

JEFFERSON TOWNSHIP

REGULAR MEETING

March 9, 2020

CALL TO ORDER:

The regular meeting of the Jefferson Township Board of Supervisors, held at the municipal building at 157 Great Belt Rd., Butler, PA, was called to order by Chairman John Cypher at 7:04 P.M. on March 9, 2020. All rose to pledge the flag.

ROLL CALL:

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

ANNOUNCEMENTS:

John Cypher announced that he, Supervisor Rankin and Manager Leo Rosenbauer met on Feb. 12, 2020 at 9:30 AM with Jim Feath and Chris Sarson from HRG to review the 'draft park master plan' for final changes. John Cypher, the road foreman and the manager attended the bid opening at Summit Township on Feb. 17, 2020 (opening of the bids for Bonniebrook Rd. drainage project – joint grant.) He and Supervisor Rankin attended the 'award' meeting at Summit Township on Feb.19, 2020. John Cypher and Braden Beblo rode along with the Road Foreman on a road check on March 2nd. There was no executive session prior to the start of this meeting.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

MINUTES:

John Cypher *moved* to approve the Feb. 10, 2020 regular meeting minutes as written and distributed. *Seconded* by Braden Beblo. All agreed and *motion carried*.

FINANCIAL:

Bills paid between the Feb.10 the and March 9, 2020 meetings totaled \$8,402.58. Bills presented for payment from the General Fund this evening totaled \$50,170.06 (which included a salt invoice and the 2020-21 insurance package renewal). No bills were presented from the State Fund. The total of all funds after payment of the bills reported is \$1,695,150.68. John Cypher *moved* to pay the bills plus any regular bills that may become due prior to the April 13, 2020 meeting. *Seconded* by Braden Beblo. All agreed and *motion carried*.

PUBLIC BUSINESS OR COMMENT:

State Representative, Marci Mustello, was present tonight to promote several events her office is sponsoring:

1. Thurs., April 16 – “Think Like a Bad Guy” – self-defense course for Ladies Only – 6:30 to 8:30 PM at the Summit Township Sportsman Club – space limited to 30 participants – RSVP by April 10th. Call 724-283-5852.
2. Fri., April 17 - “Farmer’s Breakfast” with PA Secretary of Agriculture, Russell C. Redding. Breakfast served at 9 AM; program begins at 9:15 AM at the Butler County Community College Founders Hall, 107 College Dr., Butler. RSVP due by April 10th – call 724-283-5852.

RECREATION COMMITTEE:

Recreation Committee Chairman, Brian Patten, could not be present to report on the March 4, 2020 meeting, so Chairman Cypher gave the following synopsis: **Spring Cleanup:** Most associations will have a cleanup day on Saturday 3/21; Baseball’s is 4/4. **Baseball:** www.saxonburgbaseball.com Registration is now closed except for Colt and Legion teams, see website. **Pool:** www.sebcopool.com The Pool Association is searching for a new summer manager, those interested can email Greg Bauer at gregobau@aol.com. Anyone interested in a lifeguard position can see the pool website for the application.

RECREATION, cont.:

The pool is gathering information on replacing the heater which needs to be replaced this spring. The pool cover will be removed on 3/14 so it can be drained and inspected to find the leak. **Softball:** www.sagsa.org Registration is now closed. Both Knoch High School and BC3 teams are using field # 5 again this season with first games scheduled for 3/16 for Knoch and 3/21 for BC3. SAGSA received a donation from a Pittsburgh Pirates Charity in the form of catcher's equipment and batting tees with an approximate value of \$1,200.

SAGSA would like to thank the Pirates for their generosity. **Soccer:** www.knochsoccer.org Registration for Travel is closed, registration for in-house is open until about 3/20. Opening day 4/4; Practices start 3/23/20.

Park Projects: Automatic park gates: still on hold; gathering information for system design.

Park Informational Kiosks: Still working on a list and will continue to discuss and finalize it.

Naming of the Park road: In order to provide better emergency location service (EMS, Police, etc.) it was suggested that the main road through the park be named. After discussion the Committee agreed to suggest the name "Doerr Park Drive" to the Supervisors. Landscaping at Park Signs: Residents Cale and Dara Patten have volunteered to complete the annual rehab of the mulch and flowers at the park entrance signs. The work will be completed as soon as the weather permits.

