

Board of Supervisors:
Edward Latuska, Chairman
Alan Smallwood, Vice Chairman
Andrew Erie, Supervisor
Kenneth Frenchak Jr, Supervisor
Philip Wulff, Supervisor



Anthony Amendolea, Secretary/Treasurer
Michael Gallagher, Solicitor
Olsen & Associates, Engineer

Center Township Board of Supervisors
Reorganization/Regular Meeting Minutes
January 5, 2015
6:30 p.m.

CALL TO ORDER:

Supervisor Kenneth Frenchak called the Reorganization/Regular Meeting, of the Center Township Board of Supervisors, to order at 6:30 p.m. The meeting was held at the Center Township Municipal Building, 419 Sunset Drive, Butler PA 16001.

ROLL CALL:

In addition to Supervisor Frenchak, present were Andrew Erie, Edward Latuska, Alan Smallwood and Philip Wulff; Township Solicitor Gallagher; Township Engineer Olsen; and Township Secretary/Treasurer Anthony Amendolea. Public Works Director Mark Lauer arrived at 6:38 p.m.

The meeting adjourned to executive session at 6:31 pm. for personnel issues. The meeting reconvened at 7:05 p.m.

REORGANIZATION

APPOINTMENTS:

A. Board of Supervisors

1. Recording Secretary Protem: ***Latuska motioned appointing Anthony Amendolea as Recording Secretary Protem. Erie seconded. Motion carried.***
2. Chairperson Protem: ***Latuska motioned appointing Frenchak as Chairman Protem. Erie seconded. Frenchak abstained. Motion carried 4 to 0.***
3. Chairperson: ***Erie motioned nominating Latuska for Chairperson. Smallwood seconded. Latuska abstained. Motion carried 4 to 0.***
4. Vice Chairperson: ***Latuska motioned nominating Smallwood for Vice Chairman. Erie seconded. Smallwood abstained. Motion carried 4 to 0.***

5. Wages and Health Benefits of Supervisors: ***Latuska 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
Andrew Erie	Employee and Spouse
Edward G Latuska	Employee
Alan H Smallwood	Family
Philip B Wulff	Family

Erie seconded. Motion carried.

6. Vacancy Board Chairperson: ***Latuska motioned appointing Charles Moorhead as Vacancy Board Chairman. Erie seconded. Motion carried.***

B. Administration

1. Township Secretary/Treasurer & Wage: ***Latuska motioned appointing Anthony Amendolea as Township Secretary/Treasurer. Frenchak seconded. Motion carried.***

Latuska motioned setting the wage of \$2.42 per hour (\$5,033.60 annually) for Township Treasurer duties and \$1.66 per hour (\$1,294.80 annually) for Township Secretary duties effective January 1, 2015. Smallwood seconded. Motion carried.

2. Treasurer's Bond: ***Frenchak 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: ***Latuska motioned appointing Anthony Amendolea as Recording Secretary. Erie seconded. Motion carried.***
4. Public Records Officer: ***Latuska motioned appointing Anthony Amendolea as Public Records Officer. Erie seconded. Motion carried.***
5. Public Works Director & Wage: ***Latuska motioned, subject to all responsibilities previously delegated including all discussions of this evening, on a probationary basis, appointing Mark Lauer as Public Works Director with a wage freeze at the current salary of \$51,168.00 annually, paid as \$1,968.00 bi-weekly. Smallwood seconded. Frenchak against due to the fact that Lauer should be entitled to the one percent (1%) wage increase that the collective bargaining unit received. Motion carried 4 to 1.***
6. Building Code Official/Zoning Officer & Wage: ***Latuska motioned appointing Professional Code Services as Building Code Official/Zoning Officer with fess as set by the 2015 Fee Schedule Resolution No. 2015-01-06. Erie seconded. Motion carried.***

