

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, Building Code Official
Randall Brown, Zoning Officer

Center Township Board of Supervisors
Regular Meeting Minutes
November 10, 2021
6:30 p.m.

CALL TO ORDER:

Chairman Ronald Flatt 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 Flatt, present were Vice Chairman Philip Wulff; Supervisors Robert Sloan and Alan Smallwood; Township Solicitor Michael Gallagher; Township Engineer David Heath; and Township Secretary/Treasurer Anthony Amendolea. Supervisor Edward Latuska was absent.

ADJUSTMENT TO THE AGENDA: *Flatt motioned adding to (1) New Business by adding American Rescue Plan Premium Pay and Fire Department Volunteers and (2) Engineer Report by adding Holyoke Road Stormwater, Forest Oaks Development and Duffy Highlands Development due to administrative oversight. Sloan seconded. Motion carried.*

PUBLIC TO BE HEARD:

A. Mr. Nathan Wulff, Assistant Fire Chief: Mr. Wulff presented the report for October 2021.

Type of Calls	Number of Calls
Motor vehicle accidents	5
Automatic fire alarms	11
Service calls	6
Structure fires	1
Medicals	5
Brush fires	1
Dive calls	0
Vehicle fires	0
Total	29

B. Adam Benjamin, 110 Dakotah Drive: Mr. Benjamin asked about the status of the Dakotah Drive Stormwater project.

MINUTES:

A. Aubrey Rezoning Hearing – October 12, 2021: *Sloan motioned correcting, Board Comments which reads “Asserations” to read “Assertions”, the minutes of the Aubrey Rezoning Hearing held on Tuesday, October 12, 2021. Smallwood seconded. Motion carried.*

B. Agenda Setting Meeting - October 12, 2021: *Sloan motioned approving the minutes of the Regular Meeting held on Wednesday, October 12, 2021. Flatt seconded. Motion carried.*

- C. Budget Workshop - October 13, 2021: *Sloan motioned correcting, 2020 Budget Presentation which reads "unbalance" to read "unbalanced", the minutes of the Budget Workshop held on Wednesday, October 13, 2021. Wulff seconded. Motion carried.*
- D. Regular Meeting – October 13, 2021: *Sloan motioned approving the minutes of the Regular Meeting held on Wednesday, October 13, 2021. Smallwood seconded. Motion carried.*

TREASURER'S REPORT:

- A. October 2021: *Flatt motioned approving the October 2021 Treasurer's Report. Wulff seconded. Motion carried.*
- B. Warrant List 21-10-20: *Sloan motioned approving Warrant List 21-10-20. Smallwood seconded. Motion carried.*
- C. Warrant List 21-11-21: *Wulff motioned approving Warrant List 21-11-21. Flatt seconded. Motion carried.*
- D. Authorize Ad for 2022 Proposed Budget: The Board held two (2) budget workshops on Wednesday, October 13, 2021 and Monday, November 8, 2021. The 2022 proposed budget reflects a balanced budget of \$2,013,500.00 in revenues and expenditures. The Board will consider adopting the budget at their regular meeting scheduled for Wednesday, December 8, 2021 at 6:30 p.m. The budget will be available for public review at the Township office or the website. *Flatt motioned authorizing placement of an ad in the Butler Eagle edition for Thursday, November 18, 2021. Sloan seconded. Motion carried.*

ZONING REPORT: October 2021: Construction costs were \$1,048,835.00 fees collected were \$1,748.93. Year to date fees collected \$20,686.68.

SUBDIVISION & LAND DEVELOPMENTS:

- A. Clark Lot Line Revision No. 2021-10-08, Final, Expires 01/24/2022: Ms. Cheryl Hughes, Land Surveyors, Inc, presented. Mr. Thomas Clark proposes to convey 14.42 (m/l) acres located at 506 West Sunbury Road (Center Township Map 060-2F61-24C) to 500 West Sunbury Road (Center Township Map 060-2F61-24B) and create a non-building lot of 14.43 (m/l) acres. The Butler County Planning Commission had no comments per review letter dated October 8, 2021. Township Engineer Heath's comments, per review letter dated October 22, 2021, are as follows (*Ms. Cheryl Hughes' comments are italicized*):
 1. Applicant shall label the iron pins to be set on property corners or add a general note which states iron pins are to be added at all property corners. (*We have added iron pin to be set to the missing corner.*)
 2. Applicant shall include a legend for the plan. (*A legend has been added.*)
 3. Applicant must request a waiver to not show existing topography on the plans. (*Waiver for contours was submitted with application, copy is enclosed.*)

The Planning Commission recommended granting the modification to Chapter 14, Article IV Section 14-403.B.3.e requiring existing and proposed contours.

The Planning Commission recommended final approval of the Clark Lot Line Revision No. 2021-10-08.

Flatt motioned granting the modification to Chapter 14, Article IV Section 14-403.B.3.e requiring existing and proposed contours. Wulff seconded. Motion carried.

Flatt motioned, based on Township Engineer Heath's recommendation, granting final

approval of the Clark Lot Line Revision No. 2021-10-08. Wulff seconded. Motion carried.

