

Board of Supervisors:  
 Robert Sloan, Chairman  
 Philip Wulff, Vice Chairman  
 Edward Latuska, Supervisor  
 Donald Pringle, Supervisor  
 Alan Smallwood, Supervisor



Anthony Amendolea, Secretary/Treasurer  
 Michael Gallagher, Solicitor  
 David Heath, Engineer  
 John Nath, Building Code Official  
 Randall Brown, Zoning Officer

Center Township Board of Supervisors  
 Reorganization/Regular Meeting Minutes  
 January 3, 2022  
 6:30 p.m.

**CALL TO ORDER:**

Supervisor Robert Sloan called the Reorganization/Regular Meeting, of the Center Township Board of Supervisors, to order at 6:32 p.m. The meeting was held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001.

**ROLL CALL:**

In addition to Supervisor Sloan, present were Supervisors Edward Latuska, Donald Pringle, Alan Smallwood and Philip Wulff; Township Solicitor Michael Gallagher; Township Engineer David Heath; and Township Secretary/Treasurer Anthony Amendolea.

**REORGANIZATION**

**APPOINTMENTS:**

A. Board of Supervisors

1. Recording Secretary Protem: *Smallwood motioned appointing Anthony Amendolea as Recording Secretary Protem. Latuska seconded. Motion carried.*
2. Chairperson Protem: *Smallwood motioned appointing Wulff as Chairman Protem. Latuska seconded. Motion carried.*
3. Chairperson: *Wulff motioned nominating Sloan for Chairperson. Pringle seconded. Sloan abstained. Motion carried 4 to 0.*
4. Vice Chairperson: *Sloan motioned nominating Wulff for Vice Chairman. Pringle seconded. Wulff abstained. Motion carried 4 to 0.*
5. Wages and Health Benefits of Supervisors: *Sloan motioned setting the Supervisors salary at \$2,500 in accordance with the Second Class Township Code, Article VI, Section 606a and authorizing the health benefits for the following Board members:*

| SUPERVISOR        | COVERAGE            |
|-------------------|---------------------|
| Robert M. Sloan   | Employee and Spouse |
| Edward G Latuska  | Employee            |
| Donald E. Pringle | Family              |
| Alan H Smallwood  | Family              |
| Philip B Wulff    | Employee and Spouse |

*Wulff seconded. Motion carried.*

6. Vacancy Board Chairperson: *Latuska motioned appointing Thomas G. Schiebel as Vacancy Board Chairman. Smallwood seconded. Motion carried.*

## B. Administration

1. Township Secretary/Treasurer and Wage: *Smallwood motioned (1) appointing Anthony A. Amendolea as Township Secretary/Treasurer and (2) setting the wage of \$9.27 for Township Treasurer/Secretary duties effective January 1, 2022. Pringle seconded. Motion carried.*
2. Treasurer's Bond: Sloan *motioned setting the Treasurer's Bond at \$800,000.00 and pay the fee of \$1,125.00 to H A Thomson. Wulff seconded. Motion carried.*
3. Recording Secretary: *Sloan motioned appointing Anthony A. Amendolea as Recording Secretary. Wulff seconded. Motion carried.*
4. Public Records Officer: *Sloan motioned appointing Anthony A. Amendolea as Public Records Officer. Smallwood seconded. Motion carried.*
5. Public Works Foreman: *Sloan motioned appointing Bryan Blakeley as Public Works Foreman, Smallwood seconded. Motion carried.*
6. Building Code Official and Salary: *Sloan motioned appointing John Nath, Professional Code Services, Certification No. 000257, as Building Code Official as per 2022 Fee Schedule, Resolution No. 2022-01-04. Pringle seconded. Motion carried.*
7. Zoning/Code Enforcement Officer: *Sloan motioned (1) appointing Randall Brown as Zoning/Code Enforcement Official and (2) setting the wage at \$26.31 effective January 1, 2022. Pringle seconded. Motion carried.*
8. Dog Officer and Wage: *Sloan motioned appointing Eugene Henry as Dog Officer with wages remaining at \$12.00 per hour, \$5.00 per dog, and mileage. Latuska seconded. Motion carried.*
9. Sewage Enforcement Officer & Fees: *Sloan motioned appointing Douglas Duncan as Sewage Enforcement Officer with fees set by the 2022 Fee Schedule, Resolution No. 2022-01-04. Latuska seconded. Motion carried.*
10. Alternate Sewage Enforcement Officer: *Sloan motioned appointing Collin Fantaskey as Alternate Sewage Enforcement Officer. Latuska seconded. Motion carried.*
11. Fleet Inspection Mechanic: *Sloan motioned appointing H & M Truck and Auto as Fleet Inspection Mechanics. Latuska seconded. Motion carried.*

