

**CLINTON TOWNSHIP BOARD OF SUPERVISORS
AGENDA SETTING MEETING MINUTES
JUNE 27, 2022 3:30 PM
Clinton Township, 711 Saxonburg Blvd, Saxonburg, PA 16056**

BOARD OF SUPERVISORS:

**Kathy Allen, Chairperson
William Duncan, Vice-Chairperson
James Halstead, Supervisor- excused**

STAFF PRESENT:

**Ashley Kohley, Township Director
Luke Brewer, Road Foreman**

VISITORS PRESENT:

- **No visitors were present for the meeting.**

CALL TO ORDER:

- **Chairperson Kathy Allen called the meeting to order at 3:36pm**

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT ON AGENDA ITEMS

- **No public comments on Agenda Items**

SECRETARY/TREASURER'S REPORT- Review and Discuss

- **Review the Minutes of June 13, 2022 Board of Supervisors Regular Meeting.**
- **Review of Payroll #13 dated June 24, 2022.**
- **Review and Approve Bills Presented for Payment at this Meeting to avoid late charges/penalties and ratify payments to VSP for \$261.09, United Concordia for \$525.40, and UPMC for \$2,101.47 for Vision, Dental, and Health Insurance.**

Vice-Chairman William Duncan made a motion to approve the Minutes of the June 13, 2022 Regular Meeting of the Board of Supervisors, Payroll # 13 and all bills presented for payment including ratification of payments to UPMC, VSP, and Concordia Dental. The motion was seconded by Supervisor Kathy Allen. The motion passed unanimously.

COMMITTEE REPORTS:

Park Committee by liaison James Halstead:

- **Supervisor James Halstead was excused from the meeting.**

Planning Commission by liaison Kathy Allen:

- **Chairperson Kathy Allen reported that the next Planning Commission Meeting is July 5th. There are no workshops planned during the summer months and they will be advertising for a alternate member.**

CORRESPONDENCE:

- **No correspondence at this time.**

SOLICITOR'S REPORT:

- **Sarah Hancher reported to Township Director Ashley Kohley that she will be in contact to turn over code enforcement duties to Clint Bonetti for various Township matters as our newly appointed code enforcement officer.**

DIRECTOR'S REPORT:

- **Public Works Garage Construction Status**
 - **Township Director Ashley Kohley reported that not much has changed and we are still waiting for the checklist items to be completed.**
- **Permits**
 - **Township Director Ashley Kohley reported that Building/Zoning Permits have been steady, and currently the Township has about (22) for the year so far already.**
- **Code Enforcement**
 - **Township Director Ashley Kohley reported that she had met with Clinton Bonetti and the process has begun for violations on Sun Mine Road in Sarver.**
- **DCED/Multi-Model for Victory Bridge Update**
 - **Township Director Ashley Kohley reported that she had met with Corey Shaeffer from PennDOT and that they have been working on finishing the multi-model grant together to submit before the July 31st deadline.**
- **Ag Security Area Update**
 - **Township Director Ashley Kohley reported that the letters are going out in the mail. Residents should receive them through the week of June 27th. If they wish to stay in the Ag Security Area and no changes need to be made, they will automatically be reenrolled. I will be collecting changes in the office as they come in.**
- **Update on Advertising for Public Works Employee**
 - **Township Director Ashley Kohley reported that the advertising and interviews are halted.**

Vice-Chairman William Duncan asked for a motion to hire Jeffrey Patrick as a CDL Public Works Employee at a starting rate of \$25.00 per hour and on a probationary period of 90 days. The motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.

ROAD REPORT:

- **Facilities and Equipment**
 - Road Forman Luke Brewer reported that he currently getting quotes on line painting. Mr. Brewer gave an update on mowing of Township Roads. Mowing is behind due to staff shortage and setbacks on the Sandy Hill Drainage project. The crews will continue mowing the week of July 4th.
- **Roads**
 - Road Forman Luke Brewer reported that the Sandy Hill Road drainage project has been completed in preparation for paving in Summer 2022. Brewer road and Westminster Extension have a few areas that need drainage corrected prior to paving. Wiest will be here the third week of August for paving and Midland will be here the second week of August for tar and chipping
 - Crack sealing is still underway with the public works crew. They rented the crack sealer from Butler COG to seal Rachel Drive, Timber Ridge, Victory Road, and some roads within the industrial park.
- **Township Municipal Building Roof Quote for Replacement**
 - *A motion was made by Vice-Chairperson William Duncan to hire E. Hostetler Builders to replace the current Township Municipal Building Roof for a price of \$7,900 with a red metal roof to match the other Township Buildings. The Motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.*
- **Township Metal Siding Quote for Replacement**
 - *A motion was made by Chairperson Kathy Allen to hire E. Hostetler Builders to replace the siding on the Clinton Township Municipal Building for \$14,200. The motion was seconded by Vice-Chairman William Duncan. The motion passed unanimously.*
- **Cannon Hill Bridge-**
 - Interim Roadmaster William Duncan gave an update on Lane Enterprises. Mr. Duncan placed the order for the material for the Cannon Hill Bridge. Once the drawings are received from Lane Enterprises, Mr. Duncan will review them with Luke Brewer to continue the material ordering process.

NEW BUSINESS:

- **Clinton Township Advertised to Hire for a Full Time Administrative Assistant.**
 - *A motion was made by Vice-Chairperson William Duncan to hire Lori Grebeck as Administrative Assistant to Clinton Township at a starting rate of \$20.00 per hour for a probationary period of 90 days. The motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.*

PUBLIC COMMENT ON NON-AGENDA ITEMS:

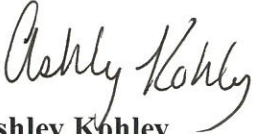
- **No public comment on non-agenda items**

MOTION TO ADJOURN:

A motion was made by Vice-Chairperson William Duncan to adjourn the June 27, 2022 Agenda Setting Meeting of the Clinton Township Board of Supervisors. The motion was seconded by Chairperson Kathy Allen. The motion carried unanimously.

TIME: The meeting was officially adjourned at 4:16pm.

By:

A handwritten signature in black ink, appearing to read "Ashley Kohley". The signature is written in a cursive, flowing style.

Ashley Kohley
Township Director/ Treasurer