Misc. and Action Items: All associations were advised to notify the Township of all known/planned tournaments so as not to conflict with the pavilion rental. Mrs. Kristi Wise attended the meeting and expressed interest in filling the

vacant member-at-large position on the Recreation Committee. After discussion the Committee unanimously agreed to recommend Kristi to take over the Resident-at large position to the supervisors.

Action Items:

1. Continue to review the bathrooms at the baseball upper concession stand as needed. Items needed at this point: 1. Rebuild the toilets (new seats, plumbing, handles). 2. New sink faucets and drains. 3. Investigate the possibility of adding bathroom fans. *It was noted at the Supervisors' meeting that the restrooms MAY be expanded if CDBG funding can be used to make it truly handicapped accessible.*
2. Ask the Road Crew to turn on the water at the upper concession stand at any point around April 15th.
3. Discuss/consider the Recreation Committee's recommendation for Kristi Wise to fill the vacancy for the Resident-at- Large opening for 2020. On March 9, 2020: *Motion* by Lois Rankin to appoint Kristi Wise as the member-at-large to the Recreation Committee to fulfill the term of Viki Nulph which expires 12/31/20. *Seconded* by Braden Beblo. All agreed and *motion carried*.
4. Ask that the Road Crew pick up the pool cover on 3/16 or 3/17 and take it to the Twp Building for summer storage. *The manager, Leo Rosenbauer, will inform the road crew.*
5. Consider naming the road through the park "Doerr Park Drive". *The Supervisors agree with the name, but perhaps the lane going to the Soccer Fields and the Tee Ball Field need separate lane names. Manager, Leo Rosenbauer will check with 9-1-1.*

ROAD REPORT:

Chairman Cypher read the report submitted by the Manager and the Road Foreman.

- Bobcat Track Loader was ordered. Mid, April delivery anticipated. *It was noted that the Manager and the Foreman will be working on the Municibid ad this week for sale of the Skid Steer (as per discussion at the Feb.10, 2020 meeting) and for the sale of other office equipment.*
- 4 (four) pallets of crack seal material was ordered and delivered March 6; invoice \$6,048 paid Mar. 9th.
- A "Road Check" was performed on proposed roads, listed below for the 2020 paving season, along with other drainage issues. *Supervisors voted later in the March 9, 2020 meeting to bid out the 2020 Road Paving Projects. Bids should be received and opened on April 13 at 2pm and awarded at the regular meeting that evening. Roads to be paved are Alwine and Reimer Roads with a 1 ½" scratch coat and a 1 ½" wearing course; with some areas on Reimer receiving base repair. The entire length of Hannahstown Road and Nursery Lane being double seal coated and Great Belt Road from Saxonburg*

ROAD REPORT, cont.:

to Nursery Lane being double seal coated. A single seal coat will be applied at all intersections to help reduce bleeding of the surface. Manager Rosenbauer said Mr. Harrel from the Conservation District reviewed the bridge on Golden City Rd. and the adjoining stream, and the Honzo property on Saxonburg Rd. He is looking into the previous permitting for the Golden City Rd. bridge.

- 100 tons of road salt have been ordered to meet our minimum requirement for the 2019-2020 winter season. For the 2020 – 2021 season an estimated 1500 tons of salt should be required. This is the same as last years' quantity. *The foreman completed the Co-Stars 'contract' on-line this morning.*
- The sweeping of all roads and intersections will start as soon as weather allows. Penn Sweeping will vacuum all housing plans as done in the last few years. Price should be under \$3,000.00.
- The removal of snow fence should be accomplished by April 15, 2020; weather permitting. *Manager Rosenbauer said at least 1/2 of the fencing has been removed as of today, March 9th.*
- The Road Crew will be performing tree trimming when possible. Trucks were washed and equipment was greased; maintenance, etc. is being performed on a regular schedule. The roads were treated during winter events.