## C. Professional

1. Township Solicitor & Fee: *Latuska motioned appointing Michael Gallagher, Gallagher Law Group, as Township Solicitor with fees set by the 2022 Fees Schedule, Resolution No. 2021-01-04. Smallwood seconded. Motion carried.*
2. Township Engineer & Fee: *Smallwood motioned appointing, David Heath, Gateway Engineers, as Township Engineer with fees set by the 2022 Fee Schedule, Resolution No. 2021-01-04. Latuska seconded. Motion carried.*

D. Recommending Boards, Committees and Persons

1. Planning Commission Resolution No. 2022-01-01: The Township received two (2) letters of interest from Randall L Corlew and Kenneth J Frenchak Jr. Sloan recommends advertising to fill the vacancy. ***Sloan motioned authorizing placement of an ad in the Butler Eagle Help Wanted – General section. Wulff seconded. Motion carried.***
2. Zoning Hearing Board Vacancy: The Zoning Hearing Board has a vacancy. ***Sloan motioned authorizing placement of an ad in the Butler Eagle Help Wanted – General section. Latuska seconded. Motion carried.***
3. Uniform Construction Code Appeals Board Resolution No. 2022-01-02: ***Sloan motioned adopting the Uniform Construction Code Appeals Board Resolution No. 2022-01-02 appointing Frank J. Rodgers. Pringle seconded. Motion carried.***  
  
***Sloan motioned authorizing Township Secretary/Treasurer Amendolea send a letter to Donegal and Summit Township and Municipal Code Association requesting individuals to serve on the Uniform Construction Code Appeals Board. Pringle seconded. Motion carried.***
4. TCC Delegate Resolution No. 2022-01-03: ***Sloan motioned adopting TCC Delegate Resolution No. 2022-01-03 appointing Robert Sloan and Philip Wulff as Butler County Tax Collection Committee delegates. Pringle seconded. Motion carried.***
5. Emergency Management Coordinator: ***Flatt motioned appointing Steven Harding as Emergency Management Coordinator. Wulff seconded. Motion carried.***

**ESTABLISHING MEETING DATES, TIMES AND LOCATION:**

- A. Regular Business Meetings: ***Sloan motioned scheduling the Regular Business Meetings at 6:30 p.m. on the second (2<sup>nd</sup>) Wednesday of each month to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Smallwood seconded. Motion carried.*** The Regular Business Meeting dates for 2022 are:

|            |              |            |
|------------|--------------|------------|
| February 9 | March 9      | April 13   |
| May 11     | June 8       | July 13    |
| August 10  | September 14 | October 12 |
| November 9 | December 14  |            |

- B. Agenda Setting Meetings: ***Sloan motioned scheduling the Agenda Setting Meetings at 6:30 p.m. on the Monday prior to the second (2nd) Wednesday of each month, except as noted, to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler, PA 16001. Smallwood seconded. Motion carried.*** The Agenda Setting Meetings for 2022 are:

|            |              |                     |
|------------|--------------|---------------------|
| February 7 | March 7      | April 11            |
| May 9      | June 6       | July 11             |
| August 8   | September 12 | Tuesday, October 11 |
| November 7 | December 12  |                     |

- C. Reorganization/Regular Agenda Setting Meeting: ***Latuska motioned setting the 2022 Reorganizational Agenda Setting Meeting at 6:30 p.m. for Thursday, December 29, 2022 to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Smallwood seconded. Motion carried.***

- D. Reorganization/Regular Meeting: *Sloan motioned setting the 2022 Reorganization/Regular Meeting at 6:30 p.m. for Tuesday, January 3, 2023 to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Wulff seconded. Motion carried.*

