

# CLINTON TOWNSHIP BOARD OF SUPERVISORS

## REGULAR MEETING MINUTES

April 12, 2023 7:00 PM

Clinton Township, 711 Saxonburg Blvd, Saxonburg, PA 16056

### Note to Visitors

Public Comments are only accepted at the times listed on the Agenda for Public Comment. You must stand and state your name and address prior to speaking. Each speaker is allotted a maximum of 3 minutes to speak.

### **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

Clinton Bonetti, Code Enforcement Officer

John Bench, Solicitor

### **VISITORS PRESENT:**

Cam Preuss- Resident and Clinton Township EMC

Mark Duster-Resident and Zoning Hearing Board Member

John Ham- Resident and Spring Valley Park Board Member

Todd Pfeifer- Coherent

**CALL TO ORDER:** Chairperson Kathy Allen called the meeting to order at 7:00PM with the Pledge of Allegiance.

### **PLEDGE OF ALLEGIANCE:**

### **BID OPENING FOR 2023 PAVING AND CHIP SEAL PROJECTS:**

Chairperson Kathy Allen opened the bids for the 2023 Paving and Chip Seal Projects.

#### **Seal Coat Bids:**

**Russell Standard: \$114,884.09**

**Young Blood Paving \$102,440.80**

#### **Paving Bids:**

**Weist: \$230,990.60**

**Shields \$236,648.28**

No awards were made at this time. The bids will be reviewed by the Roadmaster.

## EXECUTIVE SESSION

Chairperson Kathy Allen called for an executive session to discuss personal and legal matters with Township Solicitor John Bench. Chairperson Kathy Allen, Vice-Chairperson William Duncan, Supervisor James Halstead, Township Director Ashley Kohley, Road Foreman Luke Brewer, Code Enforcement Officer Clinton Bonetti, and Solicitor John Bench attended the Executive Session. The session was over, and the regular meeting resumed shortly after 7:00PM.

## PUBLIC COMMENT ON AGENDA ITEMS:

No Comments on Agenda Items

## DIRECTOR/TREASURER'S REPORT

- Treasurer's Report April 2023 (For Period March 1, 2023, thru March 31, 2023)
- Minutes of March 27, 2023, Board of Supervisors' Agenda Setting Meeting
- Payrolls #7 & # 8 including payments made for the Pension Plan to Nationwide (PSATS)
- All Bills presented for payment and ratification of payments made between meeting dates.
  - a. Ratification Payments Payment to Eds Tire and Auto for Trailer Tires for \$300
  - b. XEROX for \$387.25

*A Motion was made by Vice-Chairperson William Duncan to approve the Director/Treasurer's Report, which includes the approval of the Treasurer's Report for April 2023, all meeting minutes, and bills presented for payment and ratification as listed above. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

## COMMITTEE REPORTS:

- Spring Valley Park Committee by Liaison Jim Halstead- Supervisor James Halstead reported that the Spring Valley Park Committee met two weeks prior, and the officers were voted on for the year. John Ham is serving as President, Leroy Zacherl is serving as Vice-President, Mary Zacherl is serving as Secretary, and John Kardos is serving as Treasurer. A work day at the park is scheduled for April 22, at 9:00 AM.
- Planning Commission by Liaison Kathy Allen- An educational workshop will be held on April 11, 2023 for Zoning and Planning Commission Members from 6-8PM at the Clinton Township Building. Kevin Corace resigned as Chairperson of the Clinton Township Planning Commission. The Planning Commission held a reorganization at their last meeting and Pat Hedba is the new Chairperson and Marty Micko is now the Vice-Chairperson.

**CORRESPONDENCE:**

No correspondence at this time.

**SOLICITOR'S REPORT:**

- Solicitor John Bench reported that he met with John Ham from the Spring Valley Park Board regarding the POD 4 Park entrance at Spring Valley Park. He is working with Central Electric and the Victory Road Business Park Attorney on a ROW agreement for Electric Services.
- Solicitor John Bench reported that there has been no action taken regarding damage to McKay Road.

