



JEFFERSON TOWNSHIP JANUARY 2025 NEWSLETTER

“ANNOUNCEMENTS” are at the end of the Newsletter!

Organization & Appointments – Jan. 6, 2025

As required by state law, all municipalities must hold their organization meeting on the first Monday of the year unless it is a holiday. The Jefferson Township Organization meeting was held on Tuesday, Jan. 6, 2025 followed immediately by the regular meeting *as advertised*.

The Supervisors voted to appoint L. John Cypher as Chairperson and to appoint Lois J. Rankin as Vice-Chairman. Other Township officials were appointed or re-appointed *as follows*: Lois J. Fennell, Township Secretary/Treasurer and Planning Commission Clerk; Angel File, Township Sec/Treas. and Planning Commission Clerk Trainee; Code.sys™ Code Consulting, Inc. as the building inspectors (including electric) for all permits under the PAUCC (residential, commercial & industrial) and BCO for all permits under the PAUCC with Dave McGuigan as our primary contact and BCO (building code officer); Leo J. Rosenbauer, Township Manager, Codes Enforcement Officer, Building Permit/Site Inspector, Stormwater Manager, Flood Plain Administrator, and Open Records Officer; Saxonburg Volunteer Fire Dept. as fire marshal; Dillon, McCandless, King, Coulter & Graham as solicitors with Matt Marshall as our primary contact; Herbert, Rowland and Grubic, Inc. as the Township Engineers with Devin Dunwoody as our primary contact; due to the resignation of Dennis Sybert the Supervisors noted that the State Dog Warden will be our primary 'dog officer'; C. J. (Willard) Burns as the emergency management coordinator; Eric Butler as the assistant emergency management coordinator; Keith Bachman, Kevin Miller, Clinton Bonetti were reappointed as members to the Appeals Board; Ed Kosinski as alternate Appeals Board Member for 2025 (subject to his acceptance); and TJB Consulting (Tammy Boice) was re-appointed as our 'webmaster' for 2025. Brian Patten was re-appointed as Chair. of the Recreation Committee. Jaime VanLenten was appointed as primary delegate to the Butler Co. Tax Collection Committee, and Angel File was appointed as alternate for 2025. Doug Duncan was re-appointed as primary sewage enforcement officer (new fee schedule to be adopted this evening) and Patrick West was appointed as 1st alternate sewage officer and Collin Fantaskey was appointed as 2nd alternate sewage officer. No appointments were due for the Planning Commission until 2026. Evie Gross was re-appointed as 'vacancy board member'.

Other decisions at the re-organization meeting included: appointment (via Resolution #538) of Bonus Accounting (CPA) to do the 2024 Audit and e-file to DCED by the April 2025 due date; re-appointment of the cleaning person (Lois Rankin - working-supervisor); keeping First Commonwealth Bank as our primary depository plus a CD at Nextier and savings accounts at PA Local Government Investment Trust (PLGIT); authorizing supervisors, sec/treas. and manager to attend the annual state convention in Hershey (if they so desire) and pay the usual expenses (Supervisor Lois Rankin was appointed the voting delegate); setting the mileage reimbursement at going IRS rate (\$.70 cents per mile); setting the treasurer's bond at \$800,000.00 (the manager's at \$750,000.00; and setting the monthly meetings on the second Monday monthly at 7:00 P.M. except Jan. 6, 2025.

The Supervisors confirmed the appointment of the sec/treas. trainee, Angel File, at the rate of \$22.00 per hour at 30 hours per week. The Supervisors set the Manager's salary (by Resolution #537) at \$67,980.00 to start 2025 (the same rate as 2024). Raises for the Sec/Treas. and other Part-Time position are to be set at a later date. The road crew wages will be set by the union contract when settled and signed. The Supervisors voted to adopt Res. #539 to increase the Real Estate Tax Collector's pay to \$3,300 per year for the next term beginning 1/1/2026.

