

Tuesday, January 5, 2009

The Penn Township Board of Supervisors met this evening at the Penn Township Municipal Building, 157 East Airport Road, Butler, PA 16002 with the Interim Chairman, Samuel M. Ward, presiding. Also present were Supervisors, Douglas A. Roth and Wilbert J. Mowry, Jr.

Township Manager, Gregory A. Primm and 3 Township residents were also present.

### Organizational Meeting

#### Chairman Pro Tem

Motion by Supervisor Ward and seconded by Supervisor Roth that Gregory A. Primm be nominated Chairman Pro Tem. There being no further nominations, questions or comments from the audience, the motion carried.

#### Chairman

Chairman Pro Tem, Gregory A. Primm asked for a nomination for Chairman for the year 2009. Motion by Supervisor Roth and seconded by Supervisor Mowry that Samuel M. Ward be nominated for Chairman. There being no questions or comments from the floor, the motion carried. There being no further nominations, Mr. Ward was elected Chairman for the year 2009.

At this point in the meeting, Supervisor Ward assumed the duties of Chairman.

#### Vice Chairman

Motion by Supervisor Mowry and seconded by Supervisor Ward that Douglas A. Roth be nominated Vice Chairman. There being no questions or comments from the floor, the motion carried. There being no further nominations, Mr. Roth was elected Vice Chairman for the year 2009.

Tuesday, January 5, 2009

Township Manager

Motion by Supervisor Ward and Seconded by Supervisor Roth that Gregory A. Primm be reappointed Township Manager for the year 2009 resolving his salary be set at \$65,520.00. There being no question or comments from the audience, the motion carried.

Treasurer's Bond

Motion by Supervisor Roth and seconded by Supervisor Mowry that the Board of Supervisors set the Treasurer's Bond at \$850,000.00 for the year 2009 plus approval to renew the Fidelity and Position Bond in the amount of \$100,000.00. There being no questions or comments from the audience, the motion carried.

Vacancy Board Chairman

Motion by Supervisor Mowry and seconded by Supervisor Ward that John B. Sirkoch be reappointed Chairman of the Vacancy Board for the year 2009. There being no questions or comments from the audience, the motion carried.

Solicitor

Motion by Supervisor Ward and seconded by Supervisor Roth the Lope Law Office, Philip P. Lope, Esquire be reappointed as Township Solicitor for the year 2009. There being no questions or comments from the audience, the motion carried.

Depository

Motion by Supervisor Roth and seconded by Supervisor Mowry that NexTier Bank, Saxonburg Office, be reappointed depository for the township funds including interest-bearing accounts in the PA Local Government Investment Trust for the year 2009. There being no questions or comments from the audience, the motion carried.

Tuesday, January 5, 2009

Sewage Enforcement Officer

Motion by Supervisor Mowry and seconded by Supervisor Ward that Michael K. Corle be reappointed Sewage Enforcement Officer for the year 2009. There being no questions or comments from the audience, the motion carried.

Alternate Sewage Enforcement Officer

Motion by Supervisor Ward and seconded by Supervisor Roth that Kim Corle be reappointed as Alternate Sewage Enforcement Officer for the year 2009. There being no questions or comments from the audience, the motion carried.

Animal Control Officer

Motion by Supervisor Roth and seconded by Supervisor Mowry that Dennis B. Sybert be reappointed as Animal Control Officer for Penn Township for the year 2009. The contract of \$350.00 per month will be in effect. There being no questions or comments from the audience, the motion carried.

Planning Commission

Motion by Supervisor Mowry and seconded by Supervisor Ward that Nick Brunn III be reappointed to the Penn Township Planning Commission for a four-year term. There being no questions or comments from the audience, the motion carried.

Hearing Board

Motion by Supervisor Ward and seconded by Supervisor Roth that Greg Ramsey be reappointed to the Penn Township Zoning Hearing Board for a three-year term. There being no questions or comments from the audience, the motion carried.

Tuesday, January 5, 2009

Resolution #382 - POLICE PENSION FUND

The Township Manager read Resolution #382, POLICE PENSION FUND to suspend for 2009 any deduction of police officer's compensation for payment to the police pension fund. Motion by Supervisor Roth and seconded by Supervisor Mowry that Resolution #382, POLICE PENSION FUND be approved. There being no questions or comments from the audience, the motion carried.

Alternate Hearing Board Member

Motion by Supervisor Mowry and seconded by Supervisor Ward that John Sirkoch be reappointed as a voting alternate member of the Penn Township Zoning Hearing Board. There being no questions or comments from the audience, the motion carried.

Zoning Hearing Board Attorney

Motion by Supervisor Ward and seconded by Supervisor Roth that B, C, C, & Z, P.C. (Blaine Lucas & Timothy Bish) be reappointed Attorney for the Zoning Hearing Board for the year 2009. There being no questions or comments from the audience, the motion carried.

Tax Rate

Motion by Supervisor Roth and seconded by Supervisor Mowry the Tax Rate for general purposes be set at 3.91 Mills and the Tax Rate for fire purposes be set at 1.56 Mills for the year 2009. There being no questions or comments from the audience, the motion carried.

