

JEFFERSON TOWNSHIP

REGULAR MEETING

Supervisor Regular Meeting – March 10, 2025

CALL TO ORDER:

The Jefferson Township Board of Supervisor regular meeting was called to order on Monday March 10, 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 on Personnel was held on March 10 prior to tonight's meeting. Chairman Cypher said they would hold an Executive Session on personnel again, after tonight's meeting, with all three supervisors, and the township manager.

The first public hearing for the Community Development Block Grant (CDBG) advertised by Butler County was held prior to this meeting (at 6:45 PM). CDBG Coordinator, Wendy Leslie, noted that the purpose of the hearing is to give the public an opportunity to comment on the 2025 CDBG uses. It was confirmed by the Manager, Sec/Treas., and the Board of Supervisors that no public (written or verbal) was received prior to the hearing. The 2025 Allocation has not been announced yet but is expected to be close to the 2024 Allocation of \$106,485 (\$87,382 for projects and \$19,301 for administration.) Housing rehab. applications for 2022 are under contract as well as the 2023 CDBG. There is no signed agreement with the housing authority yet for the 2024 CDBG funds. The board is to think about possible projects for use of the 2025 funds.

PUBLIC BUSINESS or COMMENT:

Representative Marci Mustello was present to remind the board about the DCED grant seminar at the Penn Theater on Friday March 14. Mark Burd was to attend with the annual report from Saxonburg Volunteer Fire Department, but he did not arrive.

MINUTES:

Motion by John Cypher to approve the Feb 10, 2025 regular meeting minutes as written and distributed. *Second* by Braden Beblo. All agreed and *motion carried*.

FINANCIAL:

John Cypher gave the financial report noting that the bills paid between the Feb 10, 2025 meeting and Feb. 28 2025 meetings totaled \$59,452.28. Bills presented for payment from the General Fund this evening totaled \$69,025.67. No bills were presented for payment from ARPA, State, Impact Fee, or Capital Reserve Funds. The balance of all funds after payment of the bills presented was \$3,626,900.65. *Motion* by John Cypher to pay the bills presented and any other bills that come and are due prior to the April 14, 2025 meeting. *Second* by Lois Rankin. All agreed and *motion carried*.

ROAD REPORT:

John Cypher read the report as follows:

- The road crew has used about 1,050 tons of salt to date. 812.57 tons of salt has been ordered and delivered on this season's contract which exceeds the minimum needed for the contract. It will take about 250 tons to top off the salt storage which should be done by July 2025.
- 2025-2026 Salt contract for Costars is completed and is set for 1,200 tons. We will not know the price until late August 2025.
- The 2017 Mack and the 2019 Mack truck both had emission problems and were taken to Tri County Mack for repairs.

ROAD REPORT, cont.

- Less than ¼ ton of patch was used to repair a couple issues so far this year. It appears spring is around the corner and there are very few signs of potholes.
- The Road Crew has been cleaning and organizing the maintenance garage, started park cleanup, and have completed both dig sites for installation of the new restrooms.
- Snow fence removal will begin this week as well as winter maintenance sweeping and clean up as the weather improves.
- The manager reported that he contacted the Butler County Department of Corrections to see if they could provide community service to help clean up the park.

RECREATION BOARD REPORT:

The Recreation Board met on Wed., March 5, 2025. John Cypher gave the report due to the absence of Brian Patten.

BASEBALL ASSN.: www.knochyouthbaseball.com Josh Harbison will be SABA's co-representative to the Rec. Comm. this year. Josh was approved by the Twp Supervisors at their February meeting.

POOL ASSN.: www.sebcopool.com The Pool has the following needs/openings for this year:

- o maintenance person for this year.
- o lifeguards and concession workers for this year.
- o Board of Directors volunteers.
- o 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.

SOFTBALL ASSN.: www.sagsa.org Registrations are now closed.

