**BOAROAD 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

Brian Hamilton

Kevin Gray

Kevin Corace

Loretta Plugh

Matt Cornetti

John Albert

**CALL TO OROADER:**

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 September 13, 2021 Regular Meeting of the Board had comments on Agenda Items.

**SECRETARY/TREASURER’S REPORT**

1. Treasurer’s Report for September 2021 (Period of August 1 through August 31)
2. Minutes of August 9, 2021 Board of Supervisors’ Regular Meeting
3. Minutes of August 23, 2021 Board of Supervisors’ Agenda Setting Meeting
4. Payroll #17 dated August 20, 2021
5. Payroll #18 dated September 3, 2021
6. All Bills presented for payment.

*A Motion was made by Supervisor William Duncan**to approve the Secretary/Treasurer’s Report, which included the items listed above. Supervisor Duncan requested that the August 9th and August 23rd minutes reflect the fact that based upon his review of the E-360 Code, it appears to be accurate, including Article IV, Section 185.5. Supervisor Duncan also requested that those bills listed for separate approval in the Agenda under New Business not be included in this motion. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.*

**COMMITTEE REPORTS:**

Park Committee Liaison Jim Halstead reported that the Park Advisory Board and Friends of Spring Valley Park met on August 23rd at the Park. Both meetings were relatively short, with nothing to report other than the normal Park maintenance items continue to be completed and rentals for 2021 continue to be strong.

Planning Commission Liaison Kathy Allen reported the Planning Commission met on September 7, 2021 and had a work session at 6 PM where they reviewed the first draft of a very basic Junk Yard Ordinance and the first draft of a basic Display Fireworks Ordinance. Work on both Ordinances as well as updates to the Comprehensive Plan will continue at the workshop before the October Meeting.

**CORRESPONDENCE:**

1. The Manager reported that he sent correspondence in the form of a Complaint Form to Mrs. Cindie Duell relative to the property at 223 Goldscheitter Road and overflow from a detention pond on the property.
2. The Manager sent correspondence to Mr. Walker Hartman concerning silt runoff from a lot at the corner of Jason Drive and Monk Road into the Township’s drainage ditch.

**SOLICITOR’S REPORT**

The Solicitor was unable to attend the September 13, 2021 Board of Supervisors’ Meeting but asked the Manger to report the following:

1. The required thirty-day notice of termination was delivered to Shred It on August 19th.  The final paper pick up should have taken place by now. The Solicitor continues to dispute what they allege to be a missing payment subsequently sent to collections by Shred It.  She will continue to resolve this issue and work towards the final termination of the Agreement.
2. The Solicitor has reviewed a new copier lease being negotiated with AMCOM and finds everything acceptable, including the reduction in term from 60 months to 36 months. AMCOM will provide the Township with a new copier and have more realistic minimums for black and white and color copies in the basic monthly lease price.
3. The Solicitor will be notifying Peter Mihalic formally in writing that he must appear before the Manager to develop a plan to clean up the property or be taken before the Magistrate.

**MANAGER’S REPORT:**

**Public Works Garage Construction Status**

J.D. Miller Construction has continued construction of the new garage. Material continues to be delivered to the site and Miller’s workforce is nearing the completion of the roof and siding. Framing is complete. There had been some minor delay while they were awaiting the delivery of the final shipment of siding and roof pieces. I continue to review material shop drawings being submitted. Work on the floor drains is underway.

**Public Works Garage Change Order Requests**

There is no change order to present at this meeting. I submitted revised construction drawings to J.D. Miller & Sons Construction so they could work up a deduct change order for the elimination of the interior non-load bearing wall with the addition of a closet room for the boiler and slop sink and a kick wall for the mounting of plumbing in bay number 6. I also agreed to pay them the restocking fee for the elimination of the interior garage door. This is estimated at $500. After the close of business today, J.D. Miller & Sons Construction submitted a deduct change order for the elimination of the non-load bearing wall. The Manager indicated that he needs time to review this deduct Change Order in greater detail.

**Public Works Garage Periodic Payment Requests**

J.D. Miller & Sones Construction has submitted Periodic Payment Request No. 3 in the amount of $63,085.00 for work completed and material stored for the period of July 30, 2021 to August 31, 2021. I recommend approval of Periodic Payment Request No. 3.

