

# CLINTON TOWNSHIP BOARD OF SUPERVISORS

## REGULAR MEETING MINUTES

February 10, 2020

**Note to Residents:** *Public Comments are only accepted at the times listed on the Agenda for Public Comment. You must stand and give your name and address to the Secretary before beginning your comment. You will have a 3-minute time limit for your comment.*

### **BID OPENING**

Linda Harigan, Township Secretary, opened the Sealed Bids for the following projects; they we be awarded or rejected during the Road Department Section of the meeting.

1. Callen Road Drainage Project
2. Deer Creek Road Paving Project

### **BOARD OF SUPERVISORS:**

Kathy Allen  
William Duncan  
James Halstead

### **STAFF PRESENT:**

Tom Hartwig, Consulting Engineer  
Linda Harigan, Township Secretary

### **PUBLIC HEARINGS**

No Public Hearing

### **CALL TO ORDER:**

Meeting called to order by Chairperson Allen at 7:00 pm

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT ON AGENDA ITEMS**

No Public Comment

### **CONSENT AGENDA MINUTES AND FINANCIALS**

**Motion by Duncan to approve the all items listed on Consent Agenda. Second by Halstead. Motion passed**

- a. The minutes of December 30, 2019 Budget Approval Meeting of the Board of Supervisors
- b. The minutes of December 30, 2019 Agenda Setting Meeting of the Board of Supervisors
- c. The minutes of January 6, 2020 Re-Organization Meeting
- d. The minutes of January 6, 2020 Regular Meeting
- e. The minutes of January 27, 2020 Agenda Setting Meeting of the Board of Supervisors
- f. To pay all bills
- g. February 2020 Treasurer's Report-statement period for January 2020

**End of Consent Agenda Items**

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**REPORTS**

Committee Reports ( except road)

- Park- Jim Halstead
  1. Approve Resolution for the Butler County Parks Renovation/Development Program Community Grant.
  2. Approve naming Small Pavilion the Klee Pavilion
  3. Appoint of Donna Craig and Mary Zacherl to Advisory Board
  4. Advisory Board meeting dates are June 22, and October 26, 2020
  5. Planning a dedication/open house on May 2, 2020

**Motion by Halstead to approve all items recommended by Spring Valley Park Board. Second by Duncan.**

**Motion passed**

- Planning Commission – Kathy Allen  
Allen reported the Planning Commission approved Lazaro Lot Line Revision to be sent to the Board of Supervisors. It will be brought up for approval during the Commercial Development section of today's meeting.

**CORRESPONDENCE**

South Butler Community Library-Kathy Allen

Allen reported on the letter we received from library thanking Clinton Township for their annual donation.

**OLD BUSINESS**

**Motion by Duncan to approve the following items for repair of the Garage. Second by Halstead. Motion passed.**

- a. Motion to purchase and install Electric Hot Water Tank for Garage
- b. Motion for Gabe Ciafre to install the floor heating system for \$6500.00
- c. Motion for Rich Dougherty Heating & Air Conditioning to install Boiler for floor heating system for \$7228.00.
- d. Motion for Rinaman Electric to install lighting and electric for \$8130.00
- e. Motion for Steel City Insulation to install foam insulation to ceiling for \$7500.00 and fire proofing for \$3500.00.

**End of Garage repair items.**

- f. Motion to approve TRAISR as the Municipal Management Software

**Motion by Duncan to approve the purchase and installation of the TRAISR Municipal Management Software. Second by Halstead. Motion passed.**

- g. General Code

**Discussion Only-** Duncan offered to head the committee to review the Draft from General Code. Completion date to have Final Draft returned to General Code is March 24, 2019.

- h. Roadmaster

**Discussion Only-**The Supervisors are still interviewing for a Roadmaster.

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**NEW BUSINESS**

a. Pension Plan

**Discussion Only-** Supervisors and Office Staff are meeting with Brian Jordon on February 27, 2020 to update Clinton Township's Pension Plan

b. Employee Handbook Update

**Discussion Only-**Final Draft of Employee Handbook will be presented at the March 10, 2020 BOS Regular meeting.

**COMMUNITY DEVELOPMENT**

Motion to approve Lazaro Lot Line Revision.

**Discussion:** Duncan reviewed the requested to Mr. Lazaro from the Planning Commission that he not park his work vehicles at his home, do not run a business out of your home and to have a copy of agreement with Holbein to park his truck in their lot.

