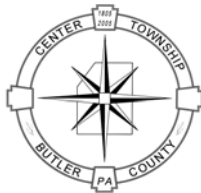


Board of Supervisors:

Edward Latuska, *Chairman*
 Alan Smallwood, *Vice Chairman*
 Ronald Flatt, *Supervisor*
 Kenneth Frenchak Jr, *Supervisor*
 Philip Wulff, *Supervisor*



Anthony Amendolea, *Secretary/Treasurer*
 Michael Gallagher, *Solicitor*
 Olsen Craft Associates, *Engineer*
 Patrick Gauselmann, *Zoning Officer*

Center Township Board of Supervisors
 Regular Meeting Minutes
 September 13, 2017
 6:30 p.m.

CALL TO ORDER:

Chairman Edward Latuska called the Regular Meeting, of the Center Township Board of Supervisors, to order at 6:31 p.m. The meeting was held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001.

ROLL CALL:

In addition to Chairman Latuska, present were Vice Chairman Alan Smallwood; Supervisors Ronald Flatt and Philip Wulff; Township Solicitor Michael Gallagher; Township Engineer Ronald Olsen; and Township Secretary/Treasurer Anthony Amendolea. Supervisor Kenneth Frenchak arrived at 6:37 p.m.

PUBLIC TO BE HEARD:

1. Mr. David Festog, 114 Elise Drive: Mr. Festog stated Rite Aid is not maintaining their property. Sheetz does maintain their property. Three (3) of four (4) pine trees are dead. Silt fence is still in place. He is concerned with the signalization of the traffic signal at Shaner Heights, West Sunbury Road (SR0308) and North Main Street Extension (SR0008). There are no stop bars or arrows directing traffic. Signals are blocked by overgrowth. Individuals do not stop when entering North Main Street Extension (SR0008) North from West Sunbury Road (SR0308).
2. Mr. Philip Mennor, 112 Elise Drive: Mr. Mennor stated material is in the swale. The Board suggested that Zoning Officer, Patrick Gauselmann, contact Rite Aid to maintain their property.
3. Mr. Jay Baxter, 302 Baxter Lane: Mr. Baxter contacted Butler Area Sewer Authority about constructing a private sewage pump station for the Baxter Mobile Home Park. He requests permission to utilize the Township's right-of-way along Sunset Drive (T-442). He also contacted the Department of Environmental Protection.
4. Mr. Ronald Bole, 140 La Ray Drive: Mr. Bole asked what is the status of the Mar Vel project. Step Up Foreman Brewster will contact the one (1) property owner for an additional five (5) feet of right-of-way.

MINUTES:

1. Agenda Setting Meeting - August 7, 2017: ***Latuska motioned correcting, Public to be Heard, Item 1, which reads " Ms. Powell has had any response from Mr. David Hargrave." to read "Ms. Powell ~~has~~ had ~~any~~ no response from Mr. David Hargrave.", the minutes of the***

Agenda Setting Meeting held on Monday, August 7, 2017. Flatt seconded. Motion carried.

2. Regular Meeting - August 9, 2017: ***Latuska motioned approving the minutes of the Regular Meeting held on Wednesday, August 9, 2017. Frenchak seconded. Motion carried.***

TREASURER'S REPORT:

1. August 2017: ***Latuska motioned approving the August 2017 Treasurer's Report. Flatt seconded. Motion carried.***
2. Warrant List 17-08-16: ***Latuska motioned approving Warrant List 17-08-16. Wulff seconded. Motion carried.***
3. Warrant List 17-09-17: ***Latuska motioned approving Warrant List 17-09-17. Flatt seconded. Motion carried.***
4. Authorize Ad for 2017 Budget Workshops: ***Latuska motioned authorizing placement of an ad to advertise the budget workshops for Tuesday, October 10, 2017 and Monday, November 6, 2017 at 6:00 p.m. in the Butler Eagle edition for Sunday, October 1, 2017. Smallwood seconded. Motion carried.***
5. Authorize Ad to Appoint CPA for 2017 Audit: ***Latuska motioned authorizing placing an ad to appoint a CPA for the 2017 Audit in the Butler Eagle editions for Sunday, October 1, 2017 and Sunday, October 8, 2017. Smallwood seconded. Motion carried.***

ZONING REPORT: August 2017: Construction costs were \$122,650.00 fees collected were \$691.16.