*A motion was made by Vice-Chairperson William Duncan to instigate litigation for damages done to McKay Road. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

**DIRECTOR'S REPORT:**

- Building Permits- Township Director Ashley Kohley provided the board with an updated list of Building Permits in the Township as well as an updated budget.
- Newsletter- Township Director Ashley Kohley reported that the Newsletters have been sent to residents. Extra copies can be obtained in the office.
- Butler County Association of Township Officials Spring Convention May 18, 2023 @ Butler County Club. Township Director Ashley Kohley asked that everyone please let her know by the due date on the registration if they can attend.
- Liquid Fuels/Turnback Notification (March 1, 2023)- Township Director Ashley Kohley reported that the Liquid Fuel money has been deposited into the state account.

**CODE ENFORCEMENT OFFICER REPORT:**

Code Enforcement Officer Clint Bonetti reported that he is working on a variance request and one enforcement call at this time.

**ROAD DEPARTMENT REPORT:**

- Road Report (Facilities and Equipment)- Road Foreman Luke Brewer gave a road report for the month. The report included routine maintenance of trucks and equipment, completion of the office building handicap parking pad, protective barrier wall installation in front of the Township building, cross pipe replacement on Sarver Road, tree replacement in roundabout, trimming of trees by Falling Timber on Cherry Valley Road from Saxonburg Blvd to Christy Road, sweeping of Township Roads, low hanging limb trimming, delineator installation throughout the Township, clearing of catch basins, fixing of street signs, pothole and berm repair, and to date the Township has used 275 tons of salt this winter. The road



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foreman has scheduled crack sealing for the week of April 27<sup>th</sup>.

- Hiring of Full Time Employee w/CDL- *A motion was made by Vice-Chairperson William Duncan to hire David Evans as a full Time CDL Public Works Employee. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

*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 Supervisor James Halstead. The motion passed unanimously.*

**OLD BUSINESS:**

- Coherent - Storm Water corrective action- Township Engineer David Neill provided a letter to the board with an updated status on the Coherent Storm Water Corrective Action Plan and the plan has not been approved by the engineer at this time.

**NEW BUSINESS:**

- Audit Prepared by Maher Duessel

*A motion was made by Vice-Chairperson William Duncan to accept the 2022 Audit prepared and submitted to DCED by Maher Duessel. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

- Emergency Management Coordinator Seminar in Hershey Pennsylvania.

*A motion was made by Chairperson Kathy Allen to send Clinton Township EMC Cam Preuss to attend the Spring Emergency Management Seminar Sunday April 23, 2023 in Hershey and for travel expenses to be covered by the Township using the appropriate budget category. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

- PSATS Conference Additional Attendee

*A motion was made by Vice-Chairperson William Duncan to send Kathy Allen to Hershey PA to attend the PSATS conference and have travel expenses to be covered by the appropriate budget category. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

- Chad Sponholz from Globe Life- Insurance Policies- Chad Sponholz gave a brief presentation on what his company offers in insurance policies.

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- Agenda Setting Meeting Scheduled for April 24, 2023

*A motion was made by Supervisor James Halstead to reschedule the Board of Supervisors Agenda Setting Meeting scheduled for April 24, 2023, due to the PSATS convention in Hershey. The new date would be May 1, 2023 at 3:30 pm at the Clinton Township Municipal Building. The motion was seconded by Vice-Chairperson William Duncan. The motion passed unanimously.*

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

No comments on Non-Agenda Items.

**MOTION TO ADJOURN:**

*A Motion was made by Vice-Chairperson William Duncan to adjourn the April 12, 2023 Regular Meeting of the Clinton Township Board of Supervisors. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

TIME: 7:58 PM

Respectfully Submitted:

  
Ashley Kohley  
Township Director/Treasurer

