

# JEFFERSON TOWNSHIP

## REORGANIZATION AND REGULAR MEETING

January 4, 2010

### CALL TO ORDER:

The reorganization and regular meeting was called to order by acting chairman, James R. Jones, at approx. 3:35 P.M. on Monday, January 4, 2010. All rose to pledge the flag.

### ROLL CALL:

Those present were James R. Jones, Phillip Bachman, and Lois J. Fennell, Sec/Treas. Lois J. Rankin was absent.

### ANNOUNCEMENTS:

The Board met very briefly in executive session prior to the start of this meeting regarding matters on the agenda.

PUBLIC COMMENT ON THE AGENDA AS PRESENTED: None.

### REORGANIZATION AND APPOINTMENTS FOR 2010:

*Motion* by Phillip L. Bachman to appoint James R. Jones as the **chairman** for 2010. *Seconded* by James R. Jones. Both agreed and *motion carried*.

*Motion* by James R. Jones to appoint Phillip L. Bachman as vice-chairman for 2010. *Motion died for lack of a second* (Mr. Bachman declined the position.) James R. Jones *moved* to appoint Lois J. Rankin as **vice-chair** for 2010. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to re-appoint the following officials for 2010, the same as in 2009: Lois J. Fennell, Township Secretary/Treasurer and Planning Commission Clerk; Code.sys Code Consulting, Inc. as the building inspectors (except electric) for all permits under the PAUCC (residential, commercial & industrial) with Dave McGuigan primary contact and BCO for 2010; Allegheny Inspection Service, Inc. as the electrical inspectors for all permits under the PA UCC for 2010; Danielle Sedlak as the code enforcement and building permit officer; Butler Co. Sewage Association as the township sewage enforcement agency; D. Ben Cypher as fire marshal; Dillon, McCandless, King, Coulter & Graham as solicitors with Matt Marshall as our primary contact. Frank B. Taylor Engineering as the Township Engineers; Dennis Sybert as the dog control officer; John Risch as the emergency management coordinator; Eric Butler as the assistant emergency management coordinator; and Marlen Lang, non-voting representative on the Saxonburg Area Library. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to appoint Lois J. Fennell (non-voting member serving as BCATO Secretary) Connie Plowman and Lois Rankin (voting members) to continue as Jefferson Township representatives on the Butler Co. Association of Township Officials Advisory Board. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to re-appoint Lois J. Fennell as primary delegate and Erma Mowry as alternate delegate to the Butler Co. Tax Collection Committee. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to appoint Larry Plowman as the vacancy board member for 2010. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to re-appoint Bob Wetzels, Bill Montgomery, and Leo Rosenbauer to the Planning Commission for another 4 year term (2010, 11, 12, & 13). *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to re-appoint Wayne Deaner for another three (3) year term to the Recreation Committee (2010, 2011, 2012). *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to re-appoint Danielle Sedlak and Justin Stirling and to appoint Keith Bachman to the Building Code Board of Appeals for 2010, with Kevin Miller as the alternate member. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to allow all three supervisors, the secretary/treasurer, all three auditors and any member of the Planning Commission to attend the state convention in 2010 and pay the usual expenses, i.e. registration, mileage, meals, turnpike fees, and motel-hotel expenses) should they decide to attend. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to appoint Lois J. Rankin as the voting delegate at the state convention (as she has indicated that she will attend the 2010 PSATS convention.) *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to keep the township depository at First Commonwealth Bank (previously Laurel Savings Assn.) (currently for checking accounts and one CD), Nextier Bank (previously Citizens) (currently for one CD for Concordia Sewage Escrow), and PA Local Government Investment Trust (PLGIT) (currently for "savings") for 2010. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to set the mileage reimbursement rate at the going IRS rate for 2010. Effective 1/4/10, it is fifty- cents (\$.50) per mile. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to set the treasurer's bond at \$600,000 for 2009. *Seconded* by Phil Bachman. (The highest combined "cash" balance in 2009 was \$561,900.87.) Both agreed and *motion carried*.

*Motion* by Phillip L. Bachman to appoint James R. Jones as voting delegate at the South Butler County School Board meeting on Jan. 13, 2010, 7 P.M. to decide on the appointment to the Earned Income Tax Committee. *Seconded* by Jim Jones. Both agreed and *motion carried*.