SUBDIVISION & LAND DEVELOPMENTS:

1. Clark Minor Subdivision No. 2017-08-13, Final, Expires 11/20/2017: Ms. Cheryl Hughes presented. Mr. Donald Clark proposes conveying 1.50 acres (m/l) to Center Township Map 060-2F61-24B from Center Township Map 060-2F61-24 Butler County Planning Commission had no comments per review letter dated August 9, 2017. Township Engineer Olsen's comments are as follows (*Ms. Hughes comments are italicized*):
 - a. This Application is stated to be for the purpose of creating Parcel A which is to be removed from existing Lot 2 of the estate of Jean M. Clark and added to adjoining lands of Donald R. and Marsha V. Clark. Since the parcels involved are shown to have separate, distinct ownerships, Parcel A must have a complete boundary description in order for it to be conveyed from the Estate of Jean M. Clark by deed. (SALDO Article IV section 14-403.G.1 .b) We had contacted the Butler County Records Office on a similar matter several weeks ago and were told that the County needs a deed of conveyance and a deed that describes the enlarged parcel after conveyance. We suggest that the Applicant retain a private attorney to have these deeds prepared. (*Parcel A does have a complete description shown on it. We have enlarged the bearing and distance between the parcels for clarification. Applicant has an attorney for deed transfers.*)
 - b. The submission meets the definition of a Minor Subdivision which may be granted final approval without first receiving preliminary approval. (SALDO section 14-403.G) (*No comment*)
 - c. The Applicant should add a north arrow to the location map since it varies from the enlarged drawing. (*North arrow was added to location map*)
 - d. As required by SALDO section 14-403.G.b., the following additional items should be shown on the plan: (*Two catch basins and outfall pipe along S.R. 0308 were added. No evidence of any other utilities*)
 - 1) Any existing rights-of-way and easements

- 2) Adjacent underground utility lines
 - 3) Natural drainage ways
 - 4) Existing natural gas or oil wells
- e. We suggest that the identifying tax map parcel number be shown on the existing lands of Donald R. & Marsha V. Clark. *(Tax ID number was added)*
- f. The enlargement of the existing parcel owned by Donald R. & Marsha V. Clark will result in a lot with one principal structure and four (4) accessory use structures. Only two (2) accessory use structures are permitted. Any request for a third or more accessory structure shall be submitted to the Planning Commission for review and approval. This request should be submitted in writing to the Planning Commission and a decision should be made by separate motion of the Planning Commission and recorded in the minutes of the public meeting. (Zoning Ordinance Chapter 20, section 20- 503.E) *(Accessory structures are existing. Modification letter is attached.)*

The Planning Commission granted modification to permit the four (4) existing accessory structures to remain on the property as defined in the Zoning Ordinance, Chapter 20, Section 20-503-E.

The Planning Commission recommended granting final approval of the Clark Minor Subdivision No. 2017-08-13.

Latuska motioned, based on Township Engineer Olsen's recommendation, granting final approval to the Clark Minor Subdivision No. 2017-08-13. Frenchak seconded. Motion carried.

OLD BUSINESS:

1. Cambridge/Veterans Administration Stormwater Retention Ponds: The retention ponds at the Veterans Administration facility were designed as dry ponds. The Township is holding the bond for stormwater management until they are corrected. The Township has received several complaints from residents. They need Butler County Conservation District and Department of Environmental Protection approval for conversion to wet ponds. Ponds are not draining seventy-two (72) hours after a storm event. Latuska stated the Board's concern is the health, safety and welfare of the residents. Flatt reviewed the approved plan which allowed for swamp type (bio pond) retention. Mr. Jeff Holberg, subcontractor, stated bio ponds are required by the Department of Environmental Protection. Township Engineer Olsen will contact Mr. Joe Reddick.
2. North Duffy Road Extension: The Board wants to provide for development in the area. Meetings were held with the County, State and Federal officials with a lack of enthusiasm. The Township purchase the property at 401 North Duffy Road and had discussions with the affected property owners to provide rights-of-way for the proposed road. The Township will proceed with or without support. The Board is researching for grant funding and do not want to use taxpayer dollars. This is the first step in bringing growth north of United States Route 422. ***Wulff motioned to accept the proposal from The Gateway Engineers, Inc for North Duffy Road Extension Planning/Traffic Study in the amount of \$16,500.00. Frenchak seconded. Motion carried.***

NEW BUSINESS:

1. 2018 Pension Plan Minimum Municipal Obligation: ***Latuska motioned (1) approving the 2018 Pension Plan Minimum Municipal Obligation in the amount \$32,371.04 and (2)***

authorizing Township Secretary/Treasurer Amendolea to sign as the Chief Administrative Officer. Frenchak seconded. Motion carried.

