

**CLINTON TOWNSHIP BOARD OF SUPERVISORS**  
**AGENDA SETTING MEETING MINUTES**  
**February 27, 2023 3:30 PM**  
**Clinton Township, 711 Saxonburg Blvd, Saxonburg, PA 16056**

**BOARD OF SUPERVISORS:**

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

**STAFF PRESENT:**

Ashley Kohley, Township Director  
Luke Brewer, Road Foreman  
Lori Grebeck, Administrative Assistant

**VISITORS PRESENT:**

Amanda Peterson- Penn Energy  
John Ham-Resident, Spring Valley Park Board

**CALL TO ORDER:** Chairperson Kathy Allen called the meeting to order at 3:33PM.

**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 February 8, 2023 Board of Supervisors Regular Meeting.
- Review of Payroll #4 dated February 17, 2023.
- Review and Approve Bills Presented for Payment at this Meeting to avoid late charges/penalties and ratify payment to United Concordia for \$462.34, UPMC for \$2133.95, VSP \$216.56, PA American Water for \$26.87 for Park Utilities and PA American Water for \$847.66 for Fire Hydrants.

*A motion was made by Vice-Chairperson William Duncan to approve the Minutes of the February 8, 2023, Regular Meeting of the Board of Supervisors, Payroll #4 and all bills presented for payment including ratification of payments to United Concordia for \$462.34, UPMC for \$2133.95, VSP \$216.56, PA American Water for \$26.87 for Park Utilities, and PA American Water for \$847.66 for Fire Hydrants. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

### COMMITTEE REPORTS:

- Park Committee by liaison Jim Halstead- Supervisor James Halstead had nothing new to report. John Ham was present for the meeting and made the comment that he received a request from two individuals that would like to use the park for fitness classes. The park board will further discuss the details at their next scheduled meeting and report back at a future meeting with the Board.
- Planning Commission by liaison Kathy Allen- Chairperson Kathy Allen reported that the Planning Commission is holding their (non-voting) meeting this evening. A tentative meeting with Kevin Flannery has been set for April 11, 2023, to provide training and information to the Planning and Zoning Boards. The Board requested an update on the status of Coherent's Stormwater Correction Project.

*A motion was made by Vice-Chairperson William Duncan to have Township Director Ashley Kohley send a letter to Coherent asking for a status and timeline on the Coherent Stormwater Correction Project. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

### CORRESPONDENCE:

**No Correspondence at this time.**

### DIRECTOR'S REPORT:

Director Ashley Kohley Reported on the following items:

- Permits Including Penn Energy who applied for zoning and driveway permitting for Sarver Road Well Pad W-80. Driveway entrances have been approved by Road Forman Luke Brewer and Road Master/Vice-Chairperson William Duncan to meet the Driveway Ordinance.
- Notification of ACH Deposit of PA Driving Forward Money \$107396.80. The Township Received the deposit into Northwest General Fund on 2/23/2023.
- Newsletter Winter/Spring 2023- Administrative Assistant Lori Grebeck provided an updated Newsletter to the Board. Vice-Chairperson William Duncan asked that the total Preserved Farmland Acre Total be added to the newsletter.
- Broadband Summit Update for Supervisors- Director Ashley Kohley and Administrative Assistant Lori Grebeck attended the summit in Regional Learning Alliance in Cranberry Township. The Summit talked about ways to connect regionally with bringing Broadband Services to areas of need.
- BCATO (Butler County Association of Township Officials) updates: The Spring Convention will be held on May 18, 2023 at the Butler County Club.
- Thank you to Penn Energy, Donna Craig, and Deanna Stang for recent Township Road Cleanups.

### ROAD REPORT:

Road Forman Luke Brewer gave updates on the following items:

- Facilities and Equipment
- Roads- Reimer Gas has bonded part of Sarver Road to complete a relocation of an existing gas line prior to the start of the Penn Energy Well Pad. Penn Energy will widen the Sarver roadway from Ekastown Road, Buffalo Township end of Sarver Road, to the entrance of the proposed well pad driveway at 220 Sarver Road.



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- Discussions on Road Bonding/Road Occupancy Requirements for Utilities to lessen damages done to Township Roadways. Vice-Chairperson William Duncan suggested that the Township Solicitor provides feedback regarding this request and help with drafting an Ordinance.
- Update on Victory Road Bridge- Township Director Ashley Kohley has been providing existing documentation to the Duncan Nickles from RedCon Engineering who is working on providing cost estimations on a future bridge replacement.

*A motion was made by Supervisor James Halstead to accept the Director and Road Report. The motion was seconded by Vice-Chairperson William Duncan. The motion passed unanimously.*

**NEW BUSINESS:**

- Setup New PLGIT Account for Farmland Preservation Money (Interest Bearing Account)- Currently it is sitting in a Northwest Account with a low interest rate.

*A motion was made by Vice-Chairperson William Duncan to approve the opening of a PLGIT Prime/Class Investment Account for Farmland Preservation Money. The motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.*

- Resolution No. 2023.02 Pennsylvania Safe Digging Month- Clinton Township recognizes April 2023 as "Pennsylvania 811 Safe Digging Month" and support the efforts of providing efficient and effective communication networks among project owners, designers, excavators, and facility owners.

*A motion was made by Vice-Chairperson William Duncan to approve Resolution No. 2023-02 Pennsylvania Safe Digging Month. The motion was seconded by Supervisor James Halstead. 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 February 27, 2023 Agenda Setting Meeting of the Clinton Township Board of Supervisors. The motion was seconded by Supervisor James Halstead.*

**TIME:** 4:04 PM

Respectfully Submitted

*Ashley Kohley*

Ashley Kohley  
Township Director