**MILEAGE REIMBURSEMENT RATE:** The Internal Revenues Service (IRS) established the mileage rate for 2022 at \$0.585 per mile. *Sloan motioned to pay the Internal Revenue Service 2022 mileage rate of \$0.585 per mile. Wulff seconded. Motion carried.*

**APPOINTMENT OF DEPOSITORIES:** *Latuska motioned appointing NexTier Bank as the Township Depository. Smallwood seconded. Motion carried.*

**APPOINTMENT OF AUTHORIZED SIGNERS:** *Latuska motioned appointing authorized signers as Edward G. Latuska, Donald E. Pringle, Robert M. Sloan, Alan H. Smallwood, Philip B. Wulff, and Anthony A. Amendolea to sign checks which require two (2) supervisors' signatures and Township Secretary/Treasurer's signature. Pringle seconded. Motion carried.*

**APPOINTMENT OF PERSON TO MAKE DEPOSITS:** *Sloan motioned appointing Philip Wulff to deposit receipts. Latuska seconded. Motion carried.*

**FEE SCHEDULE RESOLUTION NO. 2022-01-04:** *Sloan motioned adopting the 2022 Fee Schedule Resolution No. 2021-01-04. Latuska seconded. Motion carried.*

### REGULAR MEETING

**PUBLIC TO BE HEARD:** None

#### MINUTES:

- A. Agenda Setting Meeting – December 6, 2021: *Latuska motioned approving the minutes of the Agenda Setting Meeting held on Monday, December 6, 2021. Smallwood seconded. Pringle abstained. Motion carried 4 to 0.*
- B. Regular Meeting – December 8, 2021: *Latuska motioned correcting, Adjournment, Item A, which reads "enforcement actions" should read "enforcement actions for junk yards and property maintenance", the minutes of the Regular Meeting held on Wednesday, December 8, 2021. Wulff seconded. Pringle abstained. Motion carried 4 to 0.*

#### TREASURER'S REPORT:

- A. December 2021: *Wulff motioned approving the December 2021 Treasurer's Report. Smallwood seconded. Pringle abstained. Motion carried 4 to 0.*
- B. Warrant List 21-12-24: *Latuska motioned approving Warrant List 21-12-24. Wulff seconded. Pringle abstained. Motion carried 4 to 0.*
- C. Warrant List 21-12-25: *Sloan motioned approving Warrant List 21-12-25. Latuska seconded. Pringle abstained. Motion carried 4 to 0.*
- D. Warrant List 22-01-01: *Sloan motioned approving Warrant List 22-01-01. Latuska seconded. Pringle abstained. Motion carried 4 to 0.*

**ZONING REPORT:** December 2021: Construction costs were \$668,500.00 fees collected were \$979.25. Year to date fees collected were \$22,523.43.

**SUBDIVISION & LAND DEVELOPMENTS:** None

**OLD BUSINESS:**

- A. Award Dakotah Drive Stormwater Contract: The following bids were received:

| Company  | Bid Bond | Total Bid    |
|--|----------|--------------|
| Bauer Excavating Inc<br>705 Herman Rd<br>Butler, PA 16002-0303     | Yes      | \$ 55,470.00 |
| Gregor Contracting Inc<br>266 Renfrew Rd<br>Renfrew, PA 16053-9730 | Yes      | \$ 24,980.00 |

Mr. Perry Constantino, 109 Dakotah Drive, states the proposed trench (170 feet x 6 feet) affects Mr. Tom Benjamin, 111 Dakotah Drive, and himself. He contacted Center Township prior to installing an eighteen (18) inch pipe several years ago. Mr. Constantino met with Township Engineer Heath on December 29, 2021 to discuss the safety concern of an open trench. Center Township is responsible for public safety. Center Township should reconsider the safest and effective solution. Pringle and Wulff visited the site today. Wulff thinks the pipe is clogged. Mr. Constantino and Mr. Benjamin agree to provide a hold harmless agreement to the Township for exploration of cause. ***Wulff motioned to reject all bids. Pringle seconded. Motion carried.***

***Pringle motioned authorizing Township Solicitor Gallagher to prepare a hold harmless agreement between Center Township, Mr. Constantino and Mr. Benjamin to access the stormwater system. Wulff seconded. Motion carried.***