- Field cleanup day is scheduled for 3/22 with a rain date of 3/29.
- The first Knoch High School game is scheduled for March 12th, weather permitting.
- They have rented a porta-john until the new restroom installation is completed.
- Jim again asked if some lines could be added to the parking area to increase parking organization, capacity, and safety. Chairman Cypher stated again that painting lines on gravel parking lot would not stay permanently.
- Planned tournament dates (as of now): August 15th through 17th and 8U tournament June 21 & 22.

SOCCER ASSN.: www.knochsoccer.org In-house teams' registrations are still open until 3/16.

- Field cleanup day is scheduled for 3/22 with a rain date of 3/23.
- Opening day is scheduled for 3/29.
- 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.

PARK PROJECTS: The installation of 2 new bathroom units in the park was scheduled for mid-February. The manager noted that he is waiting for a call from the crane company. One is to be installed between the softball and T-ball fields (5 & 6) and the other near the soccer concession stand. It was noted that this project will be of great benefit to the park and the recreation committee thanks the township for adding these restrooms to the park. The manager thanked Representative Mustello's office for their support.

PLANNING COMMISSION:

The manager, Leo Rosenbauer, reported on the Feb 17, 2025 Planning Commission meeting. Election of officers: There were no new nominations for the positions of Chairman, Vice-Chairman, or Secretary. The Planning Commission voted to retain the same slate of officers (Leo Rosenbauer, Chairman – Brian Noah, Vice-Chairman – Martha Fleming, Secretary) for 2025.

A Subdivision Plan was submitted for William and Karen Jones, William and Melissa Benzinger, and Ronald and Rebecca Shaw (Jones/Shaw/Benzinger Plan). The subdivision properties (numbered lots)

PLANNING COMMISSION, cont.

are entirely within Winfield Township. Because the residual 81.43-acre Benzinger property is primarily within Jefferson Township and accessed from Keasey Road via only a 16-foot-wide right-of-way south of the proposed Subdivision through Winfield and Jefferson townships, the P.C. reviewed the proposed Subdivision Plan for consistency with Jefferson Township Code. Of specific concern are Chapter 22, Subdivision and Land Development, §22-802.D(2)(c), §22-902.3, and §22-903.8. In general, these sections address future potential development of the Benzinger property which would require that any such lots have full frontage on a publicly dedicated street, except where additional flag lots would be approved. Graff Surveying (owner's representative) stated that the Benzingers have indicated that they are not interested in future development of the property and are not interested in obtaining additional property or increased width of the existing right-of-way nor obtaining additional property (from Jones) to increase the 16-foot-wide pole of land that allows access to the northern portion of their property from Keasey Rd.

The Planning Commission voted to approve the proposed Jones/Shaw/Benzinger Plan, as it pertains to Jefferson Township Code, contingent upon an added notation to the Subdivision Plan stating the Benzingers 81.43-acre property cannot be subdivided/developed in the future without addressing (at a minimum) the requirements of §22-802.D(2)(c), §22-902.3, and §22-903.8 and/or any other ordinance requirement at that time. Leo Rosenbauer voted 'nay' based on the absence of consistency with §22-802.D(2)(c), §22-902.3, and §22-903.8. Jim Jones abstained from voting based William Jones being a relative. Mr. Jones was to complete an abstention memorandum. It was noted that all contingencies were met. After review, John Cypher *moved to approve the Jones/Shaw/Benzinger Plan. Second* by Lois Rankin. All agreed and *motion carried*.

At the Township's request, the Solicitor, Matthew Marshall, Dillon McCandless King Coulter & Graham L.L.P., recommended language to revise Township Code Chapter 22, Subdivision and Land Development, Part 18, Violation and Penalty. The P. C. voted to approve and adopt the language provided. The Township Supervisors had already voted at their Feb. 10, 2025 meeting to advertise the Revision of Chap. 22, Part 18, for adoption.

