



JEFFERSON TOWNSHIP JANUARY 2021 NEWSLETTER

"ANNOUNCEMENTS" are at the end of the Newsletter!

Organization & Appointments - Jan. 4, 2021

As required by state law, all municipalities must hold their organization meeting on the first Monday of the year unless it is a holiday (Monday was the observed holiday.) The Jefferson Township Organization meeting was held on Monday, Jan. 4, 2021 followed immediately by the regular meeting *as advertised* (no meeting on Jan. 11th.)

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; 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 and Flood Plain Administrator; 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 Rob Arnold as our primary contact; Dennis Sybert as the dog control officer; Adam Hartwig as the emergency management coordinator; Eric Butler as the assistant emergency management coordinator; Keith Bachman, Danielle Sedlak and Kevin Miller as the members to the Appeals Board and Ed Kosinski as alternate Appeals Board Member for 2021; and TJB Consulting (Tammy Boice) was re-appointed as our 'webmaster' for 2021. Kristi Wise was re-appointed to the Recreation Committee for another 3-yr. term 2021, 22 & 23. Lois J. Fennell was re-appointed as primary delegate and Erma Mowry as alternate delegate to the Butler Co. Tax Collection Committee; and Lois Fennell and Lois Rankin were re-appointed as representatives to the Butler Co. Association of Township Officials. Doug Duncan was re-appointed as primary sewage enforcement officer (with fee schedule remaining the same) and David Ice was re-appointed as alternate. Martha Fleming was appointed to serve one year on the Planning Commission, in place of Bob Wetzell, who has temporarily stepped down for the remainder of his term. The Supervisors appointed Merge & Hill, P.C. (certified public accountants) to examine and audit the 2020 accounts of the Township (for the DCED report due April 1, 2021) via Resolution #463. The 'elected' auditors will meet only to set the 'working supervisors' pay'. Evie Gross was appointed as 'vacancy board member'.

Other decisions at the re-organization meeting included: 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 and secretary/treasurer 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 (\$.56 cents per mile); setting the treasurer's bond at \$800,000.00 (the manager's at \$650,000.00); and setting the monthly meetings on the second Monday monthly at 7:00 P.M. except Jan. 4, 2021.

The Supervisors voted to increase wages for the manager by 2%; for the sec/treas. by \$.50 (fifty cents) per hour; and to increase the dog officer's per call rate by \$3.00 (to \$45.00) plus mileage.

Road Foreman's Report

John Cypher began the submitted report by thanking the road crew for their great job over Christmas and New Year's. They were out when other townships were not on the roads and our roads were excellent. He read the road report as follows: As of 1/2/21 - 580 tons of salt and 180 tons of anti-skid were used on the roads. The winter storms (Christmas Eve/Christmas Day/New Year's Day) kept all four of the crew members terribly busy. The road crew is working on odd jobs and repairing equipment between snows. The foreman reported two drainage issues on township roads. The foreman inquired about the status of hiring

another full-time road employee. Chairman Cypher said it is not currently time to ‘advertise’, but the possibility of hiring can be spread by word of mouth in general.

Recreation Committee

The Recreation Committee does not meet in November, December, and January. No report. [Baseball: www.saxonburgbaseball.com](http://www.saxonburgbaseball.com) [Pool: www.sebcopool.com](http://www.sebcopool.com) [Softball: www.sagsa.info](http://www.sagsa.info) [Soccer: www.knochsoccer.org](http://www.knochsoccer.org)

Planning Commission

Leo Rosenbauer, P.C. Chairman, reported on the Dec. 21, 2020 Planning Commission meeting. The P.C. approved the side set-back modification request from Gerald Rudish, 856 N. Pike Rd. He proposes to build 2 porches (one at the side and one at the rear of the existing house.) The existing side porch’s footprint is 4’ x 6’ and they want to refurbish it and add a roof. The existing rear porch’s footprint is 5’ x 5’ and they want to enlarge the porch to 8’ x 10’ and add a roof. This porch will be the same distance from the side property line as the existing house. There was a notarized letter from the neighbor, Alan Macurdy. It was noted that set-back requirements may have been only 15 ft. when the house and porches were originally built. The Supervisors reviewed the application (1/4/21 meeting.) The Supervisors voted to approve the side set-back modifications for both porches as submitted by Gerald Rudish.

Larry and Sarah Oskin submitted a Lot-Line Revision for their properties on Blackberry Hill Lane. They proposed to add existing lot Tax Parcel 190-2F10-2AE (2 acres with frontage on Blackberry Hill Lane) to Tract “A” consisting of 11.391 acres, creating Parcel 2 of 13.394 acres (part of Existing Tax Parcel 19-2F10-2A [11.391] acres plus Existing Tax Parcel 190-2F10-2AE of 2.003 acres.) Parcel 1 would be 11.959 acres (which was also part of Tax Parcel 190-2F10-2A originally 23.350 acres.) The discussion that followed included: 1) incorrect owners in ‘stormwater acknowledgement’, 2) a driveway maintenance agreement and a right-of-way easement on Parcel 1 to the Jahn’s property, 3) Parcel 1 needs to be marked ‘cannot be subdivided’, 4) confirmation is needed as to ownership of the two lots (one says Larry E. and the other says Larry E. Sr., and 5) consideration for increase of right-of-way width from West Jefferson Road to the end of Parcel 1. After some discussion, the P.C. voted to table the decision to allow the P.C. Chair/Township Manager time to check with the township attorney regarding the plan. There was no action for the Supervisors to take this evening (1/4/21 meeting.)

