

# JEFFERSON TOWNSHIP

## REGULAR MEETING

August 13, 2018

### 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 August 13, 2018. All rose to pledge the flag.

### ROLL CALL:

Those present were Chairman John Cypher, Vice-Chair. Lois Rankin, Supervisor Braden Beblo and Sec/Treas. Lois Fennell.

### ANNOUNCEMENTS:

Chairman Cypher reported that they met briefly in executive session just prior to this meeting to discuss personnel matters. They had a meeting with road employees regarding personnel matters on July 10th.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

### MINUTES:

John Cypher *moved* to approve the July 9, 2018 regular meeting minutes as written and distributed. *Seconded* by Braden Beblo. All agreed and *motion carried*.

### FINANCIAL:

Bills paid between the July 9th and the Aug. 13, 2018 meetings totaled \$1,845.18. Bills presented for payment from the General Fund this evening totaled \$51,086.29. Bills presented from the State Fund totaled \$19,802.74 (for salt.) The total of all funds after payment of the bills reported is \$1,793,585.12. *Motion* by John Cypher to pay the bills plus any regular bills that may become due prior to the Sept. 10, 2018 meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*.

### PUBLIC BUSINESS OR COMMENT:

A letter signed by residents from Rancindin Dr. was received. It expresses their concern about exiting onto Caldwell Dr. John Cypher said the tree 'greenery' appears to be encroaching (hanging) into the Township right of way. He volunteered to inspect the site with the road foreman and begin talking to the neighbors. Lois Rankin and Braden Beblo agreed.

Ms. Sandra Simpson was present at tonight's meeting. She said she and her neighbors on Aderhold Dr. in Saxonburg Borough have considered asking for a 'boundary change' to move the plan from Saxonburg Borough into Jefferson Township. After some discussion, it was communicated (agreed by all three Supervisors) that the Jefferson Township is NOT interested in any such proposed boundary change or annexation.

### RECREATION COMMITTEE:

The Recreation Committee held a rescheduled meeting on Wed., July 11th; and held their regular meeting on Wed., Aug. 1st. Brian Patten reported that all of July's information is included in their August minutes; therefore, he reported on the Aug. 1, 2018 meeting.

Pool: [www.sebcopool.com](http://www.sebcopool.com) The Pool Association will hold a Community Day, similar to last year's, on August 18th from 12 to 4 PM. They are hoping to do it again in 2019, perhaps the first weekend in August. They reported break-ins at the pool and noted that the security camera covering the Hannahstown entrance does not have power, so there is no footage. John Cypher interjected that he met with the state police regarding this matter and stated that they do not believe it was a true break-in. He also noted that there WAS power and that the transmitter was thought to be at fault. The new 'camera system' maintenance person was contacted and the inactive camera is now repaired.

RECREATION, cont.:

**Softball:** [www.sagsa.org](http://www.sagsa.org) The Softball Association is planning a tournament for Sept. 7th to 9th this year. Fall Ball season begins Sept. 8th, see website for details. They have a new president, Corey Purcell; however, Jim Jones will continue to be the Recreation Board representative for now.

**Soccer:** [www.knochsoccer.org](http://www.knochsoccer.org) Fall Registration is now open - see website for details.

**Baseball:** [www.saxonburgbaseball.com](http://www.saxonburgbaseball.com) They requested that the upper dumpster be removed by the end of July.

**Park Projects:** The resurfacing of the playground is now complete and ready for use. The Recreation Board expressed 'thanks' to the Township for arranging for this work.

**Action Items:** 1. Check on power supply to the Hannahstown Road entrance camera (done/there is power.) 2. Discuss new contact for Thrower Communications replacement for servicing the security cameras (done/John Cypher will get contact information to Brian.) 3. Check with Butler Co. Parks and Recreation about purchasing help with a bleacher for the baseball Pony Field to match existing bleachers. (done/Brian Patten has e-mailed Mr. Welliver.) John Cypher suggested contacting Snider Recreation (Steve Baker) about a possible quote for bleachers.

Lois Rankin suggested that the pool association install their own camera to obtain footage as well...in regards to alleged break-ins, etc. John Cypher suggested that the Township mount another camera to better capture the park entrance at the road (gate). He noted that the secretary/treasurer is to notify him when the bill arrives from Mr. Sahli, so that John can contact Greg and Brian.

John Cypher reported that he has received letters from Senator Don White and Representative Brian Ellis in support of our DCED application for "PA Greenways" funding for proposed paving of the walking trail. He was able to meet with Senator White's representatives Joe Pittman and Jeremy Diaz, but was unable to secure a personal meeting with the Senator to promote our interests. It will be a few months before the award decision is made.

