

# CLINTON TOWNSHIP BOAROAD OF SUPERVISORS

## REGULAR MEETING MINUTES

October 11, 2021 7:00 PM

Clinton Township, 711 Saxonburg Blvd, Saxonburg, PA 16056

### 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  
Amanda Peterson  
Gary McCall

### 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 October 11, 2021 Regular Meeting of the Board of Supervisors had comments on Agenda Items.

### SECRETARY/TREASURER'S REPORT

1. Treasurer's Report for October 2021 (Period of September 1 to September 30). See Attached.

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

2. Minutes of September 13, 2021 Board of Supervisors' Regular Meeting
3. Minutes of September 27, 2021 Board of Supervisors' Agenda Setting Meeting
4. Payroll #19 dated September 17, 2021
5. Payroll #20 dated October 1, 2021
6. All Bills presented for payment.

*A Motion was made by Supervisor James Halstead to approve the Secretary's Report, which included the approval of the all meeting minutes, payrolls, and bills presented for payment as listed above. The motion was seconded by Supervisor William Duncan. 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 September 27th at the Township Building. The Advisory Board and Friends of Spring Valley Park started to work on their 2022 Operating Budget and refining their capital improvement plan. Mr. Halstead also reported that the Friends of Spring Valley Park have a new member, Mr. Terry Johns of Christy Road. The next work-day at the park is scheduled for October 23<sup>rd</sup>.

Tax Committee Liaison Jim Halstead also reported that the County Tax Committee held a virtual meeting on September 28<sup>th</sup>. Their administrative budget for next year is set at \$40,000, with \$27,000 of that amount allocated for staff. Berkheimer Associates reported that the Committee recently had its annual audit completed. Auditors found no issues nor abnormalities with the Committee's funds or bookkeeping practices. Tax Collections continue to be strong and are back to where they were before the pandemic hit. The next meeting is scheduled for March 22, 2021.

Planning Commission Liaison Kathy Allen reported the Planning Commission met on October 4, 2021 and had a work session at 6 PM where they reviewed a second draft of a basic Junk Yard Ordinance and the second draft of a Display Fireworks Ordinance. Work on both Ordinances, as well as a reexamination of Section 185-52 of the Zoning Ordinance, took place after the regular meeting when the work session continued. Some discussion on the Comprehensive Plan also took place. The next two workshops of the Planning Commission are scheduled for November 1 and November 15, both at 6 PM.

#### **CORRESPONDENCE:**

1. Correspondence received from the Borough of Saxonburg seeking reimbursement for Clinton Township's calculated share of the Saxonburg Fire Department's Workman's Compensation Cost. The Manager explained the letter received from the Borough, with calculations attached, and indicated that it is customary for member municipalities to pay for their pro-rata share of annual workman's compensation costs for its local fire company and ambulance provider.

*A Motion was made by Supervisor William Duncan to approve the workman's compensation insurance reimbursement request made by Saxonburg Borough for the Saxonburg Borough Fire and Ambulance Service. Clinton Township's pro-rata share of annual workman's compensation insurance costs is \$7,999.42. The motion was seconded by Supervisor James Halstead. The motion carried.*

#### **SOLICITOR'S REPORT**

The Solicitor did not attend the October 11, 2021 Board of Supervisors' Meeting but asked the Manger to report the following:

1. The Solicitor did send a certified letter to Mr. Peter Mihalic notifying him of his violations of the Nuisance Ordinance. Mr. Mihalic did contact the Township Manager by phone and committed to



cleaning up the property per the certified letter. The Manager will continue to monitor this situation and report back to the Solicitor.

2. The Township did receive their final monthly invoice from Shred-It and is awaiting a final termination fee invoice. All equipment has been removed from Township property.

## **MANAGER'S REPORT:**

### **Public Works Garage Construction Status**

J.D. Miller Construction has continued construction of the new garage. The concrete floor has been poured, with in-floor heating elements installed. Garage door installation should take place in the next week or so.

### **Public Works Garage Periodic Payment Requests**

J.D. Miller & Sones Construction has submitted Periodic Payment Request No. 4 in the amount of \$55,947.50 for work completed and material stored for the period of September 1, 2021 to September 30, 2021. I recommend approval of Periodic Payment Request No. 4.

