

JEFFERSON TOWNSHIP

REGULAR MEETING

April 11, 2022

CALL TO ORDER:

Following the CDBG Public Hearing at 6:45 PM, as advertised by Butler County, the Jefferson Township Board of Supervisors regular meeting was called to order on Monday, April 11, 2022 at 7:00 P.M. as advertised, by Chairman John Cypher. All rose to pledge the flag prior to the 'public hearing'.

ROLL CALL:

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

ANNOUNCEMENTS:

Chairman John Cypher noted that the Supervisors went with the road foreman on a road check on April 7, 2022 from about 8 AM to approx. 11 AM. Recommendations from the foreman and the manager will follow. The CDBG Public Hearing was held just prior to this meeting (at 6:45 P.M.) The allocation for 2022 CDBG has not been announced yet but should be roughly the same as in 2021. The County CDBG Coordinator reported: 2018 Admin. funds left \$2,881.02 (after reimbursement of current HRG invoice presented this evening). All of the 2019 Admin. Funds (\$18,128.00) plus the 2020 Admin. Funds (\$19,373.00) and the 2021 Admin. Funds (\$19,659.00). Some of these funds will be used for the design of the restroom renovations. The remaining project (activity) funds are: 2019 \$9,925.46 (housing rehab.); 2020 \$88,640.00 (designated for the park restroom project) and 2021 \$89,924.00 (housing rehab.) There is also remaining 2020-COVID Admin. of \$7,023.23 and COVID Activity Funds of \$53,130.00 (designated for housing rehab.) The manager asked about funding uses for qualified low to moderate income households. The hearing lasted until approximately 6:55 PM.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

MINUTES:

Motion by John Cypher to approve the March 14, 2022 regular meeting minutes as written and distributed. *Seconded* by Braden Beblo. All agreed and *motion carried*.

FINANCIAL:

The list of bills paid between the March 14th meeting and April 11, 2022 totaled \$16,084.87. The list of bills presented for payment this evening from the General Fund totaled \$28,678.50. No bills were presented for payment from the State Fund. The Balance of All Funds after payment of the bills presented totaled \$2,566,692.38. *Motion* by John Cypher to pay the bills presented and any other bills come and are due prior to the May 9, 2022 meeting. *Seconded* by Lois Rankin. All agreed and *motion carried*

PUBLIC BUSINESS OR COMMENT:

Monica Rummel, the Jefferson Township representative to the South Butler Community Library, offered a thank you to Jefferson Township for their support of the library. She noted that they are planning to repave the parking lot adding a few more spaces. They are planning an 'in-person' children's' program this summer. They will have an 18-hole mini golf installed in the library for a fund raiser on Fri., April 22nd (cost is \$25, includes food and one alcoholic beverage if desired) and the 'kids' event is Sat. April 23rd from 10 to 4 (cost is \$5). They are in need of two personnel with computer skills. Go to their website to find out more - www.southbutlerlibrary.org .

Bill Broman was present regarding a list of comments submitted after the last meeting. 1) Office should be open more (5 days per week instead of 4). 2) Incomplete building permit files and 3) Fee resolution setting the salary for the manager. John Cypher said he appreciates Mr. Broman's comments and offered the following responses: #1 The Township has considered and determined that Jefferson

PUBLIC BUSINESS OR COMMENT, cont.:

Township's office hours are flexible, appointments can be made for other times, and many townships in Butler County have fewer weekly hours. #2 Completion of building permits is the responsibility of the applicant/homeowner. The 'completion fee' is hoped to be an impetus for them to call for the final inspection (and Occupancy Certificate, if applicable.) #3 The Township Supervisors and Manager have agreed that 'the manager' is an at-will employee, therefore no contract. Ord. #433 was adopted creating the position of manager, and it is true that the fee resolution was missed. Resolution #490 is planned for adoption this evening correcting that.