#### PLANNING COMMISSION:

Leo Rosenbauer, Chairman of the Planning Commission reported on the July 16, 2018 Planning Commission (P.C.) meeting. Mr. Christopher Campbell, 175 O'Hara Rd., submitted a modification request to build a second driveway for access to an existing structure. The current drive and septic field locations will not allow a driveway extension to the existing structure (used as a garage). The owner stated: the well is in the front; the remainder of the lot in back is wooded and steep; and there is a ditch at road which is a 19" drop to yard. After review, the P.C. voted to recommend that the Supervisors approve Mr. Campbells' request for the second driveway (a modification to Chap. 21.C) contingent upon adequate site distance and meeting all other township regulations. The Supervisor reviewed the request. *Motion* by Lois Rankin to approve the request for the second driveway as requested by Christopher Campbell **contingent** upon adequate site distance and compliance with all other township regs. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Mr. Hunter Pollock, 160 Dreher Rd., submitted a side set-back modification request to build a garage 10 ft. from the property line of adjacent owner Bruce Thoma (a notarized letter of permission from him was submitted.) The garage will be set next to the house: it cannot be built any further back due to the lot narrowing in the back, which would require a greater modification to the side set-back. The septic field is in front of the lot, so the garage cannot be placed closer to the road. After review, the P.C. voted to recommend that the Supervisors approve the Hunter Pollock Side Set-Back Modification of 15 ft. (for the garage to be 10 ft. the property line.) *Motion* by Lois Rank to approve the 10 ft. side set-back as requested by Hunter Pollock. **Seconded** by Braden Beblo. All agreed and *motion carried*.

Leo summarized the discussion with Ron Olsen and Kevin Miller on July 16, 2018:

**A.** In regards to building 9B, which is indicated to be within the floodplain set-back. They are going to get a DEP permit. **B.** A letter from PA American Water has been obtained; they shall supply water to the development, but it is the cost is the responsibility of the developer. **C.** Building #24 was going to be changed and located which would require a driveway onto Audrey Lane (extension). Leo noted that since the P.C. meeting, Mr. Miller has reconsidered the costs and will revert back to the proposed curve/sweep at the end of Stoneybrook onto Audrey Lane. Building #24 will NOT be changed/relocated and will access Stoneybrook Dr. as previously discussed. **D.** They have updated the PA DEP Worksheets #4, #5, #12 and #13 indicating that the proposed BMP's can achieve required loading reductions. **E.** Four modifications that the P.C. voted to recommend: 1) Ordinance states minimum slope of street center line grades shall not be less than 2%. The P.C. indicated

## PLANNING COMM., cont.:

that a minimum slope of 1% is acceptable. 2) Chap. 22-903-11.A - Ordinance states street right-of-way shall be 50 ft. and the cartway width shall be 24 ft. The P. C. indicated that a street r/w width of 40 ft. and a cartway width of 20 ft. is acceptable to 'match' Phase I on Stoneybrook Dr. only. 3) Chap. 22-1004.3 - Ordinance states that all inlets must be set back (or 'eared') as shown on the standard details. The P. C. indicated that the Road Master has been consulted (see Supervisors' minutes from July 11, 2018) and has no objection to the inlets being the same as in Phase I. 4) Chap. 22-1006 - Sidewalks may be required on both sides of the street in subdivisions where multifamily structures are planned. The P.C. indicated that a sidewalk only along east side is acceptable. There was no action for the Board of Supervisors to take this evening. Responses have been received from Olsen Craft (dated 8/10/18) to HRG, Inc. comment letter dated July 11, 2018. These will be reviewed, hopefully, at the Aug. 20, 2018 Planning Commission meeting. Leo Rosenbauer noted that Attorney Marshall said the preliminary and final could be approved at the same time IF all items are addressed!!

The P.C. discussed Danielle's questions regarding 'set-backs from stormwater collection controls with Rob Arnold (HRG, Inc.) They also discussed inquiry from property owner on Leggens Lane (who was expected to attend the meeting, but did not.) Leo checked with Saxonburg Authority; they said Lot 4 can tie-in to public sewer; Lot 3 can tie-in with a grinder pump; but Lots 1 and 2 cannot tie-in unless they give additional sewer r/w...then they could tie-in with grinder pumps. It was noted that the Township approved the plan (in 1996) based on the developers bringing public sewer in and they failed to provide for that. It was further suggested that no building permits can be issued until this matter is resolved; developer/buyers must go to the Authority.