**Motion by Duncan to approve Lazaro Lot Line Revision. Mr. Lazaro has complied with all the above listed requests. Second by Halstead. Motion passed**

**NEW BUSINESS**

Building Permits-**Discussion only.**

1. Building Permit
2. Zoning Certificate

**ROAD DEPARTMENT**

a. Bid for Callen Road Project

**Bid was not awarded. All Bid were given to Hartwig, Township Engineer, to review.**

b. Award Bid for Deer Creek Road Project

**Motion by Duncan to award Bid for the Deer Creek Road Project to low bidder Wiest Asphalt Products and Paving, Inc. Second by Halstead. Motion passed.**

c. Road Report

**Road Report**

February 10, 2020

- Salted township roads 13 times and salted icy spots 8 times. Used 225 tons of salt and 72 tons of mix. Developed a bid specification for Callen Road with Tom Hartwig and advertised it along with the bid for Paving Deer Creek Road.
- Setup the New Dodge Truck with utility bed, added lights, steps, and transformer.
- Cleaned catch basins. Installed ditcher on tractor and cleaned ditches on McKay road.
- Installed four new "Welcome to Clinton Township" signs. On Saxonburg Blvd near Saxonburg, Saxonburg Blvd near county line, on Rt 228 near Middlesex Twp. And Rt 228 near coal hollow road.
- Put traffic counter on Knoch road and Jack road. Plan is to get traffic counts on all roads.
- Mowed brush on Westminster, Sunmine and Ivywood roads.



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- Cut up downed trees on Victory, Goldsheitter, Alderson and Deer Creek
- Equipment Maintenance: new battery in 97 International, new lift pump in Loader, new glass in 6605, repaired salt spreaders on 95 international and 550 Dodge.
- Patched potholes
- Cleaned out small equipment room in anticipation of using it for an office.
- Investigated land slide on Goldsheitter that may impact the cartway
- Investigated salt contracts with Scott Andreassi, Scott advised that both contracts state “exclusively” and recommended only signing one contract.
- Had the ford back for service on the exhaust filter 3 times, this time they feel the blower has an oil leak that is causing the exhaust filter to plug frequently, but parts aren’t available till Feb 14. The warranty runs out in May for the environmental parts. Investigating trading it in because it has been very unreliable.
- Met with Central Electric and approved parking their trucks here as they clear a right of way down McKay and Monks for a new 3 phase line.
- Cleared a Pa one call emergency on a gas line leak on Goldsheitter. Had Steel City Insulation install insulation on the ceiling of the basement.
- Rinaman Electric is installing the electric and lights in the basement.
- Contacted the CDC on the icing their property is causing on South Noah Drive.

**Motion by Halstead to approve Road Report. Second by Allen. Motion passed.**

**ENGINEER’S REPORT**

1. Hartwig reported that it was brought to his attention that S&A contractors did seal the Plantation’s Road. He his trying to find out what date it was completed, to check the temperature.
2. Hartwig is going to review all bids received on the Callen Road Drainage Project.

**OTHER BUSINESS**

Budget

**Discussion only**-Duncan wanted to see the final budget using figures from year end December 31, 2019; with actual figures of adding all Funds together. The Township final figures showed the Expenses for all Funds were approximately \$13000.00 higher than Revenues. Duncan also stated that Harigan presented a monthly budget report for January 2020 using the approved budget figures for 2020.

1. Review the final figures for Year Ending December 31, 2019.
2. Review Budget as of January 31, 2020 for year 2020

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

1. **Mike Lazaro, 168 Lardintown Road** asked why he was being singled out for parking multi-business vehicles at his home when he observes numerous other properties with vehicles parked on their properties.
2. **Gary McCall, 104 Spring Valley Rd** asked about the paving on Deer Creek Road and questioned what needs to be done to sections that had old concrete under road surface.

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**MOTION TO ADJOURN**

Motion by Duncan to adjourn meeting. Second by Halstead. Motion passed

**TIME : 7:50 pm**

**RECONVENED MEETING BY SUPERVISORS**

**CALL TO ORDER:**

Reconvened Meeting called to order by Chairperson Allen at 8:05 pm.

Motion by Duncan to reject all bids received on the Callen Road Drainage Project and to re-advertise on the advice of the Township Engineer Hartwig. Second by Halstead. Motion passed.

**MOTION TO ADJOURN THE RECONVENED MEETING**

Motion by Duncan to adjourn meeting. Second by Halstead. Motion passed

**TIME 8:23 pm**

Respectfully Submitted

  
Linda L Harigan Secretary/Treasurer