*Motion* by James R. Jones to appoint Lillian Bachman to fill the vacant elected township auditor position until the next municipal election. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

*Motion* by James R. Jones to join (re-new membership in) the Butler Co. Council of Governments for 2010. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

#### MONTHLY MEETINGS:

*Motion* by James R. Jones to set the monthly meetings for 2010 on the second Monday of each month at 3:30 P.M. Phil Bachman *seconded*. Both agreed and *motion carried*.

#### SALARIES/FEES:

A standing request by the Auditors, the current permit fees and the wage & benefit list for all full-time and part-time employees (elected and appointed) will be included in the minute book for Jan. 4, 2010.

*The annual approval* to affirm that Phillip L. Bachman, working supervisor/road foreman/employee be included in the health, disability and life insurance coverage for 2010 was tabled, since Mrs. Rankin was not in attendance. The letter will be signed as soon as possible.

#### MISC. BUSINESS:

*Motion* by James R. Jones to waive the "administrative levy" for the junkyard licenses for Ray's Auto Sales and Weber Junkyard (Scrap) for 7/1/10-6/30/11. The \$200.00 license renewal fee is still due annually. Phil Bachman *seconded*. Both agreed and *motion carried*.

**REGULAR MEETING Start time: 3:50 P.M.** (see page 3)

## MINUTES:

*Motion* by James R. Jones to approve the December 2009 minutes as written with corrected 'roll call' (Phil Bachman was in attendance on Dec.14th). *Seconded* by Phil Bachman. Both agreed and *motion carried.*

## FINANCIAL:

The bills paid between the December 14<sup>th</sup> meeting and month end totaled \$1,093.77. Bills presented for payment from the General Fund today totaled \$15,901.60. No bills were presented from the State Fund. The balance of all funds after payment of the bills presented was \$134,498.89. *Motion* by James R. Jones to pay the bills listed as well as any regular bills that become due prior to the next meeting. *Seconded* by Phil Bachman. Both agreed and *motion carried.*

## PUBLIC BUSINESS OR COMMENT:

Sue Hartzell talked to the Board accusing them of 'auditor harassment' (at prior meetings) regarding their duties. She has contacted DCED and stressed today that the auditors have the right to do a 'walk-through' of the buildings (equipment/inventory), to review 'log books', and set the wage of the working supervisors. Supervisor Jones said as long as they are doing their jobs and not 'harassing' the road employees (i.e. detaining them or asking personnel or personal questions) then there is no problem. Sue said they do not harass the employees.

William Broman, Jr. asked in regards to the appointment of Butler Co. Sewage Association as our 'sewage enforcement agency', who the township representatives are on that Board. Supervisors Jones said he and Lois Fennell (sec/treas.) continue as representatives (no change.)

## RECREATION COMMITTEE:

No December meeting. Next meeting Feb. 3, 2010 at 8 P.M. Supervisors Jones reported that due to dirt bikes and quads getting into the park, he suggests putting fencing in on the east-side (beside the softball fields, Stamp property and Hook's Garage). Evie Gross said she saw dirt bikes running in the park and asked if there were any letters sent out. Jim Jones said there have been verbal warnings. *Motion* by James R. Jones to get quotes on fencing. *Seconded* by Phil Bachman. Both agreed and *motion carried.*

## PLANNING COMMISSION:

No December meeting (no new business submissions and no updates on the proposed race-track development.) The next meeting is Jan. 28, 2010 at 7:30 P.M.