## ROAD FOREMAN REPORT:

Chairman Cypher read the report submitted by Road Foreman William Foertsch. The Creek Road stabilization project is complete and the paperwork has been submitted for final approval to the Conservation District. John commented 'kudos' to Bill Foertsch, Braden Beblo, the road crew and all others involved in getting this project done. Thanks to Bill Foertsch for securing the grant from the "Dirt & Gravel Roads Program" administered by the Conservation District.

The pipe project (cross pipe replaced and catch basin installed) at 148 and 149 Hannahstown Rd. area has been completed. Thanks again to the road crew and to Supervisor Beblo for his assistance.

After some discussion on the request last month for Board to consider bidding out tree cutting along Alwine, Rennick and Smith Roads, John Cypher *moved* to authorize bidding out the tree trimming/cutting as discussed (straight up 20 to 25 ft. to right-of-way width). Bids will be needed as costs are anticipated to be over the \$20,100 threshold. *Seconded* by Braden Beblo. All agreed and *motion carried*.

There has been no word on the GP11 application (Alwine Rd.) sent to DEP by HRG, Inc. in early July. *Motion* by John Cypher to authorize contracting for line & legend painting the same roads as last year. Quote from Williams and Willman is \$8,985.00. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The 2019 Mack Truck is at Super City and should be ready to go to Walsh Equipment by Labor Day. We hope to receive the completed truck by Nov. 1st. Wayne Township would like Jefferson Township to release the 96 International (they paid deposit on it and are in need of it). *Motion* by John Cypher to give Bill authorization to proceed with he is ready to release it and sign the transfer papers. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The road crew will start the 3rd and final berm mowing soon; hoping to complete it by Sept. 10th. "Dry salt" was ordered under the 2017/2018 contract (400 ton at \$55.94 ton) for stockpile. John commented "kudos" to the road foreman, since the new contract price went up to \$62.93 per ton. 600 ton of anti-skid has been ordered for stockpile as well. The road crew is working on seeding down the area behind ball field #4.

John Cypher noted discussion with the foreman as to whether the Township should remove any roads and/or add other roads from the 2018 chip seal contract, and it was agreed that the contract would continue as is. The chip sealing is scheduled to begin Friday, Aug. 17, weather permitting. He reported regarding our annual chip seal and/or paving projects, that hiring a consultant/expert to monitor the projects for quality control would be a worthwhile expense. John Cypher *moved* to use Glen Heilman as an independent contractor for quality control consultant to oversee the Russell Standard chip seal project this year. *Seconded* by Braden Beblo. Lois Rankin voted no. *Motion carried 2 to 1*.

## UNFINISHED BUSINESS:

The Workmen's Compensation Insurance was renewed for the year 8/1/18 to 8/1/19. Cost is up due to experience mode (claims in prior 3 year period.) The cost this year is \$14,151.00. The invoice from Selective was paid with the other bills this evening.

## NEW BUSINESS:

Due to climbing fuel costs and our fuel purchase needs, it is necessary to 'bid' fuel again this year. *Motion* by John Cypher to authorize advertisement for: Up to 8,000 gal. on-road diesel fuel; Up to 1,000 gal. No-Ethanol Gasoline; and Up to 2,500 Regular Unleaded Gasoline (87 octane) for bid opening at the Sept. 10, 2018 Supervisors' meeting. It was noted that bidders MUST supply prices for all three items. *Seconded* by Lois Rankin. All agreed and *motion carried*.

At the April 2018 meeting, the first Public Hearing on the 2018 CDBG Grant Application was held. The Supervisors were to consider how to designate the use of these funds in the months since then, but we have not officially voted. Wendy Leslie, County CDBG Administrator, had indicated that she needs the following resolutions for the 2018 CDBG funding application. Since the July 9th meeting, she sent us notice that the 2018 allocation will be \$102,944 (an approx. 9% increase from 2017.)

*Motion* by John Cypher to designate the 2018 CDBG funds for housing rehab. *Seconded* by Braden Beblo. All agreed and *motion carried*.

*Motion* by John Cypher to adopt Resolution #418 designating the County of Butler to administer the CDBG and authorize entering into contract (signing the contract) with the County. *Seconded* by Lois Rankin. All agreed and *motion carried*.

*Motion* by John Cypher to adopt the "three year plan" Resolution #419 (which designates the use of the funds.) *Seconded* by Lois Rankin. All agreed and *motion carried*.

*Motion* by John Cypher to adopt the Fair Housing Resolution #420 (non-discrimination). *Seconded* by Lois Rankin. All agreed and *motion carried*.