- 2. Release Consultant Fee: Township Secretary/Treasurer Amendolea recommends releasing the following consultant fee:

Development	Type	Approval	Instrument Number	Amount
Seesox	Minor	11/09/2016	201612300027684	\$750.00

Latuska motioned, based on Township Secretary/Treasurer Amendolea's recommendation, to release the consultant fee, as noted. Smallwood seconded. Motion carried.

- 3. Fall Leaf Collection: The following announcement will be published in the Butler Eagle:

CENTER TOWNSHIP RESIDENTS

The Township will begin curbside collection of leaves on Monday, October 16, 2017. The leave pick up will continue through Friday, November 17, 2017. Only leaves in biodegradable paper bags will be collected.

Biodegradable paper bags are available at the Township office, Monday through Friday (closed Holidays), from 8:00am to 4:00pm. The bags must be purchased in bundles of 10 at a cost of \$4.00 per bundle. Bags must NOT weigh more than 75 pounds.

You may drop off leaves at the Maintenance Facility located at 150 Henricks Road.

Contact the office at (724) 282-7805, if you have any questions.

- 4. Set Halloween Night: **Latuska motioned establishing Halloween Night as the same as Butler City and Butler Township. Frenchak seconded. Motion carried.**
- 5. Request Proposals for Solicitor and Engineer: Latuska stated the Board is elected every six (6) years and feels the Township should request proposals for the Township Solicitor and Township Engineer positions. **Latuska motioned authorizing mailing request for proposals for Township Solicitor and Township Engineer positions. Smallwood seconded.**

Flatt	Aye
Frenchak	Nay
Latuska	Aye
Smallwood	Aye
Wulff	Nay

Motion carried 3 to 2.

- 6. Business Regulations Violation: Township Zoning Officer Gauselmann requests authorization to enforce Gerald E. and Annabelle M. Soose to apply for a junk yard license for properties on Sunset Drive (T-442) and Swamp Run Road (T-833). A review of files for Center Township Map 060-S6-E20, S6-E21 and 3F41-C22 determined no junk yard license was issued. Township Solicitor Gallagher requests information of previous litigation.

7. Veterans Administration Basic Life Support Ambulance Service: The Veterans Administration Basic Life Support ambulance request permission to respond to the Abie Abraham VA Clinic with support from Butler Ambulance Service, if necessary. **Wulff motioned authorizing Unionville Volunteer Fire Company Chief, Nathan Wulff, to contact Butler County Emergency Services to add the Veterans Administration Basic Life Support ambulance to respond to the Abie Abraham VA Clinic, 353 North Duffy Road. Frenchak seconded. Motion carried.**

PUBLIC WORKS:

1. Award 2017 Line Painting Contract: The Township received two (2) bids for the 2017 Line Painting Contract as follows:

Company	Price per Linear Foot	Total Bid
Midlantic Marking Inc 12041 Old National Pike New Market, MD 21774	Single (White) \$.048 Single (Yellow) \$.047	\$25,755.00
Parking Lot Painting Company 2991 Industrial Blvd Bethel Park, PA 15102	Single (White) \$.064 Single (Yellow) \$.064	\$34,880.00

Latuska motioned awarding the 2017 Line Painting Contract to Midlantic Marking, Inc. at \$.048 per linear foot for 140,000 (m/l) of single white paint and \$.047 per linear foot for 405,000 (m/l) of single yellow paint. Smallwood seconded. Motion carried.

2. 2017 Paving Program Notice of Completion: Mr. Richard Knapko review the roads in the 2017 Paving Program and approved the project. **Latuska motioned authorizing himself to sign the Notice of Completion. Frenchak seconded. Motion carried.**
3. Purchase of Sling Swivel: At the Safety Committee meeting held on Wednesday, August 23, 2017, it was discussed that the Public Works department purchased a sling to assist in placing catchbasins. However, employees would use their hands to move the catchbasin in place. It was suggested to purchase a swivel so the employees could use other equipment to move the catchbasin. **Latuska motioned ratifying the purchase of the swivel in the amount of 266.57 from Starr Products. Flatt seconded. Motion carried.**
4. Traffic Signal Maintenance Request for Proposal: Effective 4:30 p.m. on Sunday, October 15, 2017, Bronder Technical Services will terminate their Traffic signal Service and Repair operations. **Latuska motioned authorizing the mailing of requests for proposal for Traffic Signal Service and Repair. Flatt seconded. Motion carried.**
5. Maintenance Facility Floor Cleaning: Step Up Foreman Brewster received the following quotes to have the vinyl tile cleaned in the Maintenance Facility:

Company	Bid
Bill's Interior Grooming	\$982.62
Kamerer's Cleaning	\$450.00
JHLC Cleaning LLC	\$817.00

Latuska motioned awarding the floor cleaning to Kamerer's Cleaning in the amount of

\$450.00. Smallwood seconded. Motion carried.