## UNFINISHED BUSINESS:

A letter was reviewed last month from PA American Water Co. regarding the 12" water transmission main to be constructed in the Saxonburg Road right-of-way. PAWC indicates that the project is primarily to support the need for a reliable water supply in Saxonburg; the PAWC will offer to supply water service to any resident in Jefferson Township along the proposed route that requests water service. There is **no obligation** for any resident to take water service and no fees will be assessed for the installation of the water main. *If the resident requests water service*, there will be a fee applied for the installation of the meter and the resident must install a copper service line from the meter to the point of use. No vote was taken on Dec. 14<sup>th</sup>, because the Board wanted to know exactly what the 'franchise service area' is and how it affects the property owners. A letter responding to this inquiry states that the franchise area designation **only** allows PAWC the opportunity to offer water service to residents that reside within the franchise area and own property that abuts a street wherein there is a water main (Saxonburg Rd.) It further states that: "**no land or land owners' rights are infringed upon** by this PUC franchise area designation." *Motion* by James R. Jones to approve the proposed project as described in the two letters. *Seconded* by Phil Bachman. Both agreed and *motion carried.*

## UNFINISHED BUSINESS, cont.:

Leo Rosenbauer contacted the township office and subsequently Brett Neupert submitted another 90-day extension letter (current ones ends Feb. 8<sup>th</sup>, this new one runs through the meeting on May 10, 2010). *Motion* by James R. Jones to accept and approve the 90-day extension (ending May 10, 2010). *Seconded* by Phil Bachman. Both agreed and *motion carried*.

Mr. and Mrs. Wiefing were present today regarding the proposed removal of the S-bend on Bonniebrook Rd. They said that although they are in favor of the straightening, they are very concerned about the lack of safe access onto Bonniebrook from their driveway. The Supervisors hope that this project will improve their situation as well as the general traffic on Bonniebrook. The Supervisors are currently reviewing the property appraisal and will be negotiating with the owners of the house (Emery) and Mr. Waddingham.

Leo Rosenbauer has been in contact with the township attorney and engineer. In order for the development to be re-bonded (*and they are suggesting bonding of all existing improvements and pending improvements which is roughly \$500,000.00*) they need the township engineer to 1) recommend how to bring Stoneybrook Dr. up to township specs., and 2) review and update the 2008 cost estimates. The prior legal and engineering fees are still due from Miller/Lezzer (approx. \$5,000). A *motion* was made by Phillip L. Bachman to table any decision. The outstanding invoices need to be paid to the township first. *Seconded* by James R. Jones. Both agreed and *motion carried*. Evie Gross noted that a 'new developer's agreement' will be needed along with the proposed new bonding!

## NEW BUSINESS:

*Motion* by Phillip L. Bachman to advertise for fuel (gas and diesel). *Seconded* by Jim Jones. Both agreed and *motion carried*.

*Motion* by James R. Jones to enter into agreement (the same as in previous years) with the Butler County Humane Society for 2010. *Seconded* by Phil Bachman. Both agreed and *motion carried*.

## MISC. BUSINESS FROM TOWNSHIP OFFICIALS:

The Supervisors agreed to re-visit the request by the newly elected tax collector, Ashley Foertsch, to use the township meeting room, table and chairs, as 'office space.' She will have her own phone, computer, etc. and will have her mail delivered to her home address. She indicates that she will bring everything back and forth with her and will *not* need any file drawers. She will *not* need access to the office, copier or fax machine. *Motion* by James R. Jones to permit the use of the meeting room as described and set the rent at \$50.00 per month due on the 15<sup>th</sup> from March to December (10 months.) *Seconded* by Phil Bachman. Both agreed and *motion carried*. Ashley will sign a 'rental' agreement.

It was discussed briefly that the Township must have access to the tax collector checking account (as per Butler County Resolution effective 1/1/2010). Since the secretary/treasurer is bonded, she will likely be included on this checking account. The tax collector is bonded through the County.

## ADJOURN:

*Motion* by James R. Jones to adjourn at approx. 4:25 P.M. Phil Bachman *seconded* the motion. Both agreed and *motion carried*.

## ATTENDANCE:

Ashley Foertsch, Mr. and Mrs. Don Wiefing, Denise Foertsch, Sue Hartzell, Kay Foertsch, Connie Plowman, Lil Bachman, Norm & Alanna Neupert, Shirley & Gene Widenhofer, Jerry Miller, Bill Broman, Beryl Mottern, Jennifer Rhoades, Wally Cypher, Evelyn Gross, and Leo Rosenbauer.

## NEXT REGULAR MEETING:

**Monday, FEB. 8, 2010 at 3:30 PM**

1<sup>st</sup> Public Hearing on the 2010 CDBG Funds - 3:15 P.M. 2/8/10