***Pringle motioned, upon completion of the hold harmless agreement, authorizing Center Township to open the stormwater system to mitigate the situation. Sloan seconded. Motion carried.***

**NEW BUSINESS:**

- A. Release 2021 Fire Tax: ***Pringle motioned authorizing the release of \$110,000 from the 2021 Fire Tax to Unionville Volunteer Fire Company. Sloan seconded. Motion carried.***
- B. Unionville Volunteer Service Credit Approval: Fire Chief Michael Pflugh, Unionville Volunteer Fire Company, provided a notarized statement of eligible individuals for the Earned Income Tax Credit. ***Sloan motioned accepting the notarized list from Unionville Volunteer Fire Company. Pringle seconded. Motion carried.***
- C. Adopt Butler County 2021 Hazard Mitigation Resolution No. 2022-01-05: ***Sloan motioned adopting the Butler County 2021 Hazard Mitigation Resolution o. 2022-01-05. Wulff seconded. Motion carried.***
- D. Use of Time Clock: Township Secretary/Treasurer Amendolea presented the following quotes for biometric time clock:

| Manufacture              | Price    |
|--------------------------|----------|
| Icon Time TotalPass B600 | \$587.99 |
| Pyramid TimeTrax         | \$595.99 |
| Pyramid TimeTrax Elite   | \$654.00 |

***Smallwood motioned authorizing Township Secretary/Treasurer Amendolea to purchase a biometric time clock not to exceed \$700.00. Pringle seconded. Motion carried.***

- E. Dash Cameras: Two (2) supervisors will meet with Mr. Russ Salo to discuss SurfSight dash camera package. ***Sloan motioned to table for more information. Wulff seconded. Motion carried.***
- F. Schedule Hearing for Stormwater Management Chapter 14 Revision: ***Sloan motioned (1) scheduling a public hearing for Monday, February 7, 2022 at 5:00 p.m. and (2) authorize placement of ads in the Butler Eagle editions for Sunday, January 23, 2022 and Sunday, January 31, 2022. Latuska seconded. Motion carried.***
- G. Authorize Ad for Multi-Municipal Agreement with Municipal Code Association: Municipal Code Association requests to use Center Township Uniform Construction Code Appeals Board. ***Sloan motioned placement of an ad in the Butler Eagle edition for Sunday, January 31, 2022. Latuska seconded. Motion carried.***
- H. Professional Code Services Agreement: ***Sloan motioned authorizing himself to sign the Professional Code Services agreement. Latuska seconded. Motion carried.***

**PUBLIC WORKS:**

- A. Sale of 2006 Ford F350 Truck: ***Sloan motioned tabling the sale of the 2006 Ford F350 truck. Pringle seconded. Motion carried.***

**ENGINEER'S REPORT:**

- A. Holyoke Road (T-496) Drainage: Township Engineer Heath reported that the design is complete. He recommends a field walk through. Mr. Joe Vargo, 289 Holyoke Road, does not want his drains tied to the system. He does not think the design will work properly.
- B. Holyoke Road (T-496) Guiderail: Township Engineer Heath stated he walked the site. Guiderail should be placed west of Willow Run Drive (T-970) for approximately two hundred (200) feet. He will provide a report to the Township.

**SOLICITOR'S REPORT:**

- A. Appoint Tax Collector: ***Sloan motioned, based on Township Solicitor Gallagher's recommendation, to appoint Kyra Brown as the Center Township Tax Collector effective January 7, 2022. Pringle seconded. Motion carried.***

**MISCELLANEOUS:** None**ADJOURNMENT:**

*The adjourned to an executive session at 8:20 to discuss personnel and litigation. The meeting reconvened at 9:11 p.m. with no action taken*

***Sloan made a motion to adjourn at 9:12 p.m. Latuska seconded. Motion carried.***

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Anthony A. Amendolea  
Township Secretary/Treasurer

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Robert M. Sloan  
Chairman

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Phillip B. Wulff  
Vice Chairman

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Edward G. Latuska  
Supervisor

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Donald E. Pringle  
Supervisor

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Alan H. Smallwood  
Supervisor