Road Foreman's Report

John Cypher read the report as follows:

- On going winter maintenance as needed on the roads and equipment.
- About 288 tons of salt have been used as of Jan. 2, 2025.-

- 300 tons of salt may be ordered sometime in January to replenish what has been used. A total of 720 tons will need to be ordered by the end of July 2025 to meet the Township's required minimum order on the 2024-2025 contract.

Recreation Committee

The Recreation Committee has no meetings in November, December and January. There was no report this evening. Baseball: Website: www.knochyouthbaseball.com Pool: Website: www.sebcopool.com
Softball: Website: www.sagsa.org Soccer: Website: www.knochsoccer.org

Planning Commission

Leo Rosenbauer reported on the Dec. 16, 2024 Planning Commission meeting. Christopher Stotish submitted a Modification Request Form on behalf of his grandfather, Thomas S. Stotish Sr., for 700 Freeport Road. Mr. and Mrs. Stotish are of limited mobility. Their accessibility to the current driveway is limited by a steep hillside and associated concrete stairway. The modification request is to allow for construction of a temporary second driveway on the property which would allow access at the same elevation as the residence and improve Mr. and Mrs. Stotish mobility; second driveways are prohibited by Ordinance 21-305.C. Following Christopher Stotish's presentation regarding the proposed construction of the temporary driveway, the P.C. suggested an alternative plan for consideration: increase the apron of the existing driveway and construct a new portion of drive which would meet the Stotish's need for access without the need to request a modification (and adjustments associated with the modification necessary to address stormwater runoff). Christopher Stotish agreed to consider the alternative. The P.C. voted to table the Modification Request until such time as Stotish's could consider and potentially accept the P.C.'s alternative plan. No action for the Board to take this evening.

Several P.C. members participated in a December 12, 2024 webinar focused on future development of an ordinance regarding solar energy, wind energy, and natural gas compression stations. They provided a brief summary on key elements of the webinar to the P.C. Following further discussion within the P.C., Mike Gaston volunteered to compile pertinent information provided in three existing ordinances (Penn and Summit townships and Surry County, VA) to promote ease of review and comparison. The resulting document will be provided to the P.C. for further consideration and discussion.

Leo Rosenbauer noted that they have also been talking about possible 'grading' regulations.

Chapter 10 of the Jefferson Township Code of Ordinances, Health and Safety and Storage of Unusable Property, was not discussed.

Jan. 6, 2025 Unfinished Business

Lois Rankin noted that several residents offered their opinion to her about the possible police agreement with Saxonburg Borough and she moved to decline their services. Discussion followed with the Chairman Cypher stating that no action could be taken because this item was not on tonight's agenda. Vice-Chair. Rankin therefore requested that the matter be placed on the Feb. 10, 2025 agenda. She also asked that requirements regarding Public Business or Comments be added to next month's agenda as well.

Jan. 6, 2025 New Business

The Supervisors voted to adopt the Revised PROFESSIONAL SERVICES FEE Resolution #540.

There was no change to the Sewage Fee Resolution adopted in Jan. 2024.

The Supervisors voted to adopt the Fee Resolution #541 which includes various revisions plus adds references to the Revised Professional Fee Res. #540 (adopted 1/6/25) and the Sewage Fee Resolution adopted 1/2/2024.

The Supervisors voted to authorize sending the Delinquent Per Capita list from 2024 to Sharp Collections, *when received* from the tax collector.

The Supervisors voted to authorize Angel File to pay the registration for her to attend the 'Basic Training for Municipal Secretaries and Administrators' on March 6, 2025 at Penn Township via PSATS. The cost is \$125.00.

The Supervisors voted to enter into agreement for RA Services to be our Third-Party Payroll processors for 2025 for approximately \$4,200.00 per year. This amount was included in the ‘budget introduction’ and in the 2025 payroll budget total of \$423,704.20.

The Supervisors voted to approve Drawdown #9 for Liberty Pointe Partners which has been reviewed by HRG, Inc. (with no comments) for \$90,771.64.

