motion. Motion Carried Unanimously.

DEPUTY TAX COLLECTOR

Roxann Stickney will check with Butler County to see if a deputy collector can have access to a Tax Collector’s account upon her absent.

CDBG DOCUMENTATION FEE

Larry Osche motioned that a letter be sent to Olsen Craft Associates, LLC requesting that the \$500.00 fee to retrieve the Township’s Community Development Block Grant documentation be paid with the agreement that Olsen Craft Associates, LLC will provide any future documentation that has not been submitted be at no cost. Willie Adams seconded the motion. Motion Carried Unanimously.

GAGLIARDI STORMWATER

Willie Adams motioned that the letter granting Tony Gagliardi’s stormwater management plan Operation and Maintenance Agreement and Financial Guarantee be submitted at the time development begins. The development must begin within five years of the date that the stormwater management plan approval. If development has not begun within five years, the plan will have to be re-submitted for approval. Rick Green seconded the motion. Motion Carried Unanimously.

BCATO SPRING CONVENTION

Larry Osche motioned for eligible Township officials attend the Butler County Association of Township Officials Spring Convention on May 17, 2018. Rick Green seconded the motion. Motion Carried Unanimously.

SEWAGE AUTHORITY

Rick Green motioned to advertise the first Summit Township Sewer Authority meeting be April 3, 2018 and the monthly meeting be held on the third Tuesday of each month at 9:00 a.m. Larry Osche seconded the motion. Motion Carried Unanimously.

ENGINEER'S REPORT

The Engineer was not present due to inclement weather travel.

SEAL COAT

Larry Osche motioned to advertise the bid for the Seal Coat Project. Rick Green seconded the motion. Motion Carried Unanimously.

ROADMASTER REPORT

Roadmaster, Larry Osche, presented the following road department report:

1. Winter Road Maintenance.
2. Pot holes patched.
3. Equipment was prepared for road projects.
4. Water issues were addressed.

Hinchberger Road has a water issue that is impacting the road. Options were discussed with no decisions made. More research is required.

The Township received a Dirt and Gravel Grant for Keck Road.

ADDITIONAL BUSINESS

Willie Adams announced the following information meetings were held:

March 13, 2018 at 10:00 a.m. with Summit Academy regarding an alert system.

March 19, 2018 at 10:00 a.m. with Senate Engineering Company regarding the Act 537 Plan.

OPEN TO THE FLOOR

Joe Genco requested more information regarding an alert system for Summit Academy. The Supervisors met with Summit Academy requesting that an alert system be implemented to inform Summit Township residents that a student has left the premises. Summit Academy reviewed the information and has agreed to implement the system.

A property has an individual living in a garage. The garage does not have an occupancy permit to be residential dwelling. The building inspector will be contacted to address the issue.

The building inspector has issued a residential house permit for the building on Reed 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 8:20 p.m.

THE NEXT MEETING WILL BE HELD ON WEDNESDAY, APRIL 4, 2018 AT 6:45 P.M.

Respectfully Submitted
Roxann L. Stickney, Secretary