

JEFFERSON TOWNSHIP

REGULAR MEETING

Dec. 11, 2017

CALL TO ORDER:

The regular meeting of the Jefferson Township Board of Supervisors, held at the municipal building on 157 Great Belt Rd., Butler, PA, was called to order by Chairman John Cypher at 7:00 P.M. on Dec. 11, 2017. All rose to pledge the flag.

ROLL CALL:

Those present were John Cypher, Lois Rankin, Braden Beblo, Sec/Treas. Lois Fennell and Attorney Matt Marshall.

ANNOUNCEMENTS:

There was a brief executive session just prior to this meeting in regards to personnel.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

MINUTES:

John Cypher *moved* to approve the Nov. 13, 2017 regular meeting minutes as written and distributed. Braden Beblo *seconded*. All agreed and *motion carried*.

FINANCIAL:

Bills paid between the November 13th meeting and Dec. 11, 2017 meetings totaled \$3,491.61. Bills presented for payment from the General Fund this evening totaled \$16,228.88. No bills were presented from the State Fund this evening. Total of all funds after payment of the bills was \$1,323,034.27. *Motion* by John Cypher to pay the bills presented plus any regular bills that may become due before the Jan. 2, 2018 meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*.

PUBLIC BUSINESS OR COMMENT: None.

RECREATION COMMITTEE: No report. No meetings in Nov., Dec., and January.

ROAD FOREMAN REPORT:

Chairman Cypher read the report provided by the road foreman. Bill reported on the quote for a 2019 Mack 14 speed Mdrive truck with stainless dump body, Gledhill plow, Stainless salt spreader and other proposed options....less trade of 96 International would come to \$165,739.47. Tri-County Mack is allowing \$14,500 for the trade and with the Board's approval to order the truck this month, we will still have use of the 96 International for the winter. *Motion* by John Cypher to accept the 'Co-Stars' (state piggyback program) quote and proceed to order the new truck with trade-in. *Seconded* by Lois Rankin. All agreed and *motion carried*. *Motion* by John Cypher to authorize the road foreman to sign the necessary paperwork (PennDOT forms and purchase.) Braden Beblo *seconded*. All agreed and *motion carried*.

All garbage cans at the park were emptied into the maintenance garage dumpster (had to use the backhoe to compact it for it all to fit). This is because the organizations seasons ended in November or earlier and all 5 dumpsters have already been removed. The majority of the leaves at the park have been removed; light clean-up will need done in the spring or sooner if weather allows. The park is now locked.

The new (used) leaf-vac was used to clean drainage along Cobham Lane. The road crew was able to blow the leaves into the woods. They plan to do the same thing along other roads throughout the township as weather permits. They are limited to the use of the leaf-vac until the new truck is delivered (which will have a barn door type tailgate and a hoop & tarp system.)

The pipe liner quote (for the project on Great Belt Rd. near the bike trail) was \$55,000 (via Co-Stars

ROAD FOREMAN REPORT, cont.:

state piggyback program). The video has been submitted and viewed by the road dept. and there is a 20 ft. long dig repair that the road crew will have to do before Insight Pipe can come in to install the liner (in 2018.) The video taping was included in the quote. *Motion* by John Cypher to approve and authorize the foreman to sign the contract with Insight Pipe. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Lois Rankin asked if it is time to sell the 'bucket truck.' It was noted that there have been some problems with it but the road crew made good use of it until recently. *Motion* by Lois Rankin to advertise the Ford bucket truck for sale (as is/no warranty) via Municibid, the reserve price to be at the discretion of the road foreman. A legal ad will be placed indicating that the sale will be by bid via Municibid. *Seconded* by John Cypher. All agreed and *motion carried*.

PLANNING COMMISSION:

Leo Rosenbauer, Chairman of the Planning Commission, reported on their Nov. 16, 2017 meeting. The P.C. reviewed the J. Edward Elliott and Joseph P. & Michele L. Kasunich Lot-Line Revision on Green Manor Dr. Parcel A of 0.08 acres is to be conveyed to and combined with land of Mr. Elliott to correct the right-of-way (driveway) location (and to clear up deeds). Revised Lot 8 will be 1.92 acres and Revised Lot 7 will be 2.22 acres after conveyance. The P.C. approved the plan contingent upon labeling of the existing frame building on Lot 7 (drawn inside the 25 ft. building line.) Leo noted that this has been done. *Motion* by John Cypher to approve the Elliott/Kasunich Lot-Line Revision Plan as revised. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The P.C. reviewed and approved the Wetzel/Smith Plan, a lot-line revision, for Ruth Wetzel and Paul & Lisa Smith on Burtner Rd. Tract A of 12.12 acres will be conveyed to Revised tax parcel 1F155-18 to equal 65.87 acres (which gives the Smiths more frontage on Burtner Rd.) Ruth Wetzel's Revised tax parcel 1F155-2G will be reduced to 87.80 acres. *Motion* by Lois Rankin to approve the Wetzel/Smith Plan as presented. *Seconded* by Braden Beblo. All agreed and *motion carried*. Stan Graff is to bring the Mylar and another copy for signing later this month.

