

Board of Supervisors:  
*Ronald Flatt, Chairman*  
*Philip Wulff, Vice Chairman*  
*Edward Latuska, Supervisor*  
*Robert Sloan, Supervisor*  
*Alan Smallwood, Supervisor*



*Anthony Amendolea, Secretary/Treasurer*  
*Michael Gallagher, Solicitor*  
*David Heath, Engineer*  
*John Nath, BCO/Zoning Officer*

Center Township Board of Supervisors  
 Reorganization/Regular Meeting Minutes  
 January 4, 2021  
 6:30 p.m.

**CALL TO ORDER:**

Supervisor Ronald Flatt 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 Flatt, present were Supervisors Edward Latuska, Robert Sloan, 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: *Flatt motioned appointing Anthony Amendolea as Recording Secretary Protem. Wulff seconded. Motion carried.*
2. Chairperson Protem: *Flatt motioned appointing Wulff as Chairman Protem. Sloan seconded. Motion carried.*
3. Chairperson: *Wulff motioned nominating Flatt for Chairperson. Sloan seconded. Latuska and Smallwood voted nay. Motion carried 3 to 2.*
4. Vice Chairperson: *Flatt motioned nominating Wulff for Vice Chairman. Sloan seconded. Latuska and Smallwood voted nay. Motion carried 3 to 2.*
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
Ronald E. Flatt	Employee and Spouse
Edward G Latuska	Employee
Robert M. Sloan	Employee and Spouse
Alan H Smallwood	Family
Philip B Wulff	Family

*Wulff seconded. Motion carried.*

6. Vacancy Board Chairperson: *Flatt motioned appointing Thomas G. Schiebel as Vacancy Board Chairman. Latuska seconded. Motion carried.*
- B. Administration
1. Township Secretary/Treasurer and Wage: *Flatt motioned (1) appointing Anthony A. Amendolea as Township Secretary/Treasurer and (2) setting the wage of \$9.00 for Township Treasurer/Secretary duties effective January 1, 2021. Latuska seconded. Motion carried.*
  2. Treasurer's Bond: *Wulff motioned setting the Treasurer's Bond at \$800,000.00 and pay the fee of \$1,125.00 to H A Thomson. Latuska seconded. Motion carried.*
  3. Recording Secretary: *Latuska motioned appointing Anthony A. Amendolea as Recording Secretary. Sloan seconded. Motion carried.*
  4. Public Records Officer: *Latuska motioned appointing Anthony A. Amendolea as Public Records Officer. Smallwood seconded. Motion carried.*
  5. Public Works Foreman: *Flatt motioned appointing Bryan Blakeley as Public Works Foreman, Wulff seconded. Motion carried.*
  6. Building Code Official/Zoning Officer and Salary: *Flatt motioned appointing John Nath, Professional Code Services, Certification No. 000257, as Building Code Official as per 2021 Fee Schedule, Resolution No. 2021-01-05. Wulff seconded. Latuska and Smallwood voted nay. Motion carried 3 to 2.*
  7. Zoning/Code Enforcement Officer: *Flatt motioned appointing John Nath, Professional Code Services, as Zoning/Code Enforcement Official as per 2021 Fee Schedule, Resolution No. 2021-01-05. Sloan seconded. Latuska and Smallwood voted nay. Motion carried 3 to 2.*
  8. Dog Officer and Wage: *Latuska motioned appointing Eugene Henry as Dog Officer with wages remaining at \$12.00 per hour, \$5.00 per dog, and mileage. Smallwood seconded. Motion carried.*
  9. Sewage Enforcement Officer & Fees: *Latuska motioned appointing Douglas Duncan as Sewage Enforcement Officer with fees set by the 2021 Fee Schedule, Resolution No. 2021-01-05. Smallwood seconded. Motion carried.*
  10. Alternate Sewage Enforcement Officer: *Latuska motioned appointing David Ice as Alternate Sewage Enforcement Officer. Smallwood seconded. Motion carried.*
  11. Fleet Inspection Mechanic: *Smallwood motioned appointing H & M Truck and Auto as Fleet Inspection Mechanics. Latuska seconded. Motion carried.*
- C. Professional
1. Township Solicitor & Fee: *Flatt motioned appointing Michael Gallagher, Gallagher Law Group, as Township Solicitor with fees set by the 2021 Fees Schedule, Resolution No. 2021-01-05. Smallwood seconded. Motion carried.*
  2. Township Engineer & Fee: *Flatt motioned appointing, David Heath, Gateway Engineers, as Township Engineer with fees as set by the 2021 Fee Schedule, Resolution No. 2021-01-05. Smallwood seconded. Motion carried.*

