

JEFFERSON TOWNSHIP

REGULAR MEETING

February 8, 2021

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 7:00 P.M. on February 8, 2021. 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 J. Rosenbauer, III.

ANNOUNCEMENT:

The Supervisors met briefly in executive session for 15 minutes immediately following the adjournment of the Jan. 4, 2021 meeting on personnel matters. The Supervisors met briefly prior to the start of this meeting (2/8/21) to discuss personnel matters.

John Cypher read the following 'Statement of the Township Address' he prepared:

As we move into 2021, the affect and memory of our past year will linger to further haunt. It could be said that 2020 was the year that not much happened and a year that everything happened. For some, it was a year of prosperity and good health, and for others it was a year of misfortune and poor health. For all of us it was a year we will never forget. Now we move forward, just as it was 100 years ago with the Spanish Flu (1918-1919), to pursue an end to the Corona virus. This year also, the results of a national election must be accepted. Despite all, it is time to move on. Let us learn from experience and live for the future. We thank our full-time and part-time employees of the Township. We thank the volunteers on our Planning Commission and Parks & Recreation Committee. Please continue to support and fund the South Butler Community Library, Humane Society, and Fire Department. May everyone find the health to go through this year, and with God's blessing move to next year.

Motion by John Cypher to include this Statement of the Township Address' in the February Newsletter. *Seconded* by Braden Beblo. All agreed and *motion carried*.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

MINUTES:

Motion by John Cypher to approve the Jan. 4, 2021 reorganization and regular meeting minutes, as written and distributed. *Seconded* by Lois Rankin. All agreed and *motion carried*.

FINANCIAL:

John Cypher read the financial report as follows: Bills paid between meetings totaled \$14,259.91. Bills paid from the General Fund bills this evening totaled \$30,690.61. There were no bills presented from the State Fund for payment this evening. The balance of all funds after payment of the bills presented totaled \$1,514,535.66. The Balance Sheet for Jan. 2021 is not available at this time because the year 2020 books are not yet closed! *Motion* by John Cypher to pay the bills presented and any others that come and are due prior to the March 8, 2021 meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*.

PUBLIC BUSINESS OR COMMENT:

PA State Representative Marci Mustello visited this evening. She mentioned the Governor's 2021 budget proposal and his intent for a 'severance tax' on Act 13 Marcellus shale production. They have property tax/rent rebate forms available at their office for interested constituents. They expect to get IRS tax forms 'soon'.

PUBLIC COMMENT, cont.:

The Manager and Board of Supervisors explained to Representative Mustello about an issue with the PA Uniform Construction Code, which affects commercial development when 'handicapped restroom' requirements 'kick-in'. She said she would investigate this matter further.

RECREATION BOARD REPORT:

Brian Patten was present to report on the Feb. 3, 2021 Recreation Committee meeting. All associations are all planning for the 2021 season and plan to continue implementation and adherence to applicable guidelines from the CDC to minimize Covid-19 risks.

Baseball: Signups for the 2021 Season are open until Feb. 26 (later for Colt & Legion ages).

Field Cleanup day is March 27th (Rain date is March 28th). www.saxonburgbaseball.com

Pool: Pool is hiring Lifeguards and Concession staff for 2021 season, see website for details.

They are planning on opening Memorial Day Weekend; there will be no price increase for 2021 for both day and season passes. The Pool is in desperate need of a new maintenance person for the upcoming year. Anyone interested can email Greg at gregobau@aol.com. The cover will be removed at the end of March/beginning of April to patch pool bottom. www.sebcopool.com

Softball: 2021 signups are open until Feb 28th. They are planning to host a summer tournament, dates and details TBD. www.sagsa.org

Soccer: – no report - new contact to be announced. www.knochsoccer.org

Action Items: Note that the Park officially opens March 1st, all Associations are asked to use their keys to unlock the gates as needed and to lock the gates at the end of each day.

Discussion: The pool is leaking at an unknown location and the heater needs replaced.

Greg Bauer is looking for quotes and has asked the Township for assistance (perhaps a grant application and/or a loan). It was noted that the Supervisors would need a 'plan' for this project and financial statements before considering a possible loan.

