

# CLINTON TOWNSHIP BOARD OF SUPERVISORS

## REGULAR MEETING MINUTES

February 8, 2021

7:00 pm

Clinton Township Municipal Bldg., 711 Saxonburg Blvd, Saxonburg, PA 16056

**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.*

### **BOARD OF SUPERVISORS:**

Kathy Allen, Chairperson  
William Duncan, Vice-Chairperson  
James Halstead, Supervisor

### **PUBLIC HEARINGS**

### **STAFF PRESENT:**

Tom Hartwig, Township Manager  
Linda Harigan, Township Secretary  
Luke Brewer, Road Foreman

### **CALL TO ORDER:**

Chairperson Allen called the meeting to order at 7:01 pm

### **PLEDGE OF ALLEGIANCE**

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

- Brad Troyan, 279 Sun Mine Rd, spoke on a Sewage Issue that he wanted to bring to the Supervisor's attention. He said his basement flooded 4 times, since drainage work was done by the Township. A plumber found that a pipe leading from one of his French drains was smashed and backfilled with dirt. It was about 12 inches from one of the new culvert boxes. He would appreciate the township looking into this matter. Manager Hartwig replied that he and the Road Foreman would do a site visit and possibly a dye test.

### **MINUTES AND FINANCIALS**

**Motion by Supervisor Duncan to approve the following items on the Consent Agenda with the exception of the Planning Commission meeting minutes. Second by Supervisor Halstead. Motion passed.**

- The minutes of January 4, 2021 Reorganizational Meeting
- The minutes of January 4, 2021 Board of Supervisors Regular Meeting
- The minutes of January 25, 2021 Agenda Setting Meeting
- The minutes of February 1, Planning Commission Meeting
- The payroll #1 dated January 8, 2021 and payroll #2 dated January 22, 2021.
- The Treasurer's Report for January 2021 – Statement date 12.01.2020 to 12.31.2020
- The Treasurer's Report for February 2021 – Statement date 01.01.2021 – 01.31.2021
- Pay All Bills

**End of Consent Agenda**

## **REPORTS**

- Committee Reports (except road)
  - Park-Jim Halstead
    - ✓ Asked John Ham to mention Resolution 2021.02 Regarding the County of Butler Parks and Recreation Commission 2021 Butler County Parks/Development Program Community Grant Program.
    - ✓ Also the Park was asking for a letter of support to RVers and Campers they are closing down, and they will be issuing money to deserving organizations.

**Motion by Duncan** to have the Township Manager write a letter of support on behalf the Township Supervisors for the grant. Second my Halstead. Motion passed

- Planning Commission-Kathy Allen- no report was given.

## **CORRESPONDENCE**

- Butler County Bureau of Elections
  - Municipal Election Ballot Certification-May 8, 2021

## **OLD BUSINESS**

### **Manager will report on the following items:**

- Victory Road Warehouse follow-up-1200 South Noah Drive
  - ✓ Working with HRG-
    - Sent invoice for TDRs
    - Waiting on performance bond-Craig Bishop stated this may take a bit longer.
    - 11.16.2020 Received a letter from HRG asking Clinton Twp. to accept a Letter of Credit in lieu of a Performance Bond
    - 11.19.2020 Hartwig gave permission for Clinton Twp. to accept the Letter of Credit in lieu of a Performance Bond
    - SunCap is holding off on paying the TDR's until their financing is in place.
    - The Township sent a letter requesting HRG Engineering to inform SunCap to address the subject of TDR's in a letter to the Township.
    - 11.19.2020 Sent letter requesting TDRs be paid by 12.31.2020
    - SunCap would like to wait on paying TDRs until closer to their Closing, on or about February 2021. Supervisor Duncan then approved a later date payment of the TDRs until January 15, 2021.
    - Waiting on two Permits from DEP (Stormwater and Wetlands). SunCap is not anticipating any issues. When the permits are issued that will trigger the closing.
    - SunCap also requested that they will record the Plan and the Butler County Planning Commission closer to the Closing Date. They also stated they have all the signatures.
    - 12.14.2020 Hartwig report the Township is still awaiting the Closing. He is not aware of the name of the contractors. He also reiterated that the township must stay on top of the issue of receiving the TDRs on or before January 15, 2021.
    - 01.04.2021 Hartwig had no updates to report. He stated he will follow up on the progress of the TDRs.
    - 01.15.2021 – Received payment from SunCap Property Group LLC for the TDRs in the amount of \$59,950.00.
    - 01.25.2021 Cover Sheet must be re-signed because original approval is over 90 Days.
    - 02.08.2021 Manager Hartwig stated this could be taken off the agenda. All items are complete.

