

CLINTON TOWNSHIP BOARD OF SUPERVISORS

MINUTES

AGENDA SETTING MEETING

May 24, 2021 7:00 PM

Clinton Township, 711 Saxonburg Blvd, Saxonburg, PA 16056

BOARD OF SUPERVISORS:

Kathy Allen, Chairperson

William Duncan, Vice-Chairperson

James Halstead, Supervisor

STAFF PRESENT:

Tom Hartwig, Township Manager/Engineer

Luke Brewer, Road Foreman

VISITORS PRESENT

Mark Duster

John Ham

CALL TO ORDER:

Chairperson Allen called the meeting to order at 3:30 PM.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT ON AGENDA ITEMS:

No member of the public in attendance at the May 24, 2021 Agenda Setting Meeting of the Board had comments on Agenda Items.

MINUTES AND REPORTS AND FINANCIALS:

The following documents were reviewed by the Board of Supervisors with no comments nor revisions suggested:

- The Minutes of May 10, 2021 Board of Supervisors Regular Meeting
- The Minutes of May 13, 2021 Board of Supervisors Road Tour Meeting
- Payroll #10 dated May 14, 2021

A brief discussion took place on the Treasurer's Report for May 2021. Chairperson Kathy Allen asked for an update on the Township's claim settlement discussions with Selective Insurance. Township Manager Tom Hartwig indicated that Selective would be reimbursing us for our equipment rental costs for a maximum period of three months but would not increase the amount proposed for settlement on the garage. They did adjust material unit prices to be more representative of current material costs. Supervisor William Duncan questioned reimbursement of the lease costs for the boom mower. The Township Manager indicated our maximum reimbursement amount for the mower would be \$7,500 per our policy.

COMMITTEE REPORTS:

Park Committee Liaison Jim Halstead reported the Spring Valley Park Board had a meeting scheduled

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for the evening of May 24th at the pavilion in the Park. Supervisor Halstead next called upon John Ham to comment on the status of the Russian Olive eradication and Park capital planning. Mr. Ham indicated that after research and discussions with the County Parks Director Lance Welliver, the Park will change their approach to eradicating the Russian Olive plant by first cutting and mulching the plant growth and then spraying the shredded plant mulch to kill the plant. The grant funds awarded to the Park for this work will still cover this method of eradication.

The second topic Mr. Ham discussed was an update on the Park's 5-Year Plan. Next year will be Year 4 of the Park's 5-Year Plan for Spring Valley Park. Improvements in the Plan for this time period focus on the Commons Area otherwise called POD 4 and include a formal gravel access driveway up to the gate, drainage, and parking, including handicapped parking. Additionally, a walking trail comprised of stone dust is desired beyond the gate. This work was to be completed over a two-year period to spread out the expense. The Park has gotten cost estimates for this work and would like the Supervisors concurrence to move forward in 2022 and 2023 with these improvements. The Park also requests input from the Supervisors on the preferred approach to making these improvements so that work can next year.

Chairperson Kathy Allen commented that the Township has had discussions with the County CDC, namely Joe Saeler and Mark Gordon, relative to the POD 4 area and its potential use, both to the Township and to the CDC. Additionally, Chairperson Allen voiced her concerns about the Township and Park's liability associated with the public's use of the POD 4 area.

Supervisor Duncan asked Mr. Ham for any additional updates on the CDC's efforts in cleaning out the stormwater detention ponds in the park and disposing of the silt removed from the ponds in the POD 4 area. Mr. Ham indicated that there have not been any further discussions with CDC on this matter and any silt removed from the ponds would need to be analyzed for hazardous material. Mr. Hartwig commented that it would be analyzed for heavy metals and toxic organic matter.

Supervisor James Halstead questioned if the improvements were made to the POD 4 area as proposed, would the area's visibility from the South Noah Drive cul-de-sac be improved to help minimize liability and prevent the parking and trail areas from being totally secluded and out of view. Mr. Ham indicated that visibility would be improved with a formal entrance and grass cutting.

Chairperson Allen concluded the discussion by indicating that the Township would continue general discussions with the CDC and would also discuss the POD 4 plan and its future as a board. Supervisor Duncan suggested that perhaps the Public Works road crew could work on the entrance driveway and drainage as a winter project. Mr. Hartwig concurred and had the same thought. Mr. Hartwig had completed some preliminary design work on the entrance driveway for POD 4 as well as some drainage improvements with his previous employer.

Planning Commission Liaison Kathy Allen reported the Planning Commission has their next meeting scheduled for June 7th and there is one visitor scheduled for a discussion on subdividing property. Also, there are two formal plans on the Agenda for review.

Looking ahead to July, Chairperson Allen indicated that should be one subdivision and possibly two lot line revisions on the Agenda for the July 6th Meeting as well as a formal variance request for an

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illuminated sign in the Corridor Preservation District. Mr. Hartwig added that another variance request may be on the Agenda for constructing a house in the Agricultural Conservation District on a parcel less than 5 acres in size.

CORRESPONDENCE:

Township Manager Thomas Hartwig reported on the following correspondence:

- Letter from the Manager to Hunter Truck Sales.
- Letter from the Manager to Mary Ann Iole.
- Electronic communications from Maher Duessel on the partial audit to be performed.
- Electronic communication from Deborah Zarko of the State Auditor's office relative to our 2020 Liquid Fuels audit.

