

CALL TO ORDER: BY Acting Chair: TIME: 7:00 P. M.

ROLL CALL: John Cypher ____, Lois Rankin ____, Braden Beblo ____, Leo Rosenbauer, Manager ____ and Lois Fennell, Sec/Treas.____.

ANNOUNCEMENT: Executive Sessions:

PUBLIC COMMENT ON THE AGENDA AS PRESENTED:

REORGANIZATION AND APPOINTMENTS FOR 2022:

Motion by _____ to appoint _____ as chairman for 2022. Seconded by _____ . Agreed _____.

Motion by _____ to appoint _____ as vice-chairman for 2022. Seconded by _____ . Agreed _____.

Motion by _____ to re-appoint the following officials for 2022 :
LEO J. ROSENBAUER, III, Township Manager & Alternate Open Records Officer & Codes Officer
LOIS J. FENNELL, Township Sec/Treas. & Planning Commission Clerk & Open Records Officer
CODE.sys CODE CONSULTING, PA UCC Enforcement/Plan Reviewers and Inspectors
DAVE McGUIGAN, Township BCO (Building Code Official) (from CODE.SYS)
DOUG DUNCAN, Primary Sewage Enforcement Officer
COLLIN FANTASKEY, Alternate SEO
SAXONBURG VOLUNTEER FIRE DEPT, Fire Marshall
DILLON, McCANDLESS, KING, COULTER & GRAHAM – Township Attorneys, w/Matt Marshall primary attorney contact (\$170 hr. in 2018; \$175hr. in 2019; \$180 in 2020; \$185 for 2021; \$190 for 2022)
HERBERT, ROWLAND & GRUBIC, INC. (Rob Arnold primary contact) as the Township Engineers.
Current State Dog Warden (Jennifer George), Dog Control Officer
ADAM HARTWIG, EMC (Emergency Management Coordinator/shared with Winfield Twp)
ERIC BUTLER, Assistant EMC

Motion by _____ to appoint Lois J. Fennell and Lois Rankin to continue as Jefferson Township representatives on the Butler Co. Association of Township Officials Advisory Board for 2022. Seconded by _____ . Agreed:

Motion by _____ to re-appoint Lois Fennell as primary delegate and Erma Mowry as alternate delegate to the Butler Co. Tax Collection Committee for 2022. Seconded by _____ . Agreed:

Motion by _____ to appoint Evelyn Gross as the vacancy board member for 2022. Seconded by _____ . Agreed _____.

Three Planning Commission terms expired 12/31/21. Motion by _____ to re-appoint Martha Fleming, Dan Driscoll, & Leo Rosenbauer to the Planning Commission for 2022, 23,24, & 25 and to appoint Bob Wetzel as 'alternate' for the same 4-year term 2022, 23, 24, & 25). Motion: _____ Second: _____ Agreed: _____.

The Supervisors' intend to appoint a CPA (or accounting firm) at their FEB. 14, 2022 MEETING 'to examine all of the accounts of the Township for the fiscal year 2021' was duly advertised, but not in time to appoint/adopt the Resolution this evening.

NOTE: Three auditors were elected in the Nov. 2021 General Election: Dave Campbell, Sharon Rosenbauer, and Gregory Deal. There is no need to appoint any auditors.

Motion by _____ to appoint TJB Consulting (Tammy Boice) as the webmaster for 2022 for web page updates, revisions & maintenance. Seconded by _____ . Agreed:

NOTE: Curtis Heakins, Saxonburg Authority Board – reappointment does not need done until 1/2026 for five- term. Monica Rummel, South.Butler Community Library Representative - reappointment does not need done until 1/2023 for a three-year term.

Motion by _____ to re-appoint Brian Patten as a member-at-large to the Recreation Committee to a new 3-yr. term (2022, 23, & 24) on the Recreation Board.

Motion by _____ to re-appoint Lois Rankin as cleaning person for 2022 (under same conditions as prior years: 4 hours per cleaning at an hourly rate to be determined by the Auditors, but not to exceed \$15.00 per hour. (Cleanings are once per month prior to the regular meetings and two extra cleanings for the spring and fall elections).
Seconded by:_____. Agreed:_____.

Motion by _____ to authorize elected Supervisors to work ‘in the event of an emergency’ as laborer (roadwork) or CDL driver (must be licensed) and be paid at the rate(s) set by the elected Auditors.
Seconded by: _____. Agreed: _____.

Motion by _____ to re-appoint Keith Bachman, and Kevin Miller to the Building Code Board of Appeals for 2022, and appoint Clinton Bonetti to replace Danielle Sedlak. Seconded by _____.
Agreed: _____ Motion by _____ to re-appoint Ed Kosinski as ‘alternate’ member. Seconded by _____. Agreed: _____.

Motion by _____ to allow all three supervisors, the manager and the secretary/treasurer to attend the state convention in 2022 and pay the usual expenses, i.e. registration, mileage, meals, turnpike fees, and motel/hotel expenses. (So far _____ plan(s) to attend.) Seconded by_____.
Agreed_____.

