

CLINTON TOWNSHIP BOARD OF SUPERVISORS

REGULAR MEETING MINUTES

FEBRUARY 8, 2023 7:00 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

Lori Grebeck, Administrative Assistant

Clinton Bonetti, Code Enforcement Officer

VISITORS PRESENT:

John Bench, Bench Law Limited

Gary McCall, Resident

Kevin Corace, Resident/ Planning Commission Chairperson

Judy Wagner, Resident/ Planning Commission Member

Mark Duster, Resident/ Zoning Hearing Board

Logan Carney, Butler Eagle

John Ham, Resident/ Spring Valley Park Board

Lukas and Kirsten Macurdy/ Subdivision

Stan Graff, Graff Surveying

CALL TO ORDER: Chairperson Kathy Allen called the meeting to order at 7:00PM

PLEDGE OF ALLEGIANCE

EXECUTIVE SESSION

Chairperson Kathy Allen called for an Executive Session to discuss open Township legal matters with the newly appointed Township Solicitor John Bench. Chairperson Kathy Allen, Vice-Chairperson William Duncan, Director Ashley Kohley, Code Enforcement Officer Clint Bonetti, and Township Solicitor John Bench met in the Township Director Office. The Regular Meeting resumed at 7:22 PM

PUBLIC COMMENT ON AGENDA ITEMS:

No Comments on Agenda Items

DIRECTOR/TREASURER'S REPORT

- Treasurer's Report February 2023 (For Period January 1, 2023 thru January 31, 2023)
- Minutes of January 23, 2023 Board of Supervisors' Agenda Setting Meeting

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- Payroll #3 including payments made for the Pension Plan to Nationwide (PSATS)
- All Bills presented for payment and ratification of payments made between meeting dates.

A Motion was made by Chairperson Kathy Allen to approve the Director/Treasurer's Report, which includes the approval of the Treasurer's Report for February 2023, all meeting minutes, and bills presented for payment and ratification. The motion was seconded by Vice-Chairperson William Duncan. The motion carried.

COMMITTEE REPORTS:

- Spring Valley Park Committee by Liaison Jim Halstead- Supervisor James Halstead was excused from this meeting.
- Planning Commission by Liaison Kathy Allen – Chairperson Kathy Allen reported that the last workshop was held on February 6, 2023 prior to the Regular Planning Commission Meeting. The workshop included preparing Bi-Laws for the Planning Commission Board. Currently, the Township does not have any Bi-Laws in place for the Planning Commission. The next meeting is scheduled for February 27, 2023 and is considered a non-voting meeting. The next regular Planning Commission Meeting with Workshop is scheduled for March 6, 2023

CORRESPONDENCE:

Department of Transportation- Inspection Notification for the Victory Road Bridge- Township Director Ashley Kohley informed the Board that an inspection of the Victory Road Bridge is scheduled for March. Township Engineer Duncan Nickles of Redcon Engineering was at the Township for the Victory Bridge Site Inspection, and they are working on a cost estimate for the Victory Road Bridge to have it replaced in the future.

SOLICITOR'S REPORT:

Solicitor John Bench, from Bench Law Limited, introduced himself. John came to the Township highly recommended by our previous solicitor Sarah Hancher. Nothing further was discussed at this time.

DIRECTOR'S REPORT:

- Building Permits- Township Director Ashley Kohley gave an update on the Township Building Permit Activity and provided the Board with an updated excel spreadsheet.
- DEP Diesel Truck Grant Update- Township Director Ashley Kohley heard back from DEP regarding the delay in processing of Grant Money. DEP informed Director Kohley that they are experiencing internal issues at the moment, and they are hoping to have the money to us in upcoming weeks to reimburse the Township for the Peterbilt Truck.
- Updated Budget- Township Director Ashley Kohley gave the Board an updated Budget to review.
- Newsletter- Township Director Ashley Kohley had Administrative Assistant Lori Grebeck work on the Newsletter after gathering and preparing article topics and pictures. Feedback is welcome from the Board before Draft #2 is completed. Our goal is to have the Newsletter to the publisher by mid-March.
- PURTA report- Township Director Ashley Kohley reported that she had to complete a new registration process to begin filing the Township PURTA Report. Once the conformation letter from the state was

sent to the Township, the report can be completed.

- Selective Insurance Audit- Township Director Ashley Kohley reported that Selective Insurance requested that we complete a Workman's Compensation Audit after switching carriers. This was completed in the office.
- 2023 SPC Regional Broadband & Connectivity Summit- Township Director Ashley Kohley and Administrative Assistant Lori Grebeck will be attending the Summit on Thursday February 16, 2023.

CODE ENFORCEMENT OFFICER REPORT:

Code Enforcement Officer Clinton Bonetti gave his report to the board on various items in the Township.

ROAD DEPARTMENT REPORT:

Road Forman Luke Brewer gave his road report for January 2023. Vice-Chairperson William Duncan spoke about Safe Digging Month that will take place in April. Pennsylvania 811 is asking that Township's participate by submitting a proclamation or resolution to promote safe digging within our community.

A motion was made by Vice- Chairperson William Duncan to approve the Solicitor's report, Director's report, Code Enforcement Officer Report, and the Road report. The motion was seconded by Chairperson Kathy Allen . The motion carried.

NEW BUSINESS:

- McCurdy Subdivision- This subdivision would consist of subdividing a 5-acre parcel off an existing 10 acre parcel. The proposed Lot 1 is for an existing single-family residential dwelling with an on lot septic system. Proposed Lot 2 is a flag lot for a future single-family dwelling with a legal 50' owned access to Saxonburg Boulevard and will connect to public septic.

A motion was made by Vice-Chairperson William Duncan to approve the McCurdy Subdivision as recommended by the Clinton Township Planning Commission. The motion was seconded by Chairperson Kathy Allen. The motion carried.

- PAN-DREW DTC LLC Conditional Use- Pamela Vartanian of PAN-DREW DTC LLC is proposing an indoor recreation and dog enrichment center for a Not for Profit Dog Club that would hold practice sessions for members only. At no time would dogs be left overnight or unattended. No dogs will be off leash on the grounds of the property unless fully fenced. This activity would take place 7075 N. Noah Drive, Saxonburg PA. located in the IP Industrial Park. This is not a doggie daycare or boarding kennel; it is a practice/enrichment/preparation center. Many of the dogs preform community services and are taught obedience at the sessions. A conditional use hearing needs to be scheduled after the Planning Commission made recommendation that this request moves to the Board of Supervisors.

A motion was made by Vice-Chairperson William Duncan to have Township Director Ashley Kohley schedule the hearing. The motion was seconded by Chairperson Kathy Allen. The motion carried.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

- Kevin Corace from the Clinton Township Planning Commission asked if anyone had been in touch with Patricia Neupert regarding her subdivision. The subdivision had not been recorded in 90 days and would have to start over. Code Enforcement Officer Clinton Bonetti clarified that he had spoke to Mrs. Neupert and she was aware that it could no longer be recorded.

MOTION TO ADJOURN:

A Motion was made by Vice-Chairperson William Duncan to adjourn the February 8, 2023 Regular Meeting of the Clinton Township Board of Supervisors. The motion was seconded by Chairperson Kathy Allen. The motion carried.

TIME: 7:50 PM

Respectfully Submitted:



Ashley Kohley
Township Director

