

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
JULY 18, 2018**

The Summit Township Board of Supervisors public meeting was held on Wednesday, July 18, 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, Solicitor, Michael Gallagher, Regis Karch, Angela Dumbaugh, David Barry, Tom Geibel, David Smith, Tom Palmer, Charlene Palmer, Jane Weichey, Joyce McCandless, Stan Graff, Greg Konyha, Kelly Lynch and Tanner Cole.

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

There were no questions or comments on the agenda.

**APPROVAL OF THE JUNE 20, 2018 PUBLIC MEETING MINUTES**

Rick Green motioned to approve the June 20, 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.

| <b>FUND BALANCE AS OF 07/18/18</b> |                       |
|------------------------------------|-----------------------|
| Capital Fund                       | \$338,097.82          |
| CDBG                               | \$1.00                |
| Fire Hydrant Fund                  | \$8,542.29            |
| General Fund                       | \$692,737.88          |
| Sewage Escrow Fund                 | \$14,051.77           |
| Sewage Permit Fund                 | \$9,155.78            |
| State Fund                         | \$103,446.88          |
| <b>Available Funds</b>             | <b>\$1,166,033.42</b> |
| Capital Fund CD                    | \$303,158.31          |
| General Fund CD                    | \$202,004.14          |
| <b>Total Funds</b>                 | <b>1,671,195.87</b>   |

| <b>ACTIVITY</b>                             |                       |
|---------------------------------------------|-----------------------|
| Available Funds as of 06/20/18              | \$1,232,933.89        |
| CD Total                                    | \$505,162.45          |
| Deposits                                    | \$146,375.05          |
| Disbursements                               | \$213,275.52          |
| <b>Total Funds Available as of 07/18/18</b> | <b>\$1,671,195.87</b> |

The Treasurer reported that deposits included the 2017 Act 13 Funds of \$90,654.32. Disbursements included road projects. The 2017 Audit was completed and advertised.

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 A.D. Swartzlander Ready-Mix, Inc. invoice 21695 for block for the Bonniebrook Road landslide for \$510.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Bauer Excavating, Inc. invoice STMB-18-04 for the excavation and equipment rental for the Bonniebrook Road landslide for \$800.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Bill Errera Auto Sales and Service invoice 79429 for the towing of the 2013 Peterbilt for \$350.00. Rick Green seconded the motion. Motion Carried Unanimously.

Rick Green motioned to approve for payment Butler Eagle the advertisement of the audit and stone bid for \$379.00. Larry Osche seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Elliott's Tire Service, Inc. invoice 60406 for John Deere tire repair for \$705.14. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to approve for payment the Hosack, Specht, Muetzel & Wood, LLP invoice 23666 for the 2017 Audit for \$4,250.00. Rick Green seconded the motion. Motion Carried Unanimously.

Willie Adams motioned to approve for payment Jerich Insurance Agency invoice 776 for the Township's liability insurance for \$1,076.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Key Precast Supply, Inc. invoice 124116 for catch basins for \$412.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment M & M Lime Company, Inc. invoice 1455 for Keck Road stone for \$16,836.44. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Phil Hay & Sons, Inc. invoice 14-392 for the Berming Project for \$6,640.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment the following Purvis Brother invoices for the total of 4,261.03.

- Invoice A515612 for gasoline for \$312.29
- Invoice A515613 for on-road fuel for \$1,947.81
- Invoice A515615 for off-road fuel for \$2,000.93.

Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Russell Standard Corp. invoice 1010900 for Keck Road MC-70 for \$5,994.00 Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Russell Standard Corp. invoice 1010938 for Keck Road MC-70 for \$3,746.25. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Stephenson Equipment, Inc. invoice 18004895 for signs for \$354.50. Rick Green seconded the motion. Motion Carried Unanimously.

#### **SUMMIT TOWNSHIP AUTHORITY**

The Summit Township Authority submitted a payment request for the following invoices for a total of \$37,730.25.

- Jerich Insurance Agency invoice 779 for the Authority's liability insurance for \$583.00.
- Senate Engineering Company invoice 53500 for the design phase and discussion with Pennvest for the Act 537 sewage project for \$37,147.25.

The Authority will reimburse Summit Township for these invoices once the Authority's funding becomes available.

Willie Adams motioned to approve for payment Summit Township Authority's invoice payment request for \$37,730.25. The Authority will reimburse the Summit Township for this amount once the Authority's funding becomes available. Rick Green seconded the motion. Motion Carried Unanimously.

The Summit Township Authority submitted a request for the 2018 CDBG funds be designated for the Township's mandatory sewage tap-in fees for low-income residents.

Rick Green motioned for the 2018 CDBG funds be designated for the mandatory sewage tap-in fees for the Township's low-income residents. Larry Osche seconded the motion. Motion Carried Unanimously.

#### **GEIBEL LOT LINE REVISION**

The Supervisors reviewed the plan for the Geibel Lot Line Revision, the Butler County Planning Commission and Senate Engineering recommendation letter. The Summit Township Planning Commission completed the initial review of Lot Line Revision plan but did not submit a letter of recommendation for the final plan because the meeting was cancelled due to a lack of quorum.