7. Dog Officer & Wage: *Latuska motioned appointing Eugene Henry as Dog Officer with wages remaining at \$12.00 per hour, \$5.00 per dog, and mileage. Erie seconded. Motion carried.*
 8. Sewage Enforcement Officer & Fees: *Latuska motioned appointing Douglas Duncan as Sewage Enforcement Officer with fees set by the 2015 Fee Schedule, Resolution No. 2015-01-06. Erie seconded. Motion carried.*
 9. Alternate Sewage Enforcement Officer: *Latuska motioned appointing David Ice as Alternate Sewage Enforcement Officer. Erie seconded. Motion carried.*
 10. Fleet Inspection Mechanic: *Latuska motioned appointing Bill Errera as Fleet Inspection Mechanic. Frenchak seconded. Motion carried.*
- C. Professional
1. Township Solicitor & Fee: *Latuska motioned appointing Michael Gallagher as Township Solicitor at \$160.00 per hour. Erie seconded. Motion carried.*
 2. Township Engineer & Fee: *Latuska motioned appointing Ron Olsen, doing business as Olsen and Associates, LLC, as Township Engineer with fees as set by the 2015 Fee Schedule, Resolution No. 2015-01-06. Wulff seconded. Motion carried.*
- D. Recommending Boards, Committees and Persons
1. Planning Commission Resolution No. 2015-01-01: *Latuska motioned adopting Resolution No. 2015-01-01 appointing Kasey L McCollough to the Planning Commission for the term of January 1, 2015 through December 31, 2018. Frenchak seconded. Motion carried.*
 2. TCC Delegate Resolution No. 2015-01-02: *Latuska motioned adopting Resolution No. 2015-01-02 appointing Gary Rauschenberger and Edward Latuska as Butler County Tax Collection Committee delegates. Erie seconded. Latuska abstained. Motion carried 4 to 0.*
 3. UCC Appeals Board Resolution No. 2015-01-03: *Latuska motioned adopting Resolution No. 2015-01-03 appointing Steven M. Paraska to the Uniform Construction Code Appeals Board for the of January 1, 2015 through December 31, 2019. Wulff seconded. Motion carried.*
 4. Zoning Hearing Board Resolution No. 2015-01-04 & 2015-01-05: *Latuska motioned adopting Resolution No. 2015-01-04 appointing Patricia K. Norling to the Zoning Hearing Board for the term of January 1, 2015 through December 31, 2017. Erie seconded. Motion carried.*

Latuska motioned adopting Resolution No. 2015-01-05 appointing Marilyn R. Hartman to the Zoning Hearing Board for the term of January 1, 2015 through December 31, 2017. Erie seconded. Motion carried.

5. Emergency Management Coordinator: *Latuska motioned appointing Randy Brown as Emergency Management Coordinator. Erie seconded. Motion carried.*

ESTABLISHING MEETING DATES, TIMES AND LOCATION:

- A. Regular Business Meetings: *motioned scheduling the Regular Business Meetings at 6:30 p.m. on the second (2nd) Wednesday of each month except November (Veterans Day) to be held at the Municipal Building, 419 Sunset Drive, Butler PA 16001. Wulff seconded. Motion carried.* The Regular Business Meeting dates are:

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

- B. Agenda Setting Meetings: *Latuska motioned scheduling the Agenda Setting Meetings for the Monday before the second (2nd) Wednesday of each month except September (Labor Day) and October (Columbus Day) to be held at the Municipal Building, 419 Sunset Drive, Butler, PA 16001. Wulff seconded. Motion carried.* The Agenda Setting Meetings are:

February 9	March 9	April 6
May 11	June 8	July 6
August 10	Tuesday, September 8	Tuesday, October 13
November 9	December 7	

- C. Reorganization/Regular Agenda Meeting: *Latuska motioned setting the 2015 Reorganizational Agenda Setting Meeting for Wednesday, December 30, 2015. Wulff seconded. Motion carried.*

- D. Reorganization/Regular Meeting: *Latuska motioned setting the 2016 Reorganization/Regular Meeting for Monday, January 4, 2016 to be held at the Municipal Building, 419 Sunset Drive, Butler PA 16001. Wulff seconded. Motion carried.*

CERTIFY DELEGATE OF STATE ASSOCIATION'S CONVENTION: There was no interest in attending the State Association's Convention.