Motion by _____ to appoint the voting delegate for (or to table the appointment of the voting delegate until it is determined *who or if anyone* will actually be attending) the state convention. (Voting delegate limited to Supervisor or Sec/Treas. or Manager.) Seconded by_____. Agreed_____.

Motion by _____ to keep the township depository at First Commonwealth Bank for checking accounts and some escrow CD’s, Nextier Bank (currently one small CD/Concordia sewage escrow) **and Pa. Local Government Investment Trust(PLGIT)** (currently for savings) for 2021. Seconded by_____. Agreed_____.

Motion by _____ to set the mileage reimbursement rate for 2022 at the going IRS rate (which has been set by the IRA as of 1/3/2022 at \$58.5 (fifty-eight + one-half cents). (Was \$.56 in 2014; \$.575 in 2015; \$.54 in 2016; \$.535 in 2017; \$.545 in 2018; \$.58 in 2019; \$.575 in 2020; \$.56 in 2021) Seconded by _____.
Agreed_____.

Motion by _____ to set the treasurer’s bond at _____ for the sec/treas. And _____ for the manager in 2022. Seconded by _____. Agreed _____. (The bond for the sec/treas. was increased from \$600,000 to \$800,000.00 in 2013 and not changed since) (Cost currently \$650.00). Manager’s set at \$750,000.00 in Aug. 2019. The highest combined ‘cash’ balance in 2021 was \$2,190,496.23 which includes one-half of the ARPA FUNDS rec’d in June 2021. The Bonniebrook Rd. project was completed after June 2021 and all the reimbursement has been received from the PennDOT Multimodal Grant. Note: \$800,000.00 bond renewal and invoice were received from C.W. Howard Agency for Lois Fennell for the 1/1/22-1/1/23 policy. Board okayed at the 12/13/21 meeting.

MONTHLY MEETINGS:

Motion by _____ to set the monthly meetings for 2022 on the 2ND MONDAY of each month at 7:00 P.M. (or _____ if changing it) (except January). Seconded by_____. Agreed_____.

SALARIES/FEES/RAISES:

The 2022 permit fees and the wage and benefit list for all full-time and part-time employees (elected and appointed) will be included in the minute book for **Jan. 3, 2022**. Supervisors need to set the wage for Tier 1 of the Collection Bargaining Agreement (other full time road crew wages are already set in the approved union agreement) – Motion:_____ Second: _____ Agreed: _____
Set wage part-time road crew – Motion: _____ Second: _____ Agreed: _____

MISC. BUSINESS (under reorg. part of the meeting):

Motion by _____ to waive the administrative fees for E & E Auto Salvage's (Weber's Scrap Yard) 'junkyard permit' (because they are a junkyard grandfathered for size; they have less than 5 acres) for the permit period 7/1/22 to 6/30/23. The renewal fee of \$200.00 is still required annually. Seconded by _____. Agreed _____.

*****END Jan. 3, 2022 RE-ORGANIZATION/REGULAR MEETING START:** Time: _____

MINUTES: Motion to approve the Dec. 13, 2021 regular meeting minutes as written and distributed:
Second: Agreed:

FINANCIAL: Present list of bills paid between prior meeting and current meeting.
Present list of Gen. Fund bills for payment this evening.
Present list of State Fund bills for payment this evening.
Balance of ALL funds after payment of the bills presented this evening
does not include Dec. 2021 interest.
Motion to pay the bills presented and any others that come and are due prior to the February meeting (due to the early date of this meeting, there will be several outstanding bills.)
Second: Agreed:

PUBLIC BUSINESS OR COMMENT:

ROAD REPORT:

RECREATION BOARD REPORT: No January meeting - next meeting Feb. 2, 2022 8 PM

PLANNING COMMISSION: Dec. 20th meeting - cancelled

UNFINISHED BUSINESS:

NEW BUSINESS:

Adopt the revised Butler County Hazard Mitigation Plan Resolution #480 – Motion:

Revised PROFESSIONAL SERVICES FEE Resolution #481 – Motion:

Revised SEWAGE FEE Resolution #482 -- Motion

Revised general "FEE RESOLUTION" #483 – Various revisions plus adds references to revised Professional Fee Res. #481 above and revised Sewage Fee Res. #482 – Motion:

Delinquent Per Capita list from 2021 - authorize list to be sent to Sharp Collections, *when received* from the tax collector. Motion: Second: Agreed:

MISC. BUSINESS FROM TWP. OFFICIALS:

The Manager acquired a temporary construction right-of-way and authorized Beblo Excavation to install erosion & sedimentation controls on O'Hara Rd. at #111 to correct off-site water discharge effecting the structural integrity of O'Hara Rd. Cost was \$7,190.00 for this 'emergency situation.'

The Manager is authorizing the removal of invasive species along the soccer field fence line by Beblo Excavating in the amount of \$5,300.00.

ADJOURN: *Motion* by: Second: Agreed: Time:

ATTENDANCE:

NEXT MEETING: Regular meeting - Monday, Feb. 14, 2022 at 7 P.M. at the municipal building.