

JEFFERSON TOWNSHIP

REGULAR MEETING

Supervisor Regular Meeting – September 8, 2025

CALL TO ORDER:

The Jefferson Township Board of Supervisor regular meeting was called to order on Monday September 8, 2025 at 7:00 P.M. as advertised, by Chairman, John Cypher. All rose to pledge the flag.

ROLL CALL:

Those present were Chairman, John Cypher; Vice-Chair., Lois Rankin; Supervisor Braden Beblo; Manager, Leo Rosenbauer, Lois Fennell Sec/Treasurer, and Assistant Sec/Treas Angel File.

ANNOUNCEMENT: An executive session was held prior to meeting regarding personnel matters.

The Board of Supervisors and the Manager were in attendance.

PUBLIC BUSINESS or COMMENT: None.

MINUTES:

Motion by John Cypher to approve the August 11, 2025 regular meeting minutes as written and distributed. *Second* by Braden Beblo. All agreed and *motion carried*.

FINANCIAL:

John Cypher read the financial report noting that the bills paid between meeting August 11, 2025 and September 8, 2025 meetings totaled \$164,419.80. Bills presented for payment from the General Fund this evening totaled \$11,925.27, No bills were presented for payment from ARPA PLGIT/Checking (which has been closed), State Fund, Impact Fee Fund, or Capital Reserve Fund. The balance of all funds after payment of the bills presented was \$3,520,632.72. *Motion* by John Cypher to pay the bills presented and any other bills that come and are due prior to the October 13, 2025 meeting. *Second* by Lois Rankin. All agreed and *motion carried*.

ROAD REPORT:

John Cypher read the report as follows:

- Road repair for bleeding during XTO hauling on Bullcreek and Mushrush Roads was completed. XTO to reimburse the Township for repairs
- Repaired 110 – 112 Bonniebrook Road ditch line
- The 40 mph speed limit signs on Bullcreek Road have been replaced with 35 mph speed limit signs
- All three 10-ton trucks were inspected
- Repaired the hydraulic line oil leak in the 6330 John Deere again – appears to be a bad O – ring again.
- A main hydraulic line on the ventrac mower was replaced
- A storage area for coldpatch was constructed at the north end of the salt storage building
- Replaced damaged stop sign, weight limit sign, chevron signs as needed
- PA One Calls responses are being addressed by Gerry Geibel and Leo Rosenbauer
- Berm mowing is ongoing
- Park Mowing and weed eating is ongoing
- Mowing at the Township Buildings is ongoing
- Regular road checks are being performed
- Purchased two (2) wand heads and six (6) rubber inserts for the crack sealer

RECREATION BOARD REPORT:

The Recreation Board met on September 3, 2025

BASEBALL (Knoch Youth Baseball) ASSN.: Josh Harbison – Justin Thompson – Absent – No report
www.knochyouthbaseball.com

POOL ASSN.: Roger Cypher

- Pool closed on August 31st. Greg thanked the workers and lifeguards for their good work throughout this year.
- Preparations are now underway to winterize the pool.
- The TWP is still accepting bids for the pool renovations, see TWP website or contact TWP for details if interested in bidding.

www.sebcopool.com

SOFTBALL ASSN: Jim Jones

- Fall ball is underway now with games expected to continue until the end of October.
- Jim advised that the softball dumpster can be removed any time on or after November 3rd.
- Softball would like to thank the baseball association for the use of the baseball fields during their August tournament.

www.sagsa.org

SOCCER ASSN: Kody Durrett

- Fall Season games begin on September 6th with games expected to continue through October 25-26.
- Kody advised that the soccer dumpster can be removed any time on or after November 3rd.
- Kody asked if the TWP has any plans or could relocated the dirt piles left over from the restroom installation, they are taking up some parking area in the lower lot. Given that soccer had a high enrollment this fall parking is tight. Any help with this is greatly appreciated. Manager Leo Rosenbauer noted that the dirt piles are slated to be ‘moved’.

www.knohsoccer.org.

OLD BUSINESS:

Restroom cleaning: Questions remain about the cleaning arrangements. Please advise of any updates

PARK PROJECTS:

1. Jim asked if there were plans to reinstall the bollards near the new bathrooms at the softball/baseball location. He noted that some people are parking there and are getting parked-in (stuck) during games/practices. He said there seems to be some general confusion with the public if this is a “drive through path” now or not. Manager Leo Rosenbauer commented that the roadcrew was directed to install wheel stops at this location.

Other Comments from the Manager at 9/8/25 Supervisors meeting:

Line painting quotes were obtained for the newer paved road (sides and center line) and speed bumps. Quote was \$4,000 for regular paint and Mr. Rosenbauer suggested going with the \$4,000 with all 3 lines, arrows, and speed bumps. *Motion* by John Cypher to proceed with the \$4,000 quotes as suggested by the township manager. *Second* by Braden Beblo. All agreed and *motion carried*.

PLANNING COMMISSION:

Leo Rosenbauer reported on the August 18, 2025 Planning Commission meeting as follows: 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. voted to recommend approval the T-Mobile submission presented in submittal drawings A-1A, A-1, and A-0. The Board of Supervisors viewed the submission at this Sept. 8, 2025 meeting. *Motion* by John Cypher to approve the T-Mobile submission as presented. *Second* by Lois Rankin. All agreed and *motion carried*.

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.

PLANNING COMMISSION, cont.:

The P.C. members voted to table the Wain Landscaping Land Development Plan due to the extensive outstanding items identified in the HRG review letter dated August 18, 2025. There is no action for the Board of Supervisors to take at this time.