**NEW BUSINESS**

- **Motion by Supervisor Halstead** to advertise an Amendment to Stormwater Ordinance and adopt the Amendment at the March 8, 2021 Regular meeting of the Board of Supervisors. Second by Supervisor Duncan. Motion passed.
  - ✓ An Amendment to the Township Stormwater Ordinance that will require fencing around all stormwater detention and infiltration ponds having standing water depths of 3 feet or greater. This amendment is best placed in Article VI, Section 127-22, Paragraph B, Item 15 as a new subitem (g). This amendment shall read: "Fencing shall be required around the perimeter of all stormwater management basins. Fencing shall be a minimum of six (6) feet in height and installed around the perimeter of the pond at the top of the embankment allowing for a gated access to the basin for maintenance purposes."
- **Alternate Sewage Enforcement Officer**
  - ✓ Doug Duncan Alternate Sewage Enforcement Officer resigned on 01.25.2021.
- **Motion by Supervisor Duncan** to appoint Randy Louis as the Alternate Sewage Enforcement Officer. Second by Supervisor Halstead. Motion passed.
- **Motion by Supervisor Duncan to approve** Critchlow Lot Line Revision. Second by Supervisor Halstead. Motion passed.
- **Motion by Supervisor Duncan to approve** Victory Road Lot 13 Lot Line Revision. Second by Supervisor Halstead. Motion passed.
- **Motion by Supervisor Duncan to approve** Victory Road Warehouse Development on Lot 13 with the following conditions. Second by Supervisor Halstead. Motion passed.
  - ✓ Performance Bond Required for storm facility work after a construction cost estimate is developed.
  - ✓ Excess Maintenance Agreement will be required.
  - ✓ DEP and County Conservation District Permits still need to be issued – stormwater and E&S.
  - ✓ Letter of Assurance.
  - ✓ Payment of TDRs is required for the 60000 square foot building being permitted and constructed at his time.
  - ✓ Driveway Permit(s) will be required.
  - ✓ Sign(s) permits will be required and comply with the Township's sign ordinance.
  - ✓ The future building expansion represented on the drawings will NOT be part of the Building Permit. The expansion section is shown as part of the overall development for approval only. The TDR's for the expansion part will be paid at the time when permits are issued for the expansion.
- **Motion by Supervisor Duncan to approve Resolution 2021-02** Regarding County of Butler Parks and Recreation Commission 2021 Butler County Parks Renovation/Development Program community Grant Program Second by Supervisor Halstead. Motion passed.
- **Saxonburg Fire Department**  
**Motion by Supervisor Halstead** to for Manager Hartwig to send a letter to Saxonburg Fire Department asking them to submit a copy of their budget and financial statement for 2020. Second by Supervisor Duncan. Motion passed.
- **Township Engineering**
  - 02.01.2021 Solicitor Hancher drafted a letter to Iole's Attorney stating the concerns of the Township as well as the Township's position on both Cease and Desist Orders.



- 02.08.2021 Manager Hartwig is waiting on Mrs. Iole to contact him and set a time when make a site visit per Solicitor Hancher's directive in her letter to the legal counsel for Mrs. Iole.

