

MEETING AGENDA

7:00 P.M.

September 8, 2025

CALL TO ORDER:

By:

Time:

ROLL CALL:

JC ____ LR ____ BB ____ LJR, Mgr. ____ LF, Sec/Treas ____ AF Sec/Treas(Trainee) ____

PUBLIC COMMENT ON THE AGENDA ITEMS AS PRESENTED:

ANNOUNCEMENTS: An executive session will follow tonight's meeting regarding personnel issues.

MINUTES: Motion to approve the August 11, 2025 regular meeting minutes as written and distributed: Second: Agreed:

FINANCIAL: List of Bills paid between meetings (*August 12th to September 8th*).
List of Bills for payment from the *General Fund* this evening.
List of Bills for payment from the *State Fund, Impact Fee, & Cap. Res.*
Total of All Funds report (*including Sewage Escrows and Capital Reserve Funds which are restricted use/not available for daily operations*) after payment of the bills presented a (copy of this report is offered at the meeting!)
Motion to pay the bills presented, plus any regular bills that may become due prior to the October 13, 2025 meeting: Second: Agreed:

RECREATION COMMITTEE: September 3, 2025 meeting report.

However, the Supervisors may have potential action items to be addressed and/or added to the next meeting.

ROAD FOREMAN REPORT:

Report to be given and the Supervisors may have potential action items to be addressed and/or added to the next meeting.

PLANNING COMMISSION: August 18, 2025 meeting report.

Dave Friesen from Concordia Wireless spoke with P.C. members virtually regarding the T-Mobile Land Development resubmission for the facility located at 748 Dinnerbell Road. The P.C. members voted to approve the T-Mobile submission presented in submittal drawings A-1A, A-1, and A-0.

Jefferson Township Ordinances Chapter 9 - Grading and Excavating. The P.C. reviewed the draft grading and excavating ordinance and agreed upon revisions. A copy of the draft ordinance will be provided to the Township Solicitor for review.

The P.C. members decided to table the Wain Landscaping Land Development Plan due to the extensive outstanding items identified in the HRG review letter dated August 18, 2025.

Justin Murdie presented the P.C. members with a modification for an addition to his shed at 205 Janice Lane. He would like to add 8 feet to the rear of the existing shed, resulting in a 12' x 24' structure. P.C. members recommend the approval of the modification contingent upon the property owner applying for a building permit for the entire structure because the existing shed was not previously permitted. A quorum of those present agreed (Leo Rosenbauer and Bernie Shulik disagreed); vote 6 to 2.

James and Charlene Taylor presented the P.C. members with a modification request for their shed at 148 Frazier Road. Specifically, the Taylors requested that their 12' x 24' shed have a zero (0) foot setback from adjacent property owner Zachary Taylor. During the subsequent discussion, the Taylors stated they do not know the precise location of the property line associated with the proposed modification. The P.C. provided a copy of a portion of the Walker Subdivision to the Taylors for their reference. P.C. members decided to table the modification request until the property line between James and Charlene Taylor and Zachary Taylor is determined.

Jefferson Township Ordinances: P.C. members discussed a potential sign ordinance, including such requirements as: permission to be placed on property owned by others, not within the road right-of-way, and sight distance. The P.C. discussed acquiring existing ordinances from other municipalities for further review.

UNFINISHED BUSINESS: *(Continuing with matters currently not complete – action to be listed.)*

Markus property pin issue- Supervisor Beblo still has not received a response to date.

Open fuel bids authorized last month, as advertised.

Complaint of non-compliant setbacks for two sheds at 682 Saxonburg Road. Discussion to proceed or not to proceed with the Non- Traffic Violation.

Motion to proceed with Non- Traffic Violation filed with the District Magistrates office:

Second: Agreed:

Report from Supervisor Rankin on the expiration date of the CDL - Probable Cause Training for Supervisory Personnel once obtained.

The Township's current CPA has not responded to date regarding an interim audit for outgoing Secretary/Treasurer Lois Fennell. The Manager recommends that the Township retains Lois Fennell through the end of 2025 at her current rate of \$24.00 for a minimum of 10 hours a week.

Motion to retain Lois Fennell Secretary/Treasurer through the end of 2025 at her current rate of \$24.00 for approximately 10 hours a week.

Second: Agreed:

OLD BUSINESS: *(Reconsideration of Matters already disposed of – action to be listed.)*

NEW BUSINESS:

Chairman John Cypher will be reporting on a Multiple Municipality Collaborative meeting from August 13th

Motion to adopt the "three-year plan" Resolution # 549 *(which designates the use of the funds):* Second: Agreed: Chairman to sign.

Motion to adopt the Fair Housing Resolution # 550 *(non-discrimination)*
Second: Agreed: Chairman to sign.

The 2025 funding totaling \$86,877 projects + \$18,993 admin.= \$105,870.00
The County's 2nd public hearing for the 2025 CDBG funding was held on Thursday August 28, 2025.

NEW BUSINESS cont.:

Motion to ratify the approval of attendance of Brian Noah and Leo Rosenbauer to the PSAT's Code Enforcement Academy training in Enola, Pa on August 27, 2025 and pay the usual expenses.

Second: Agreed:

PSATS Code Enforcement Training highly recommended complaints be formally in writing. Supervisors to approve the development of a POLICY for the filing process of residents' complaints.

Motion to approve the development of a POLICY for the filing process of residents' complaints.

Second: Agreed:

Adopt Resolution to appoint 'the sec/treas.' as contact for Berkheimer Tax Collection agency. (Proposed #551). Motion: Second: Agreed:

Sign signature forms to open the Liberty Pt. Dev. Escrow savings account. The account has to have the same as current signatures on our other accounts.

Motion to sign the signature forms for the Liberty Pointe Escrow savings account.

Second: Agreed:

Stacy Zillweger was unanimously voted in by the South Butler Community Library Board at their most recent meeting on August 20, 2025. Her application is attached for review. The South Butler Community Library Board formally requests appointment of Stacy Zillweger to their board.

Motion to appoint Stacy Zillweger to the South Butler Community Library Board as Jefferson Townships' Representative. She will be taking the position left by Janet Perine.

Second: Agreed:

Angel and Leo will be attending the BCTCC meeting on September 23rd at the Butler Township Municipal Building

PUBLIC BUSINESS or COMMENT:**MISC. BUSINESS FROM TWP. OFFICIALS:** (*Announcements or Pre-notified items*)

BCATO Safety Day is October 8, 2025 at the Herman Firehall. Details provided by Supervisor Rankin. Motion to attend BCATO Safety Day. Second: Agreed:

ATTENDANCE:

ADJOURN: Motion: Second: Agreed: TIME:

NEXT MEETING:

The next regular meeting is scheduled for Monday, October 13, 2025 at 7 P.M. at the municipal building - 157 Great Belt Rd., Butler, PA 16002