Mr. Rich Craft from Olsen Engineering was present for a brief pre-application discussion regarding a proposed paving project for Calvary Baptist Church's parking lot. Formal plans will be submitted in early 2018. He also discussed (pre-application) the proposed Phase II of the Stoneybrook Plan. They are beginning work on the as-built drawings and certifying that the existing facilities and stormwater pond were constructed and operating as designed. They must re-apply for an NPDES permit adhering to the newer stormwater regulations. The P.C. said an updated approval letter should be obtained from Saxonburg Authority for submission to the Township and suggested a meeting with the Township Attorney and the Millers in regards to required bonding, etc. They expect to submit an official land development in January.

Lois Rankin mentioned that she noticed some digging at/on parking lot at Hannahstown Baptist Church and asked if the codes officer should be contacted. There was no further discussion.

The P.C. reviewed the 11/10/17 comment letter from HRG, Inc. regarding the "Rustique Roost" (Simms) Land Development on Winfield Rd. which had three comments. The P.C. voted to approve the Rustique Roost Land Development contingent upon those three items being addressed, which were: 1) dedication /signature block *for the owners to sign* needs included on the plan; 2) a note on the dwelling that it is 'existing/non-conforming' structure; and 3) receipt of the Butler County Planning review letter and the approval of the sewage module by DEP. Leo noted that those contingencies have been met and the revised plans have been received. After a brief discussion, John Cypher *moved to approve the Rustique Roost (Simms) Land Development contingent* upon it being signed by the owners (before a notary public) and upon payment to reimburse the Township for professional services rendered (both legal and engineering) in regards to the land development. *Seconded* by Lois Rankin. All agreed and *motion carried*. *Motion* by John Cypher to adopt Resolution #406 - Plan Revision for New Land Development (required to be included in submission of the Sewage Component for the Rustique Roost (Simms) to DEP for their approval.) *Seconded* by Braden Beblo. All agreed and *motion carried*. It was noted that a copy of a letter from Labor and Industry addressed to Mr. Wallace along with a drawing was received at the Township. This has to do with the building permit application. The letter indicates that L & I granted a variance (#1) to delete the

PLANNING COMMISSION, cont.:

provision of furnishing an accessible route through door 5, between the front of the gift stop area and employee area; and denied a variance (#2) to delete the provision of a hi/lo drinking fountain. These are variances that have to do with ADA compliance and can only be reviewed by L & I.

The P.C. did NOT receive required revisions to the lot-line revision plan submitted by Lee Harbison since it was first reviewed on Oct. 26th. It was tabled at both the Oct. 26th and Nov. 16th P.C. meetings. Due to time constraints under the Municipal Planning Code it was recommended by the attorney that the Supervisors deny the plan as submitted because it is incomplete. A letter should be sent noting the SALDO section(s) it is not in compliance with and noting that he can submit a new plan when the revisions are made. *Motion* by John Cypher to deny the Lee Harbison Lot-Line Revision as submitted due to it being incomplete. *Seconded* by Lois Rankin. All agreed and *motion carried*.

Leo Rosenbauer asked Attorney Marshall this evening about an inquiry from Stan Graff regarding the sale of a lot in the Plantation Plan which is partly in Clinton Township and partly in Jefferson Township. It was noted as being 'future commercial' on the plan, but is not zoned as such in Clinton Township and there is no zoning in Jefferson Township. It was agreed that the owners could apply for a permit in Jefferson Township for a house to be built in the 'Jefferson Township' area of the lot. It would be up to the assessment office to adjust the tax parcel number.

Leo said the P.C. members will discuss moving their meetings from the 4th Thursday to the 3rd or 4th Monday, due to conflicts with his schedule and otherwise someone else needs to chair the P.C. The Supervisors have no objection to the change.

The P.C. will discuss the letter of interest submitted by Dan Driscoll for the vacant P.C. position (beginning Jan. 2018) at their Dec. 14th meeting.

