

**SUMMIT TOWNSHIP BOARD OF SUPERVISORS
PUBLIC MEETING MINUTES
MAY 16, 2018**

The Summit Township Board of Supervisors public meeting was held on Wednesday, May 16, 2018 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

CALL TO ORDER

Willie Adams called the meeting to order at 6:45 p.m.

PLEDGE OF ALLEGIANCE

All persons present stood to recite the Pledge of Allegiance.

ROLL CALL

All Supervisors were present. Also, in attendance for the meeting, representing the Township Solicitor, Sean Gallagher, Township Secretary, Roxann Stickney, Michael Lincheck, David Barry and Steven Graff

OPEN TO THE FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

There were no questions or comments on the agenda.

APPROVAL OF THE MAY 2, 2018 PUBLIC MEETING MINUTES

Rick Green motioned to approve the May 2, 2018 public meeting minutes as presented. Larry Osche seconded the motion. Motion Carried unanimously.

TREASURER’S REPORT

The Treasurer’s Report was read by the Secretary/Treasurer.

FUND BALANCE AS OF 05/16/18	
Capital Fund	\$247,411.78
CDBG	\$1.00
Fire Hydrant Fund	\$8,754.10
General Fund	\$743,434.36
Sewage Escrow Fund	\$12,251.77
Sewage Permit Fund	\$10,715.21
State Fund	\$201,402.77
Available Funds	\$1,223,970.99
Capital Fund CD	\$303,158.31
General Fund CD	\$202,004.14
Total Funds	1,729,133.44

ACTIVITY	
Available Funds as of 05/02/18	\$1,180,505.69
CD Total	\$505,162.45
Deposits	\$79,446.58
Disbursements	\$35,981.28
Total Funds Available as of 05/16/18	\$1,729,133.34

The Treasurer announced that deposits included Berkheimer Earned Income Tax and Berkheimer Local Services Tax.

Disbursement included roller rental and pipe for road projects.

The Township’s audit will be submitted to the Department of Community Economic Development (DCED) upon Pennsylvania Municipal Retirement System (PMRS) completion of their annual report.

Larry Osche motioned to approve the treasurer’s report. Rick Green seconded the motion. Motion Carried Unanimously.

INVOICE APPROVAL

Larry Osche motioned to approve \$2,800.00 for the following Bauer Excavating, Inc. invoices.

Invoice STMB-18-01 for Geibel Road catch basin installation for \$400.00.

Invoice STMB-18-02 for Portman Road catch basin and pipe installation for \$600.00.

Invoice STMB 18-03 for Bonniebrook Road for excavation and catch basin installation for \$1,800.00.

Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Butler County Council of Governments invoice COG08-18 for crack sealer rental and materials for \$4,086.00. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche motioned to approve for payment Green Acres Contracting, Inc. contractor job 8795 for the replacement of guide rails on Bonniebrook Road due to an accident for \$4,200.00. Rick Green seconded the motion. Motion Carried Unanimously. An invoice was submitted to State Farm requesting reimbursement for this invoice.

Larry Osche motioned to approve for payment Walsh Equipment invoice 18002401 for pipe for \$10,065.10. Rick Green seconded the motion. Motion Carried Unanimously.

NOWAKOWSKI LOT LINE REVISION

The Supervisors reviewed the Butler County Planning Commission review letter for the Nowakowski Lot Line Revision #2. The Summit Township Planning Commission submitted a letter of recommendation for approval because the plan was determined to be administratively correct.

Rick Green motioned to approve the Nowakowski Lot Line Revision #2 as administratively correct. Larry Osche seconded the motion. Motion Carried Unanimously

SOLICITOR'S REPORT

Attorney Sean Gallagher represented the Township's Solicitor, Michael Gallagher, and presented the following report.

1. The annual audit letter was submitted.
2. The mowing and trimming of an embankment for the East Butler Baseball Association which is located in East Butler Borough was discussed.

Rick Green motioned to approve a one-time mowing/trimming of an embankment at the East Butler Baseball Association upon approval from East Butler Borough. Willie Adams seconded the motion. Motion Carried Unanimously.

3. It was determined that the Summit Township Authority should obtain errors and omissions liability insurance for the Board.