Leo Rosenbauer reported the following:

- 1) In order to apply for a DCNR grant for the pool, a 'pool study' needs to be done and apparently this could take a year. It is understood that we can use CDBG admin. funds for such a study. Then perhaps a DCNR grant application could be made next year.
- 2) The application for an addition to the baseball restrooms to make them 'handicapped' accessible cannot be funded by CDBG funds, since this is considered 'new construction'. IF we could proceed using the existing restroom area and existing storage/concession area (currently used by baseball) then we may be approved for CDBG funding. Brian Patten said that baseball would be amenable to giving the storage space for the improved restrooms.

After some discussion, John Cypher *moved* to get bids to pave the trail (DCNR grant was denied again this year), with possible use 'park funds.' *Seconded* by Lois Rankin. All agreed and *motion carried*. *Motion* by John Cypher to apply to CDBG for the pool study to be paid for with admin. funds. *Seconded* by Lois Rankin. All agreed and *motion carried*. *Motion* by John Cypher to apply for CDBG activity/project funds for park restroom to convert existing internal space for handicapped restrooms, if feasible. *Seconded* by Braden Beblo. All agreed and *motion carried*.

The Butler County Park Renovation/Development Program grant application is due on Feb. 18, 2021. Subsequent to the prior discussion this evening, John Cypher *moved* to apply for the county grant to be used toward 'paving of the trail'. *Seconded* by Braden Beblo. All agreed and *motion carried*. *Motion* by John Cypher to adopt Resolution #469 authorizing the application for funding under the Butler County Park Renovation/Development Program. *Seconded* by Braden Beblo. All agreed and *motion carried*.

ROAD REPORT:

John Cypher read the 'road report' submitted by the Manager and the Road Foreman. As of 1/28/21, the road crew used 800 tons of salt and 230 tons of anti-skid. Winter storms of Jan. 16 – 18 were responded to in a timely manner. Back-to-back storms kept the road crew busy (Jan. 22nd – 26th, then Jan. 31st and Feb. 1st.) Trucks were washed, cleaned and ready for the next storm. Water issues causing icing last month are still being watched; the one on Great Belt Rd. appears to be rectified. The Bobcat was sent in for two more recalls. They replaced a grate on the catch basin in the middle of the parking lot at the township building parking lot (in front of the anti-skid building) with 2 old grates fabricated into one by the road crew. They serviced the zero-turn mower in preparation for spring. They replaced a stop sign between storms at Winfield & Neupert Roads (notified by the Saxonburg Police.) About 900 tons of recycled stone from Penn Energy well pad was stockpiled at the township. They researched installing a tarp and side boards to replace the current, worn chipper box. It will be placed on the Ford 550, giving the Township the ability to have four trucks ready for winter maintenance and still have a truck to haul chips without converting between snow equipment and a chipping truck. They are patching potholes as needed, when weather allows. Two parking violation citations were issued on Whitaker Road on 1/25/21 and 2/2/21. They completed removal of six trees at the park. John Cypher said "nice job at the park on trees and grading!"

In order to coordinate with Summit Township for best prices, the advertisement for 'base repair work' was placed by the Manager for opening this evening. *Motion* by John Cypher to ratify authorization for this advertisement for bid. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Chairman Cypher noted receipt of four sealed bids for the 'base repair work' to be done on Bonniebrook Road prior to the paving project planned (which is part of the joint Summit Township/Jefferson Township Multimodal Grant through PennDOT.) He opened them and they were read by the Secretary as follows:

Wiest Asphalt Products & Paving, Inc. - Total \$53,589.12 (\$18.24 sq. yd.) - Bid Bond enclosed.

Protech Asphalt Maintenance, Inc. - Total \$64,459.72 (\$21.94 sq. yd.) – Bid Bond enclosed.

East American, Inc. – Total \$50,592.36 (\$17.22 sq. yd.) – Bid Bond enclosed.

Shields Asphalt Paving, Inc. - Total \$49,916.62 (\$16.99 sq. yd.) – Bid Bond enclosed.

Motion by John Cypher to award the bid to the apparent lowest bidder, Shields Asphalt Paving, Inc. for a total of \$49,916.62. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Motion by John Cypher to authorize advertisement (via Summit Township) for paving of Bonniebrook Road. *Seconded* by Braden Beblo. All agreed and *motion carried*. Summit Township plans to place advertisement 2/11 and 2/18, with a pre-bid meeting on 2/23; they plan to open bids on 3/3/21 and hope to award the bid at their regular meeting on 3/17/21.

