

# JEFFERSON TOWNSHIP

## REGULAR MEETING

November 11, 2019

### 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 November 11, 2019. All rose to pledge the flag.

### ROLL CALL:

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

### ANNOUNCEMENTS:

All three Supervisors and the Township Manager attended a meeting Oct. 31, 2019 at 3 PM with the township engineer, county park director and others to discuss the 'park master plan' update.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

### MINUTES:

John Cypher *moved* to approve the Oct. 14, 2019 regular meeting minutes as written and presented *Seconded* by Lois Rankin. All agreed and *motion carried*.

### FINANCIAL:

Chairman Cypher read the financial report. Bills paid between the Oct. 14th and Nov. 11, 2019 totaled \$8,357.38. Bills presented this evening for payment from the General Fund totaled \$16,678.89. There were no bills presented for payment from the State Fund. The total of all funds after payment of the bills presented was \$1,277,854.18. *Motion* by John Cypher to pay the bills presented plus any regular bills that may become due prior to the December 9, 2019 meeting. *Seconded* by Braden Beblo. All agreed and *motion carried*.

PUBLIC BUSINESS OR COMMENT: None

### RECREATION COMMITTEE:

No report. They do not meet in November., December. or January. Chairman Cypher reported that the updated park master plan is nearly ready for public introduction, after HRG's meetings with the four organization representatives and subsequently the Supervisors and Township Manager (on Oct. 31<sup>st</sup>.) It is hoped that this update looking at immediate and future needs/wants at the park will be leverage for possible grant applications.

### ROAD FOREMAN REPORT:

John Cypher read the road report. Emergency efforts were made during the Oct. 31, 2019 storm and clean-up in the following days.

The foreman, manager and Chairman Cypher attended a meeting on Nov. 5th with PennDOT Municipal Service Reps. Allen Williams and Cory Shaffer and the Summit Township Supervisors at the Summit Township building regarding the Multimodal Grant/Bonniebrook Road bids, which are to be advertised for Jan. 21, 2020 opening. Chairman Cypher interjected that in 'year one' (2020) the drainage bids are planned and in 'year two' (2021) the paving, line painting, tree trimming, etc. will be bid out. With the timing of the bid (Jan) and award (possibly February or early March) it is hoped to get a good number of competitive bids. Bidder MUST be PennDOT approved contractors and MUST attend the pre-bid meeting to be considered qualified. Chairman

## ROAD REPORT, cont.:

Cypher asked and made a *motion* that he be the ongoing 'authorized signer' for any paperwork resulting from the bid award via Summit Township (lead township in this joint venture.) *Seconded* by Lois Rankin. All agreed and *motion carried*.

The leak in the CAT's front right tire was repaired on site by Skander Tire (after three phone quotes were acquired.) All road crew employees attended the 8-1-1 (PA One Call) Excavator Safety Training on Oct. 31, 2019. The trucks have been changed over for winter maintenance. The Park has been winterized and leaf removal is underway. Most of the snow fence has been installed except for some areas where crops have not been removed.

## PLANNING COMMISSION:

Planning Chairman, Leo Rosenbauer, reported on the Oct. 21, 2019 Planning Commission meeting. The P.C. reviewed and approved a modification request from Michael Reen, 165 Dreher Rd. to build a 14' x 24' shed only 15 ft. from the side property line of Randy & Sandra Barlett. The modification hardship is due to the topography and location of the well. A notarized letter of permission was submitted. After some consideration, John Cypher *moved* to approve the 10 ft. modification (for a 15' side set-back) for the proposed shed. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The P.C. discussed the following items with Attorney Marshall at the Oct. 21<sup>st</sup> meeting:

