

**CLINTON TOWNSHIP BOARD OF SUPERVISORS**  
**AGENDA SETTING MEETING**  
**MINUTES**  
**October 23, 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:**

John Ham, Resident and Spring Valley Park Board Member

**CALL TO ORDER:**

Chairperson Kathy Allen called the meeting to order at 3:30 PM with the 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 October 11, 2023 Board of Supervisors Regular Meeting.
- Review of Payroll #21 dated October 13, 2023.
- 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 October 11, 2023, Regular Meeting of the Board of Supervisors, Payroll #21 and all bills presented for payment including ratification of payments to United Concordia for \$493.55, UPMC for \$2577.47, VSP \$230.05. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

**COMMITTEE REPORTS:**

Spring Valley Park- Supervisor James Halstead reported that the last park meeting will be held this evening for the year. The park is working on the 2023 budget and preparing diagrams for the Owners association at the Victory Road Industrial Park as it relates to POD 4.

Planning Commission- Liaison Kathy Allen reported the non-voting meeting scheduled for 7:00 PM tonight has been cancelled. The next Regular Meeting will be held on November 6<sup>th</sup> at 7:00 PM.

History Committee- Liaison Kathy Allen reported that the committee was working on changing their meeting night date to the third Tuesday of the month.

**CORRESPONDENCE:**

- South Butler Library- Director Ashley Kohley read off the library statistics regarding library card holders by municipality, number of items signed out, and the average contribution per resident based on municipalities.
- Range Resources- Notification for permitting regarding a temporary water line.
- Saxonburg VFC Ambulance 2023-2024 Subscription Drive

*Vice-Chairperson William Duncan made a motion to donate \$500 to the Saxonburg VFC Ambulance Subscription Drive. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

**DIRECTOR'S REPORT:**

- Permits- Director Ashley Kohley has seen an increase in Excess Maintenance Agreements and Road Bonding since our last meeting. One driveway and one sign permit were also issued.
- 706 B Foreign Fire Report- Director Ashley Kohley completed the 706 B Foreign Fire Report after issuing the check for Foreign Fire Payment to Saxonburg Fire Department.
- YTD Budget for 2023- Director Ashley Kohley provided an updated YTD budget including the bills paid through this meeting.

**ROAD REPORT:**

Road Foreman Luke Brewer gave the following report; The road department continues to complete the third round of mowing and work on moon paving. Ron Land installed a generator for the Public Works garage, which is powered through West Penn Power, for emergency electric during an outage. The F-600 ordered for the Township should be ready for delivery next Spring. The woodchipper delivery should take place in November.

*A motion was made by Vice-Chairperson William Duncan to add a generator to power the office and public works office. These buildings are powered off a separate Central Electric Line. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

## OLD BUSINESS:

- Updated Clinton Township Zoning Map Draft to reflect changes requested from last meeting. Director Ashley Kohley provided the Board with an updated zoning map to reflect the two parcels being considered for district changes. 752 Saxonburg Blvd, changed from CP Corridor Preservation to AC Agriculture Conservation as it was believed to be an oversight on the current zoning map. This property is an active farm. The second parcel for consideration, 220 Victory Road, currently Spring Valley Park, from IP Industrial Park to C Conservation District. This property was originally part of the IP Industrial Park, however, due to the use and topography, it was suggested by the Planning Commission to become part of the C Conservation District.
- Brewer Road Ordinance

*A motion was made by Vice-Chairperson William Duncan to advertise the Brewer Road ordinance to reduce the Speed Limit from 35 MPH to 25 MPH on the lower portion of Brewer Road from the railroad tracks to Saxonburg Blvd and hold Public Hearing. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

- Multimodal Transportation Fund Grant \$408,361.80  
Resolution 2023-03

*A motion was made by Vice-Chairperson William Duncan to approve Resolution 2023-03 Multimodal Transportation Fund Grant of \$408,361.80 from the PA Dept. of Transportation to be used for paving of Monks Road and parts of Spring Valley and Anderson Roads. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

## NEW BUSINESS:

- Penn Energy Road Bonds- Penn Energy is looking to bond the following Township Roads. Performance Bond LICX1975532 has been provided to the Township in the amount of \$55,250
  - T840 Victory Road- Distance of 1.69 Miles from Tr 228 to the Township Line
  - T563 Spring Valley Road- Distance of 1.49 Miles from Rt 228 to Victory Road
  - T663 Kozy Korner- Distance of .35 Miles from the Twp Line to Spring Valley Rd
  - T584 Alderson Road-Distance of .64 Miles from the Township Line to Kozy Corner Road
  - T612 Coal Hollow Road- Distance of .25 Miles from Rt 228 to the Township Line

*A motion was made by Vice-Chairperson William Duncan to approve the Excess Maintenance Agreement for Penn Energy to bond various Township Roads. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

- Wage Increases for Township Employees

*A motion was made by Supervisor James Halstead to approve a wage increase of 7% to Township Employees to parallel inflation costs. The motion was seconded by Chairperson Kathy Allen. The motion passed unanimously.*

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

*No comments on Non-Agenda Items.*

**BUDGET WORKSHOP:**

- Draft #2- Director Ashley Kohley went through the Draft Budget #2 for year 2024 with the Board for open discussions.

**MOTION TO ADJOURN:**

*A motion was made by Vice-Chairperson William Duncan to adjourn the October 23, 2023 Agenda Setting Meeting of the Clinton Township Board of Supervisors. The motion was seconded by Supervisor James Halstead. The motion passed unanimously.*

**TIME:** 5:08 PM

**By:**

  
Ashley Kohley  
Township Director

