

CLINTON TOWNSHIP BOARD OF SUPERVISORS
AGENDA SETTING MEETING MINUTES
March 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
John Bench Solicitor
Clint Bonetti, Code Enforcement Officer
Duncan Nickels, Redcon Engineering

VISITORS PRESENT:

John Ham, Resident
Steve Ferris, Butler Eagle

CALL TO ORDER:

Chairperson Kathy Allen called the meeting to order at 3:30 PM

PLEDGE OF ALLEGIANCE:

EXECUTIVE SESSION:

Chairperson Kathy Allen called for an executive session. All three Township Supervisors, Township Solicitor John Bench, Director Ashley Kohley, Duncan Nickels from Redcon Engineering, and our Code Enforcement Officer Clinton Bonetti attended the executive session to discuss Township Legal matters.

PUBLIC COMMENT ON AGENDA ITEMS:

No Comments on Agenda Items.

SECRETARY/TREASURER'S REPORT- Review and Discuss

- Review the Minutes of March 8, 2023 Board of Supervisors Regular Meeting and the March 8, 2023 PAN-DREW LLC Conditional use hearing.
- Review of Payroll #6 dated March 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 \$1015.00 for Fire Hydrants.

A motion was made by Chairperson Kathy Allen to approve the Minutes of the March 8, 2023, Regular Meeting of the Board of Supervisors and Conditional use hearing, Payroll #6 and all bills presented for payment including ratification of payments to United Concordia for \$462.34, UPMC for \$2133.95, VSP \$216.56, and PA American Water for \$1015.00 for Fire Hydrants. The motion was seconded by Vice-Chairperson William Duncan. The motion passed unanimously.

COMMITTEE REPORTS:

- Park Committee by liaison Jim Halstead- Supervisor James Halstead reported that their next meeting is being held tonight at 7:00PM at the Clinton Township Public Works Office Building.
- Planning Commission by liaison Kathy Allen- Chairperson Kathy Allen stated that the Planning Commission was holding their non-voting workshop tonight at 7:00 PM in the Clinton Township Municipal Building. Former Chairperson of the Planning Commission, Kevin Corace, has resigned from the board and Vice-Chairperson Pat Hebda will be in attendance to chair the meeting. An educational workshop is scheduled on Tuesday April 11th, from 6pm to 8pm at the Clinton Township Municipal Building for Zoning Hearing Board Members, Planning Commission Members, and staff.

CORRESPONDENCE:

- PSATS 2023 Bylaws changes
- Kids Day America

DIRECTOR'S REPORT:

- Newsletter Winter/Spring 2023- Director Ashley Kohley reported that the newsletter was sent to Minutemen Press for Printing and mailing services.
- Permits- Director Ashley Kohley provided the board with the most up to date Township permits that have been issued.
- 2022 Township Financial Audit Preformed by Maher Duessel- Director Ashley Kohley provided the board with the final report for review. She will place the 2022 Township Financial Audit on the next Board of Supervisors Regular Meeting Agenda as an action item.

CODE ENFORCMEENT OFFICER REPORT:

ROAD REPORT:

- Road, Facilities and Equipment- Road Foreman Luke Brewer reported that the road crew worked the past few weeks on a new handicapped accessible pad and ramp for the Township Building, they have worked on sweeping the roads, they will be working with Penn Energy on Cross Pipe Work on Sarver Road, and crack sealing will begin in late April.

- CDL Employee

A motion was made by Vice-Chairperson William Duncan to advertise for a CDL Employee. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.

- Barrier for Township Office Building

A motion was made by Vice-Chairperson William Duncan to purchase decorative waste blocks to add to the front of the municipal office building to act as a protective barrier from vehicles. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.

OLD BUSINESS:

- Sale and purchase of an Agricultural Conservation Easement to the Commonwealth of Pennsylvania

A motion was made by Supervisor James Halstead to appoint Vice-Chairperson William Duncan to attend the closing of the Allen Property Farmland Easement to Preserve two large parcels in Clinton Township. The motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.

- Coherent Stormwater Update

Vice-Chairperson William Duncan David Neill is working through additional questions and the return of a signed ROW agreement with a neighboring property.

- Readvertise for Planning Commission, and Zoning Board Alternative Members in Butler Eagle

A motion was made by Chairperson Kathy Allen to advertise for alternate members of the Clinton Township Zoning Hearing Board and Clinton Township Planning Commission. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.

- Approval of Planning Commission By-Laws

A motion was made by Vice-Chairperson William Duncan to approve the Planning Commission By-Laws as created by the Planning Commission Board members. The motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.

NEW BUSINESS:

- Farm Bureau meeting

A motion was made by Chairperson Kathy Allen to allow Farm Bureau members to hold their August Legislative meeting at the Clinton Township public works office. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.

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- Jason Davidek- Currently Sitting as an Alternative Member of the Clinton Township Planning Commission

A motion was made by Vice-Chairperson William Duncan to appoint Jason Davidek from alternative Planning Commission member to Regular Planning Commission Member. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.

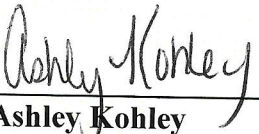
PUBLIC COMMENT ON NON-AGENDA ITEMS:

MOTION TO ADJOURN:

A motion was made by Vice-Chairperson William Duncan to adjourn the March 27, 2023 Agenda Setting Meeting of the Clinton Township Board of Supervisors. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.

TIME: 4:33PM

By:


Ashley Kohley
Township Director