Chairman Cypher noted that the invoice for repair of the traffic light pre-emption was received...for replacement of a worn-out part (not caused by removal of the crosswalk signals.) Total cost \$1461.00. Chairman Cypher noted that he received 'good comments' from two residents and one PennDOT staff on the maintenance efforts of our road crew.

PLANNING COMMISSION:

Leo Rosenbauer reported on the February 17, 2020 Planning Commission (PC) meeting. The P.C. reviewed the T. Ferraro Plan on Great Belt Rd. New Lot 2 of 2.19 acres with septic testing (primary and alternate via a DEP soils scientist with our SEO). Lot 1, the remnant, is 7.77 acres with existing septic, house and non-conforming out-buildings. The DEP module has been submitted and the County Planning review letter was received. After some discussion the P.C. voted to approve the T. Ferraro Plan contingent on the following: 1) completion of the sewage module to be sent to DEP for approval; 2) proposed driveway and sight distances need to be indicated on the plan per *Chapter 21-304, E*; 3) add the floodplain and stream locations on the plan per *Chapter 22-702*; 4) add appropriate rights-of-way as per *Chapter 22-905* for the floodplain and stream; and 5) acreages on the plan and on the application do not match and need to be clarified. At this March 9, 2020 meeting, Manager Rosenbauer said these five contingencies have been satisfied. The Supervisors reviewed the plan. *Motion* by John Cypher to approve the T. Ferraro Plan contingent upon DEP's approval of the sewage module and to approve the DEP module Resolution for Plan Revision #449. *Seconded* by Braden Beblo. All agreed and *motion carried*. Upon inquiry, Jason Ferraro was told that if he proceeds with any grading, it will be at 'his own risk' since it is possible the DEP module could take 6 to 8 months for final approval (since this is a new type septic system being reviewed by them) and that a building permit cannot be issued until the DEP approves the module and a septic permit has been issued.

The Sisters from the Nativity of the Theotokos Monastery were present. The revised plans (addressing contingencies listed in the P.C. minutes from Jan. 20, 2020) were just received late this afternoon and the Manager, Leo Rosenbauer, did not have time to review the outstanding items thoroughly. Since the 90-day 'clock' expires on March 15th, this evening a decision was required. Sister Christina verbally asked for a 90-day extension and will provide the extension request in writing. *Motion* by Lois Rankin to accept the 90-day extension request. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The P.C. briefly discussed a noise ordinance as requested by Brian Noah. The Supervisors noted this evening, March 9, 2020, that they recall the discussions on 'noise' and the 'racetrack' over 10 years ago. They have no interest in re-considering noise regulation mainly due to the difficulty for enforcement.

UNFINISHED BUSINESS:

The bid opening for the Bonniebrook Road project (joint grant with Summit Township) was held on Feb. 17, 2020 at Summit Township and the decision on award was made at their regular meeting on Feb. 19, 2020 at 6:45 PM. The successful bid, for \$611,202.00, was from J. S. Bova Construction of Ohio. Work is to begin around June 15, 2020.

NEW BUSINESS:

It was noted that the first public hearing on the 2020 CDBG Funding was held at 6:45 PM today, March 9, 2020 as advertised by Butler County (CDBG). The Supervisors discussed possible use of the funding with director, Wendy Leslie. She noted that the funds must be used for low to moderate income properties or areas. The 2020 allocation figures have not been released yet; the figures should be similar to that of 2019's (which was \$86,497 for projects and \$18,910 for admin. expenses.) There were no public comments or questions received. Chairman Cypher asked about balances in the prior year's admin. funds, which are approximately: \$13,000 for 2016; \$16,896 for 2017; \$18,468 for 2018 and \$18,910 for 2019. Discussion: paving the 'walking' trail - CDBG funds 'cannot' be used, however providing handicapped access to existing restroom(s), to handicapped parking areas, to the playground could possibly use CDBG funds. Admin. funds could possibly be used for engineering to plan the paving project with these 'access' points. Both activity and admin. funds could possibly be used to plan and alter the possible alteration/enlargement of the existing (baseball) restroom to make it truly 'handicapped accessible'. Wendy Leslie will reach out to Widmer Engineering (the County's engineer hired under 'RFP' or request for proposals, which we did not require from our own engineer) and Lance Welliver, Butler County Parks and Recreation Director to set up a meeting to discuss these matters further.

