

JEFFERSON TOWNSHIP

REGULAR MEETING

Supervisor Regular Meeting – April 14, 2025

CALL TO ORDER:

The Jefferson Township Board of Supervisor regular meeting was called to order on Monday April 14, 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; Sec/Treas., Lois Fennell, and Assistant Sec/Treas Angel File.

ANNOUNCEMENT:

An executive session was held on March 24 at 7pm on personnel matters. An executive session was held at 6:30 PM prior to tonight's meeting on personnel matters. All three Township Supervisors and Manager rode along with the Road Foreman on a road check on April 2.

PUBLIC BUSINESS or COMMENT: None.

MINUTES:

Motion by John Cypher to approve the March 10, 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 the March 10, 2025 meeting and March 31, 2025 meetings totaled \$13,921.94. Bills presented for payment from the General Fund this evening totaled \$192,656.61, which included payment for the park restroom units of \$181,380.00 (using the rest of the ARPA Funds of \$72,960.62 which were transferred to the General Fund PLGIT.) 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 \$3,473,890.94. *Motion* by John Cypher to pay the bills presented and any other bills that come and are due prior to the May 12, 2025 meeting. *Second* by Lois Rankin. All agreed and *motion carried*.

ROAD REPORT:

John Cypher read the report as follows:

- Snow fence and snow marker tear down has been completed since mid- March.
- Road crew have spent time cleaning, organizing, and doing repairs to the outside of the Township facility and grounds. Two trees have been removed that were causing drainage issues in front of maintenance garage. The stumps need to be ground.
- The road crew marked about 30 stumps that need ground at the Township facility and at the park. Prices were obtained for rental and contracted out. The Road Foreman recommends having Stephenson Tree Service grind them for \$600. The Manager has approved, and the work is to be done in a week or two.
- Road crew has swept all intersections and roads that needed swept. The bridges and trestles, and park pavement and handicap parking areas were cleaned as well.
- The work release from Butler Country has helped gather sticks and branches and made piles at the park, which in turn made it easier and saved time for the road crew! The road crew wishes to thank them for their help and a few residents that use the walking trail gave a hand when they could.
- Road crew has been cleaning and picking up limbs and such from the Township right of ways and drainage infrastructure after rains and storms as needed.

ROAD REPORT, cont.

- On April 2, 2025 the Manager, Supervisors, and Road Forman drove and looked at some possible road and pipe projects for 2025. No decisions were made, and the Forman gave copies of his thoughts and notes to the Manager as requested.
- Safety at the park around the concession stands, storage sheds and any outbuildings are becoming an issue. From old soda coolers that get blown over, to building supplies, ballfield equipment, junk, etc. This can cause possible tripping hazards, flying debris during windy days, maintenance issues for grounds keeping and looks terrible. Can we please remind all organizations to be more responsible with outside housekeeping. It would really help the park be safer and look better.
- Maintenance on equipment and roads will continue as decisions are made on what roads and projects that need addressed in 2025.

RECREATION BOARD REPORT:

The Recreation Board met on Wed., April 2, 2025. Brain Patten gave the report.

BASEBALL (Knoch Youth Baseball) ASSN.:

- Practices have now started!
- KYB will host a community day in the park on May 31st. There will be several activities that will be offered, such as an All-Abilities game as well as several vendors (food trucks, etc.).
- KYB is doing a lot of work on the grounds and facilities this year including upgrades to fields, fences and back stops, and concession stands.
- They are very excited for the addition of the restrooms, and they thank the township for this upgrade.
- Planned tournament dates: 6/7 & 6/8, 6/14 & 6/15, 6/20-22, 7/11-13, and 7/26 & 7/27.

www.knochyouthbaseball.com

POOL ASSN.:

- The Pool has the following needs/openings for this year:
 - Maintenance person for this year.
 - Lifeguards for this year. Lifeguard training days are planned for the 3rd week of May.
 - Board of Directors volunteers.
 - Anyone who is interested can apply at the pool's website.
- Leaving the admission/pass prices the same for 2025.
- Opening Day is scheduled for May 24th.
- They are starting maintenance/preparations to open for the season.
- Greg reported that they have received notification that the YMCA Y-care program will not be utilizing the pool this year.

www.sebcopool.com

SOFTBALL ASSN:

- Games are expected to begin on April 22nd.
- They have rented a porta-john until the new restroom installation is completed. Jim inquired about when the restroom installation might be complete so they can make arrangements with the porta-john rentals.
- Jim was glad to hear that the Twp. was reviewing the lack of lines in the parking area and thanked the township for this.
- Planned tournament dates (as of now): August 15th through 17th and 8U tournament June 21 & 22.

www.sagsa.org

SOCCER ASSN:

- Registrations for In-house teams were very strong this year!
- They are having an umbrella sale, Knoch Umbrellas as a fund raiser for the organization. Details are on their website.
- They are searching for a Director of Fund Raising for the organization.

- They are still in need of a Concessions Manager for this upcoming season in order to have concessions open for the year. Interested people can contact them through their website.
- They have also rented a porta-john until the new restroom installation is complete.
www.knochsoccer.org.

It was noted that the Township received approval for the 2025 Butler County Parks Renovation Grant for the electric at the pool bathhouse (\$7,500 grant toward the project.) Mr. Rosenbauer noted that he met with West Penn Power representatives and was informed that we must relocate the main line with the junction box to across the parking lot to a new transformer at the bath house. The cost is unknown at this time.