The P.C. approved a Lot-Line Revision for Thomas Ferraro (Ferraro/Sawyer Plan) for his property (Tax Parcel 190-1F155-32B of Lot 1 of 7.77 acres) off Great Belt Rd. Lot 1 is to be revised by adding “Tract A” of 0.33 acres in the north-east corner of the lot because two non-conforming structures were located on the Sawyer property. The P.C. would like to have ownership of Lot 2 clarified, but this lot-line revision involves only Ferraro’s Lot 1 and the Sawyer property. The Supervisors reviewed the plan (1/4/21 meeting) and voted to approve the Ferraro/Sawyer Plan (a Lot-Line Revision).

Leo Rosenbauer noted that Penn United notified us at the Nov. 23, 2020 meeting that they need a temporary sewage holding tank. The SEO had anticipated that DEP planning would not be needed, but the DEP regs have changed and Penn United CANNOT use a holding tank.

Lois Rankin inquired about the Monastery Land Development. Mr. Rosenbauer updated the Supervisors stating that the DEP Planning Module is close to being approved by DEP. The Sisters do not like the deep trench (swale) in front of the proposed church and are looking for an alternative or modification from the Conservation District.

January 4, 2021 Unfinished Business

The application for COVID-19 County Relief Grant Program was submitted by the manager. The ‘agreement’ with the County needed to be executed and was therefore signed by the manager on Dec. 23, 2020. The Supervisors voted to ratify approval of this agreement.

January 4, 2021 New Business

The Supervisors voted to adopt the revised Professional Services Fee Resolution #464 as presented.

The Supervisors voted to adopt the revised Jefferson Township Fee Resolution #465 as presented with reference to the revised Professional Fee Resolution #464 above and adds a 'codes enforcement inspection fee' of \$60.00. There are no changes to the Sewage Fee Resolution passed in Jan. 2020.

The Supervisors voted to authorize the Delinquent Per Capita list for 2020 to be sent to Sharp Collections *when it is received* from the tax collector (early 2021).

Public Comment & Miscellaneous Business – January 4, 2021

John Cypher reported that the Saxonburg Volunteer Fire Dept. Installation Dinner has been canceled due to COVID restrictions. He also reported that we received a letter from the DCNR that our grant application for funds to pave the walking trail in the park was NOT selected.

Major Expenditures since the Dec. 16th meeting through Jan. 4, 2021

Detroit Salt Company – road salt	\$29,043.10
PA State Assn. of Township Supervisors – annual dues, etc.	\$ 1,665.00
Teamsters #261 Health & Welfare – Feb. health ins.	\$ 7,311.95

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 7:00 P.M.

Members: Leo Rosenbauer (Chair.), Evelyn Gross (Secretary), Kathryn Foertsch, James Jones, Brian Noah (Vice-Chair.), Robert Wetzel, Robert Williams, Dan Driscoll, and Bernie Shulik.

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), Scott Kriley (Baseball), James C. Jones (Softball), and Shane Huffman (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

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

WE ASK THAT IF YOU HAVE BUSINESS AT THE TOWNSHIP OFFICE TO PLEASE CALL AHEAD, SO WE KNOW YOU ARE COMING -724-352-2324. Masks required.

The Township is endeavoring at public meetings to limit attendance to protect Township residents and the possible spreading of the virus.

We urge you to take precautions attending any event or 'scheduled' meeting.

We hope you will limit exposure to others, including at the township building.

Practice social distancing, such as no longer shaking hands and staying six feet apart,

No more than ten (10) people at a meeting place and washing hands often or using hand sanitizer!

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

STAY at HOME applies, especially if you are sick!

REAL ESTATE /PER CAPITA TAX COLLECTOR

Tax Collector Nadine Grabe, 245 Heller Rd, Butler, PA 16002 - 724-352-3288 - Pay by mail or call for an appointment. Never leave unstamped envelopes in the Tax Collector's personal mailbox. There is a secure payment drop box located on the porch.

⇒ **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.

⇒ **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 also not legal for property owners to place any storm/rain/wind debris from their property along the township road rights-of-way.

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NEED HELP during COVID19:

You can contact (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.butlerunitedway.org/butler-county-emergency-relief-initiative-beri>
- **Pennsylvania American Water** has extended its suspension of water service shutoffs and late fees until after March 31, 2021 for all customers, both residential and non-residential. The company urges customers who are facing financial hardship to seek financial assistance immediately by contacting Pennsylvania American Water pennsylvaniaamwater.com or calling 1-800-565-7292. Please do not wait until a shut-off is looming to contact them.

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Jefferson Township Burning Ordinance

A copy of the Burning Ordinance #459 has been placed on the Jefferson Township website: www.jeffersonbutler.com

The Township Burning Ordinance limits burning of 'ordinary' (domestic) waste materials (paper, cartons, boxes, yard waste, wood, and other similar items) by residents to 'dusk to dawn'. **Items 'excluded' from burning are:** sewage, all putrescible animal & vegetable matter resulting from handling, preparation, cooking and consumption of food, rags, old clothes, leather, rubber, carpets, furniture, tin cans, glass, crockery, masonry, metals, chemicals, tires, shingles and petroleum products such as (but not limited to) paint, grease, oil and plastic products. PLEASE use common sense! Many items that cannot be burned can be recycled. All fires are to be completely extinguished before leaving unattended. Recreational fires are permitted (as per Ordinance.) 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.

TIRES are NEVER to be burned by ANYONE. Dumping of Tires is ILLEGAL and subject to fines.

THE NEWSLETTER is only available On-line OR via e-mailing OR can be picked up at the Township Office. Our Web Site is: www.jeffersonbutler.com If you want to have the newsletter e-mailed to you or if you have not received your e-copy, please contact the Township Secretary: jefftwbutlerpa@zoominternet.net - 352-2324.

Do you live in Jefferson Township?

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



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.

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



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