MANAGER'S REPORT:

Township Manager Thomas Hartwig gave updates on the following items:

- Responses to the DEP deficiency letters for Victory Road and Cannon Hill Road GP-11 Permit Applications were sent to DEP on May 17, 2021.
- The Manager has prepared a draft construction agreement between J.D. Miller Construction and the Township for construction of Public Works Garage.
- Cernica Engineering is progressing with the design of the new Public Works Garage for building permit purposes. They are currently working on the structural design.
- Mr. Hartwig and Mr. Brewer gave an update on their April 21, 2021 meeting with PennDOT representatives concerning signs. PennDOT agreed to install various Brake Retarder warning signs suggesting that drivers refrain from using brake retarders in residential areas. Furthermore, PennDOT will permit the Township to install signs on their own poles that are black and white advising the public or the Township's sign ordinance. PennDOT will not permit directional signs in the area of the roundabout. Finally, PennDOT will install various warning signs on Township roads advising drivers of hazards or intersecting roads at various intersections.
- 2021 Park Rentals are going very well. At present 2021 Park Rentals total \$750.
- Several improvements were made to the Township telephone system by Armstrong over the past week or two. More efficient call processing will be realized.
- Two new building permits were processed thus far in the month of May for a total of \$723.80 in fees.

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- One new Sewage Permit Application was processed for a fee of \$750.00.
- Two code enforcement matters were dealt with. One was for a sign erected without a permit in the Corridor Preservation Zone. The second was a short-term rental potential issue that was brought to the Township's attention. Both matters were addressed. A third Code Enforcement issue has evolved over the weekend concerning the construction of a garage addition and swimming pool without building permits. Mr. Hartwig reported that this matter is being handled currently. Also, an informal complaint has come in about the "junk yard" on Sunmine Road.

ROAD DEPARTMENT REPORT:

Road Foreman Luke Brewer reported on the following items:

- Crack Sealing was completed on Victory Road and in the Industrial Park.
- Grass Cutting continues along Township Roads as weather permits.
- The Township took delivery of the Side Drop Mower purchased from a dealer in Alabama and is having some repairs done under warranty right now.
- Mr. Geibel's injuries sustained in a non-work related accident were discussed as were possible work assignments when he returns to work next week.
- In the absence of Mr. Geibel, the Township will engage Murray Construction Company's services for a backhoe and operator for a one week to assist them with drainage work on Coal Hollow Road.

OLD BUSINESS:

Supervisor William Duncan asked the Manager to check with the Solicitor on the status of her written opinion on the topic of covenants remaining with the properties that are part of a recorded subdivision plan.

Supervisor William Duncan brought up the topic of heating the new Public Works Garage and the price differential between in-floor heating and ceiling mounted resonating heaters. Supervisor Halstead opined that he was in favor of in-floor heating and Chairperson Allen concurred. Although in-floor heating will cost about \$17,000 more than the resonating heaters, all three Supervisors expressed their desire to have the new garage heated in this fashion. Mr. Hartwig agreed to contact both the contractor and engineer to inform them of this selection.

NEW BUSINESS:

Chairperson Kathy Allen reported that the Homeowners Association for the Plantation meets one time per year, generally in November. It is the Township's desire that the Manager attend the next meeting if possible.

OTHER BUSINESS:

Chairperson Kathy Allen reported that her and her husband had a virtual meeting scheduled with Mr. Rossi of PennDOT to discuss the proposed improvements to Ekastown Road and the impact of those improvements on preserved farmland.

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Also, Chairperson Allen mentioned that she was approached by Mr. Dennis Cornetti about the Township possibly taking over Sunrise Farm Lane. Supervisor Duncan reminded the Board why the lane was not taken over by the Township originally and concerns he has with taking over private lanes or roads. Supervisor Halstead mentioned specifics about that housing plan when it was constructed and issues with safe line of sight where Sunmine Farm Lane intersects Sunmine Road as well as the road surface. The Manager was asked to review the Township's files for this subdivision.

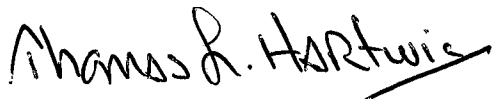
PUBLIC COMMENT ON NON-AGENDA ITEMS:

Mr. Mark Duster inquired about the Supervisors' Spring Road Tour Meeting Minutes and particulars of the tour. Mr. Duncan said the minutes described the tour. Mr. Hartwig said the minutes would be posted on the website after they are approved at the June 14th Regular Meeting. However, he would contact Mr. Duster to discuss the details of the Spring Road Tour and items of concern noted during the tour.

MOTION TO ADJOURN:

A Motion was made by Supervisor William Duncan to adjourn the May 24, 2021 Agenda Setting Meeting of the Clinton Township Board of Supervisors at 5:07 PM. The Motion was seconded by Supervisor James Halstead. The motion carried unanimously.

Respectfully Submitted:

A handwritten signature in black ink that reads "Thomas L. Hartwig". The signature is written in a cursive style with a horizontal line underlining the name.

Thomas L. Hartwig, P.E.
Manager
Clinton Township