OLD BUSINESS:

- A. Butler Floor Placement of Final Concrete: Mr. Timothy Croft and Ms. Julia Czifra submitted a request to place blacktop binder instead of concrete. Binder was placed October 31, 2021. *Flatt motioned that the Board was satisfied with Butler Floor placement of blacktop on the loading area and parking area as per the developer's agreement. Wulff seconded. Motion carried.*

NEW BUSINESS:

- A. 2021 Audit:
1. William D. Leicht and Associates Engagement Letter: Mr. William D. Leicht, Leicht and Associates, submitted an engagement letter to perform the 2021 Audit in the amount of \$24,000. *Wulff motioned authorizing Flatt to sign the William D. Leicht and Associates engagement letter. Sloan seconded. Motion carried.*
 2. Adopt CPA Appointment Resolution No. 2021-11-15: William D. Leicht and Associates submitted an engagement letter to conduct the 2021 Audit in the amount of \$24,000, which the Board agreed with. *Flatt motioned adopting the CPA Appointment Resolution No. 2021-11-15. Wulff seconded. Motion carried.*
- B. Boy Scout Troop 30 Donation for Litter Pickup: The Boy Scout Troop 30 picked up litter along various roadways in Center Township in May and October. *Sloan motioned authorizing a donation in the amount of \$2,000.00 be made to the Boy Scout Troop 30 for their efforts. Smallwood seconded. Motion carried.*
- C. Leaf Collection Agreement: Flatt reported that Mr. Robert Stirling would continue to take Township leaves at an annual cost of \$500.00, delivered to his site at 840 Mercer Road. *Sloan motioned ratifying Chairman Flatt's signature accepting Mr. Robert Stirling offer to take Township leaves at an annual cost of \$500.00. Wulff seconded. Smallwood abstained. Motion carried 3 to 0.*
- D. Letter of Understanding for Franklin Township Agricultural Security Area: Franklin Township is adding three (3) parcels which consist of acreage in Center Township. *Flatt motioned accepting the Letter of Understanding with Franklin Township. Wulff seconded. Motion carried.*
- E. Request for Guiderail Study from 343 Holyoke Road (T-496) to Willow Run (T-970): Mr. Thomas Schiebel attended the Agenda Setting held on Monday, November 8, 2021 requesting a study for placement of guiderail from 343 Holyoke Road (T-496) to Willow Run Drive (T-970). *Flatt motioned authorizing Township Engineer Heath to perform a study to determine if guiderail will be required. Smallwood seconded. Motion carried.*
- F. American Rescue Plan Funds Premium Pay: *Flatt motioned authorizing a one-time payment of \$1,000.00 per employee authorized by the American Rescue Plan Act of 2021. Wulff seconded. Motion carried.*
- G. Fire Department Volunteers: *Flatt motioned to pay a one-time gift of \$250.00 to (1) any Unionville Volunteer Fire Company member who meets the response requirement of the Local Earned Income Tax relief this Board provided by ordinance certified by the fire chief and (2) any Center Township resident who serves as a volunteer firefighter in any other*

local volunteer fire company and meets the same requirement as certified by their fire chief. Sloan seconded. Motion carried.

PUBLIC WORKS:

- A. Authorize Ad for Antiskid Contract: Public Works Foreman Blakeley requests authorization to solicit bids for 1,500 tons of antiskid. *Flatt motioned authorizing placement of ads in the Butler Eagle editions for Monday, November 22, 2021 and Friday, November 26, 2021. Sloan seconded. Motion carried.*
- B. Release Wilson Hardwoods Road Bond: Wilson Hardwoods requests release of their road bond for Unionville Road (T-805) in amount of \$12,500. *Sloan motioned, based on Public Foreman Blakeley's recommendation, authorizing the release of Wilson Hardwoods road bond for Unionville Road (T-805) in the amount of \$12,500. Wulff seconded. Motion carried.*
- C. Purchase of Orange Barrier Fence: Step Up Foreman Iscrupe requests authorization to purchase orange barrier fence to replace the wood snow fence. *Flatt motioned authorizing purchase of orange barrier fence up to \$2,000.00 feet (corrected 12/08/2021). Smallwood seconded. Motion carried.*

ENGINEER'S REPORT:

- A. 134 Lakeshore Drive (T-760) Stormwater: Township Engineer Heath received no update from Wiest Asphalt and Paving. He will visit the site to see if work was completed.
- B. Dakotah Drive Stormwater Contract: Township Engineer Heath stated the pipe size should be forty-eight (48) inches. He recommends an open channel.
- C. Palmer Road Stormwater: Township Engineer Heath gave a verbal report to Public Works Foreman to remedy the stormwater situation.
- D. Holyoke Road Drainage: Township Engineer Heath will prepare a design and recommendation at the Wednesday, December 8, 2021 meeting.
- E. Cambridge Healthcare Solutions Request to Release Stormwater Bond: Township Engineer Heath will schedule a visit to the site to ensure construction is complete. He will make a recommendation on the release of the bond at the Wednesday, December 8, 2021 meeting.
- F. Forest Oaks Development: Township Engineer Heath stated the road is paved and the storm sewer is being installed.
- G. Duffy Highlands Phase II Development: Township Engineer Heath reported that the storm sewer system is being installed and binder should be in place shortly.

SOLICITOR'S REPORT: None

MISCELLANEOUS: None

ADJOURNMENT:

The meeting adjourned to an executive session at 7:07 p.m. to discuss possible litigation. The meeting reconvened at 7:25 p.m. with the following action taken:

Smallwood motioned to authorize Township Engineer Heath to prepare (1) calculations to determine diameter of pipe and outfall and (2) bid package for advertisement for the Dakotah Drive Stormwater project. Wulff seconded. Motion carried.

Sloan motioned to reject all bids received on October 13, 2021. Smallwood seconded. Motion carried.

Sloan made a motion to adjourn at 7:37 p.m. Latuska seconded. Motion carried.

Anthony A. Amendolea
Township Secretary/Treasurer

Ronald E. Flatt
Chairman

Phillip B. Wulff
Vice Chairman

Absent
Edward G. Latuska
Supervisor

Robert M. Sloan
Supervisor

Alan H. Smallwood
Supervisor