The 2019 Minimum Municipal Obligation (MMO) for the Jefferson Township Pension Plan is \$17,262.00. *Motion* by John Cypher to accept the report and authorize the amount to be included in the 2018 budget. *Seconded* by Lois Rankin. Lois Fennell, Sec/Treas. will sign the MMO budget form. All agreed and *motion carried*.

## Training offered by PSATS:

- CDL Probable Cause Training - 8/21/18 - Butler (Winfield Twp.) - JC suggests road foreman attend. *Motion* by John Cypher to authorize Bill Foertsch to attend this class. *Seconded* by Braden Beblo. All agreed and *motion carried*.
- CMV/CDL Records Management - 8/21/18 - Butler (Winfield Twp. and Essentials of Township Administration - 10/11/18 - Butler (Mars). The Supervisors had no interest in attending or sending any township officials to these two sessions.
- Essential of Planning - 10/12/18 - Butler (Mars). *Motion* by John Cypher to authorize Planning Commission members to attend and the township will pay registration, mileage reimbursement, and meals (if not included in the \$125 fee.) *Seconded* by Braden Beblo. All agreed and *motion carried*.

Butler County Tourism is hosting a seminar on "Grant Writing & Funding" - Aug. 23 from 9 AM to Noon - at BC3 Founder's Hall - RSVP due this Friday, 8/17. Danielle Sedlak, Lois Fennell and Lois Rankin would like to attend. *Motion* by Lois Rankin to authorize attendance and payment of registration cost (if there is a cost). *Seconded* by Braden Beblo. All agreed and *motion carried*.

We received a email regarding two seminar "Township Role in Emergency Management" & "NIMS and the Incident Command System" - offered in Beaver Co. and Crawford Co. - \$35 for PSATS members. The Supervisors said this appears to be for the EMC and not township officials.

Roadway Management Conference - Mon.-Wed., Sept. 15, 16, & 17 in Gettysburg and PA One Call Safety Day Conference - Thurs., Sept. 20 at Pittsburgh Airport (no fee). The Supervisors had no interest in attending or sending the road foreman or crew or codes officer.

Southwestern PA Commission planning a regional workshop "Forces of Change & Our Region's Future". on Sept. 14, 2018 at Sheraton Pittsburgh Hotel at Station Square. No interest indicated by the Supervisors.

#### MISC. BUSINESS:

Received NOTICE from Civil & Environmental Consultants, Inc. that PennEnergy Resources is applying to DEP for a permit to Drill and Operate an Unconventional Well on Cornetti Rd. in Winfield Twp. PER W22 Well Pad.

Received NOTICE from HRG, Inc. that PennEnergy Resources is applying to DEP for a permit to Drill and Operation Unconventional Gas Wells in Winfield Twp. - on Bicker Rd. - PER W45 3H+4H.

Lois Rankin announced that the Butler County Safety Conference is scheduled for Oct. 10, 2018 at Coleman Hall (Tanglewood). Registration is \$10 person. *Motion* by Lois Rankin to authorize paying registration for road crew, secretary/treasurer, codes officer, and Supervisors to attend. *Seconded* by John Cypher. All agreed and *motion carried*.

Lois Rankin asked for approval to prepare and donate a basket for the So. Butler Community Library for their Booktoberfest on September 28 at Cooper Hall. They are having a silent auction, basket raffles, cocktails, hors d'oeuvres, and entertainment. *Motion* by John Cypher to approve approx. \$35 for the basket. *Seconded* by Lois Rankin. All agreed and *motion carried*.

Notices of two tax appeal hearings were received: one property on Driftwood Dr. and one on Janice Lane. The Board acknowledged, but generally do not send anyone to these hearings.

Leo Rosenbauer reported that a building permit was submitted as a result of the Smith Land Development and the building is 15 shorter that indicated in the land development...with a separation between the buildings. As of the meeting, Leo was going to check with the attorney as to whether a revised land development should be submitted.

Lois Rankin invited Evie Gross, John Cypher and Leo Rosenbauer to attend the 10th Anniversary Thorn Creek Restoration to be held by XTO Energy on Thurs., Aug. 23rd. They are to let her know as soon as possible.

#### ATTENDANCE:

Dennis Kriley, Sandra Simpson, Brian Patten, Bill & Mandi Foertsch, Chris Campbell, Roger Cypher, Leo Rosenbauer, and Evie Gross.

#### ADJOURN:

Lois Rankin *moved* to adjourn at 9:08 PM. *Seconded* by Braden Beblo. All agreed & *motion carried*. The next regular meeting is scheduled for Mon., Sept. 10, 2018 at 7 P.M. at the Township Building, 157 Great Belt Rd.

*Respectfully submitted by Sec/Treas., Lois Fennell*