Motion by John Cypher to "Acknowledge" the Month of April as Pennsylvania 811 Safe Digging Month". *Seconded* by Lois Rankin. All agreed and *motion carried*. This will be noted in the March & April newsletters.

After discussion about moving forward with Earned Income Tax relief for "Volunteer Fire and Ambulance", it was agreed that the manager should finish research and draft something for the Board to review and possibly act on at the April or May meeting. Manager Rosenbauer said Summit Township adopted a plan and it appears most of it is handled by Berkheimer (Tax Collectors for Butler County). The township share of EIT is 1/2 % on income for 'residents' of the township.

Manager Rosenbauer presented a quote for tree trimming on Green Manor Dr. (our end next to Summit Twp.) There are five oaks, either dead or dying, up against the pavement. \$1,800 to fall and let the property owner take/clean up or \$2,300 to fall and remove all material. Mr. Rosenbauer is trying to reach the property owner to find out what they would like to do.

There was a lengthy discussion on applying for the DCNR Grant for paving of the 'walking trail' at Laura J. Doerr Park. It is a 50/50 grant; the project could be 'up to' \$281,000; however, part of that may be engineering which could be reimbursed to us via the CDBG Admin. Funds. Besides the funding, there is a problem of 'timing' because the application is due by April 14th. Chairman Cypher said several things need to be done (i.e. pass a resolution; a letter committing to the project and that funding (our 50%) is available; support letters from Representative Marci Mustello and Senator Joe Pittman ...and park user(s) like the YMCA.) Mr. Cypher said Lance Welliver, the Butler County Parks and Recreation director, has paperwork nearly ready to proceed otherwise. *Motion* by John Cypher to pass and sign a resolution to apply for the DCNR Grant contingent upon 1) engineering and preliminary acceptable cost estimate in a timely fashion in order to apply for the grant and 2) creation of a commitment letter once the cost estimate is considered. *Seconded* by Braden Beblo. All agreed and *motion carried*. Marci Mustello said she will get information to the township regarding CFA (Commonwealth Financing Agency) for possible funding.

MISC. BUSINESS:

BCATO Spring Convention is May 21, 2020 at the Butler Country Club. Registration is \$28 per person. *Motion* by Lois Rankin to pay registration and mileage for township officials wishing to attend (including Supervisors, Auditors, Tax Collector, Sec/Treas., Manager). *Seconded* by John Cypher. All agreed and *motion carried*.

ATTENDANCE:

Wendy Leslie (County CDBG), Roger Cypher, Representative Marci Mustello, Dennis Kriley, Sister Christina and companion sister from Nativity of the Theotokos Monastery.

ADJOURN:

Motion by Lois Rankin to adjourn at 8:50 P.M. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The next regular meeting is scheduled for Monday, April 13, 2020 at 7 P.M. at the Township Building, 157 Great Belt Rd., Butler.

Respectfully submitted by Sec/Treas., Lois Fennell

JEFFERSON TOWNSHIP SUPERVISORS

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EMERGENCY MEETING – COVID-19 Pandemic March 26, 2020

8:20 P.M. **Called to Order** - Emergency meeting to discuss a Declaration of Disaster Emergency of Jefferson Township, Butler County

Attendees: John Cypher, Lois Rankin, Leo J. Rosenbauer, III (as acting secretary). Braden Beblo and Lois Fennell (Sec/Treas.) were not in attendance

Question: As the County of Butler and the Emergency Manager Coordinator has declared a Declaration of Disaster Emergency...whether Jefferson Township should pass a Declaration of Disaster Emergency due to the Covid-19 Pandemic throughout Township, County, State and the USA, to posture the Township to be able to act without further delay in an emergency. *Motion* by John Cypher to pass a Declaration of Disaster Emergency effective immediately through April 13, 2020 at the next regularly scheduled meeting for extension or not. *Any further discussion:* no further discussion. *Seconded* by Lois Rankin. All present were in favor; *motion carried* 2-0

Meeting adjourned: 8:25 P.M.