

# JEFFERSON TOWNSHIP

## REGULAR MEETING

November 11, 2024

### CALL TO ORDER:

The Jefferson Township Board of Supervisors' regular meeting was called to order by Chairman John Cypher, Monday, November 11, 2024 at 7:00 P.M. as advertised. All rose to pledge the flag.

### ROLL CALL:

Those present were Chairman John Cypher, Vice-Chair. Lois J. Rankin, Supervisor Braden Beblo, Leo J. Rosenbauer, III Manager and Lois Fennell, Sec/Treas.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

### ANNOUNCEMENTS:

William Pitts from the Butler Eagle disclosed that he was audio recording the meeting.

### MINUTES:

John Cypher *moved* to approve the Oct. 14, 2024 regular meeting minutes as written. *Second* by Braden Beblo. All agreed and *motion carried*.

### FINANCIAL:

The list of bills paid between the Oct. 14<sup>th</sup> meeting and Nov. 11, 2024 totaled \$29,510.83 from the General Fund. Bills presented for payment from the General Fund this evening totaled \$10,494.07. No bills were presented for payment this evening from any other fund (State Fund, Impact Fee Fund, or the ARPA Checking.) The Balance of All Funds after payment of the bills presented totaled \$3,137,030.58. John Cypher *moved* to pay the bills presented, plus any bills that may become due prior to the December 9, 2024 meeting. *Second* by Lois Rankin. All agreed and *motion carried*.

### RECREATION COMMITTEE:

The Recreation Committee has no meetings in November, December and January. The Township Manager was notified that Justin Demek, who was co-representative for Baseball on the Recreation Board. He had to step away and Justin Thompson will remain the only Baseball representative. It was noted by the Township Manager that Jefferson Township has been awarded the LSA Grant of \$250,000.00 for the pool renovations.

Baseball: Website: [www.knochyouthbaseball.com](http://www.knochyouthbaseball.com)

Pool: Website: [www.sebcopool.com](http://www.sebcopool.com)

Softball: Website: [www.sagsa.org](http://www.sagsa.org)

Soccer: Website: [www.knochsoccer.org](http://www.knochsoccer.org)

### ROAD REPORT:

John Cypher gave the road report as submitted by the road foreman.

- Base repair and patch work was completed on Great Belt Rd. between the salt building and Ferraro Lane.
  - CAT930M payloader is back in service after having it sandblasted and painted.
  - The snow fence installation is over half done and will be completed as time and weather allow.
  - The road foreman attended the COG (Council of Governments) round table meeting at Penn Township. The next meeting is 11/21/24 at Penn Township. The road foreman and Supervisor Rankin will likely attend.
  - There's been a lot of roadkill found on the roads this fall. The road crew continue to keep up.
  - The road crew did two sweeps of leaf removal at the park and will do another sweep later.
  - The road crew removed three small trees at the park for the GAGA ball court.
  - As requested by the manager, the road crew repaired the park fence near the flagpole at Field #1.
- Chairman Cypher thanked the road crew for all their efforts.

## PLANNING COMMISSION:

Leo Rosenbauer reported on the October 21, 2024 Planning Commission meeting. The Planning Commission (P.C.) reviewed a modification request from Ken and Cindy McCrea, 208 Neupert Rd., Cabot, PA for a side set back modification of 12.6 ft. variance to the twenty-five (25) ft. set back requirement in the township ordinance. After some discussion, Leo Rosenbauer recommended approval of the side set back (right side) variance stating that it is a narrow lot (width 97.62 ft.) and this new garage is a better location creating better access to the back of the property. The P.C. voted to recommend approval by the Board of Supervisors for the 12.6 ft. variance (side set back modification) as submitted by Ken and Cindy McCrea. The old garage in the rear of the property will be torn down. After review by the Supervisors tonight (11/11/24), John Cypher *moved* to approve the 12.6 ft. side set back modification as requested by Ken & Cindy McCrea noting that the proposed garage will be no closer than the existing house. *Seconded* by Lois Rankin. All agreed and *motion carried*.