Real Estate Transfer Tax

Motion by Supervisor Mowry and seconded by Supervisor Ward the Penn Township 1% Real Estate Transfer Tax be reenacted under Act 511 for the year 2009. There being no questions or comments from the audience, the motion carried.

Tuesday, January 5, 2009

Wages - Salaries - Police Department

Motion by Supervisor Ward and seconded by Supervisor Roth that compensation for the police department be set per the 3<sup>rd</sup> year of their 5-year contract according to the Collective Bargaining Agreement, specifically Addendum #1.

Cheryl A. Cranmer, Sergeant - \$22.58/hr  
Jack D. Ripper, Sr. Patrolman - \$20.91/hr  
Dennis D. Crawford, Jr., Sr. Patrolman - \$20.91/hr  
Stephen R. Setnar, Part-time Patrolman - \$14.64/hr

There being no questions or comments from the audience, the motion carried.

Wages - Salaries - Administrative Employees

Motion by Supervisor Roth and seconded by Supervisor Mowry that compensation for the administrative employees be set as follows for the year 2009:

Linda D. Zerfoss, Administrative Assistant - \$19.16/hr  
Clinton A. Bonetti, Land Use Administrator - \$20.47/hr  
Clinton A. Bonetti, Snow Removal - \$17.37/hr

There being no questions or comments from the audience, the motion carried.

Wages - Salaries - Road Department

Motion by Supervisor Mowry and seconded by Supervisor Ward that compensation for the road department employees be set as follows for the year 2009:

Rodney R. Myers, Laborer - \$20.80/hr  
Dennis J. Bogan, Laborer - \$19.09/hr

There being no questions or comments from the audience, the motion carried.

The Board of Auditors will set the compensation for working supervisors at their organizational meeting for 2009.

Tuesday, January 5, 2009

Payroll

Motion by Supervisor Ward and seconded by Supervisors Roth that the payroll period end on Saturday and be paid bi-weekly. There being no questions or comments from the audience, the motion carried.

Resolution #383 - "FEE SCHEDULE FOR PENN TOWNSHIP SERVICES"

The Township Manager read Resolution #383 FEE SCHEDULE FOR PENN TOWNSHIP SERVICES for the year 2009 which include the following:

- a. Building Fees
- b. Grading Permit Fees
- c. Site Plan Review Fees
- d. Septic Permit Application Fees
- e. Sign Permit Fee
- f. Highway Occupancy Permit Fees
- g. Soliciting Permit Fees
- h. Lien Letter Fees
- i. Faxed Lien Letter Fees
- j. Police Reports
- k. Xerox Copies
- l. Staff Research Fees
- m. Zoning Hearing Fees
- n. Conditional Use Hearing Fees
- o. Amendments to the Zoning Ordinance Fees
- p. Zoning Ordinance Fees
- q. Subdivision and Land Development Regulations
- r. Stormwater Management Books
- s. Tax Certifications (to be paid directly to the tax collector)
- t. Zoning Certifications
- u. Subdivision Filing Fees
- v. Floodplain Verification Letters

Motion by Supervisor Roth and seconded by Supervisor Mowry that Resolution #383 FEE SCHEDULE FOR PENN TOWNSHIP be approved. There being no questions or comments from the audience, the motion carried.

Tuesday, January 5, 2009

Meeting Nights

Motion by Supervisor Mowry and seconded by Supervisor Ward to set the meeting nights to be the first and third Tuesday of every month with the exception of May 19 and November 3. Times for the meeting will be 7:00 p.m. workshop, 7:30 p.m. regular meeting and post-workshops after the meeting. There being no questions or comments from the audience, the motion carried.

Purchase of Supplies and Equipment - Road Department

Motion by Supervisor Ward and seconded by Supervisor Roth that department head, Douglas A. Roth, be authorized to spend up to \$400.00 per month for the purchase of supplies and equipment for the Road Department. There being no questions or comments from the audience, the motion carried.

Police Uniforms

Motion by Supervisor Roth and seconded by Supervisor Mowry to set the uniform allotment of \$450.00 to each full-time officer and \$225.00 to each part-time officer according to their respective collective bargaining agreements. There being no questions or comments from the audience, the motion carried.

Auto Expense

Motion by Supervisor Mowry and seconded by Supervisor Ward to set the mileage expense for travel at the standard IRS rate for the year 2009. There being no questions or comments from the audience, the motion carried.

Budgeting Line Item

Motion by Supervisor Ward and seconded by Supervisor Roth to require approval by the Board of Supervisors to exceed individual budgeted line items. There being no questions or comments from the audience, the motion carried.

Tuesday, January 5, 2009

State Association of Township Supervisors

Motion by Supervisor Roth and seconded by Supervisor Mowry to authorize attendance at the annual PSATS Convention in Hershey, PA and to have Bert Mowry as the voting delegate. There being no questions or comments from the audience, the motion carried.