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. The P.C. members voted to recommend the approval of the modification for an addition to his shed at 205 Janice Lane contingent upon the property owner applying for a building permit for the entire structure because the existing shed was not previously permitted (their motion carried 6 to 2.) The Supervisors discussed the matter at length and suggested Mr. Murdie remove the tree and turn the location of the shed and shed addition to meet the ordinance requirements. *Motion* by John Cypher to table action on the proposed modification. *Second* by Lois Rankin. All agreed and *motion carried*.

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. The P.C. members voted to table the modification request until the property line between James and Charlene Taylor and Zachary Taylor is determined. There is no action for the Supervisors to take at this time.

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. There is no action for the Supervisors to take at this time.

UNFINISHED BUSINESS:

Markus property pin issue- Supervisor Beblo still has not received a response to date. Both Braden Beblo and Leo Rosenbauer noted that there has been 'no response' from Mr. Markus.

Only one bid was received for the fuel bids advertised for opening this evening. Bid forms were mailed to both Glassmere Fuel and Purvis Brothers, but only Purvis Brothers submitted a bid for the following:

Up to 6,500 gal. on road diesel fuel – Unit price \$2.4896 with \$.17 (cent) differential \$2,6596 for a total \$17,287.40.

Winterization \$.04 (cents) additional per gal.

Up to 1,000 gal. Unleaded-No Ehtanol Gas – Unit price \$2.5004 with \$.50 differential \$3,0004 = total \$3000.40

Up to 3,000 gal. of 87 Octane Gasoline – Unit price \$2.3046 with \$.17 (cent) differential \$2.4746 = total \$7,423.80.

Motion by John Cypher to award the bid to Purvis Brothers, Inc. (note: bid bond and insurance certificate were enclosed.) *Second* by Lois Rankin. All agreed and *motion caried*.

The Supervisors discussed the complaint of non-compliant setbacks for two sheds at 682 Saxonburg Road. *Motion* by John Cypher to postpone hearing with the District Magistrate's office until after the end of October 2025. *Second* by Braden Beblo. All agreed and *motion carried*.

Supervisor Rankin was to report on the expiration date of the CDL - Probable Cause Training for Supervisory Personnel. The manager had already checked on the matter and determined that there is no expiration on the certification.

UNFINISHED BUSINESS, cont.:

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 about 10 hours a week. The township will then complete the standard yearly audit. *Motion* by John Cypher to retain Lois Fennell as Secretary/Treasurer through the end of 2025 at her current rate of \$24.00 for approximately 10 hours a week. *Second* by Braden Beblo. All agreed and *motion carried*.

OLD BUSINESS: None.

NEW BUSSINESS:

Chairman John Cypher attended and reported tonight on the Multiple Municipality Collaborative forum held on Wednesday August 13th. Farmland Preservation was discussed. The next meeting will be on September 10th. A notice should be placed in the newsletter for property owners interested in the "Farmland Preservation to contact Sheryl Kelly at Butler County.

Motion by John Cypher to adopt the "three-year plan" Resolution # 549. *Second* by Lois Rankin. All agreed and *motion carried*

Motion by John Cypher to adopt the Fair Housing Resolution # 550. *Second* by Lois Rankin. All agreed and *motion carried*

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.

Motion by John Cypher 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 (*the PSATS notice came in after the August meeting and the township attorney had strongly suggested that they attend, since both needed training on non-traffic citations*) and pay the usual expenses. *Second* by Braden Beblo. Supervisor Rankin voted no. *Motion carried 2 to 1*.

Motion by John Cypher to approve the 'development' of a POLICY for the filing process of residents' complaints. *Second* by Braden Beblo. All agreed and *motion carried*.

Motion by John Cypher to adopt Resolution to appoint 'the sec/treas.' (by position rather than by name) as contact for Berkheimer Tax Collection agency. (Proposed #551). *Second* by Lois Rankin. All agreed and *motion carried*

Signature forms are required to open the Liberty Pointe Dev. Escrow savings account. The account has to have the same authorized signatures as our other accounts. *Motion* by John Cypher to sign the signature forms for the Liberty Pointe Escrow savings account. *Second* by Lois Rankin. All agreed and *motion carried*

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* by John Cypher 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* by Lois Rankin. All agreed and *motion carried*.

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

PUBLIC BUSINESS OR COMMENT: None

MISC. BUSINESS FROM TWP. OFFICIALS:

Motion by Supervisor Lois Rankin for Township employees, supervisors, and Planning commission members to attend BCATO Safety Day is October 8, 2025 at the Herman Firehall. Registration cost is \$20.00 thanks to several companies subsidizing the cost. *Second* by Braden Beblo. All agreed and *motion carried*.

Lois Rankin noted the "REMEMBER SEPTEMBER 11th." Program planned by the VFW on Dinnerbell Rd. on Sept. 11th at 7 PM.

Motion by Braden Beblo to designate Trick or Treat on Halloween night, the same as prior years. This year will be Friday, Oct. 31st from 6 to 8 PM. *Seconded* by Lois Rankin. All agreed and *motion carried*.

ADJOURN:

Motion Braden Beblo to adjourn at 8:48 PM. *Second* by Lois Rankin. All agreed and *motion carried*.

ATTENDANCE:

Bob Veselich, Doug Hilliard, Sue Hartzel, Shelia Howard, Jim Rankin, Linda Toy, Rick Toy, John Galbreath, Justin Murdie, Sara Slaughenaupt, Brian Patten, and Evie Gross.

NEXT MEETING:

The next regular Supervisors' meeting is Monday, October 13, 2025 at 7 P.M. at the municipal building.

Prepared by Angel File and Lois Fennell.