Mr. Jack Keihl's modification request was tabled at the August PC meeting and Mr. Keihl was offered three options to build another non-residential structure on Lot 2, adjacent to his lot with an existing dwelling (Lot 1, 220 Hannahstown Rd.): 1) build a temporary structure 2) remove the property line, which would eliminate the need for modification. 3) submit a simple land development for the proposed carport according to Chap. 22-601, (which would also eliminate the need for modification.) Since Leo Rosenbauer was informed that Mr. Keihl wanted to move forward with a lot-consolidation plan, the P.C. voted to deny the original 'modification request' reviewed at their Sept. meeting. This Lot-Consolidation Plan submitted by Mr. Jack Keihl (220 Hannahstown Rd.) at the Oct. 21, 2024 PC meeting. Lot 2 of 1.03 acres (*with existing garage*) will be added to Lot 3 of 1.44 acres (*with existing dwelling*) into one - Lot 3R of 2.47 acres. The P.C. voted to recommend approval of the Jack Keihl Lot Consolidation Plan contingent upon satisfaction of the comments made by HRG, Inc. (Township Engineers) in their letter of 10/21/24: 1) The Surveyor's Seal is needed; 2) Label Non-Conforming Structures; and 3) Label Pavement Width. First, the Manager requested that the Supervisors deny the original modification request (due to submission of this alternate 'lot consolidation plan'.) *Motion* by John Cypher to deny previously requested modification (already denied by the P.C.) before moving on to the lot-consolidation. *Second* by Lois Rankin. All agreed and *motion carried*. After a brief review, John Cypher *moved* to approve the Jack Keihl Lot Consolidation Plan **with conditions** #2 labeling of non-conforming structures and #3 labeling of pavement widths. *Second* by Braden Beblo. All agreed and *motion carried*.

The P.C. reviewed the Faust/Noah Lot Line Revision Plan. Lot 6, owned by Brian Noah, plus Tract B of 9.18 acres will make Revised Lot 6 - 20.97 acres. Tract A of 1.31 acres from the remnant farm is to be added to the existing lot (Tax Parcel 2F10-4A) for a total of 2.28 acres. There is also an existing Lot 2 on the plan, no change. The Revised Residual is now 68.86 acres. The P.C. voted to recommend approval of the modification request submitted by Brian Noah to use a scale of 1-inch = 120 ft. (with Brian Noah and Martha Fleming abstaining.) Then the P.C. voted to recommend approval by the Supervisors of the Faust/Noah Lot Line Revision contingent upon satisfaction of the eight comments provided by HRG, Inc. (Township Engineers) in their letter of 10/21/24, **plus** #9 - Label shed as non-conforming, and #10 - Label set-back lines for the farm remnant (with Brian Noah and Martha Fleming abstaining.) After a brief review this evening (11/11/24), John Cypher *moved* to approve the Faust/Noah Lot Line Revision with the modification for the scale of 1-inch = 120 ft. (the contingencies have been completed and a non-building waiver received). *Second* by Lois Rankin. All agreed and *motion carried*.

The P.C. reviewed all the comments on the review letter from HRG, Inc. (Township Engineer) with Devin Dunwoody and the representatives from Liberty Pointe Partners on the Liberty Pointe Land Development Phase 2. Then they reviewed the two modification requests submitted by Liberty Pointe. Shaun Seydor and Matt Schmidt explained that an existing gas well on site required them to shift units to be 100 ft or more from the gas well, meaning they lost four units total in the plan. This area will be

## PLANNING COMMISSION, cont.: (Liberty Pointe)

landscaped and available for use as a big yard to the occupants in the plan. They also had to reduce the size of the club house to the size of a single- family unit (1,450 sq. ft. approx.) with a covered patio. Then they reviewed two modification requests, discussing and approving 'revised modifications' as follows:

#1 Roadway Modification (Geotextile Fabric) Request: HRG recommends conditional approval. Significant discussion took place regarding this request. Geotextile was used in Phase 1, but the developer wants to exclude it in Phase 2. It was noted that PennDOT agreed with HRG that it depends on 'conditions.' The P.C. voted to recommend approval of a revised modification to allow the geotextile fabric to be excluded unless it is determined to be needed by the HRG inspector after observation of proof rolling and discussion with the developer's geotechnical engineer.