The Solicitor confirmed that the Supervisors were able to approve the Lot Line Revision as administratively correct without the Township's Planning Commission recommendation letter.

Rick Green motioned to approve the Geibel Lot Line Revision as administratively correct. Larry Osche seconded the motion. Rick Green voted "yes". Larry Osche voted "yes". Willie Adams voted "no". Motion Carried Unanimously.

#### **SOLICITOR'S REPORT**

The Solicitor presented the following report:

1. The Summit Township's Authority Employer Identification Number (EIN) was received.
2. Senate Engineering Company requested a Data Universal Numbering System (DUNS) number. Roxann Stickney will research obtaining a DUNS number for the Authority.
3. Roxann Stickney informed the Solicitor that State Farm paid in full the invoice for the Bonniebrook Road accident damage to guide rails and signs.
4. The Township's insurance company denied a claim from a resident to pay for damages that her vehicle sustained while Geibel Road was closed due to construction.

#### **RESOLUTION 2018-01 ACT 13 FUNDS**

Willie Adams motioned to adopt Resolution 2018-01 to designate 2017 Act 13 funds of \$90,625.03 to the Capital Fund for eventual use on Bonniebrook Road. Larry Osche seconded the motion. Motion Carried Unanimously.

#### **SAM REGISTRATION**

Willie Adams motioned for Roxann Stickney to be the contact for the System for Award Management (SAM) for federal funding. Rick Green seconded the motion. Motion Carried Unanimously.

#### **STONE BID RESULTS**

M & M Lime Company, Inc. was the only bid submitted for the 2018 Stone Bid. Larry Osche motioned to award the 2018 Stone Bid to M & M Lime Company, Inc. Rick Green seconded the motion. Motion Carried Unanimously.

#### **ENGINEER'S REPORT**

Roxann Stickney presented Senate Engineering Company's engineer report.

1. The J. Frances Plan, Thomas L. Geibel Plan and Kozik Subdivision No. 3 Plan reviews were completed, and comments were provided to the Township.
2. There were no Stormwater Reviews.
3. Senate Engineering Company is available to assist in the grant application for multimodal project(s) on Bonniebrook Road. Senate Engineering Company has successfully helped other communities to obtain funding for these types of projects.

#### **ZONING: ROXANN STICKNEY and CHUCK MONTAG**

Larry Osche received a request from a resident for the Zoning Officer and Zoning Field Officer to canvas the Township for zoning violations every two weeks.

Larry Osche motioned for the Zoning Officer and Zoning Field Officer to canvas the Township for zoning violations every two weeks. The motion died to lack of second.

It was determined per the Solicitor's recommendation that the Zoning Officer and Zoning Field Officer actions for violations remain complaint driven. Any violations found by the Zoning Officer and Zoning Field Officer will be addressed.

**PORTMAN ROAD**

Larry Osche motioned to ratify \$4,000.00 to install a catch basin with drainage pipe on Portman Road due ponding of water in front of a resident's house.

**RUSSELL STANDARD 2017 SEAL COAT**

There is an issue with Russell Standard Corp. 2017 Seal Coat project of oil bleeding through the road. It was determined that a certified letter be sent to Russell Standard Corp. requesting a claim against their warranty to inspect the road and remedy the issue.

**OIL BID**

Larry Osche motioned to advertise the oil bid. Rick Green seconded the motion. Motion Carried Unanimously.

**ROADMASTER REPORT**

The Roadmaster presented the following report:

1. Cross pipes were installed on Bonniebrook Road.
2. Larry Osche motioned for a drainage pipe be installed on the east side of Hinchberger Road. Rick Green seconded the motion. Motion Carried Unanimously.
3. Storm damage was cleared from Moran Road, Highland Drive and Hesidenz Road.
4. Berming material was used on Keck Road
5. Top soil and 3' x 3' of asphalt is needed for the Bonniebrook Road landslide.
6. Seal coating is scheduled for July 30, 2018 through August 1, 2018.
7. The scheduled Berming project completed.
8. The Dirt and Gravel, Low Volume Grant Application was submitted for Binsey Road.
9. Old East Butler Road will be reviewed upon the completion of Keck Road.

**ADDITIONAL BUSINESS**

The Solicitor will submit information to the Township regarding regulations for fireworks.

**OPEN TO THE FLOOR – PUBLIC PARTICIPATION**

David Barry presented that Lick Hill Volunteer Fire Company is tracking attendance for the Earned Income Tax (EIT) credit.

Residents attended the meeting requesting that a brake retarder sign and the speed limit on Route 422 be reduced to 45 mph. Penn Dot is responsible for Route 422 and these requests need to be submitted to Penn Dot.

An issue with a garage rental tenant on McGrady Hollow Road has arose. If it is not resolved, the Township will bring the matter before the District Magistrate.

The township will look at an issue with a ditch on Tower View Drive.

**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 8:30 p.m.

**THE NEXT MEETING WILL BE HELD ON WEDNESDAY, AUGUST 1, 2018 AT 6:45 P.M.**

Respectfully Submitted,  
Roxann L. Stickney, Secretary