Motion by John Cypher to authorize advertisement of paving and/or seal coat project as determined by the manager and road foreman. *Seconded* by Braden Beblo. All agreed and *motion carried*. *Motion* by John Cypher to authorize advertisement of any stone if determined needed by the manager and road foremen. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Manager Leo Rosenbauer reported on the results of the second tree trimming bid placed by Summit Township as part of the Multimodal Grant funds. The only bid received was \$58,000. He told Summit Township to reject the bid. It was nearly 13 times higher than the estimates provided upon grant application by the municipal services representative. Mr. Rosenbauer contacted three 'tree trimming companies (Stephenson's Tree & Landscaping Service, Larry Grabe and Cunningham's Tree Trimming) and received only one 'quote' so far. Evan Toth contacted him today and is willing to meet and quote the job. Mr. Rosenbauer explained that if we can do the project for under \$11,500, we could pay for it 'outside of the grant funding' and use the grant funding balance toward 'paving', which we anticipate will be higher than the original estimates. The work needs to be done prior to paving and before April 1st due to the type of trees needing trimmed (oaks.) The Supervisors had no objection. Lois Rankin cautioned that insurance certificates should be required from the successful contractor/service. John Cypher noted that he was given authority as chairman, and *moved* to authorize Leo Rosenbauer, as Township Manager, to also to enter into agreements and sign paperwork having to

ROAD REPORT, cont.:

do with completion of the Bonniebrook Road project. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The manager suggested that the millings from the base repair on Bonniebrook Rd. be stockpiled on the cul-de-sac of Sheetz Lane and the Township property at the intersection of Rt.356 and Bonniebrook Rd. The Supervisors had no objections.

The manager presented a list of items 'projects 2021 and future' as suggested by Lois Rankin. He stated that is not something to act on at this time, but a list of projects that are upcoming this year and into the next year or further.

PLANNING COMMISSION:

Leo Rosenbauer (Planning Chairman) gave an update on the Penn United Technology Land Development. He reminded that they have planned a 'covered loading dock for their forklift'. In spite of them proposing no new employees, the 'building code' requires handicapped restrooms. Revised plans were submitted today, but they don't agree with the architect's drawings for a 'internal revision to the existing restrooms' (which has been approved by Code.sys). It was noted that because DEP changed their regulations – they could not install a 'holding tank.' After some discussion, John Cypher *moved to approve the Penn United Technology Land Development contingent* upon 1) plan needs to be revised to show the internal revisions to the restroom (as shown in the architect's drawings) and 2) submission of a recordable mylar. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Mr. Rosenbauer reported on the Jan. 18, 2021 P.C. meeting. The P.C. reviewed the Lot-Line Revision Plan for Sarah Oskin on Blackberry Hill Lane, after review of the minutes from Dec. 15, 2020 noting the five concerns about the plan. Mr. Rosenbauer explained the advice sought from the township attorney and restated some needed contingencies discussed with the attorney. After allowing a break for Mrs. Oskin, Larry (her son), and Stan Graff (Surveyor) to meet privately in the office, the P.C. members resumed discussion of the plan and voted to approve the S. Oskin Lot-Line Revision with the following five **contingencies**, which were agreed to by the Oskins: 1) Revise storm water note to correct ownership. 2) Add an accommodating width driveway easement for tax parcel 190-2F10-2AA and Parcel #1 along with a maintenance agreement for both property owners. 3) Any future subdivision of Parcels #1 and #2 must comply with current ordinances at the time of submission. 4) Widen the existing 20 foot wide Private Blackberry Hill Lane right-of-way to a 50-foot right-of-way (25 feet from centerline) – to the northern boundary of Proposed Parcel #2 and widen the existing right-of-way 25 feet from centerline from the northern boundary of Proposed Parcel #2, along the western side of Proposed Parcel #1 to the southern boundary of N/F M.J. Funk, tax parcel 190-2F10-2AD within the confines of the owners' property. Chapter 903-11B (1). 5) Revise General Note #3 to agree with Chapter 22-904.2. B (2) - "Front building setback; 50 feet from the edge of the existing cartway."