PARK PROJECTS:

1. The installation of 2 new bathroom units in the park was scheduled for mid-February. They have since been set in place (April 4th). One between the softball and T-ball fields (Fields 5 & 6) and one near the soccer concession stand. The restrooms are NOT ready for use and the Township will be working toward that end, hopefully soon. They will try to keep the Recreation Committee informed. The Recreation Committee noted that this project will be of great benefit to the park and the recreation committee thanked the township for adding these restrooms to the park.

PLANNING COMMISSION:

The manager, Leo Rosenbauer, reported on the March 17, 2025 Planning Commission meeting.

Aaron McGarvey was present to discuss the request for modification he submitted for his home at 184 Hannahstown Rd. The proposed modification is to allow a setback for a 16 ft. x 33 ft. two-story addition to his existing house of 45.5 ft from Hannahstown Rd. rather than the 50 feet required by the township ordinances. The existing house is already 45 feet from the road edge. The attached front porch sits within the front yard setback. The existing (old) driveway is to be eliminated. The proposed addition cannot be constructed to the back or opposite side of the house due to the presence of the well and septic line respectively. The P.C. voted to recommend approval of the 4.5 ft. modification as submitted. After some discussion, John Cypher *moved* to approve the Aaron McGarvey modification request as submitted. *Second* by Braden Beblo. All agreed and *motion carried*.

The P.C further discussed the proposed Solar Ordinance which is based on language developed for areas with zoning. Evie Gross suggested contacting PSATS for a sample ordinance that has been developed for areas without zoning.

The P.C had a lengthy discussion on the definitions of structures and buildings with the following suggestions:

“Structure” to be defined as: Any man-made object having an ascertainable stationary location on or in land or water, whether or not affixed to the land. This wording is from the Municipalities Planning Code.

“Building” to be defined as: Any structure fully occupied or intended for supporting or sheltering human occupancy and requiring an occupancy permit. This wording/definition is consistent with existing language in Chapters 4 and 22 of the Township Code of Ordinances and incorporates the additional requirement for an occupancy permit.

Leo Rosenbauer will confer with the Township Attorney (Matt Marshall) on the proposed definitions discussed.

UNFINISHED BUSINESS:

No unfinished business was scheduled for discussion.

NEW BUSINESS:

The Board of Supervisors was given 3 options from Berkheimer Tax Innovation to consider for the upcoming contract renewal which will expire 12/31/2025. The next Butler Co. Tax Collection Committee meeting is in September.

NEW BUSINESS, cont.:

Motion by John Cypher to approve the vacation time for all four road department workers as per emails dated 3/5 and 4/7/25. *Second* by Lois Rankin. All agreed and *motion carried*.

Motion by John Cypher to advertise bids for seal coat/fog seal of the roads viewed during the 'ride along inspection' with the road foreman. They include: Alwine Rd., Brian Dr., Bullcreek Rd. (from Mushrush to Frazier Rd.) Caldwell Dr., Frazier Rd., Janice Lane, Reimer Rd., and West Jefferson Rd. *Second* By Lois Rankin. All agreed and *motion carried*. The opening of the bids will likely be June 9, 2025 at 2 PM, since the Manager has not yet met with Cory Shaffer from PennDOT Municipal Services. If the bids come in too high, the Board will have the right to delete a road from the bid.

Motion by John Cypher to approve the substitution of the existing Financial Security for Phase 1 – Liberty Pointe, which is an Irrevocable Letter of Credit, to a Performance Bond in an amount approved by the Township Engineer and in a format acceptable to the Township Solicitor. *Second* by Lois Rankin. All agreed and *motion carried*.

Motion by John Cypher to approve an amendment to the Phase 1 – Liberty Pointe Development Agreement dated on or about January 17, 2023 to approve the Developer's request to extend the completion date for the Phase 1 improvements from January 17, 2025 to January 17, 2027, the form and amount of which amendment shall be acceptable to the Township Solicitor and the Township Engineer and shall be subject to the requirements of Chapter 22-1102.2. *Second* by Lois Rankin. All agreed and *motion carried*.

PUBLIC BUSINESS OR COMMENT: None.

MISC. BUSINESS FROM TWP. OFFICIALS:

A notice was received from Moody and Assoc. that PennEnergy Resources is applying to DEP for permit to drill and operate an unconventional gas well in Middlesex Township (well pad location is 450 Glade Mill Rd.)

Lois Rankin *moved* to approve township officials (*Supervisors, Secretary/Treas. and Assistant, Township Manager, Planning Commission Members, Township Tax Collector, and Elected Auditors*) to attend the May 15, 2025 Butler County Assn. of Township Officials Spring Convention. The registration fee of \$40.00 will be paid by the township. *Second* by Braden Beblo. All agreed and *motion carried*.

ADJOURN:

Motion by John Cypher to adjourn at 8:15PM. *Second* by Lois Rankin. All agreed and *motion carried*.

ATTENDANCE:

Bob Veselich, Jim Rankin, Chrisse Keck, Doug Lefever, Brian Patten, Evie Gross, Sue Hartzel, Aaron McGarvey and Carol Freehling.

NEXT MEETING:

The next regular Supervisors' meeting is Monday, May 12, 2025 at 7 P.M. at the municipal building.

Prepared by Lois J. Fennell and Angel File.