MILEAGE REIMBURSEMENT RATE: The Internal Revenues Service (IRS) established the mileage rate for 2015 at \$.575 per mile. *Erie motioned to pay the Internal Revenue Service 2015 mileage rate of \$.575 per mile. Wulff seconded. Motion carried.*

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

APPOINTMENT OF AUTHORIZED SIGNERS: *Latuska motioned appointing authorized signers as Andrew Erie, Kenneth Frenchak, Edward Latuska, Alan Smallwood, Philip Wulff, and Anthony Amendolea to sign checks which require two supervisors' signatures and Township Secretary/Treasurer's signature. Erie seconded. Motion carried.*

APPOINTMENT OF PERSON TO MAKE DEPOSITS: *Latuska motioned appointing Andrew Erie to deposit receipts. Smallwood seconded. Erie abstained. Motion carried 4 to 0.*

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

FEE RESOLUTION NO. 2014-01-04: *Latuska motioned adopting the 2015 Fee Schedule Resolution No. 2015-01-06. Frenchak seconded. Motion carried.*

REGULAR MEETING

PUBLIC TO BE HEARD:

1. Mr. Larry Thompson, 961 Oneida Valley Road: Mr. Thompson stated that he is a candidate for County Commissioner. He was a former Center Township supervisor.
2. Mr. Nathan Wulff, 5168 McCandless Road: Mr. Wulff presented a summary of 2014 calls received by the Unionville Volunteer Fire Company.

Type of Calls	Number of Calls
Motor vehicle accidents	73
Automatic fire alarms	69
Service calls	49
Structure fires	41
Medicals	17
Brush fires	8
Dive calls	8
Vehicle fires	1

Calls exceeded 1,500 man hours. Overall training consisted of 1,298 hours.

MINUTES:

1. First United Methodist Church Conditional Use Hearing - December 8, 2014: *Latuska motioned approving the First United Methodist Church Conditional Use Hearing held on Monday, December 8, 2014. Frenchak seconded. Motion carried.*
2. Agenda Setting Meeting – December 8, 2014: *Latuska motioned approving the minutes of the Agenda Setting Meeting held on Monday, December 8, 2014. Frenchak seconded. Motion carried.*

3. Regular Meeting – December 10, 2014: *Latuska motioned approving the minutes of the Regular Meeting held on Wednesday, December 10, 2014. Frenchak seconded. Motion carried.*

TREASURER'S REPORT:

1. December 2014: *Frenchak motioned approving the December 2014 Treasurer's Report. Erie seconded. Motion carried.*
2. Warrant List 14-12-24: *Frenchak motioned approving Warrant List 14-12-24. Erie seconded. Motion carried.*
3. Warrant List 14-12-25: *Frenchak motioned approving Warrant List 14-12-25. Wulff seconded. Motion carried.*
4. Warrant List 15-01-01: *Frenchak motioned approving Warrant List 15-01-01. Erie seconded. Motion carried.*

ZONING REPORT: December 2014: Construction costs were \$23,500.00 fees collected were \$375.00.

SUBDIVISION & LAND DEVELOPMENTS:

1. Rite Aid Land Development No. 2014-11-09, Preliminary, Expires 03/16/2015: Mr. Brian Fabo presented. Rite Aid proposes constructing a pharmacy and drive thru at 1520 North Main Street Extension (Center Township Map 060-2F63-20E). Butler County Planning has not submitted a review letter. Township Engineer Olsen's comments are as follows (*Mr. Fabo's comments are italicized*):
 - a. Although the Application for Preliminary Approval was accepted with an application fee by the Township, the submission does not provide information required by the Subdivision and Land Development Ordinance Article N paragraph 14-403. Preliminary Plans, The following required information has not been provided as required:
 - 1) Location Map (*On plans*)
 - 2) Tract Information (*This information shall be provided by the surveyor and/or the developer*)
 - 3) Subdivision or Land Development Plat (*All items noted in this section can be found on plan*)
 - a) Existing property lines
 - b) Existing streets and driveways on or adjacent to the tract and within 200' of the tract
 - c) Existing buildings, sanitary, and storm sewers, water mains, culverts, fire hydrants and other
 - d) Existing water courses, marshes, wetlands, rock outcropping, wooded areas and areas subject to flooding