RECREATION COMMITTEE REPORT:

Brian Patten was present to report on the April 6, 2022 Recreation meeting. All but the Pool Association were able to have their 'clean-up days' last month. Due to the weather the pool association was unable to remove the cover, but plan to do this when time and weather allow and will notify the road crew to pick it up for storage. Pool: www.sebcopool.com

Baseball: Registration for 2022 season is open now for Colt & Legion Leagues only! Season Opener/Picture Day is scheduled for May 7th. Farm through Minor leagues end around June 17th. www.saxonburgbaseball.com

Softball: Jim Jones thanked the road crew for promptly clearing the partially fallen tree near one of their fields. They are planning their annual tournament August 5 – 7 with 20-25 teams participating. www.sagsa.org

Soccer: Season opening pushed back by one week (April 9th) and the last games will be June 12th. www.knochsoccer.org

Old Business: They asked for an update on the park road name and numbering (request for "Doerr Park Drive"). The manager said he is still waiting for '911' response and approval.

Park Projects: Cale Patten is working on the Kiosks/Signs at the two park entrances. The goal is to complete the project by late spring 2022.

Leo Rosenbauer reported: Jim Feath from HRG, Inc. will hold an informational meeting with the township officials on the feasibility study data to present time. He is getting quotes to trim the trees overhanging the walking path. The county was to submit the DCNR grant for which we applied for the pool renovations. Lois Rankin inquired, and Leo reported that he spoke with Mike Slupe about the Can-Am games coming to Butler County in 2024 via Butler County Tourism. They are looking for two 'official' size softball fields.

ROAD REPORT:

John Cypher read the road report. Hopefully, the last snow fall event for the spring of 2022 was on March 26 -27. The blue truck had a sensor replaced under warranty again; and it had gaskets replaced on the air intake. Grass cutting around the building started today. Another half a day is needed to remove the rest of the snow fence and post removal will be scheduled when weather allows. Broom sweeping started today and will continue when weather allows. The boom mower has been ordered. Modifications (extensions) to the thumb for the backhoe have been completed. The salt contract for 2022 and 2023 for 1300 tons has been submitted. Trucks have been pressure washed and cleaned. A new battery has been installed in the boom mower. Garage clean-up and organization has been on going. The annual road check was completed on April 7, 2022. Recommendations from the road foreman and manager will follow. The radios and mics have arrived and are working properly. A tree on Smith Road was cleaned up.

PLANNING COMMISSION:

Leo Rosenbauer reported on the P.C.'s review of the Liberty Point Land Development and Mr. Mat Schmidt introduced himself to the Board and summarized the following:

One modification, allowing for sidewalks on only one side of the proposed street (relief from Chap. 22-1006.4) was approved by the Supervisors at their March meeting

Two modifications were recommended for approved by the P.C. on March 21, 2022: Modification #2 requesting slopes of 2:1 instead of 3:1 along the entrance road through the wetlands (relief from Chap. 22, Attachment 12-Exhibit #3) and Modification #3 requesting a temporary cul-de-sac at the dead-end roadway with a length of 1433.00 (approx..) for Phase I (relief from Chap 22-903).

The P.C. after further review proceeded to recommend approval of the 'preliminary land development' for Liberty Point with 12 contingencies. Leo Rosenbauer read some of these, but Attorney Marshall revised those contingencies plus added to the list for the Supervisors to consider and read them aloud.

Attorney Marshall advised that the Board consider action on the two modifications first. After considerable discussion, the Board voted. *Motion* by Lois Rankin to approve Modification #2 requesting slopes of 2:1 instead of 3:1 along the entrance road through the wetlands (relief from Chap. 22, Attachment 12-Exhibit #3). *Seconded* by Braden Beblo. All agreed and motion carried. *Motion* by Lois Rankin to approve Modification #3 requesting a temporary cul-de-sac at the dead-end roadway with a length of 1433.00 (approx..) for Phase I (relief from Chap 22-903). *Seconded* by Braden Beblo. All agreed and *motion carried*. *Motion* by Lois Rankin to approve the Preliminary Land Development for Liberty Point (Liberty Point Partners, LLC) contingent upon the fourteen (14) items read earlier by Attorney Marshall and listed here as follows:

