

CLINTON TOWNSHIP BOARD OF SUPERVISORS
AGENDA
AGENDA SETTING MEETING
August 23, 2021 3:30 pm
Clinton Township, 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

STAFF PRESENT

Tom Hartwig, Township Manager/Engineer
Sarah Hancher, Solicitor
Ashley Kohley, Administrative Assistant
Luke Brewer, Road Foreman

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT ON AGENDA ITEMS

SECRETARY/TREASURER'S REPORT

- Review Preliminary Treasurer's Report (Not Reconciled) Through August 20, 2021
- Review the Minutes of the August 9, 2021 Board of Supervisors Regular Meeting.
- Review Payroll #17 dated August 20, 2021.
- Review and Approve Bills Presented for Payment at this Meeting to avoid late charges/penalties.

A Motion was made by Supervisor William Duncan to approve the bills presented for payment at this meeting to avoid late penalties and interest charges. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.

COMMITTEE REPORTS:

- Park Committee by liaison Jim Halstead: Supervisor James Halstead that there was a scheduled meeting of the Park Advisory Board and Friends of Spring Valley Park tonight at the Park pavilion.
- Planning Commission by liaison Kathy Allen: Chairperson Kathy Allen reported that the Planning

Commission's next meeting was scheduled for Tuesday, September 7th at 7 PM, with a workshop scheduled for 6 PM before the meeting. Topics for the workshop will be a review of the first draft of a Junk Yard Ordinance and a Display Fireworks Ordinance that the Manager has prepared.

CORRESPONDENCE:

- Letter sent to Butler County Engineer regarding Goldscheitter Road Bridge: Township Manager Tom Hartwig reported that he sent a letter to County Engineer Kevin Gray voicing various concerns about the two culvert pipe crossing bridges installed by the County on Goldscheitter Road. One of the major concerns expressed was the amount of mud and stone that has settled inside each of the crossing pipes. This was depicted in photos attached to the letter. Supervisor James Halstead agreed that the settlement of silt and stones inside the pipe was not a good sign and possibly signified slope problems. Supervisor William Duncan also expressed his dissatisfaction with the final alignment of the crossings relative to road and guardrail placement.

SOLICITOR'S REPORT:

- Update on status of closing on the property at 675 Saxonburg Boulevard: Solicitor Hancher reported that things are moving along favorably relative to the closing on the Morrow Property. The Executor of the Estate, John Morrow, signed the sales agreement and Solicitor Hancher reported that she deposited the hand money check into her escrow account until closing. Solicitor Hancher alerted the Township that the final sales agreement will grant the Morrow Estate with oil and gas rights and that there is a surface lease for that property which should not be of any concern to the Township. The final amount due at closing will be \$259,536.03 which includes all closing costs and taxes. Attorney Hancher will notify the Manager several days in advance of when she will need the check. The surface lease, oil and gas rights, and the extent of a PennDOT right of way will be noted in the new Deed for the property.
- Update on Shred It Contract: Attorney Hancher reported that she is dealing with the termination of the Township's contract with Shred It and has served them the 30 day written notice required under the Contract.
- Update on 501C3 versus 501C4 non-profit status: Attorney Sarah Hancher reported that she is still researching whether or not the Township can donate American Relief Plan funds to the Saxonburg Volunteer Fire Department since it is a 501C4 non-profit. She is also seeking clarification on the general permitted use of these grant funds.

MANAGER'S REPORT:

- Public Works Garage Construction Status: Township Manager Tom Hartwig reported that J. D. Miller and Sons Construction Company continues to make progress on garage construction and should be starting the siding in the next few days.
- Public Works Garage Change Order Requests: While there are no current change order requests to consider, Township Manager Tom Hartwig did communicate with J. D. Miller and Sons Construction Company that a deduct change order was due for the elimination of the non-load bearing wall and that this change order would take into account a small "closet" type room that would be constructed in the

center of the building to house the hot water tank and the utility sink.