Public Comment & Miscellaneous Business – Jan. 6, 2025

Manager Leo Rosenbauer commented on the following:

- The application for the Butler County Parks Rehabilitation Grant which offers \$7500.00 grant for a project of \$10,000 (or more) with a local match of \$2,500.00 was received today. He plans to prepare the application and Resolution for approval at the February meeting.
- LTAP has reviewed the request from the property owner at 399 Bullcreek Rd. who wants to put the proposed ‘rocks’ on the line (1/2 township side and ½ on his side). LTAP has recommended a curve study analysis which can be done via LTAP to determine if signs and delineators can be used.
- Lois Rankin asked the manager about the culvert work done (so far) at O’Hara Rd. and Janice Lane. Leo Rosenbauer said he has been in contact with the contractor, and they agreed to make necessary repairs.

Lois Rankin reported that she received the “Certificate of Completion” from Butler County for attendance at the BC3 Local Government Officials Course.

Major Expenditures between the Dec. 9th meeting and Jan. 6, 2025

Teamsters #261 & Employers Ins. - Feb. 2025 health ins. premium	\$7,575.20
South Butler Community Library – 2025 Donation	\$8,000.00
Saxonburg Volunteer Fire Company – 2025 Donation	\$15,000.00
PA State Assn. of Township Officials – 2025 Dues, etc.	\$1,787.00
Dillon, McCandless, King, Coulter & Graham – Dec. 2024 legal fees	\$1,630.00
Glassmere Fuel – gas and diesel fuel	\$1,945.19

MONTHLY MEETINGS

Board of Supervisors – 2nd Monday of each month at 7:00 P.M. (except Jan.)

L. John Cypher, Chairman Lois Rankin, Vice-Chair. Braden Beblo, Supervisor

Planning Commission – 3rd Monday at 6:00 P.M.

Members: Leo Rosenbauer (Chair.), Evelyn Gross, Mike Gaston, James Jones, Brian Noah (Vice-Chair.), Martha Fleming (Secretary), Robert Williams, Dan Driscoll, and Bernie Shulik. Robert Wetzel is an alternate P.C. member.

Recreation Board – 1st Wednesday at 8 P.M. Feb. to Oct. (No meetings Nov., Dec. & Jan.)

Members: Brian Patten (Chair.), Roger Cypher, Kristi Wise, Greg Bauer (Pool), Justin Thompson (Baseball), James C. Jones (Softball), and Kody Durrett (Soccer)

Location for all meetings listed: 157 Great Belt Rd., Butler, PA 16002 - Any changes are advertised and posted.

Please see websites for the park associations under ‘Recreation Committee’ above.

TOWNSHIP OFFICE HOURS

REGULAR HOURS: Monday through Thursday - 7:30 AM to 4:30 PM (CLOSED on Fridays.)

Office phone #724-352-2324 - Fax #724-352-8850 Manager: Leo Rosenbauer

Sec/Treas.: Lois Fennell Sec/Treas. Trainee Angel File

Holidays, Vacation, & other days off/office closures are posted on the door.

ANY QUESTIONS: email or call: jefftwpbutlerpa@zoominternet.net – 724-352-2324

REAL ESTATE /PER CAPITA TAX COLLECTOR

Tax Collector Nadine Grabe, 245 Heller Rd, Butler, PA 16002 - 724-352-3288

By mail anytime. All other times by appointment only. Never leave unstamped envelopes in the Tax Collector's personal mailbox. Secure Drop Box located on the porch at 245 Heller Rd.

ANNOUNCEMENTS ↓↓

⇒ **NOTICE:** Jefferson Township's responsibility during & following storms and excessive rain events is to clear and protect the Township rights-of-way. The Township is NOT authorized to clean up any private property; the only exception would be for Emergency access for 9-1-1 responders! It is also not legal for property owners to place any storm/rain/wind debris from their property along the township road rights-of-way.

