

Connoquenessing Township's Supervisors Meeting was called to order by Chairman Terry Steinheiser at 6:00 p.m. on February 3, 2021 at the Connoquenessing Township Municipal Building. Present were Supervisors Terry Steinheiser and Ricky Kradel. Ed Rupert did not attend. Also attending were Solicitor Andrew Menchyk, Jr., Engineer Bill Braun, Treasurer/Asst. Secretary Lee Kradel and Secretary/Asst. Treasurer Brenda Davis was present to take the minutes. Nine people signed in on the public sign in record on file. The meeting opened with the Pledge of Allegiance and Prayer.

### **REVIEW MINUTES**

Reviewed minutes of January 4, 2021 organizational and supervisors meetings. Kradel motioned to accept the January 4, 2021 organizational meeting minutes. Steinheiser seconded. Roll call, yes. Kradel motioned to accept the January 4, 2021 supervisors meeting minutes. Steinheiser seconded. Roll call, yes.

### **FINANCIAL REPORT**

Lee Kradel reported the beginning balance in the General Fund is \$230,476.78 but after deposits of \$95,885.15 and checks in the amount of \$74,587.24 are approved tonight, the ending balance will be \$251,774.69. Lee Kradel stated the beginning Escrow account balance is \$24,964.32 but after deposits of \$280.00 and checks in the amount of \$982.50 being approved tonight, the ending balance will be \$24,261.82. Lee Kradel said the Highway Aide beginning balance is \$47,755.96 with interest of \$1.90, leaving the ending balance at \$47,757.86. Lee Kradel stated the Act 13 Impact Fee fund beginning balance was \$303,158.73 but with interest of \$64.33, the ending balance is \$303,223.06. Lee Kradel said the Act 13 CD remained at \$527,067.52 for a grand total of \$830,290.58. Steinheiser motioned to accept the financial report and pay the bills. Kradel seconded. Roll call, yes.

The agenda stated that MaherDuessel will be in the week of Feb. 4-8, 2021 to audit the books for 2020.

### **COMMENT PERIOD** (Three minute limit pertaining to agenda)

\*NONE\*

### **BIDS**

Kradel presented his proposed paving and seal coat plan for 2021. Kradel stated he is planning to pave Orchard Dr., Buttercup School Rd., Bryson Rd., Corks Ln., Graham Dr. and Donahue Dr. and seal coat Camp Fatima Rd., Kneiss Rd., Smith Rd. and Boy Scout Rd. hill that was paved last year. Kradel stated the estimated cost is \$236,000. Steinheiser told the public if they ever have a concern or suggestion about a road to bring it to the boards attention. Kradel motioned to approve advertising the paving and seal coat bids presented. Steinheiser seconded. Roll call, yes.

### **PRE-APPLICATION QUESTIONS**

David Buser, resident on Mirage Court, was present to request a 2<sup>nd</sup> driveway on his property. Mr. Buser stated he considered a u-shaped driveway but since he already put a driveway in which Kradel said he has seen he would rather just widen it and not do the u-shaped driveway. Steinheiser asked if Mr. Buser has received any comments from the HOA? Mr. Buser stated he talked to the President and he was cool with it and was not going to take an official position. Mr. Buser stated some of the neighbors don't want to see the driveway being left just graveled. Kradel stated he would like to see it concreted. Kradel stated the issue is our ordinance only allows one driveway per parcel. Bill Braun questioned Mr. Buser as to his road frontage? Mr. Buser stated his corner lot only has 450 feet across both roads. Mr. Braun stated the ordinance says the Township will consider a second driveway if the road frontage is 600 ft. Steinheiser stated the supervisors have approved them in the past. Mr. Braun stated it should be safe because it's a 25 mph road and the road superintendent signed off on the sight distance. Mr. Menchyk, Jr. questioned if Mr. Buser received approval from the HOA? Mr. Buser stated the President said they are not in the business of approving.

Mr. Menchyk, Jr. asked what is stated in the covenants in reference to a second driveway? Mr. Buser didn't think anything. Mr. Menchyk, Jr. stated most HOA's only allow one driveway per parcel. Mr. Buser stated other residents in the development have two driveways. Steinheiser motioned to approve the second driveway contingent on receiving a letter from the HOA stating they have no problem with it and a written statement from Mr. Buser that the driveway will be concreted. Kradel seconded. Roll call, yes.