#### **ROAD DEPARTMENT**

- 02.08.2021 Road Report – Luke Brewer, Road Foreman  
Road Report - February 8, 2021 - By: Luke Brewer, Road Foreman
- Received our 2021 Peterbilt 10-ton truck from Hunters Truck Sales.
- JD Miller & Sons Construction is working on finishing up the dry wall and installing the trim around the windows and working on the plumbing.
- The Road Department has been working on painting the inside of the new public works building.
- Emergency call out on January 26<sup>th</sup> for a tree across the road on Coal Hollow Rd.
- There were out 12 call outs in the month of January to salt and plow the roads.
- All 4 trucks have been washed and waxed after each time out in the snow.
- The Equipment have been washed and detailed.
- Cleaned catch basins and troughs off at the township building.
- Repaired and dugout the bad spots out in the township parking lot. We used a vibratory roller, on loan to the township from Murphy Tractor, on the front of the skid loader. The road crew is impressed with it!
- Have been picking trash and garbage up on Stark Rd, Tower Rd, and the Roundabout.
- Lang electrician installed LED lights on the front of the municipal building.
- Serviced the zero-turn mower, John Deere excavator, and the John Deere Skid loader.
- New Holland TS6 will go to Stephens Equipment in the next week to have hydraulic levers installed.
- Stephenson Equipment has been down to work on the JCB 426-wheel loader. It is having electrical issues. It is currently working right now.
- Have been making phone calls to John Deere, and Cleveland Brothers, regarding pricing for a new wheel loader for next year, and to see what are JCB wheel loader is worth.
- Vermeer in Cranberry gave prices on a new woodchipper. They brought one over to the Township to show the Road Department.
- Marked one calls for speed limit signs, and weight limit signs. To be installed on Knoch Rd, Brewer Rd, Westminster Rd, and Sun Mine Rd.
- Township line signs and Private Lane Signs have been installed in the Township.
- Builders Hardware installed on the new doors for the Road Department Building.
- Met with Mike Roenigk regarding prices on tar and chipping the bad spots after we dig them up and repair them on Stark Rd.
- The county is still working on the Goldscheitter Rd Bridge, but currently the road is open.

**Motion by Supervisor Halstead** to adopt the Road Report. Second by Supervisor Duncan. Motion passed.

- Seal Coating Addendums- Tom Hartwig, Manager reported that two Addendums had to be added to the Seal Coat Bid because of some omissions in the project scope set by PennDOT.

#### **EXECUTIVE SESSION – at the Manager's request**

- To discuss the possible purchase of Real Property

#### **MANAGER'S REPORT- Reviewed and Discussed**

- Public Works Building
  - ✓ Application was submitted to MDIA

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- ✓ Contractor said Public Works Building should be up by Thanksgiving.
- ✓ Cement was poured
- ✓ 12.14.2020 Hartwig reported the Public Works Building is completed for the scope of work required per compliance with the Cares Act Grant.
- ✓ 12.14.2020 Motion was passed to pay JD Miller Contracting in full for completion of the Public Works Building.
- ✓ 01.04.2021 Hartwig reported that the building is moving along as expected.
- ✓ 02.08.2021 An electric water heater will be installed, the bathrooms are being completed, the Road Crew is painting. Manager Hartwig feels the Public Works Building will be completed in about one month.
- Review Winter Road Plowing schedule
  - ✓ Manager Hartwig and Road Foreman Brewer and prioritize by plow districts.
- **Motion by Supervisor Duncan** to Amendment Township Fee Structure Requiring Escrow Deposits to cover Engineering Review Fees. Second by Supervisor Halstead. Motion passed
- Stull Lane Update
  - ✓ Solicitor Hancher is working with a title company to search the properties to determine the ownership of Stull Lane, this will give the answer to whether we can post it as a Lane or not. Solicitor Hancher expects to have the answer within 14 days.
- Manager Hartwig explained if he was still working as a Township Engineer for another company, the Township would have incurred \$9400.00 in Engineering Fees since 01.11.2021.

**OTHER BUSINESS**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

- **Mark Duster**, 147 Jack Road, questioned whether he needs permission to rent his rental property from the Township. This is a long term rental.
- **Kevin Criswell**, 429 Freeport St., voiced his reasons for being upset over a neighboring property. The township does have their Solicitor working on this issue.

**MOTION TO ADJOURN**

**Motion by Supervisor Duncan** to adjourn the meeting. Second by Supervisor Halstead. Motion passed.

**TIME: 8:30 pm**

Respectfully Submitted

  
Linda L. Hartigan, Secretary/Treasurer  
