

CLINTON TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING MINUTES

June 14, 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
Matt Cornetti
Kevin Haugh
Christian Haugh
Brian Hamilton
John Ham

CALL TO ORDER:

Chairperson Allen called the meeting to order at 7:00 pm.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT ON AGENDA ITEMS:

No member of the public in attendance at the June 14, 2021 Regular Meeting of the Board had comments on Agenda Items.

SECRETARY/TREASURER'S REPORT:

- Approve the Treasurer's Report for June 2021 (Period of May 1 through May 31)
- Approve the minutes of May 10, 2021 Board of Supervisors' Regular Meeting
- Approve the minutes of the May 13, 2021 Board of Supervisors' Special Spring Road Tour Meeting
- Approve the minutes of May 24, 2021 Board of Supervisors' Agenda Setting Meeting
- Approve Payroll #10 dated May 14, 2021
- Approve Payroll #11 dated May 28, 2021

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- Approve Payroll #12 dated June 11, 2021
- Approve All Bills to be Paid

A Motion was made by Supervisor William Duncan to approve the Secretary/Treasurer's Report, which included the items listed below. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.

COMMITTEE REPORTS:

Park Committee Liaison Jim Halstead reported that the use of a forestry mulcher received the approval of the Butler County Parks and Recreation Board, Donna Craig handle some park clean up duties, Aldi's rented their owner forestry mulcher and removed most, but not all, of the invasive Russian Olive plant, Park rentals have been strong so far in 2021, and some electrical troubleshooting has taken place on malfunctioning outlets. Additionally, discussion was held on the entrance road, including drainage, into the Park's POD 4 area. The Manager recommended that the Township Public Works Crew install the access drive into POD 4 up to the POD 4 gate this winter as weather permits. This work would include drainage improvements to alleviate the wet conditions that exist.

A Motion was made by Supervisor William Duncan to approve the Manager's recommendation that the Township's Public Works Department install the access driveway and drainage facilities for the POD 4 area of the Park. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.

Chairperson Kathy Allen questioned whether any progress was made in coordinating a Library Learning Trail Event with the Park. Mr. Ham and Mr. Hartwig reported that Ashley Kohley has been working with the Library Director on this event and is awaiting the Library's selection of a date to hold the event.

Planning Commission Liaison Kathy Allen reported the Planning Commission met on June 7th with Pat Hebda chairing the meeting in the excused absence of Kevin Corace. Mrs. Allen reported that two subdivisions were reviewed by the Planning Commission, the Fran Fennell Subdivision and the Lori Parrish Subdivision. The Planning Commission recommended the Lori Parrish Subdivisions for approval by the Supervisors subject to several revisions being made to the plan drawings. Supervisor William Duncan asked the Manager Tom Hartwig if the revisions were made and Mr. Hartwig informed the Board of Supervisors that all the requested revisions were made to the drawings. The Fennell Subdivision was tabled.

A Motion was made by Supervisor William Duncan to approve the Lori Parrish Subdivision Plan as revised and presented. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.

CORRESPONDENCE:

Chairperson Kathy Allen reported that there were two reportable dog incidents handled by the Township Dog Officer during the past month.

Township Manager Thomas Hartwig reported that he received an opinion letter from Attorney Hancher on the matter of recorded covenants.

Mr. Hartwig further reported that he executed an Engagement letter with Maher Duessel for a partial audit of 2021 through April 30th. The Manager also highlighted the completion and filing of the Foreign Fire Tax Reports for years 2018 and 2020, completing the 2020 Liquid Fuels Audit, and sending out letters to various residents as follow up to the Township's SEO's attempts to investigate sewage complaints.

Supervisor William Duncan inquired about contacting PennDOT about a future project to straighten the bend on Route 228 at Brewer Road. Manager Tom Hartwig reported the PennDOT informed him that the Township must make this request to the County first to get on their list of potential projects.

MANAGER'S REPORT:

2021 SEAL COAT PROJECT

We are still awaiting payment from Penn Energy (\$18,332.73) to honor their financial commitment towards the project.

SELECTIVE INSURANCE SETTLEMENT UPDATE

Over the past month, I have been able to finalize things with Selective Insurance and their lead adjuster Dugan Muzzey. We not only received final payout for our equipment and tool losses, but also just received final payout for our garage structure loss, including business personal property as well as the first month's rental payment on our equipment. We will be getting a separate check for our second and third month's rental payments for the wheel loader, excavator, and skid loader in the near future. Our equipment/tool payout was \$336,583.43 and the building payout was \$386,739.98. We can soon look forward to purchasing the equipment we have been renting and starting construction on our new garage.