- e) Existing and proposed contours
 - f) Location and purpose of all proposed easements
 - g) Area of each parcel
 - h) Proposed site grading
 - i) An indication for the general location and size of proposed water mains, fire hydrants, sanitary sewers and stormwater management facilities and lines
- b. Plat Data required by paragraph 14-403.c has not been provided as follows:
- 1) A sketch plan of the entire tract is required (*Reference sheet C102. If the information is not adequate, residual information shall be provided*)
 - 2) Preliminary cross sections (*This information shall be provided by the developer*)
 - 3) A preliminary Erosion & Sedimentation Control Plan (*Please reference the plan*)
 - 4) A traffic impact analysis (*Attached plans reference the results of the traffic information, however, the Traffic Impact report shall be provided by the developer*)
 - 5) A description of proposed method of providing potable water and sanitary sewage disposal (*refer to note on C103 for clarity*)
 - 6) Information on mineral rights (*This information shall be provided by the developer*)
 - 7) A description of the method to be utilized for the maintenance of any common areas and facilities (*This information shall be provided by the developer*)

The Planning Commission recommended, contingent on completion of all items listed in Township Engineer Olsen's review letter and receipt of Butler County Planning Commission's review letter, preliminary approval of the Rite Aid Land Development No. 2014-11-09.

Frenchak motioned, contingent on receipt of Butler County Planning Commission's review letter, granting preliminary approval of the Rite Aid Land Development No. 2014-11-09. Smallwood seconded. Motion carried.

2. Heasley Lot Line Revision No. 2014-12-11, Final, Expires 3/17/2015: Ms. Cheryl Hughes presented. Mr. Wade Heasley proposes a lot line revision creating two (2) lots from Center Township Map 060-2F104-9B (consisting of 45.88 acres [m/l]). The original lot will consist of 28.30 acres (m/l) and the new lot will consist of 17.58 acres (m/l) which will be conveyed to Mr. and Mrs. Ronald Douthett. Butler County Planning Commission has no comments per letter dated Wednesday, November 26, 2014. Township Engineer Olsen comments are as follows (*Ms. Hughes comments are italicized*):
- a. The plan shows the boundaries of two lots owned by Wade J. Heasley Jr. being modified with no new lot being created. It is therefore a Lot Line Revision with no required transfer of property by deed. Both modified lots meet zoning ordinance area size and dimensions.
 - b. Each lot has access to public sewer service, so no Sewage Facilities Planning Modules are

required.

- c. The remnant parcel has not been surveyed. The Applicant may request a modification to the Subdivision and Land Development Ordinance Chapter 14, Article IV 14-403 G.1.c. *(submitted modification request)*

The Planning Commission recommended granting a modification to Chapter 14, Article IV, Section 14-403, Paragraph G.1.c.

The Planning Commission recommended final approval of the Heasley Lot Line Revision No. 2014-12-11.

Erie motioned granting a modification to Chapter 14, Article IV, Section 14-403, Paragraph G.1.c. Frenchak seconded. Motion carried.

Erie motioned granting final approval of the Heasley Lot Line Revision No. 2014-12-11. Frenchak seconded. Motion carried.