- Public Works Garage Periodic Payment Requests: Township Manager Tom Hartwig reported that he expects J. D. Miller and Sons Construction Company to submit their next payment request next week.
- Public Works Garage Design Update: The Manager reported that Cernica is in the process of revising the design drawings to show the elimination of the non-load bearing wall and addition of the utility type of closet in the new garage.
- Permits and Code Enforcement: The Manager reported that building permit requests have slowed down in recent weeks and he continues to work on the same few code enforcement issues that he reported on last month.
- Draft Ordinances on Junkyards and Display Fireworks: The Manager had nothing further to report on this matter as it was covered earlier in the meeting by Chairperson Kathy Allen.
- Census Update: Manager Tom Hartwig reported that he was able to obtain a link from the County for census information and learned that the Township's 2020 Census Population Count is 4,333 people, up from 2,864 people counted in the 2010 census. Mr. Hartwig further reported that census data revealed a total of 1,990 housing units in the Township, 1,859 of which were occupied. Also, 81.2% of the Township population is over the age of 18. All three Supervisors expresses surprise over the population increase and would like the Manager to verify these statistics at the appropriate time.

ROAD REPORT:

- 2021 Paving Project – Coal Hollow: Road Foreman Luke Brewer indicated that the Township's 2021 Seal Coat Project was successfully completed by Youngblood Paving with little or no problems. The Coal Hollow Road Paving Project has also been successfully completed by Shields Paving,
- Deer Creek Road Berm Work: Luke Brewer further reported that the Township Public Works crew is finishing up on installing berms on Deer Creek Road.
- Mowing: Luke Brewer also indicted that the Public Works crew is in the process of mowing Township roads and this effort will continue for the next couple of weeks. The boom mower is currently out of service with repairs being made to the cutting deck gear box. The repairs should be completed by mid-week.
- Brewer Road Tree Trimming: Road Foreman Luke Brewer announced that he and the Township Manager obtained four formal quotations for tree trimming along Brewer Road from State Route 228 to Saxonburg Boulevard. Fallen Timber Tree Trimming was the low bidder at a price of \$12,400 for 4 days of effort needed to complete the job.

NEW BUSINESS:

- The Manager announced that the Budget Workshop Number 1 will be scheduled for September 27 as part of the Agenda Setting Meeting. The 2022 Budget as well as the use of American Cares Program funds will be discussed. This will be scheduled at the end of the Agenda just prior to Adjournment.
- Chairperson Kathy Allen discussed the accuracy of the Township's E-360 Code adopted by the Township as to its incorporation of all the new ordinances and revisions that were to be included prior to adoption. Manager Tom Hartwig indicated that Mrs. Kohley and himself would be reviewing the adopted E-360 Code of Ordinances soon from this prospective. Solicitor Sarah Hancher stated that the

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last document adopted by the Township at a public meeting would be the document in effect. Hence, if some changes intended to be made to the Zoning or Subdivision and Land Development Ordinance did not make it into the final E-360 Code of Ordinances adopted, then what was adopted as part of the E-360 Code of Ordinances would prevail. Any Ordinances adopted after the adoption of the E-360 Code of Ordinance would take precedence over what is written in the E-360 Code. Based upon a cursory review of the E-360 Code of Ordinances, it appears to be accurate and reflective of all the changes made to the Zoning or Subdivision and Land Development Ordinances prior to adoption of the E-360 Code.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

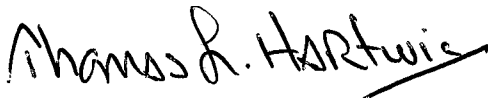
There were no comments on Non-Agenda Items by members of the public in attendance.

MOTION TO ADJOURN:

A Motion was made by Supervisor William Duncan to adjourn the August 23, 2021 Agenda Setting Meeting of the Clinton Township Board of Supervisors at 4:08 PM. The Motion was seconded by Supervisor James Halstead. The motion carried unanimously. The Meeting was officially adjourned at 4:08 PM.

TIME:

By:

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

**Thomas L. Hartwig, P.E.
Manager/Engineer**