NEW PUBLIC WORKS GARAGE STATUS

Cernica has completed the foundation and structural drawings and submitted same to the Township and J.D. Miller Construction for review. I have reviewed the structural design and calculations to the best of my ability and found them to be acceptable enough to submit to MDIA. Hence, I submitted the Commercial Building Permit Package to MDIA the evening of June 9, 2021. We have a ID number assigned.

I also submitted a draft version of the construction agreement to Attorney Sarah Hancher for review before I send it to our contractor. Attorney Hancher had comments which I incorporated into the final agreement. I submitted the draft agreement to J.D. Miller & Sons Construction for review. They had no comments. Their price for construction per our scope is \$400,000.

I have given our contractor permission to store the roof trusses on site until work commences. Cernica is now working on the electrical, HVAC, and plumbing drawings for the new garage. The garage will have in-floor heating per the direction given by the Board of Supervisors.

AMERICAN RELIEF FUND GRANT

Thanks to a "heads-up" given by our Emergency Management Coordinator Adam Hartwig, I became aware of the "new" DCED requirement for non-entitled communities to complete an application for the American Relief Fund grant monies that were previously announced for distribution to all communities. To summarize briefly, Adam assisted Ashley Kohley and I in completing the complex paperwork on-line to get in line for our share of this funding. We are entitled to \$289,619.70, paid out in two installments. One installment of one-half this amount should be paid in June or July of this year. The second at the same time next year. Adam will assist us in administering these funds and making sure we comply with spending guidelines. This application process was confusing and complex, to say the least, complicated by the need to remove the former Secretary's name from administrator lists and adding my name on. Like all municipalities included in a "mass mailing," we

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received the communication from DCED in early June, but it was not evident that completion of the application needed to be done immediately. We were fortunate to be able to comply and complete the forms promptly. However, it took two sessions for both Ashley and I to do so, four hours the first session and 2 hours the second session!

VICTORY ROAD AND CANNON HILL BRIDGE PROJECTS

I have prepared formal response letters to DEP addressing the GP-11 Permit Application deficiencies outlined in DEP's letters to the Township dated January 20, 2021. Separate letters were prepared for each project, were dated May 17, 2021 and mailed to DEP both electronically and by mail. DEP acknowledged receipt and will review them.

2021 BUDGET

Through June 11, 2021, the Township is continuing to operate on budget.

BUILDING PERMITS

Since the beginning of the year, the Township has issued 22 building permits. Over the past month (since the May 10th Regular Meeting), the Township has issued 7 building permits. Please refer to the attached report.

CODE ENFORCEMENT

While there have been no new Code Enforcement actions that had to be taken over the past month, I have been actively dealing with a storm water discharge matter in the Corridor Preservation District and will begin looking into another stormwater runoff issued in the same District. I also will begin enforcement activity on a property on Sunmine Road that is violating the Nuisance Ordinance and parking junk vehicles in the Public Rights-of-Way. I also wrote letters to several residents who have failed to cooperate with our SEO on illegal discharge matters.

SEWAGE ENFORCEMENT MATTERS

In conjunction with what I consider to be lingering resolution efforts between the Township SEO and various property owners in the Township with sewage enforcement issues, I have written letters to those property owners in an attempt to bring them in touch with the SEO to investigate and resolve their respective issues. See the above section on Correspondence.

A Motion was made by Supervisor James Halstead to approve the Manager's Report. The motion was seconded by Supervisor William Duncan. The motion carried unanimously.

ROAD DEPARTMENT REPORT:

FACILITIES AND EQUIPMENT

The Road Department installed 4 cross pipes, and set 4 catch basins along Coal Hollow Rd. They also installed 275ft of 12inch pipe along Coal Hollow Rd with the help of Murray Construction.

The Road Department bermed and cleaned the ditch on Coal Hollow Rd.

The Road Department installed and replaced all of the street signs on Coal Hollow Rd.

We are renting to buy the 2018 Massey Ferguson Boom mower from Stephenson Equipment.

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The 2016 Ford F550 had new tires installed on the front and rear of the 1-ton dump truck.

The moon paver also had new tires installed on it.

JD Miller and Construction installed the counter and sink in the public works building.

Stephenson Equipment has been down to install beacon lights and fix the air conditioning in the side drop deck. They also were here to fix the valves on the boom mower.

ROADS

The Road Department has been out mowing the township roads. The roads completed thus far Knoch Rd, Rachel Dr, Tower Rd, Victory Rd, South Noah Dr, Chandler Dr, Spring Valley Rd, Alderson Rd, Kozy Corner Rd, Sandy Hill Rd, McKay Rd, Monk Rd, Jack Rd, Deer Creek Rd, Wylie Rd.

The traffic counter has been put back out again. It is currently on Westminster Rd and will move around the township.