⇒ **NOTICE:** The Road Crew will be blowing leaves out of the ditch lines and storm sewers to keep them from clogging up. The rights-of-way will be blown out several times near the end of October through December as the leaves fall.

⇒ **During the upcoming WINTER months**, as per the Township Ordinances, NO ONE is to park on the cul-de-sacs or any public road so that the road can easily be cleaned of snow. Please DO NOT PUSH SNOW ONTO THE ROADS when plowing your driveway. Should this cause an accident, you could be named in a claim or lawsuit. In addition, this is a reminder that the Township is NOT responsible for replacing or repairing mailboxes damaged during the plowing/salting process. Mailbox installation guidelines are available at the USPS website - "Regulations for Installing a Mailbox."

Also, residents living along the Butler-Freeport Community Trail are asked to be considerate when plowing snow from their property. Some residents are plowing snow onto the trail and in front of the gates, which blocks emergency vehicle access. If there would be an emergency, Emergency Services / 1st Responders would have difficulty getting to the scene.

⇒ **PA AMERICAN WATER – 'WaterSource'**

LIHWAP – Low Income Household Water Assistance Program – contact www.compass.state.pa.us or request an application by calling the Dept. of Human Services Customer Service at 877-395-8930 (or for the hearing-impaired call PA Relay at 711).

⇒ **Jefferson Township Burning Ordinance**

The Township Burning Ordinance limits burning of 'ordinary' (domestic) waste materials (paper, cartons, boxes, yard waste, wood, and other similar items) by residents to 'dawn to dusk'; *see on-line ordinance for excluded items*. PLEASE use common sense! Many items that cannot be burned can be recycled. All fires are to be completely extinguished before leaving it unattended.

Recreational fires are permitted by Ordinance #459 (Chapter 7 of the Code of Ordinances.)

PLEASE be considerate of your neighbors and do NOT permit leaves and other 'allowed' materials to be left smoldering after dusk.

ALL COMMERCIAL/INDUSTRIAL BUSINESSES, NON-RESIDENTIAL and MULTI-FAMILY are PROHIBITED from ANY burning at ANY time per the Dept. of Environmental Protection.

⇒ **NEED HELP during COVID19: Call (dial) 2-1-1 for help or Contact one of the 'community resources' below:**

- **Food For Kids** Program information: <https://files.constantcontact.com/5061598a001/e62a6eb1-16b1-48d2-ad5c-349fc68f4395.pdf>
- **Food Bank** Information: <https://files.constantcontact.com/5061598a001/2d7ca64b-ee3d-4b4f-8ad9-45aa6cc125a3.pdf>
- **Link for Butler County Food Bank donations:** <https://anrinfo.org/product/butler-county-food-bank-donation/>
- **Butler County Health and Human Services** Resources are available 24 hours a day 7 days a week at, <http://pa211sw.org/> or by calling 211.
- **The Center for Community Resources** is also available 24 hours a day 7 days a week at (855)-284-2494. You can also chat with them at their website, <https://ccrinfo.org/>
- **24 Hour Crisis Services Local Hotline** (800) 292-3866
- **United Way of Butler County** – Check with them for help, but also to give donations that will help Butler County citizens. 724-283-4883 <https://www.butlerrunitedway.org/butler-county-emergency-relief-initiative-ber/>

Do you live in Jefferson Township?

You may be eligible to have your windows, furnace, roof or more replaced!



Don't miss your chance to make some home improvements before the cold weather hits!

The Owner Occupied Rehabilitation Program
assists homeowners in renovating their homes!

APPLY TODAY:
financial grants up to \$12,500 to assist eligible low to moderate income homeowners with home improvements including making your home more Energy Efficient. Also, if applicable, an additional \$2,500 is available to make handicap accessibility modifications to your home.

Call, Stop-in, or Email:



**Redevelopment Authority County of Butler
114 Woody Drive □ Butler, PA 16001**



724.287.6797/1.800.433.6327/TDD: 1.800.545.1833 x772

www.housingauthority.com