Closing of the Books for 2009

There being no other business, motion by Supervisor Mowry and seconded by Supervisor Ward the books for 2009 be closed and presented for audit. There being no questions or comments from the audience, the motion carried.

Advertise Meetings for the Year 2009

Motion by Supervisor Ward and seconded by Supervisor Roth that the Township Manager be authorized to advertise meetings for the year 2009 for the Board of Supervisors, Planning Commission and Committee Meetings. There being no questions or comments from the audience, the motion carried.

Township Records Officer for Year 2009

Motion by Supervisor Roth and seconded by Supervisor Mowry that Linda D. Zerfoss be appointed Township Records Officer for the year 2009. There being no questions or comments from the audience, the motion carried.

Township Engineer

Motion by Supervisor Mowry and seconded by Supervisor Ward that Keller Engineers of Hollidaysburg be reappointed as township engineers for the year 2009. There being no questions or comments from the audience, the motion carried.

Tuesday, January 5, 2009

Adjournment - Organizational Meeting

Motion by Supervisor Ward and seconded by Supervisor Roth that the Organizational Meeting be adjourned and the regular meeting of the Board of Supervisors be called to order. There being no questions or comments from the audience, the motion carried.

The Organizational Meeting adjourned at approximately 7:30 p.m. At this time, the regular meeting of the Penn Township Board of Supervisors was called to order with the Pledge of Allegiance.

Minutes - 12-16-08

Motion by Supervisor Ward and seconded by Supervisor Roth that there being no additions or corrections to the minutes of the meeting held Tuesday, December 16, 2008 the be approved as presented. There being no questions or comments from the audience, the motion carried.

Consolidated Communications - Letter dated December 19 advising that the former North Pittsburgh Telephone Company and Naticom Internet Services have undergone a name change to Consolidated Communications.

Penn Township Volunteer Fire Department - Thank you card to the Board of Supervisors for their donation to their Santa Breakfast.

DEP - Notice that a new date has been set for the meet & greet session of Acting Secretary John Hanger of the Pennsylvania Department of Environmental Protection for Tuesday, January 13 from 5:30 p.m. to 7:30 p.m. at the Pittsburgh Marriot North in Cranberry Township.

Seminars

IMC 102: International Mechanical Code; 01/22;  
Four Points Sheraton North, Cranberry Township

Motion by Supervisor Roth and seconded by Supervisor Mowry that all involved be authorized to attend. There being no questions or comments from the audience, the motion carried.

Tuesday, January 5, 2009

Treasurer's Report

Mr. Primm read the list of invoices paid since the last report was read on December 15, 2008. Township Fund: \$53,914.84; Fire Tax Fund: \$3,595.49; Grants Fund: \$36,729.36. There were no deposits made into the various Township Funds. Balances were read as follows: Township Fund: \$66,412.50; Fire Tax Fund: \$15,669.45; State Fund: \$1,663.64; Grants Fund: \$840,028.08; Municipal Pension Fund: \$208,985.43, Police Pension Fund: \$677,302.86. He also submitted the Budget Analysis for the Township Account.

Motion by Mowry and seconded by Supervisor Ward that the Treasurer's Report be approved. There being no questions or comments from the audience, the motion carried.

Zoning Department

An email was received from Cindy Davis of Butler Township regarding the Steering Committee Meeting - Committee Recommendations for the proposed comprehensive plan. The next scheduled meeting for the Steering Committee is January 26. Prior to the meeting information and summaries will be compiled and sent by Poggemeyer and HRG. They hope to finalize the recommendations/suggestions for the Comprehensive Plan and submit the grant application by early February for the next Phase of the Plan.

Police Department

The animal control report for October - December 2008 was submitted to the Board as prepared by Dennis B. Sybert, Animal Control Officer.

Road Department

Supervisor Roth advised the price for the used Chevy Bucket Truck is now \$3,100.00. Motion by Supervisor Ward and seconded by Supervisor Roth that Supervisor Roth be authorized to offer \$3,100.00. There being no questions or comments from the audience, the motion carried.

He also reported the road crew has been out 17 times for far. The season total is usually about 39.

Tuesday, January 5, 2009

Recycling Report

Christmas trees are being accepted at the road department or fire department for recycling.

Public Relations Department

No report.

Old Business

No report.

New Business

The Township Manager stated the tax collector wage rate needs to be set by February 15, 2009. Motion by Supervisor Roth and seconded by Supervisor Mowry to set the tax collector compensation for the next 4 years at 3% discount and face and 5% penalty. There being no questions or comments from the audience, the motion carried.

Act 537 - Saxonburg Authority

Supervisor Roth will be attending the next SAA meeting.

Audience Participation

None.

Supervisor Ward seeing no Audience Participation requested a motion to adjourn. Motion offered by Supervisor Mowry and seconded by Supervisor Ward. There being no questions or comments from the audience, the motion carried.

The meeting adjourned at approximately 8:15 P.M.

Approved:

Respectfully Submitted:

---

Samuel M. Ward  
Chairman  
Board of Supervisors

---

Gregory A. Primm  
Township Manager  
Township of Penn