*A Motion was made by Supervisor James Halstead**to approve Periodic Payment Request No. 3 in the amount of $63,085.00. The motion was seconded by Supervisor William Duncan. The motion carried unanimously.*

**Public Works Garage Design Update**

Cernica Engineering has completed the revised design drawings showing the elimination of the interior non-load bearing wall with the addition of a closet room for the boiler and slop sink and a kick wall for the mounting of plumbing in bay number 6. I submitted these drawings to both Kevin Miller’s office and to MDIA for review and approval. On September 7, 2021 MDIA issued their approval of the revised drawings. The garage is in West Penn Power’s service territory and after meeting with their representative on site, we now only need a Single-Phase Service due to the elimination of the air intake/exhaust system.

**Permits and Code Enforcement**

Six new building permits were issued since the last Regular Meeting of the Board of Supervisors along with one revised building permit. Two change of use Zoning Certificates were issued and one Zoning Certificate for a storage shed installation. Two sewage permits were also issued. Code Enforcement activity continues as complaints come into the Township office or follow-up to previous matters addressed is necessary. I have asked the Solicitor to send a letter to Mr. Peter Mihalic about his property at 416 Sunmine Road and his failure to respond to my letters and phone messages about violations under the Nuisance Ordinance.

**Newsletter**

The second Township Newsletter of the year has been prepared and mailed to Township residents. After writing and formatting the Newsletter, we used an outside vendor in Gibsonia, C&C Mailing Service, to print, fold, and mail the newsletters. This turned out to be a far more efficient and cost-effective approach to take on the newsletter assembly and mailing.

**Clean Up Day**

The staff and I have set this up for Saturday October 16,2021 from 8 AM until Noon. This has been posted on our website and Facebook page. Signs will be put up notifying our residents.

**Miscellaneous**

The following items are being addressed or will be addressed in the near future:

* At the Agenda Setting Meeting later this month, we should set a Trick or Treat date as calls are coming in regarding the date for Clinton Township.
* I received a price from J.D. Miller Construction for the construction of a new pole building 30x60 feet in size. The quote I received this date is far too expensive and hence, additional quotes need to be sought.
* Armstrong will be installing WIFI for free in Spring Valley Park. The Park did not have WIFI previously.
* Thank you to Double Springs Farms for picking up litter along McKay Road!
* I will be meeting with at least two other banks this fall to get banking proposals to assist us in making a decision on switching depositories in 2022.
* I will be contacting two or three financial institutions also as possible replacement for PLIGIT.

*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 sanded and repainted the block public works building and the fuel shed to match the other buildings. Much mortar repair work needed done.
* The Road Department took the 2018 Massey Ferguson Boom Mower up to Stephenson Equipment to have the mower head worked on. It is fixed and we have been out mowing with it.
* The John Deere 524L Wheel Loader went to Murphy Equipment to have the front hydraulics installed as well as the fenders that we ordered upon purchase.
* The 2016 Ford F550 is still awaiting a DEF filter to come in from Butler County Ford. The part is under warranty.
* The new Peterbilt #1 (Truck Grant) is on schedule. I went to Somerset to view it with U.S. Municipal. It should be done the end of October.
* Peterbilt #2 is awaiting delivery to Hunter’s truck sales. I’m told it should be here in October and then 2 months with Stephenson Equipment with delivery scheduled for December.
* The Road Department has done routine maintenance on the trucks and equipment.
* The Road Department has been back filling with the moon paver throughout the township.
* JD Miller and Construction is working on the new public works building. We have been assisting him in working on the drainage around the building and installing interior catch basins.

