

CLINTON TOWNSHIP BOARD OF SUPERVISORS
AGENDA SETTING MEETING MINUTES
FEBRUARY 28, 2022 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 - Excused from the Meeting
James Halstead, Supervisor

STAFF PRESENT

Tom Hartwig, Township Manager/Engineer
Luke Brewer, Road Foreman
Ashley Kohley, Administrative Assistant
Sarah Hancher: Excused from the Meeting

VISITORS PRESENT

John Ham

CALL TO ORDER

The Meeting was called to order by Chairperson Kathy Allen at 3:31 PM.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT ON AGENDA ITEMS

No member of the public in attendance at the February 28, 2022 Agenda Setting Meeting of the Board had comments on Agenda Items.

SECRETARY/TREASURER'S REPORT

- Review Preliminary Treasurer's Report through February 28, 2022. The Manager reported that the overall ending balance of the Township decreased by \$229,962.29 during February due to the payment of J.D. Miller and Sons Construction Payment Request No. 7 and the purchase of Peterbilt # 2 10-ton plow/dump truck. Revenue is beginning to pick up with Earned Income Tax collected being deposited and with building permit activity beginning to pick up. The Total Beginning Balance of Township Funds on February 1, 2022 was \$942,724.76. The Cumulative Ending Balance of Township Funds on February 28, 2022 at 9AM was \$712,762.47. The Manager reported that the Township received notice that Liquid Fuels funds of a little over \$180,000 will be deposited in the Township's account March 1st.
- Review the Minutes of the February 14, 2022 Board of Supervisors' Regular Meeting. There were no comments nor corrections offered on the minutes presented for review.
- Review Payroll #5 dated March 4, 2022. There were no comments on this payroll.

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- Review and Approve Bills Presented for Payment at this Meeting to avoid late charges/penalties and ratify payments to VSP for \$203.07, United Concordia for \$465.60, and UPMC for \$2,101.47 for Vision, Dental, and Health Insurance.

A Motion was made by Supervisor James Halstead to approve the Secretary Treasurer's Report including all bills presented for payment at this meeting to avoid late penalties and interest charges, as well as ratification of the payments made to UPMC, VSP, United Concordia previously made. The motion was seconded by Chairperson Kathy Allen. The motion carried unanimously.

COMMITTEE REPORTS:

- Park Committee by liaison Jim Halstead: Supervisor James Halstead reported the Park Board will be having their first meeting on the new year on March 28, 2022. John Ham added that the park has remained open. He also reported that the concrete slab in front of the restroom door has lifted due to the freeze-thaw cycle and that it is hard to get the door to the rest room opened right now. Township Manager Tom Hartwig indicated that the Public Works crew will be soon beginning work on the entrance way and drainage improvements to the entrance to POD 4.
- Planning Commission by liaison Kathy Allen: Chairperson Kathy Allen reported that the Planning Commission will have a workshop tonight at 7 PM to discuss an Ordinance they have been working on to amend the Subdivision and Land Development Ordinance as it pertains to plan format and layout, as well as submission requirements. The Planning Commission will also be reviewing plans submitted by II-VI for installation of alternative energy fuel cells, the Glenn Burd Plan 2 and Plan 3, and the Roenigk Family Trust Plan subdivision, mostly in Buffalo Township. Finally, they will be discussing some timelines on the Comprehensive Plan Update.

CORRESPONDENCE:

- There was no formal correspondence to be brought before the Board of Supervisors.

SOLICITOR'S REPORT:

The Manager reported there was nothing to report on behalf of the Solicitor.

MANAGER'S REPORT:

- Public Works Garage Construction Status: The Manager reported that the Township has received its Temporary Occupancy Certificate for the new Public Works Garage and the only outstanding items that need addressed are related to the boiler installation based upon a Labor and Industry Inspection conducted on February 15, 2022. A list of ten (10) problems or deficiencies pertaining to the boiler installation were noted by the labor and industry inspection, most of which have been addressed at this point. They all must be remedied in order for MDIA to issue us the final Occupancy Certificate. The Manager indicated that liquidated damages continue to accrue on the contractor until the Township receives the final Occupancy Certificate. Retainage will continue to be withheld until all punch list items are addressed.

- **Permits and Code Enforcement:** The Manager has inspected the property at 304 Freeport Street with the Road Foreman and finds that claims that a construction business is being operated at this property not to be accurate. However, the garage recently built on the property must have an Occupancy Certificate issued as part of the building permit process and also a no-impact home based business occupancy certificate is required for the property owner to manage his business from the house. The Manager also reported that the issue regarding pet ducks leaving a property on Cannon Hill Road has apparently been remedied.
- **PSATS Term Life and Short-Term Disability Update:** Mr. Hartwig reported that these programs will start on March 1, 2022.
- **Zoning Hearing Board Hearing Scheduled for March 1, 2022 for James Goldscheitter variance request.**
- **Zoning Hearing Board Hearing to be Scheduled for March 24, 2022 for Mathew LeFever variance request.**
- **Park POD 4 Improvements:** Township Manager Tom Hartwig indicated that the Public Works crew will be soon beginning work on the entrance way and drainage improvements to the entrance to POD 4.

ROAD REPORT:

- **Winter Maintenance.** Mr. Brewer reported that Public Works had 4 call outs in February since the February 14th Regular Meeting of the Board of Supervisors and received 270 tons of salt to replenish our stockpile. The Road Foreman further reported that he has ordered another 230 tons of salt to satisfy our minimum order obligation through Costars. Aside from winter road maintenance, the Public Works Department has been servicing equipment and addressing storm drainage issues that have surfaced with the recent heavy rains.

NEW BUSINESS:

- The Manager reported that a meeting was held with Cory Shaffer of PennDOT on February 21, 2022 to prepare bid packages for the Township's 2022 Road Paving Program. For Chip Sealing, Saxonburg Borough will be piggybacking with us but will be billed separately by the successful contractor. Authorization is needed to advertise both the 2022 Chip Seal Project and the 2022 Paving Project for bids with bid openings scheduled for April 11, 2022 at 7PM.

A Motion was made by Supervisor James Halstead to advertise the 2022 Chip Sealing Project with Saxonburg Borough piggybacking with the Township and the 2022 Paving Project for bid with bid opening scheduled for April 11, 2022. The motion was seconded by Chairperson Kathy Allen. The motion carried unanimously.

- The Manager reported that Springfield Hardwood Products had obtained their Logging Permit to log the Randy Slobogian property at 127 Christy Road. They need and have posted an excess maintenance

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bond in the amount of \$19,701.27 for use of Cherry Valley and Christy Roads. This Excess Maintenance Bond was submitted in the form of a Performance Bond for the required amount. The Excess Maintenance Agreement needs approved.

A Motion was made by Supervisor James Halstead to approve the Excess Maintenance Bond in the amount of \$19,701.27 with Springfield Hardwood Products. The motion was seconded by Chairperson Kathy Allen. The motion carried unanimously.

PUBLIC COMMENT ON NON-AGENDA ITEMS

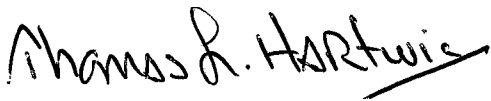
There were no comments from the member of the public in attendance on Non-Agenda Items.

MOTION TO ADJOURN:

A Motion was made by Supervisor James Halstead to adjourn the February 28, 2022 Agenda Setting Meeting of the Clinton Township Board of Supervisors at 4:03 PM. The Motion was seconded by Chairperson Kathy Allen. The motion carried unanimously.

The Meeting was officially adjourned at 4:03 PM.

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**