*A Motion was made by Supervisor Bill Duncan to approve Periodic Payment Request No. 4 in the amount of \$55,947.50. The motion was seconded by Supervisor James Halstead. The motion carried unanimously.*

### **Permits and Code Enforcement**

One new building permit was issued since the last Regular Meeting of the Board of Supervisors along with three Zoning Certificates for accessory structures and solar panels on an accessory structure.

### **Clean Up Day**

Clean Up Day is set for Saturday October 16, 2021 from 8 AM until Noon. This event has been well received by Township residents.

### **Pole Building**

The advertisement for the 30 by 60 foot pole building has been sent in to the Butler Eagle and will run two times. Bid opening is on October 25<sup>th</sup> at 3:30 PM, just prior to the Agenda Setting Meeting. We expect competitive bids. I am estimating the cost of this structure with two 14-foot sliding barn doors and one access door to be \$32,000.

### **2022 Budget**

Work continues on preparing the 2022 Budget, with the next Budget Meeting Scheduled for October 25<sup>th</sup> during the Agenda Setting Meeting. The Township's financial position is solid and no tax increase is anticipated for 2022 at this time. It is also worthy of note that it will become a common practice that money from the budget is regularly set aside in a capital fund to be encumbered for capital projects of the Township.

*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 painted the inside walls in the block building.
- The Road Department has been cleaning and washing all the trucks and equipment.
- The new vibratory roller for the John Deere 333G Skid loader is supposed to be delivered in the next two weeks.
- 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 (Truck Grant one) is coming along. It is about done. It will go back to U.S. Municipal for them to finish the upfit out.
- Peterbilt #2 is awaiting delivery to Hunter's truck sales. I'm told it is sitting in Texas waiting for someone to deliver to Hunters Truck Sales.
- The Road Department has done routine maintenance on the trucks and equipment.
- 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 the catch basins.
- Public Works has also been installing the new water line and conduit for the new public works building.

### **ROADS**

- The Road Department has been out mowing the Township roads. The roads that were completed in September were: Albin Rd, Westminster Rd, Sun Mine Rd, Callen Rd, and Anderson Rd.
- We met with PennDOT regarding projects for paving and tar and chipping for 2022. We are awaiting estimates from PennDOT.
- The Road Department crack sealed South Noah Dr, Plantation Dr, Violet Ct, Carriage Ln, and Tara Ct.
- The Road Department has been installing "School Bus Stop Ahead" signs at various locations throughout the Township at the request of residents.
- The Road Department has been fixing and installing new street signs throughout the Township.
- The State Police have been out on Victory Rd, Brewer Rd, and Westminster Rd patrolling the roads.
- The Road Department had 1 emergency call out in the month of September for fallen trees.
- PennDOT is supposed to install "street warning signs" for Coal Hollow Rd, Tower Rd, Wylie Rd, Brewer Rd, and Cherry Valley Rd.
- Merlo Construction is still working on the Wylie Rd Bridge Project.
- Merlo Construction is having a tar and chip company repair the road that they damaged this summer.
- Public Works has cleaned catch basins and cross pipes throughout the Township and patched many potholes on Township Roads.
- Public Works has been picking trash up at the Roundabout and mowing the grass.

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

**NEW BUSINESS NOT ON AGENDA:**

There was no new business brought before the Board of Supervisors to discuss.

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

John Ham commented that the Township Road Department assisted him recently with water line flushing operations at the Park. Mr. Ham felt it was a beneficial experience for the Road Department and important that they know how to perform this operation in the event they need to do this in the future.

Mr. Brian Hamilton of 151 Sandy Hill Road spoke and voiced his opinion and concerns that the Township is adopting too many Ordinances, Rules, and Regulations. Mr. Hamilton offered that while he wants the Township to remain rural in nature, he feels that additional Ordinances and permit requirements are making it very difficult for people like him to live like they want to in the Township.

Supervisor William Duncan asked Mr. Hamilton to identify which Ordinance or Rule he finds objectionable. Mr. Hamilton could not name one specific Ordinance nor Rule, but reiterated Ordinances and Rules in general.