UNFINISHED BUSINESS:

The 2018 Budget was advertised for final review and adoption this evening. There was only brief discussion this evening. It was noted that the ending 2017/beginning 2018 balances were adjusted. *Motion* by John Cypher to adopt the 2018 Budget Resolution #405 as presented and adjusted with the real estate tax to remain at 1 Mill. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The PennDOT Multimodal Grant (joint application with Summit Township) requires that the Township adopt a resolution authorizing the application and requesting the 70% funding for the total project costs (\$1,856,465.50 per recent update from Allen Williams). Jefferson Township's share of the 30% match will be approx. \$284,349.75 (based on last year's submittal.) *Motion* by John Cypher to approve Resolution #404 authorizing the application and requesting funding, subject to any adjustments to the total project cost per Allen William (PennDOT Municipal Services). Lois Rankin *seconded*. All agreed and *motion carried*.

It was previously noted that the Board received one letter of interest in the vacant Planning Commission position. The Board also received a letter of interest from a Mrs. Tabbachi for a vacant position as elected auditor. During discussion this evening, Lil Bachman, who previously served as an auditor, said she is willing to be appointed to one of the vacant auditor positions with the understanding that we have appointed a CPA to do the actual audit. Attorney Marshall said it is clear (from Sec. 917 and 901 of the 2nd Class Twp. Code) that the 'elected auditors' are still needed to 'set the working supervisors' wages'. *Motion* by John Cypher to appoint Lil Bachman as 'elected auditor' beginning Jan. 1, 2018 to serve until the next municipal election for the purpose of meeting to set the 'working supervisors' pay'. *Seconded* by Braden Beblo. All agreed and *motion carried*. The Supervisors authorized last month to place a legal notice in the paper that they intend to appoint a CPA at the Jan. 2nd meeting. The Supervisors will be looking at proposals received from three CPAs to do the 2017 Audit. The appointment will be made at the Jan. 2, 2018 meeting.

Wendy Leslie, CDBG Coordinator, forwarded a 'cooperation agreement' between the County, the Township, and the Redevelopment Authority to administer the 2016 Jefferson Township Housing Rehab.

program. *Motion* by John Cypher to authorize signing it; *seconded* by Lois Rankin; all agreed and *motion carried*.

It was noted that the Floodplain Ordinance Revision may need to be adopted within the next 6 months, as we got word that the 'final letter of determination' is due to be issued in January 2018.

NEW BUSINESS:

II-VI, Inc. sent notice of the "Community Early Warning System" testing on Friday, Dec. 15 and Sat., Dec. 16 at 12 Noon.

The Supervisors had no interest in passing a 'proclamation' regarding "School Choice Week."

The Supervisors do not agree to 'opting out' of gaming opportunities within the Commonwealth (as provided for under Act 42.)

The Supervisors had no interest in attending the PA Farm Show's Public Officials Day on 1/10/18.

MISC. BUSINESS:

- Received NOTICE from Gannett Fleming that Mountain Gathering, LLC (XTO Energy) have submitted a "Notice of Termination" to the DEP asking for approval to terminate coverage of ESCGP #ESG15-019-0049 - because all earth disturbance activities related to the Christensen Gas Pipeline have ceased and the area has been stabilized.

- Received NOTICE from HRG, Inc. that PennEnergy Resources, LLC is applying to DEP for a Permit Application to Drill and Operate Unconventional Well at West Pad 55, 2H, 220 Neupert Rd., Jefferson Twp.

- Received NOTICE from Gannett Fleming that XTO Energy proposes to construct a temporary water pipeline in Jefferson Township (Site name: Christensen Temporary Waterline). A municipal land use letter was sent to Gannett Fleming...responding that there is a 1999 municipal comprehensive plan, but no zoning, that that we have Subdivision & Land Development.

- Received NOTICE from HRG, Inc. that PennEnergy Resources, LLC is applying to DEP for a Permit to Drill & Operate an Unconventional Well (PER W34 3H Well) at 559 Marwood Rd., Cabot in Winfield Twp.

The chairman and secretary signed the 'Certificates of Uncollected Tax' for the tax collector this evening. She could not be present.

The Supervisors noted receipt of the South Butler Community Library's 2018 budget. They also noted receipt of a letter from Butler County to announce opening of the 'Infrastructure Bank" (loan program.)

John Cypher reported that our current codes enforcement officer, Adam Hartwig, tendered his resignation as of 12/31/17. They may be looking to expand the hours and provide various duties/roles for the new CEO. They discussed the matter briefly and will determine a date (in the next week or so) for an executive session to discuss the matter further.

ATTENDANCE:

Bill & Mandi Foertsch, Evie Gross, Leo Rosenbauer, Jim Rankin, Ed Elliott, Lil Bachman, and Stan Graff

ADJOURN:

Motion by Lois Rankin to adjourn at 8:58 P.M. John Cypher *seconded* the motion. All agreed and *motion carried*. The next regular meeting at 7 PM on TUESDAY, Jan. 2, 2018 for reorganization, followed by regular meeting...at the Township Building, 157 Great Belt Rd., Butler.

Respectfully submitted by Sec/Treas., Lois Fennell