- 1) Durham/Rodden possible property changes: Mr. Durham is trying to get a different access/drive to his business. After some discussion, it appears a re-subdivision and/or property purchase from neighboring property owner(s) may be a solution.
- 2) Godfrey right-of-way: Discussion to consider if lots he owns on Dusty Lane can use his other lot's 'private driveway' onto Caldwell Dr. Attorney Marshall said: No address should be issued for a lot unless the lot has a legal right to access that street. In other words, the two lots on Dusty Lane must remain Dusty Lane for address purposes, unless an alternate subdivision is proposed. Additionally, regarding the Caldwell Dr. lot, Attorney Marshall advised that Mr. Godfrey build the dwelling before the proposed 'garage' OR present a land development for the proposed garage.
- 3) Pizza Joes (now the Handle Bar) proposed use of the basement area: The new owner (or lessee) wants to use the basement for a 'wine outlet'. Leo was contacted by the LCB about it and he told them that the basement may not meet PAUCC regulations. The LCB said they do not concern themselves with that. Evie Gross said the land development approved for Mr. Fraschetti (Pizza Joes) indicated the basement for storage only; there are issues with occupancy, parking, sewage, etc. and the new owner would have to present a new land development and meet current PAUCC regulations

The Supervisors had few comments on these three matters and will anticipate further report as matters are resolved.

## MANAGER'S REPORT:

Leo Rosenbauer gave a brief report to the Board of Supervisors on various township business items, including but not limited to general questions and enforcement, call-ins/walk-ins, building permits, complaints received and completed, driveway permits, road occupancy permits.

## UNFINISHED BUSINESS:

The 2020 Budget was introduced to the Board of Supervisors last month. No workshop was planned; discussion held for this evening. All three Supervisors indicated that they have reviewed the proposed 2020 budget. *Motion* by John Cypher to authorize advertisement of the 2020 Budget final review/discussion and adoption at the Dec. 9, 2019 meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*. Lois Rankin announced that she will not be present for the Dec. 9, 2019 meeting.

## UNFINISHED BUSINESS, cont.:

John Cypher noted two items that were introduced last month and tabled for consideration.

- 1) A timbering ordinance should be considered because companies often do a poor job of clean-up, drainage and road care: *Motion* by Lois Rankin to get a draft and/or sample ordinance to the Board for review. *Seconded* by John Cypher. All agreed and *motion carried*.
- 2) A mobile home parks annual license fee should be added to our Fee Resolution (it is already provided for in the ordinance.): *Motion* by John Cypher to authorize the manager to get a proposal ready for the Board for the December or January meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*.

Mrs. Wise was present this evening. The manager explained that he met with her in October and wanted to share the results of his 'investigations'. Mrs. Wise claimed her water is polluted due to the 'now abandoned septic field' that was malfunctioning and was replaced by their neighbor, Mr. Spaulding. Leo began to explain that he talked to a water testing company and two sewage enforcement officers, noting that the 'old' system met the DEP's 'insolation distance' from her well and spring and that the road surface water does NOT drain toward the area due to a new curb line; however the report was shortened when the Chairman noted that the neighbors new septic system was permitted, installed, approved and is functioning. The Township, therefore, has completed this enforcement matter.

## NEW BUSINESS:

*Motion* by Lois Rankin to authorize advertisement of the intent of the Supervisors to appoint a CPA (or accounting firm) at their Jan. 6, 2020 meeting 'to examine all of the accounts of the Township for the fiscal year 2019'. *Seconded* by John Cypher. All agreed and *motion carried*. It was noted that: *Elected auditors should meet on Tues., Jan. 7, 2020 to set the pay for any working supervisors. If there are no successful 'write-ins' during Nov. election, Board should consider appointing at least two to set the working Supervisors' pay. Sue Hartzell asked that we check with the Election Bureau about the 'write-in' results for the auditor position(s) and then check on whether appointments can be made at the December meeting (effective Jan. 6, 2020 and 'until the next municipal election (in 2 years-Nov. 2021.)*

MISC. BUSINESS: None.

## ATTENDANCE:

Evie Gross, Sue Hartzell, Jim Rankin, Mr. Reen, Mrs. Wise.

## ADJOURN:

*Motion* by Lois Rankin to adjourn at 8:11 P.M. *Seconded* by Braden Beblo. All agreed and *motion carried*. The next regular meeting is scheduled for Monday, December 9, 2019 at 7 P.M. at the Township Building, 157 Great Belt Rd., Butler.

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