#2 Trench Detail Modification Request: HRG recommends rejection of this modification as presented. The developer wants to install limestone in the pipe zone (with a minimum of 4 inches of stone bedding and 12 inches minimum above the pipe, with the remaining backfill being compacted dirt instead of the 2A or #57 stone. Mr. Schmidt and Mr. Seydor said the soil (or dirt) in the development is excellent and 100% better than using stone; plus, they have used it in 4 other developments in the last 5 or 6 years. The developer also noted that soil backfill was used at three wetland crossings in Phase 1, and they were deep, but did not identify the depth. Leo Rosenbauer said the use of stone as backfill is a standard practice and is still used by PennDOT. The recent roads adopted in Jefferson Township (Alana Drive and Stoneybrook Drive) used stone backfill, and they have not failed. He commented that they should be consistent since the road crew 'may' have to work on the adopted roads in the future. After significant discussion, the P.C. voted to recommend approval of a revised modification by the Supervisors to use the township's standard trench detail with the condition that all utilities will use 100% PennDOT approved 2A limestone except for sanitary sewer installation deeper than 8 feet may have stone bedding (as per SSA) suitably compacted material from on site as may be approved by the Jefferson Township's engineer (HRG, Inc.)

Then finally, the PC voted to recommend approval of the preliminary/final Land Development Phase 2 for Liberty Pointe contingent upon the satisfaction of HRG's comments - Items #1, 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 17, 18, 19, 21, 22 & 25 as well as A) Label road names on pipe profiles and B) provide Developer's agreement for Phase 2 for review by the Township Attorney.

The township manager suggested that the Supervisors' table the preliminary/final approval because the Township did NOT receive the revised plans for the letter addressing the original comments in the HRG letter of Oct. 21, 2024. However, after some discussion, they decided to move forward.

- 1) *Motion* by Lois Rankin to approve the revised modification to allow the geotextile fabric to be excluded unless it is determined to be needed by the HRG inspector after observation of proof rolling and discussion with the developer's geotechnical engineer. *Second* by Braden Beblo. All agreed and *motion carried*.
- 2) *Motion* by Lois Rankin to approve the revised modification by the Supervisors to use the township's standard trench detail with the condition that all utilities will use 100% PennDOT approved 2A limestone except for sanitary sewer installation deeper than 8 feet may have stone bedding (as per SSA) suitably compacted material from on site as may be approved by the Jefferson Township's engineer (HRG, Inc.) *Second* by Braden Beblo. All agreed and *motion carried*.
- 3) *Motion* by Lois Rankin to approve of the preliminary/final Land Development Phase 2 for Liberty Pointe contingent upon the satisfaction of HRG's comments - Items #1, 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 15, 17, 18, 19, 21, 22 & 25 as well as A) Label road names on pipe profiles and B) provide Developer's agreement for Phase 2 for review by the Township Attorney. *Second* by Braden Beblo. All agreed and *motion carried*.

Doug Lefever asked if Liberty Pointe has planned for fire hydrants, and yes, they are 'on the plan.'

## UNFINISHED BUSINESS:

The 2024 Budget Introduction was distributed to the Board of Supervisors at the Oct. 14, 2024 meeting. The budget allows for some raises; actual amounts will be voted on later. The budget also allows for the hiring of a sec/treas. trainee and the amount offered prior to hiring will be confirmed later by the Board of Supervisors. There was no further discussion. John Cypher *moved* to accept the proposed budget for 2025 and authorize final adoption for the Dec. 9, 2024 meeting (Resolution #536). *Second* by Braden Beblo. All agreed and *motion carried*.

## NEW BUSINESS:

The Public Officials Ins. renewal for 12/6/24 to 12/6/26 was \$7246.00. The Sec/Treas. said she gave a copy of the invoice to the Supervisors when it was paid on 10/27/24; the cost was \$347.00 more than last year. The Sec/Treas. Bond renewal for \$800,000 was received and the check paid this evening for \$650.

