

**CLINTON TOWNSHIP BOARD OF SUPERVISORS  
AGENDA SETTING MEETING  
MINUTES  
September 25, 2023 3:30 PM  
Clinton Township, 711 Saxonburg Blvd, Saxonburg, PA 16056**

***Note to Residents:*** *Public Comments are only accepted at the times listed on the Agenda for Public Comment. You must stand and give your name and address to the Secretary before beginning your comment. You will have a 3-minute time limit for your comment.*

**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  
William Pitts, Butler Eagle

**CALL TO ORDER:** Chairperson Kathy Allen called the meeting to order at 3:30 PM with the Pledge of Allegiance.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT ON AGENDA ITEMS**

No Public Comment on Agenda Items

**SECRETARY/TREASURER'S REPORT- Review and Discuss**

- Review the Minutes of September 13, 2023 Board of Supervisors Regular Meeting.
- Review and Approve Bills Presented for Payment at this Meeting to avoid late charges/penalties and ratify payments to VSP for \$230.05, United Concordia for \$493.55, and UPMC for \$2577.47 for Vision, Dental, and Health Insurance.

*A motion was made by Vice-Chairperson William Duncan to approve the Minutes of the September 13, 2023 Regular Meeting of the Board of Supervisors, all bills presented for payment including ratification of payments to UPMC for \$2577.47, VSP for \$230.05, and Concordia Dental for \$493.55. The motion was*

*seconded by Supervisor James Halstead. The motion passed unanimously.*

#### **COMMITTEE REPORTS:**

- Park Committee by liaison Jim Halstead- Liaison Jim Halstead reported that the park would be holding their meeting tonight in the public works office area tonight.
- Planning Commission by liaison Kathy Allen- Liaison Kathy Allen reported that the non-voting meeting scheduled for tonight was canceled. The Regular Planning Commission Meeting will be held on October 2<sup>nd</sup> at 7:00 PM with a workshop prior at 7:30 PM. There has been one lot line submittal to the Planning Commission for the month as well as reviewing and preparing recommendations regarding the raising of livestock ordinance.
- History Committee- Liaison Kathy Allen reported that the history committee met on Sunday.

#### **CORRESPONDENCE:**

#### **DIRECTOR'S REPORT:**

- Health Insurance- Director Ashley Kohley and Administrative Assistant Lori Grebeck have begun the process of reviewing the current health care program at the Township. Director Ashley Kohley held a meeting with the staff last Thursday to speak about Health Insurance and receive feedback from currently enrolled employees. This topic will continue to be discussed throughout the budget season.
- Salary Survey PSATS- Director Ashley Kohley completed a salary survey with PSATS. This is something that the Township has been doing in the past to get an idea of what other local governments pay their employees based on similar demographics. A copy was provided to all supervisors.

#### **ROAD REPORT:**

Road Forman Luke Brewer reported that the line painting had been completed and Tri-County jetted culverts and cross pipes in various parts of the Township. Clean Up day was held on September 16<sup>th</sup> and was a very successful event. Many residents thanked the staff and volunteers for holding the event. Mr. Brewer reported that a third round of mowing on Township roads has begun and the road crew will be continuing work at POD 4 entrance to Spring Valley Park.

*A motion was made by Vice-Chairperson William Duncan to approve the Committee Reports, the Director's Report and the Road Report. The motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.*

**NEW BUSINESS:**

No New Business.

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

No Public Comment on Non-Agenda Items.

**BUDGET WORKSHOP:**

Director Ashley Kohley provided the first Draft for the 2023 Township Budget to the Board and open discussion was held on various line items. The next budget workshop is advertised for October 23, 2023 following the Board of Supervisors Agenda Setting Meeting.

**MOTION TO ADJOURN:**

*A motion was made by Vice-Chairperson William Duncan to adjourn the September 25, 2023 Agenda Setting Meeting of the Clinton Township Board of Supervisors. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

**TIME:** 4:26 PM

**By:**

  
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Ashley Kohley  
Township Director