**Roads**

* The Road Department has been out mowing the Township roads. The roads mowed completed since last month include Tower Road, Victory Road, the Industrial Park, Spring Valley Road, Sandy Hill Road, Mckay Road, Monk Road, Jack Road, Deer Creek Road, Cherry Valley Road, Christy Road, Cannon Hill Road, and Westminster Road.
* The 2021-line painting project is completed, and all the roads are done!
* Luke met with PennDOT regarding to possible projects for paving and tar and chipping for 2022. PennDOT is supposed to get back to us with cost estimates for the projects.
* The Road Department rented the crack sealer again and crack sealed the Industrial Park, Plantation Drive, Deer Creek Road, and Cannon Hill Road.
* The Road Department moon paved on Monk Road. We still have more moon paving to do on Monk Road.
* The State Police have been out on Victory Road, Brewer Road, and Westminster Road patrolling the roads.
* The Road Department had 2 emergency call outs in the month of August for Trees down in Township.
* PennDOT completed their line painting on State Route 228 by Brewer Road.
* Received 4 quotes for Brewer Road Tree Trimming. Falling Timber came in at the lowest price.
* Merlo Construction is still working on the Wylie Road Bridge Project. There is no date set yet on when they will be done.
* Merlo Construction is having a tar and chip company to come in and tar and chip the spots on the road that they damaged this summer.
* The Road Department has cleaned catch basins and cross pipes throughout the Township and patched many potholes on Township Roads.
* The Road crew has been picking trash up at the Roundabout and mowing the grass.
* The Road crew has made and marked PA. One Calls for speed limit, weight limit signs, and other signs throughout the township.
* The Road Department has been monitoring the work in the Industrial Park and the work being done in the Plantation. The biggest challenge with the various contractors is making sure they keep the roads swept.

**Miscellaneous**

* The PW crew has ordered new signs for installation throughout the Township.
* Our Adopt a Road has been very popular lately with Bayer, Clinton Presbyterian Church, and Ed’s Garage stepping up to adopt various roads.
* The Township took delivery of some new tools that were ordered for the garage.
* We will be working on the road rating spreadsheet and updating this later this week or early next week.

Concerning PennDOT completing their line painting on State Route 228 by Brewer Road, Chairperson Kathy Allen questioned if in fact they were done with this task. Mr. Brewer indicated that they were based upon studies that they completed, justifying the location and number of the “Slow Down” line painting in this area.

*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.*

**NEW BUSINESS NOT ON AGENDA:**

1. Reapprove the Magnolia Farms Subdivision Revision No. 1 which was previously approved November 12, 2013. Township Manager Tom Hartwig gave a summary of this Revision No. 1 and why approval is needed again at this meeting.

*A Motion was made by Supervisor James Halstead**to approve the Magnolia Farms Subdivision Revision No. 1 based upon the signed and sealed letter from Sheffler and Company stating that nothing has changed between November 12, 2013 and today. The motion was seconded by Supervisor William Duncan. The motion carried unanimously.*

1. Approve Invoice # 2021-1392 from Youngblood Paving in the amount of $181,174.00 for successfully completing the Township’s 2021 Chip Seal Project.

*A Motion was made by Supervisor William Duncan**to approve Invoice # 2021-1392 for Youngblood Paving in the amount of $181,174.00. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.*

1. Approve Application for Payment No. 1 from Shields Asphalt Paving in the amount of $50,451.84 for successfully completing the Coal Hollow Road Paving Project. Note this invoice is slightly higher than the bid price of $47,163.39 as it was decided to use more aggregate on the road shoulders to make them 4 foot wide instead of 2 foot wide.

*A Motion was made by Supervisor James Halstead**to approve Application for Payment No. 1 from Shields Asphalt Paving in the amount of $50,451.84. The motion was seconded by Supervisor William Duncan. The motion carried unanimously.*

1. Approve Invoice No. 192 dated June 22, 2020 from Ashlar Architecture & Engineering, LLC in the amount of $6,415.50 for services rendered from February 21, 2020 to April 24, 2020 relative to the development and representation of expansion plans for the current Township office building.

*A Motion was made by Supervisor William Duncan**not to approve Invoice No. 192 from Ashlar Architecture & Engineering, LLC in the amount of $6,415.00. The motion was seconded by Chairperson Kathy Allen. The motion carried unanimously.*

The Manager was directed to have the Solicitor correspond with Ashlar Architecture & Engineering concerning this decision by the Board of Supervisors.

1. Approval of Invoice No. 21927 from Cernica Engineering in the amount of $3,402.50 for work completed on revisions to the design drawings to depict the removal of the non-load bearing interior wall and the addition of the closet and kick wall in bay number 6.