Butler County Assessment contacted the Township about the following: When a veteran becomes exempt, they receive a letter from the Veterans Administration telling them the Veteran is exempt, or it is under review or it is going from exempt status to taxable. They are reviewed every 5 years. When they become exempt, the Assessment office receives no tax cards for county/municipal/school. If Jefferson Township collects the Per Capita (head tax), it is the township's choice as to whether the veteran would receive this or not. That is what she needs to know, if Jefferson Township collects a Per Capita, do you want the veteran to receive a tax bill for it or are they totally exempt? *The Supervisors discussed the matter; the township ordinance on per capita does not allow for an exemption from this tax.*

It was noted that the Supervisors need to appoint a replacement 'elected' auditor due to the passing of the newly elected auditors. They will plan to do so at the December 9<sup>th</sup> meeting. *(The 'elected auditors' only set the working supervisors' wages, since the Township uses a CPA to perform the annual audit.)*

Lois Rankin attended a 'meeting' with some other municipalities' representatives and Scott Docherty from the CID, Joe Saeler from the CDC, Mark Gordon (from Butler Co. per phone call) regarding a possible Multi-Municipal Comprehensive Plan and possible funding so that remaining costs could be 'shared' by the participating municipalities (i.e. Winfield Township, Clinton Township, Buffalo Township, Saxonburg Borough and possibly Jefferson.) There was some discussion on the matter, as Jefferson Township did one over 20 years ago in order to consider zoning. The Comprehensive plan was adopted, but the proposed zoning was not adopted. The Supervisors agreed that 'more information is needed' before a financial decision such as this can be made. The other municipalities named already have zoning.

An inquiry was received regarding 'adding Veteran banners' to utility poles along Main St/Dinnerbell. Lois Rankin said that the Borough of Saxonburg has already agreed. The Supervisors have absolutely no objection to this, but it was noted that the Township has 'no authority' over the utility poles or what is placed on them. Lois Rankin *moved* to agree to the 'Veterans Banners' being added. *Second* by John Cypher. All agreed and *motion carried*.

*Motion* by John Cypher to approve Liberty Pointe Drawdown number 7 as presented in the amount of \$231,601.48. HRG has reviewed and approved Drawdown #7 without exceptions. *Second* by Braden Beblo. All agreed and *motion carried*.

PUBLIC BUSINESS or COMMENT:           None.

**MISC. BUSINESS FROM TWP. OFFICIALS:**

John Cypher reported that he attended a Saxonburg Borough Council meeting on Oct. 15, 2024 'as agreed to by the Jefferson Township Board of Supervisors on Oct. 14, 2024.' They discussed the old resolutions/agreements on 'sharing the maintenance of Constitution Ave.' and Steve May agreed to meet again on Nov 18<sup>th</sup> at 9 AM at the township with John Cypher and Leo Rosenbauer. He further noted that he and Leo Rosenbauer met with Saxonburg Mayor Bill Gillespie and Police Chief Joe Beachem at the borough at the Boroughs request to discuss a possible police proposal (this meeting was also authorized by vote at the Oct. 14, 2024 Supervisors' meeting.) John Cypher said a copy of the Borough's Proposal will be given to Supervisors Rankin and Beblo to review for discussion at the next meeting.

**MISC. BUSINESS:**

Manager Leo Rosenbauer gave a brief report on the damage done to the road signs on Keck Rd. He was notified by the Butler Co. Courts that the three youths involved will each pay a third of the costs.

O'Hara Road culvert construction exposed a 3-phase electric-line, and he has been trying to coordinate between the contractor and Central Electric to rectify the matter.

Janice Lane culvert work began today.

**ATTENDANCE:**

Those in attendance were Evie Gross, William Pitts (Butler Eagle), Doug Lefever, Robert Veselich, Jim Rankin, Carol Freehling, Chrisse Keck, Matthew Schmidt, Ken McCrea, Anthony Sasse, and Shaun Seydor.

**ADJOURN:**

Lois Rankin *moved* to adjourn at 8:45 PM on November 11, 2024. *Second* by Braden Beblo. All agreed and *motion carried*.

**NEXT MEETING:**

The next meeting is scheduled for Monday, December 9, 2024 at 7:00 P.M. at the municipal building - 157 Great Belt Rd., Butler, PA 16002.