Based on previous discussions regarding the current definition of "buildings" and "structures" in the Township Code and as suggested by Evie Gross, Leo Rosenbauer compiled definitions for these terms from various sources which were provided to the P.C. members for general discussion and for further consideration at the March 2025 meeting. The clarification is to be completed to facilitate a clearer understanding of definitions and need of consistency throughout the Codified Ordinances.

At the Township's request, the Solicitor, Matthew Marshall, reviewed modifications with addition of part 8, Grass and Leaf debris to Chap. 15 (Motor Vehicles and Traffic) proposed by the P.C. The P.C. reviewed the information. The only additional change was moving information currently presented in §15-202 through §15-212 to an appendix. The solicitor will verify if this option is allowed before it is advertised. The P.C. voted to approve. It was verified with the Solicitor that sections §15-202 through §15-212 cannot be moved to an appendix. Motion by John Cypher to advertise the Chap. 15 revisions and the Chap. 22 revisions 'in tandem' for adoption as soon as possible (Apr. or May.) *Second* by Braden Beblo. All agreed and *motion carried*.

A draft of information pertinent to the development of 'solar regulations' was compiled by Mike Gaston, and other P.C. members, to promote the ease of review and discussion of an ordinance regarding solar energy, wind energy, and natural gas compression stations. The document was provided to the P.C. and Matt Marshall, Solicitor, for preliminary review. The P.C. chose not to review and discuss the solar ordinance draft to due time restraints. They will continue to work on it.

UNFINISHED BUSINESS:

The Supervisors discussed the following matters from last month.

- 1) Revised resolutions/agreements on 'sharing the maintenance of Constitution Ave. following Oct. 15th and Nov. 18th meetings with Steve May, Borough Manager. A Draft was to be prepared by Steve May, Saxonburg Borough, Manager and sent to the township manager for review. It was NOT sent to the township before the Feb. 10th meeting. The manager contacted Mr. May who told him that it is still under review by their committee.

UNFINISHED BUSINESS, cont.

- 2) After some discussion the Supervisors agreed to Option B (Resolution 544) Procedures for Public Business or Comment with revised sign-in sheets, with a *motion* from Braden Beblo. *Second* by Lois Rankin. All agreed and *motion carried*. Option B gives the Board discretion to hear concerns, or not hear concerns, from non -residents relative to how it affects the Township.

NEW BUSINESS:

Motion by John Cypher to adopt Annual Disposition of Records Resolution #543. *Second* by Braden Beblo. All agreed and *motion carried*.

Motion by John Cypher to authorize advertisement for bids for the pool renovation project upon completion of the design set from the Township's Engineer. *Second* by Braden Beblo. All agreed and *motion carried*. The pool may be closing earlier than usual this summer due to future construction.

Motion by Braden Beblo to join the Butler County COG (Counsel of Government) for membership fee \$100 for 2025. *Second* by John Cypher. All agreed and *motion carried*.

Motion by John Cypher to approve the vacation time as requested and presented by the road department as required under the Union Contract and reviewed in Executive Session just prior to this meeting. *Second* by Braden Beblo. All agreed and *motion carried*.

PUBLIC BUSINESS OR COMMENT:

No forms were submitted this evening, however Bob Veselich commented that he was pleased that revision to Chapter 15 of the Code of Ordinances is almost ready for advertisement and adoption.

MISC. BUSINESS FROM TWP. OFFICIALS: None

ADJOURN:

Motion by John Cypher to adjourn at 8:10 PM. *Seconded* by Braden Beblo. All agreed and *motion carried*. John Cypher reminded them of the executive session following the meeting on personnel matters.

ATTENDANCE:

Bob Veselich, Sheila Howard, Wendy Leslie, Jennifer Newton, Jim Rankin, Pam Freehling, Chrisse Keck, Doug Lefever, Representative Marci Mustello, Evie Gross and Steve Graff.

NEXT MEETING:

The next regular Supervisors' meeting is Monday, April 14, 2025 at 7 P.M. at the municipal building.

Prepared by Lois J. Fennell and Angel File.