*A Motion was made by Supervisor William Duncan**to approve Invoice No. 21927 from Cernica Engineering in the amount of $3,402.50. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.*

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

Kevin Gray, Bridge Manager for Butler County asked to speak to the Supervisors regarding the August 12, 2021 letter he received from the Township expressing concerns about the Goldscheitter Road Bridge Project recently completed by the County. Mr. Gray indicated that both culvert crossing bridges were designed to PennDOT Standards and the alignment of the two bridges did not change from the original alignment. Mr. Gray further reported that the Department of Environmental Protection (DEP) would not permit any alignment change in the bridges as alignment changes would have impacted the alignment of the streams. Wetlands present near the streams further complicated any alignment changes, hence factoring into DEP’s decision not to permit any alignment changes. Mr. Gray further reported that guardrails were placed where PennDOT design standards dictated they be placed and the smaller of the two bridges not having guardrails would have delineators added when they are delivered to the County. Both red and yellow delineators would be installed in the near future. Finally, DEP requires that a natural silt/stone base by added to the bottom of each culvert crossing pipe and the silt/stone base should be a minimum of one (1) foot thick. The cross sectional area of the culvert openings now is significantly larger than the original culvert crossing pipes. In conclusion, Mr. Gray added that the paved cartway over the bridges in 25 feet in width, with two 10-foot lanes and two 2.5 foot wide berms. A blacktop thickness of 6 inches was used from shoulder to shoulder. Chairperson Kathy Allen and Manager Tom Hartwig thanked Mr. Gray for attending the meeting and presenting a summary of his basis of design for the bridges.

Mrs. Loretta Pflugh of 204 Rachel Drive asked to address the Board of Supervisors on several topics. First Mrs. Pflugh indicated that August meeting minutes were not posted on the website yet. Secondly, she made general inquiry as to whether the Township intended to build a new Township building with the acquisition of the Morrow Property. She opined that the Township has spent enough funds recently. Township Manager Tom Hartwig explained that the new garage, replacement vehicles, tools, and equipment were paid for with insurance money due from the major loss the Township suffered on February 21st. Mrs. Plugh indicated that she liked to stay informed about Township happenings. Chairperson Kathy Allen added that the Township has not formulated any plans for the Morrow property at this time.

Mr. Matt Cornetti of 500 Sunrise Farm Lane spoke and informed the Supervisors and audience that there is an organized effort underway to audit the 2020 election results at the County level. He encouraged anyone who is interested in this topic to attend an upcoming Commissioners Meeting on this topic, regardless of individual political affiliation.

John Albert of 661 Saxonburg Boulevard addressed the Supervisors and reported that he and his wife moved into their house some 26 years ago and had approached Mrs. Morrow and her sons several times over the years about purchasing a piece of the property recently bought by the Township from the Estate. He and his wife desire privacy and a buffer between their residence and activity and traffic to the west. Mr. Albert further indicated that he and his wife would be interested in purchasing the portion of the Morrow property bought by the Township closet to their property if the Township would be so inclined to sell a portion of that property to them. He further requested that the Township not clear and grub the Morrow property to the east adjacent to his property as this serves as a buffer area he and his wife so desire. Chairperson Kathy Allen thanked Mr. Albert for his attendance and expressing his desire to purchase a portion of the property and that the Township would keep this in mind as they formulate future plans for the property.

**EXECUTIVE SESSION:**

The Board of Supervisors went into Executive Session to discuss Personnel Matters at 7:40 PM and returned to session at 8:15 PM with no action taken.

**MOTION TO ADJOURN:**

*A Motion was made by Supervisor William Duncan to adjourn the September 13, 2021 Regular Meeting of the Clinton Township Board of Supervisors at 7:51 PM. The Motion was seconded by Supervisor James Halstead. The motion carried unanimously.*

The Meeting was officially adjourned at 7:51 PM upon which Chairperson Kathy Allen announced that the Board would be going into an Executive Session immediately for personnel purposes. Accordingly, the Board of Supervisors went into Executive Session with the Township Manager at 7:52 PM to discuss personnel matters. The Executive Session was over at 9:07 PM with no decisions made nor votes taken.

Respectfully Submitted:



Thomas L. Hartwig, P.E.

Manager

Clinton Township