- 1) Receipt of the approved NPDES permit.
- 2) A completed Developer's Agreement satisfactory to the Township Solicitor.
- 3) The Condominium Declaration satisfactory to the Township Solicitor.
- 4) An HOA Agreement for ownership of the stream crossing culvert satisfactory to the Township Solicitor.
- 5) Cost estimate for site improvements approved by the Township Engineer for Phase I.
- 6) Financial Security for site development (bonding) satisfactory (approved by) to the Township.
- 7) Recording of Stormwater Management Operations and Maintenance Agreement satisfactory to the Township.
- 8) Serviceability letter from Pennsylvania American Water for all proposed units.
- 9) Recording Agreement for connection to Stoneybrook Plan, in a form satisfactory to the Township for Phase 2.
- 10) Bonding amounts to be approved by the Township Engineer and to include escalation clause to cover construction costs (bonding.)
- 11) Deeded rights-of-way for all proposed public streets.
- 12) Applicant shall comply with comments in the HRG review letter dated March 17, 2022.
- 13) Performance Bond per "phase".
- 14) Applicant shall comply with all conditions of the Planning Commission recommendation for approval of the Application.

Seconded by Braden Beblo. All agreed and *motion carried*.

A modification request for a second driveway was submitted by Raymond J. Voller, 141 Keck Rd. The lot is narrow (100 ft. frontage) and over 700 ft. in length and he would like to build a garage behind the house, but he cannot get access to the rear of the property except on the left side of the house. (The existing driveway to the existing attached garage is on the right side of the house.) Discussion included the following: well and septic location; stormwater; width of the driveway; site distance; and 'signature' from the neighbor on the left. It was noted that it cannot be further divided (as long as it is well/septic) and no electric is indicated for the proposed garage building permit application. The P.C. voted to recommend approval of the modification for a second driveway as requested by Raymond Voller with four (4) contingencies: 1) water well and septic location must be indicated on the drawing; the maximum width of the driveway to be installed is 10 ft. with a 5 ft. radii; 3) site distance for the proposed driveway is adequate and the existing driveway does not appear to meet sight distance requirements; and 4) the neighbor on the left must sign approval. The Supervisors reviewed the application this evening

PLANNING COMMISSION, cont.:

(4-11-22). After some discussion, John Cypher *moved* to approve the modification for a second driveway as requested by Raymond Voller with the same four contingencies (listed above.) *Seconded* by Braden Beblo. All agreed and *motion carried*.

Leo Rosenbauer noted that Evan & Clair Toth attended the Feb. 21st P.C. meeting to discuss a possible flag lot (subdivision) on Donald Toth's property. They did not submit anything as a result but did call to talk to him about their father not willing to have three driveway along the frontage and were urged to come before the P.C. for further discussion; they did not attend March 21, 2022. Mr. Toth attorney called last Thursday and Mr. Rosenbauer tried to explain the situation to him.

Leo Rosenbauer told the P.C. members to continue reviewing the ordinances for revisions; they plan to meet and discuss them on April 18th (since there is no other official business that evening.)

UNFINISHED BUSINESS:

Lois Rankin inquired, and the manager noted that the mower was ordered and is available, but the boom mower attachment requires fabrication. It will be a while before it is ready for delivery.

NEW BUSINESS:

Motion by John Cypher to adopt Resolution #490 setting the compensation (retroactive to hiring of and to current year) of the Township Manager, Leo J. Rosenbauer. *Seconded* by Braden Beblo. All agreed and *motion carried*.

Motion by John Cypher to authorize signing of the agreement with the County of Butler for the professional design services for the restroom renovations for the CDBG grant which was subcontracted by Widmer Engineering. *Seconded* by Lois Rankin. All agreed and *motion carried*.

The Supervisors decided to table any action to designate 2022 CDBG funding.

MISC. BUSINESS FROM TWP. OFFICIALS:

The manager said there is a 'Celebration Parade of Life' being planned for April 24th beginning at 3 P.M. for Harold Foertsch. The family hopes to have three or more tractors travel several roads in the Township. No roads will be closed. The Supervisors had no objection.

The manager mentioned that the prior dog officer, Dennis Sybert, may be willing to come back to the township at an increased 'per pay' (plus mileage). The Board agreed to put this on the May 9, 2022 agenda.

ADJOURN:

Motion by John Cypher to adjourn at 8:34 P.M. *Seconded* by Braden Beblo. All agreed and *motion carried*

ATTENDANCE:

Wendy Leslie, Evie Gross Brian Patten, Mark & Matt Schmidt (Hampton Tech.), Shaun Seydor (Pitell Homes), Monica Rummel, Roger Cypher, and Bill Broman were present.

NEXT MEETING: Regular meeting - Monday, May 9, 2022 at 7 P.M. at the municipal building.