Merlo Construction will start on the Saxonburg Blvd Bridge it will take about 1 month to complete. Then they will move to the Brewer Rd and Wylie Rd Bridge and each of them will be closed for 1 month.

Youngblood Paving Inc is still scheduled to tar and chip the roads the 2nd week of August.

Cronin Enterprise is just about finished up with the sewer project on Tower Rd. They just have back filling to do in one section.

Russell Standard did a double seal chip job on Tower Rd for Cronin Enterprise.

Penn Energy and Range Resources were both sent a letter notifying them of their financial participation in the 2021 seal coat project and the amount there are obligated to pay the Township. We have received payment from Range Resources and have reached out to Penn Energy, while we await their payment. Repairs still need to be made by both companies.

The PW has taken delivery of pipe for the 2021 storm water projects.

The PW team has cleaned catch basins and cross pipes throughout the Township and patched many potholes on Township Roads.

The PW crew has been picking trash up at the Roundabout and mowing the grass and pulling weeds in the flower beds.

The PW crew has made and marked PA. One Calls for speed limit, weight limit signs, and others signs throughout the township.

The PW crew has crack sealed Victory Rd, Chandler Dr, Red Ore Ln, and South Noah Drive.

MISCELLANEOUS

The PW crew has ordered new signs for the roundabout, and other signs throughout the township.

A Motion was made by Supervisor William Duncan to approve the Road Report. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.

OLD BUSINESS:

There was no Old Business to discuss nor brought before the Board of Supervisors.

NEW BUSINESS:

A Motion was made by Supervisor William Duncan to Purchase the Wheel Loader, Skid Loader, and Excavator that we have been renting for the past 3 months under a lease-purchase plan from Murphy Equipment for the cumulative price of \$271,312. The motion was seconded by Supervisor James Halstead. The motion carried unanimously. The Manager noted that this purchase will be paid from proceeds in the Northwest Fire Fund from settlement monies received from Selective Insurance.

A Motion was made by Supervisor James Halstead to execute the Agreement between the Township and J.D. Miller Construction for the construction of the new replacement Public Works Garage. The amount of the contract is \$400,000. The motion was seconded by Supervisor William Duncan. The motion carried unanimously. The Manager noted that this purchase will be paid from proceeds in the Northwest Fire Fund from settlement monies received from Selective Insurance.

OTHER BUSINESS:

There was no Other Business to discuss nor brought before the Board of Supervisors to consider.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Mark Duster expressed his appreciation to the Township Public Works Department for mowing Jack Road. He also opined that the intersection of Jack Road and Monk Road could be mowed again to improve the line of sight at the intersection.

Brian Hamilton spoke on behalf of the Clinton Church and wanted to know what process he had to follow to get the Township to amend their Zoning Ordinance for the Corridor Preservation District. Supervisor William Duncan advised Mr. Hamilton that he needed to present his requests for revisions to the Zoning Ordinance to the Planning Commission and this appointed political body would consider the request(s) and make a recommendation to the Board of Supervisors.

Mr. Hamilton wanted to know the status of matters with the Clinton Church's desire to replace their lighted sign with a new automated sign with a lighted display. He felt it was very unfair of the Township not to let them replace the existing lighted sign with a newer version. Mr. Hartwig reported that he had electronic communications with Kristen Hawk about her formal attendance at the July 6th Planning Commission Meeting to request a variance for replacing the existing sign with an updated version of an illuminated sign that would

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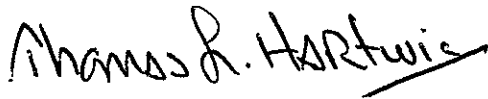
enable the church to change messages posted electronically. Mr. Hartwig indicated that he would be in touch with Kristen Hawk to assist her in preparing for this meeting and to disseminate information to the Planning Commission Members ahead of time. Mr. Hamilton expressed his gratitude on behalf of the church for the information passed along in this discussion but reiterated that he felt the Zoning Ordinance needed revised for the Corridor Preservation District.

Christian Haugh was present and notified the Board of Supervisors that he intends to do a Eagle Scout Project in the fall at Spring Valley Park. Mr. Haugh is currently finalizing the scope of the Eagle Scout Project and planned to attend the next Spring Valley Park Board meeting. Supervisor James Halstead informed him the next meeting was June 28th at 7 PM in the Park.

MOTION TO ADJOURN:

A Motion was made by Supervisor William Duncan to adjourn the June 14, 2021 Regular Meeting of the Clinton Township Board of Supervisors at 7:58 PM. The Motion was seconded by Supervisor James Halstead. The motion carried unanimously. The Meeting was officially adjourned at 8:10 PM.

Respectfully Submitted:



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