PUBLIC HEARING – ZONING UPDATE

Willie Adams confirmed with the Township's Solicitor to momentarily adjourn the Public Meeting at 7:15. p.m. for Michael Lincheck of Michael Baker International to present a Public Hearing for the Zoning Ordinance update.

Michael Lincheck presented an over view of the update. The update is less restrictive and designated corridors for businesses has been implemented.

The Supervisors inquired of Rege Karch if the questions that he had at the Public Meeting on April 30, 2018 regarding permitted uses for his property had been answered. He met with the Zoning Officer on May 1, 2018 to review permitted uses for his property. He is satisfied with the update.

There were no other comments from the floor.

Larry Osche motioned to adopt the Zoning Ordinance as presented. Rick Green seconded the motion. Motion Carried Unanimously.

The Public Hearing closed at 7:30 p.m. and the Public Meeting resumed.

CDBG INVOICE ENGINEERING McGRADY HOLLOW ROAD PROJECT

The Supervisors reviewed Widmer Engineering for the CDBG McGrady Hollow Road project.

Larry Osche motioned to approve for payment Widmer Engineering invoice 11803161 for \$2,000.00 for the CDBG McGrady Hollow Road project. Willie Adams seconded the motion. Motion Carried Unanimously.

ENGINEER'S REPORT

Roxann Stickney presented Senate Engineering Company monthly report.

1. The Nowakowski Plan No. 2 was reviewed, and a recommendation letter was submitted to the Township.
2. Senate Engineering is available to assist with multimodal grant applications.
3. A separate engineering report for the sewer project will be submitted monthly to the Summit Township Authority.

HVAC SYSTEM

The Township building HVAC system is over 30 years and is having maintenance issues.

Larry Osche motioned for Hertrick Plumbing & Heating to install a new HVAC system in the Township building. Rick Green seconded the motion. Motion Carried Unanimously.

DISTANCE MEASURING INSTRUMENT

Rick Green motioned to purchase a distance measuring instrument for the road department to utilize for sign inventory and road projects. Larry Osche seconded the motion. Motion Carried Unanimously.

PART-TIME ROAD DEPARTMENT EMPLOYEE

Larry Osche motioned to hire Tim Sutton as a part-time employee at the rate of \$12.50 with no benefits. Rick Green seconded the motion. Motion Carried Unanimously.

EYTH ROAD

Oakland Township has a road project scheduled for Eyth Road. Oakland Township has offered to include Summit Township's portion of the road. Oakland Township submitted an estimate of \$1,200.00 for tree trimming and \$6,802.01 for asphalt. The total is \$7,282.01. Larry Osche motioned to approve the estimate of \$7,282.01 for Summit Township's portion of Eyth Road be included in Oakland Township's project. Rick Green seconded the motion. Motion Carried Unanimously.

A cross pipe and catch basin needs installed on Eyth Road. The Solicitor recommended that a Hold Harmless Agreement be signed by the property owner for the water run-off onto his property.

ROADMASTER REPORT

Roadmaster, Larry Osche, presented the following road department report:

1. Crack Sealing Project completed.
2. Trees removed on Simon Drive due to storms.
3. Working on the Keck Road Project.

Larry Osche submitted a Dirt, Gravel & Low Volume Grant application for drainage on Binsey Road.

East Butler Road qualifies for the Dirt, Gravel & Low Volume Grant due to the traffic volume. Larry Osche will prepare the grant application.

Larry Osche has scheduled within the next two weeks to meet Jon Hood from XTO Energy regarding Hinchberger Road.

Larry Osche has scheduled the second week of June the stone, milling and rolling of Keck Road. Larry Osche motioned to berm the maximum amount if needed. Rick Green seconded the motion. Motion Carried Unanimously.

Larry Osche will contact Dick Knapko and Allen Williams of Penn Dot to meet with him regarding recommendations for Carbon Center Road.

ADDITIONAL BUSINESS

There was no additional business.

OPEN TO THE FLOOR – PUBLIC PARTICIPATION

There were no questions or comments from the floor.

ADJOURN

With there being no further business to come before the Board of Supervisors Larry Osche made the motion to adjourn. Rick Green seconded the motion. Motion Carried Unanimously. Meeting adjourned at 7:44 p.m.

THE NEXT MEETING WILL BE HELD ON WEDNESDAY, JUNE 6, 2018 AT 6:45 P.M.

Respectfully Submitted,
Roxann L. Stickney, Secretary