## D. Recommending Boards, Committees and Persons

1. Planning Commission Resolution No. 2021-01-01: *Flatt motioned adopting Resolution No. 2021-01-01 appointing Robert P. Wise to the Planning Commission for the term of January 1, 2021 through December 31, 2024. Smallwood seconded. Motion carried.*
2. Zoning Hearing Board Resolution No. 2021-01-02: *Flatt motioned adopting Resolution No. 2021-01-02 appointing Patricia K. Norling to the Zoning Hearing Board for the term of January 1, 2021 through December 31, 2023. Smallwood seconded. Motion carried.*
3. Zoning Hearing Board Resolution No. 2021-01-03: *Latuska motioned adopting Resolution No. 2021-01-03 appointing Marilyn R. Hartman to the Zoning Hearing Board for the term of January 1, 2021 through December 31, 2023. Smallwood seconded. Motion carried.*
4. TCC Delegate Resolution No. 2021-01-04: *Smallwood motioned adopting Resolution No. 2021-01-04 appointing Ronald Flatt and Edward Latuska as Butler County Tax Collection Committee delegates. Latuska seconded. Motion carried.*
5. Emergency Management Coordinator: *Flatt motioned appointing Randall D. Brown as Emergency Management Coordinator. Wulff seconded. Motion carried.*

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

- A. Regular Business Meetings: *Flatt motioned scheduling the Regular Business Meetings at 6:30 p.m. on the second (2<sup>nd</sup>) Wednesday of each month, except as noted, to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Latuska seconded. Motion carried.* The Regular Business Meeting dates for 2021 are:

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

- B. Agenda Setting Meetings: *Flatt motioned scheduling the Agenda Setting Meetings for the Monday before the second (2<sup>nd</sup>) Wednesday of each month, except as noted, to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler, PA 16001. Latuska seconded. Motion carried.* The Agenda Setting Meetings for 2021 are:

February 8	March 8	April 12
May 10	June 7	July 12
August 9	Tuesday, September 9	Tuesday, October 12
November 8	December 6	

- C. Reorganization/Regular Agenda Meeting: *Flatt motioned setting the 2022 Reorganizational Agenda Setting Meeting for Wednesday, December 29, 2021 to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Sloan seconded. Motion carried.*
- D. Reorganization/Regular Meeting: *Flatt motioned setting the 2022 Reorganization/Regular Meeting for Monday, January 3, 2022 to be held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001. Latuska seconded. Motion carried.*

**MILEAGE REIMBURSEMENT RATE:** The Internal Revenues Service (IRS) established the mileage rate for 2020 at \$0.56 per mile. *Flatt motioned to pay the Internal Revenue Service 2021 mileage rate of \$0.56 per mile. Latuska seconded. Motion carried.*

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

**APPOINTMENT OF AUTHORIZED SIGNERS:** *Flatt motioned appointing authorized signers as Ronald E. Flatt, Edward G. Latuska, 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. Latuska seconded. Motion carried.*

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

**HOLIDAYS FOR NON-UNION EMPLOYEES:** *Flatt motioned authorizing non-union employees to observe the same holiday schedule as union employees. Latuska seconded. Motion carried.*

**FEE SCHEDULE RESOLUTION NO. 2021-01-05:** *Flatt motioned adopting the 2021 Fee Schedule Resolution No. 2021-01-05. Latuska seconded. Motion carried.*

### REGULAR MEETING

#### **PUBLIC TO BE HEARD:**

- A. Mr. Mark Lauer, 183 Pine Tract Road: Mr. Mark Lauer stated the following concerns:
1. Public Works is lacking management;
  2. Vegetation on roads blocking signs and line of sight;
  3. Signage;
    - a. "Low Shoulder" on Glenwood Way (T-830) has been there for two (2) years, and
    - b. Zero reflectivity of signs on North Duffy Road (T-509)
  4. Guiderails not being repaired;
  5. Pot Holes are not being filled; and
  6. Bridge decks not being maintained (Glenwood Way and Stoney Run)

#### **MINUTES:**

- A. Agenda Setting Meeting – December 7, 2020: *Latuska motioned approving the minutes of the Agenda Setting Meeting held on Monday, December 7, 2020. Smallwood seconded. Motion carried.*
- B. Regular Meeting – December 9, 2020: *Latuska motioned correcting, (1) Minutes, Item D, which reads "Regular" to read "Special" and (2) New Business, Item E, which reads "fac1hles" to read "facilities", the minutes of the Regular Meeting held on Wednesday, December 9, 2020. Sloan seconded. Motion carried.*

**TREASURER'S REPORT:**

- A. December 2020: *Flatt motioned approving the December 2020 Treasurer's Report. Latuska seconded. Motion carried.*
- B. Warrant List 20-12-24: *Wulff motioned approving Warrant List 20-12-24. Smallwood seconded. Motion carried.*
- C. Warrant List 20-12-25: *Latuska motioned approving Warrant List 20-12-25. Sloan seconded. Motion carried.*
- D. Warrant List 21-01-01: *Latuska motioned approving Warrant List 21-01-01. Sloan seconded. Motion carried.*