6. Municipal Office/Maintenance Facility Cleaning: Step Up Foreman Brewster will request quotes to clean the Municipal Office/Maintenance Facility on a bi-weekly, monthly and quarterly basis.
7. Underground Storage Tank Training: Step Up Foreman Brewster requests providing training for Bryan Blakeley and Michael Iscrupe for Underground Storage Tank operation at the cost of \$225.00 per individual. ***Latuska motioned authorizing Bryan Blakeley and Michael Iscrupe to attend Underground Storage Tank operation training at \$225.00 per individual. Flatt seconded. Motion carried.***
8. Butler County Annual Safety Training Seminar - 10/11/2017 - Tanglewood - \$10: Step Up Foreman Brewster requests authorization to send six (6) employees to the Butler County Safety Seminar on Wednesday, October 11, 2017. ***Latuska motioned authorizing six (6) employees and any board members; Bryan Blakeley, Gregory Brewster, Michael Iscrupe, Joseph Miller, Jared Smith and Thomas Smith to attend the Butler County Safety Seminar on Wednesday, October 11, 2017 at ten (10) dollars per attendee. Flatt seconded. Motion carried.***
8. Authorize Ad for Part Time Public Works Employee: Step Up Foreman requests hiring part time employees to assist the Public Works department. ***Latuska motioned authorizing placement of an ad in the Butler Eagle classifieds for part time Public Works employees. Smallwood seconded. Motion carried.***
9. Holyoke Road (T-496)/West Sunbury Road (SR0308) Intersection: When West Sunbury Road (SR0308) was paved by PennDot, the intersection with Holyoke Road (T-496) was not sloped properly. Smallwood will request quotes to correct the situation. ***Frenchak motioned authorizing Smallwood to award the contract to repair the Holyoke Road (T-496)/West Sunbury Road (SR0308) intersection to be ratified at the next meeting schedule for Wednesday, October 11, 2017. Flatt seconded. Motion carried.***

ENGINEER'S REPORT:

1. Lakewood Drive/Hull Lake Repair: Township Engineer Olsen stated the survey team was able to enter the box culvert. The portion closest to Hull Lake is damaged approximately ten (10) feet. Olsen states the road could be opened for single lane traffic. He was able to review records from the Department of Environmental Protection's Harrisburg office which reflected, during an inspection, the riser pipe was missing. He will review the records to see what the level of the lake should be.

SOLICITOR'S REPORT:

1. Margate Court Right-of-Way Release: Township Engineer Olsen has drawn a sketch for the right-of-way. However, he discovered Margate Court was adopted to the center of the cul-de-sac. He has contacted Mr. Dennis Beblo for his review.
2. Township Official Map: Township Solicitor Gallagher stated since the Township is moving forward with the North Duffy Road Extension there is no need to undertake the official map process.
3. Road Bond Wording: Smallwood is concerned with the wording on the Township's road bond agreement. He wants to stop truck traffic using unbonded roads as short cuts.

Township Solicitor Gallagher will provide a copy of a road bond other townships use.

MISCELLANEOUS:

1. Grant Writer: Flatt spoke with Mr. Joel MacKay who suggested the Township should hire a grant writer. ***Flatt motioned authorizing placement of an ad in the Butler Eagle Classified Ads for a grant writer. Frenchak seconded. Motion carried.***
2. Recon Brewery: Mr. Dave Bestwick has concerns of a possible food truck ordinance. He will attend the Planning Commission meeting scheduled for Wednesday, September 27, 2017.
3. Veterans Administration Emergency Blue Lights: Information received from Zoning Officer Gauselmann was specifications. Frenchak requests information on regulations. Wulff stated Subdivision and Land Development Ordinance regulates light glare.
4. North Duffy Road Extension Meeting: Frenchak received a call and email from Commissioner Geyer and Mr. Mark Gordon, Economic Director. Mr. Gordon would like to meet to discuss the proposed North Duffy Road extension

ADJOURNMENT:

The meeting adjourned to executive session at 8:48 p.m. to discuss personnel. The meeting reconvened at 9:14 p.m. with no action taken.

Latuska made a motion to adjourn at 9:15 p.m. Frenchak seconded. Motion carried.

Anthony A. Amendolea
Township Secretary/Treasurer

Edward G. Latuska
Chairman

Alan H. Smallwood
Vice Chairman

Ronald E. Flatt
Supervisor

Kenneth J. Frenchak Jr
Supervisor

Phillip B. Wulff
Supervisor