Mr. Rosenbauer reported to the Board of Supervisors on Feb. 8, 2021 that revised plans have been submitted and the Oskins have met all 5 of the conditions (contingencies.) *Motion* by John Cypher to *approve the S. Oskin Lot-Line Revision* as presented. *Seconded* by Braden Beblo. All agreed and *motion carried*.

UNFINISHED BUSINESS:

Last month the Board voted to appoint Robert Wetzel as 'alternate Planning Commission member' subject to officially establishing the position. Attorney Marshall and PSATS Representative Scott Coburn said that we can appoint alternate planning commission members by resolution per Section 10203(3) of the MPC. Therefore, Resolution #466 authorizing the Supervisors to appoint up to three alternate members was prepared for adoption this evening. *Motion* by to adopt Resolution #466. *Seconded* by Braden Beblo. All agreed and *motion carried*.

NEW BUSINESS:

Motion by John Cypher to adopt Resolution #467 'Disposition of Records'. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Motion by John Cypher to adopt Resolution #468 'Board of Appeals'. *Seconded* by Braden Beblo. All agreed and *motion carried*.

It was reported that the manager and the sec/treasurer met with Jeff Howard on Jan. 25, 2021 to review the insurance package renewal for 3/2021 to 3/2022. The total package is \$21,779.00 (about 5% over last year.) New this year is 'cyber coverage' of \$50,000.00. A summary was passed around for the Supervisors to review. Workmen's comp. insurance does not renew until Aug. 2021, but premiums are expected to be lower.

The manager received a call from Gateway Engineering regarding a storm sewer extension on Winfield Rd. The existing plan uses an underground tank and is pumped by West Penn Power. An extension of a storm sewer system would require a 'highway occupancy' permit from PennDOT. The problem is that if the Township signs off on the permit application, they are taking responsibility for this 'project' forever. Mr. Rosenbauer spoke to PennDOT representative and apparently the township can have the attorney prepare a statement or document that 'by signing off on the project we are NOT taking responsibility for maintenance, etc.' The Supervisors agreed that they will NOT sign off on 'highway occupancy permits' that make the Township liable (responsible) for maintenance of any such project.

The manager reported that Marlin Lang called regarding his purchase of the Waddingham property and inquired about a 50 ft. right-of-way from Bonniebrook Rd. (instead of using Sheetz Dr. for farm equipment access.) He also inquired as to whether the Supervisors want to purchase property for future 'straightening of the S-bend on Bonniebrook Rd.' After some discussion, the Supervisors said NO, they are not interested in getting any property from him or from Mr. Emery. As to the right-of-way inquiry, issuance would depend on sight-distance and submission of plans by Mr. Lang.

MISC. BUSINESS FROM TWP. OFFICIALS:

A notice was received from Moody and Associates, Inc. that Penn Energy Resources intends to withdraw approx. 20,000 gal. of water per day from PA American Water Co. Source is located on private property. The manager checked the coordinates and it appears to be Saxony Farms.

A notice was received from Civil & Environmental Consultants that Penn Energy Resources is applying to DEP for authorization for Temporary waterline (GF-8 permit) from W56 on Neupert Rd in Jefferson Twp. to PA American Water Co. (Winfield Twp.)

An email was received from South Butler Community Library reporting on their first 2021 meeting. Copies were distributed to the Supervisors.

John Cypher noted that Township Supervisors and Employees are eligible to receive the COVID vaccine under 1C. He *moved* to allow township employees who wish to get the vaccine, to schedule on a work-day if needed due to the facility's schedule (the employees are approved to do this during their regular hours.) *Seconded* by Lois Rankin. All agreed and *motion carried*.

Lois Rankin noted that Jason Ferraro donated a wooden wall flag to the Township. *Motion* by John Cypher to display the flag, send a 'thank you letter or card, and note this in the newsletter. *Seconded* by Lois Rankin. All agreed and *motion carried*.

ATTENDANCE:

Brian Patten, Marci Mustello, Jim Rankin, Roger Cypher, Evie Gross, & a Shields Asphalt rep.

ADJOURN:

Motion by Lois Rankin to adjourn at 9:30 PM. *Seconded* by Braden Beblo. All agreed and *motion carried*.

NEXT MEETING:

The next regular meeting will be Monday, March 8, 2021 at 7 P.M. at the municipal building.