OLD BUSINESS:

1. Appoint Part Time Employees: ***Latuska motioned appointing Michael E. Iscrupe, Bryan K. Blakely and Christian A. Dowling as part time employees at the rate of \$13.50 per hour with no benefits. Smallwood seconded. Motion carried.***

NEW BUSINESS:

1. Mineral Extraction Overlay Amendment: The Board reviewed the proposed mineral extraction amendment. The Board does not desire to permit compressor stations in the R-1A, Low Density Residential District on at least twenty (20) acre parcel. ***Frenchak motioned authorizing Township Secretary/Treasurer Amendolea to forward to Township Solicitor Gallagher for review. Latuska seconded. Motion carried.***
2. Ratify Ad for Elected Auditors: ***Latuska motioned ratifying the advertisement for elected auditors in the Butler Eagle for three (3) days. Frenchak seconded. Motion carried.***

Latuska motioned appointing Ronald E. Flatt, Neil Hutchison and Lenny V. Young as elected auditors for 2015. Frenchak seconded. Motion carried.
3. Butler County Humane Society Agreement: ***Latuska motioned authorizing the signing of the Butler County Humane Society Agreement for 2015. Erie seconded. Motion carried.***
4. Butler County Council of Governments Membership: The Board does not desire to join the Butler County Council of Governments.
5. Release 2014 Fire Tax: ***Latuska motioned authorizing the release of \$100,000 from the 2014 Fire Tax to Unionville Volunteer Fire Company. Erie seconded. Motion carried.***

6. Ratify Employee Termination (*Executive session held on Tuesday, December 16, 2014 with the following action taken*) **Latuska motioned, since he is limited to light duty, terminating Howard J. Allison's employment with Center Township effective December 16, 2014 with benefits paid through December 31, 2014 and reimbursement to the Township in the amount of \$642.40. Frenchak seconded. Motion carried.**

PUBLIC WORKS DIRECTOR:

1. Award Contract for Antiskid: No bids were received after the second advertisement. **Latuska motioned authorizing Public Works Director Lauer to seek phone/written quotes for antiskid, as needed. Frenchak seconded. Motion carried.**

ENGINEER'S REPORT:

1. Sheetz/Rite Aid Stormwater Easement: The meeting scheduled for Tuesday, January 6, 2015 has been cancelled.
2. Elise Drive Stormwater: The Army Corp of Engineers issued a permit to reconstruct stormwater runoff in the vicinity of 105 Elise Drive.
3. Veterans Administrative Hospital Expansion: Cambridge was awarded the contract to build the Veterans Administrative Hospital expansion on the Herold farm along North Duffy Road.

SOLICITOR'S REPORT

1. Compressor Stations: Mr. Duane Maust was contacted to verify that the compressor station will be located in Clay Township.

MISCELLANEOUS:

1. General Fund Transfer: **Erie motioned transferring \$30,000.00 to the Capital Projects Fund and \$30,000.00 to the Debt Service Fund to apply to the principal. Frenchak seconded. Motion carried**

2. Lauer's Resignation: Public Works Director Lauer presented the following:

"After 17 years of employment with Center Township, today I am announcing my retirement. This is my official two weeks notice. I will finish my tenure on Friday, January 16th 2015 at 1530hrs.

I want to thank the residents of Center Tnp. I have enjoyed working for you, the tax payers over these past 17 years. Many of you have become my friends and I have always appreciated your input and concern for our Township. Your safety has always been my utmost goal, and what my job was always about, not politics.

Center Tnp faces many obstacles over the next multitude years. It will take elected officials with a vision to steer Center Tnp forward.

I want to thank past Boards for their commitment to me, and thank certain members of the current Board for their support."

- 3. Veterans Administration Hospital: Mr. Thomas Rossman stated he heard the Township would absorb the cost for widening North Duffy Road for the proposed project. No plans have been submitted. The Developer and Township will need to discuss prior to approval of the plan. Use of the existing cloverleaf on State Route 422 should be considered.

ADJOURNMENT:

The meeting adjourned to an executive session to discuss personnel at 8:13 p.m. The meeting reconvened at 8:34 p.m. with no action taken.

Latuska made a motion to adjourn at 8:35 p.m. Erie seconded. Motion carried.

Anthony A. Amendolea
Township Secretary/Treasurer

Edward G. Latuska
Chairman

Alan H. Smallwood
Vice Chairman

Andrew Erie
Supervisor

Kenneth J. Frenchak Jr
Supervisor

Phillip B. Wulff
Supervisor