Chairperson Kathy Allen encouraged Mr. Hamilton to read the Township Comprehensive Plan. Mrs. Allen opined that the Supervisors desire to keep the Township as rural as possible and in order to do so, there must be Ordinances and rules in place to protect the rural character of the Township and its residents. An example given by Mrs. Allen was the Display Fireworks Ordinance currently being worked on by the Planning Commission. This Ordinance is being developed by the Planning Commission to help protect Township residents and their property through the regulation of professionally discharged display fireworks.

Supervisor William Duncan presented a good summary of how the Planning Commission actually develops Ordinances, emphasizing that they do so in response to issues that occur in the Township and furthermore do so for the benefit of all Township residents. Mr. Duncan went on to explain how agricultural land placed in an Ag Security Area or Farmland Preservation Program becomes exempt from many Township regulations and fees. Mr. Duncan suggested that Mr. Hamilton consider placing his farm in an Ag Security Area.

Supervisor James Halstead expressed his feelings that the Township always must remain vigilant about what particular Ordinances they adopt or fees they put in place. Any Ordinance or fee adopted by the Township must be done with care, be focused, and not too broad. Mr. Hamilton indicated that his belief is when one rule gets adopted by the Township, others seem to follow and there never is an end to rules and regulations. Mr. Halstead sympathized with Mr. Hamilton's concerns but did indicate that he felt the Township has done a very good job at keeping Ordinances and rules to an absolute minimum and what has been adopted has been done so out of necessity.

Mr. Hamilton concluded that he felt the Supervisors were doing a good job but was just not in favor of more Ordinances and regulations.


**MOTION TO ADJOURN:**

*A Motion was made by Supervisor William Duncan to adjourn the October 11, 2021 Regular Meeting of the Clinton Township Board of Supervisors at 7:56 PM. The Motion was seconded by Supervisor James Halstead. The motion carried unanimously.*

Clinton Township Board of Supervisors  
Regular Meeting Minutes October 11, 2021

The Meeting was officially adjourned at 7:56 PM.

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 underneath the name.

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



TREASURER'S REPORT				
OCTOBER 2021				
STATEMENT PERIOD 09/01/2021 THROUGH 09/30/2021				
	Beginning	Ending	Difference	Primary Impact
NW GENERAL FUND	\$ 194,200.74	\$ 374,422.42	\$ 180,221.68	Property Purchase from Pligit to NW
NW PAYROLL FUND	\$ 15,281.72	\$ 1,712.36	\$ (13,569.36)	Payroll No. 19
NW PARK ACCOUNT	\$ 161.01	\$ 161.01	\$ -	non interest bearing
NW ACT 13 ACCOUNT	\$ 226,899.10	\$ 176,013.96	\$ (50,885.14)	Coal Hollow Road
NW ARP Funds	\$ -	\$ 144,814.21	\$ 144,814.21	Xfer from General into ARPA + Int.
NW ESCROW ACCOUNT	\$ 14,938.48	\$ 14,938.48	\$ -	non interest bearing
NW GARAGE FIRE FUND	\$ 449,582.52	\$ 366,313.36	\$ (83,269.16)	Payment of Miller Estimates 2 and 3
PLGIT GENERAL FUND (Prime/Class)	\$ 459,367.09	\$ 200,239.33	\$ (259,127.76)	Funds moved for Property to NW GF
PLGIT SPECIAL FUND (CAPITAL RESERVE FUND) (Prime/Class)	\$ 138,044.77	\$ 138,049.40	\$ 4.63	Interest
PLGIT PARK CAPITAL RESERVE FUND (Prime/Class)	\$ 15,449.17	\$ 15,449.69	\$ 0.52	Interest
PLGIT STATE FUND (LIQUID FUELS) (Prime/Class)	\$ 146,299.95	\$ 3,435.78	\$ (142,864.17)	Payment for 2021 Chip Seal Project
TOTAL ENDING BALANCE	\$ 1,660,224.55	\$ 1,435,550.00	\$ (224,674.55)	Chip Seal, Miller, Property