**ZONING REPORT:** December 2020: Construction costs were \$40,392.00 fees collected were \$536.00.

**SUBDIVISION & LAND DEVELOPMENTS:**

- A. Williams Lot Line Revision No. 2020-12-07, Final, Expires 03/22/2021: Cheryl Hughes presented. Mrs. Betty Williams proposes keeping 10.002 acres (m/l) to Center Township Map 060-3F43-12A and conveying 4.698 acres (m/l) from Center Township Map 060-3F43-12ND and 4.161 acres (m/l) from Center Township Map 060-3F43-12NDA. A modification is being requested to Chapter 14, Article IV, 14-403B.3.e which requires subdivision plan to show existing and proposed contours. Butler County Planning Commission had no comment per letter dated December 17, 2020. Township Engineer Heath had no comments as Ms. Cheryl Hughes revised the plan.

The Planning Commission recommended granting the modification to Chapter 14, Article IV, 14-403B.3.e which requires subdivision plan to show existing and proposed contours.

The Planning Commission recommended the approval of the Williams Lot Line Revision No. 2020-12-07.

*Sloan motioned granting the modification to Chapter 14, Article IV, 14-403B.3.e which requires subdivision plan to show existing and proposed contours. Wulff seconded. Motion carried.*

*Sloan motioned approving the William Lot Line Revision No. 2020-12-07. Wulff seconded. Motion carried.*

**OLD BUSINESS:** None

**NEW BUSINESS:**

- A. Release 2020 Fire Tax: *Flatt motioned authorizing the release of \$110,000 from the 2020 Fire Tax to Unionville Volunteer Fire Company. Sloan seconded. Motion carried.*
- B. Release of Consultant Fees: Township Secretary/Treasurer Amendolea requests authorization to release the following consultant fees:

Development	Type	Approval	Instrument Number	Amount
Douthett	Minor Subdivision	03/11/2020	202007300015331	\$261.25

*Flatt motioned, based on Township Secretary/Treasurer Amendolea's recommendation, (1) authorizing the release of the Douthett's Minor Subdivision in the amount of \$261.25. Wulff seconded. Motion carried.*

- C. Oneida Valley Road Volunteer Service Credit Approval: Fire Chief Gary Wulff, Oneida Valley Volunteer Fire Department, provided a notarized statement of eligible individuals for the Earned Income Tax Credit. ***Flatt motioned accepting the notarized list from Oneida Valley Volunteer Fire Department. Wulff seconded. Motion carried.***
- D. Unionville Volunteer Service Credit Approval: Fire Chief Nathan Wulff, Unionville Volunteer Fire Company, provided a notarized statement of eligible individuals for the Earned Income Tax Credit. ***Flatt motioned accepting the notarized list from Unionville Volunteer Fire Company. Smallwood seconded. Motion carried.***
- E. Set Part Time Employee Hours: The Township hired an individual to work twenty-four (24) hours a week. ***Flatt motioned setting period of July 1, 2020 through June 30, 2021 for consideration as part time. Wulff seconded. Motion carried.***

**PUBLIC WORKS:**

- A. Ratify Purchase of Belt for Salt Box: ***Wulff motioned ratifying the purchase of the belt for the salt box from Stephenson Equipment Inc. in the amount of \$1,546.08. Smallwood seconded. Motion carried.***
- B. Purchase of 2022 Freightliner M2 106: Public Works Foreman Blakeley received quotes from Freightliner for a cab and chassis and several companies for a bed, salt box and plow. Smallwood stated more research should be completed for alternate beds and salt spreaders possibly saving money for the Township. ***Flatt motioned authorizing the purchase of a 2022 Freightliner M2 106 cab and chassis, bed, salt box and plow not to exceed \$165,000.00. Motion died for lack of second.***

**ENGINEER'S REPORT:**

- A. Weaver Homes Land Development: Township Engineer Heath stated Weaver Homes submitted a land development to the Planning Commission for property near Links Avenue which is in Center Township and Butler Township. Heath is scheduling a coordination meeting with Butler Township.
- B. Jiffy Mini Mart: The Jiffy Mini Mart submitted a request to relocate a dumpster. Township Engineer Heath stated he would review and have a revised plan submitted to the Planning Commission.

**SOLICITOR'S REPORT:** None**MISCELLANEOUS:** None**ADJOURNMENT:*****Sloan made a motion to adjourn at 7:17 p.m. Latuska seconded. Motion carried.***\_\_\_\_\_  
Anthony A. Amendolea  
Township Secretary/Treasurer\_\_\_\_\_  
Ronald E. Flatt  
Chairman\_\_\_\_\_  
Phillip B. Wulff  
Vice Chairman\_\_\_\_\_  
Edward G. Latuska  
Supervisor\_\_\_\_\_  
Robert M. Sloan  
Supervisor\_\_\_\_\_  
Alan H. Smallwood  
Supervisor