Gary Vanasdale, Attorney for Wayne Kaltenbaugh, was present to ask preliminary questions in reference to Mr. Kaltenbaugh subdividing a 6.6 acre parcel on Shannon Rd. between him and his brother and stated the parcel is still in his deceased fathers estate. Mr. Vanasdale stated the parcel is off Hoch Lane and there is currently a 12 ft. right-of-way agreement in place that the residents at the back can use the lane. Mr. Vanasdale stated when he was at the Planning Commission meeting that they said a right-of-way agreement between all parties would need signed and also a maintenance agreement for Hoch Lane. Bill Braun stated the Planning Commission also stated that the sewage system for the current garage on the parcel is actually on the adjoining property. Mr. Vanasdale said "yes" but it is owned by the same estate. Mr. Menchyk, Jr. asked if there is a permit on file for this sewage system that the garage is tied into? Lee stated, "no" and said she could not locate an easement agreement allowing the connection either. Mr. Menchyk, Jr. told Mr. Vanasdale the Township needs proof that this sewer system is legally permitted. Mr. Vanasdale stated at Planning meeting they said another alternate site for sewage would probably not be required on the lot since this portion of the subdivision already has sewer. Mr. Menchyk, Jr. stated if this was not legally permitted then it would not be considered a sewer site. It was noted that the property where the sewage system is currently for sale and owned by the same estate. Mr. Vanasdale stated before it could be sold there would need to be an easement to the sewer put in place. Mr. Vanasdale said another attorney is handling the estate and he is just hired to handle the subdivision. Mr. Menchyk, Jr. stated the best thing to do is get primary and alternate sewage testing done on both newly created 3.3 acre parcels with an easement agreement recorded to use the system. Steinheiser stated if the system does work and has a legal connection to the garage then the alternate site could possibly not be required. Secondly, the right-of-way of Hoch Lane was discussed in reference to subdividing. Mr. Braun stated the road currently has a 25 ft. right-of-way but if it is subdivided and giving access to at least 6 residences there are 9 steps that will need taken as far as the width, cul-de-sac, etc. Mr. Menchyk, Jr. stated a 50 ft. right-of-way needs to be in place according to our ordinance. Mr. Vanasdale stated the back two properties which would make the 6 parcels can not be expected to give up property to make a 50 ft. right-of-way at this time until they would develop something. Mr. Braun referenced the ordinance again stating if there is no extension of a private street or creation of a private street, nothing would need change to the current right-of-way. Steinheiser asked what Planning told them. Lee Kradel stated they thought if the road wasn't extended or constructing a new private street then the right-of-way doesn't need changed. Steinheiser questioned what needed a motion to approve. Mr. Menchyk, Jr. stated there is nothing in front of the board to approve, no application, no plan, etc. Roy Gilliland, a resident, stated from his past experience in subdividing that if you're not putting new dwellings on, the private street doesn't need changed. Mr. Menchyk, Jr. still said that anytime you subdivide there needs to be a 50 ft. right-of-way. Mr. Menchyk, Jr. told Mr. Vanasdale that a plan will need presented before any final decisions are made. Mr. Menchyk, Jr. also told Mr. Vanasdale this is the best time to get the 50 ft. right-of-way because each land owner can give up their share of land for the 50 ft. Steinheiser ended the discussion telling Mr. Vanasdale he would have to submit a plan to the Planning Commission for them to review the required right-of-way. Mr. Menchyk, Jr. feels when the subdivision plan is presented it will require a 50 ft. right-of-way.

## **OLD BUSINESS**

\*NONE\*

**NEW BUSINESS**

Kradel motioned to ratify advertising the Sewer Authority Board meeting dates. Steinheiser seconded. Roll call, yes.

Steinheiser motioned to ratify and approve the County of Butler Covid-19 Relief Block Grant Program Municipal Subgrant Agreement dated December 29, 2020. Kradel seconded. Roll call, yes.

**REQUEST TO BE HEARD (Three minute limit)**

\*NONE\*

**PLANS**

\*NONE\*

**ENGINEER REPORT**

Bill Braun stated the permit application is almost ready to be sent into the DEP for the Lower Harmony Rd. culvert. Mr. Braun stated a 16 ft. 4" wide and 5 ft. 11" high aluminum arch box culvert which is 50% bigger for the stream than the current 4 pipes that are presently there. Kradel asked if the work needed done within 2 years. Mr. Braun said since it is a GP permit it should be indefinite as long as the permit requirements don't change. Kradel asked an estimate for the work. Mr. Braun stated between \$180,000 - \$190,000 and stated Lower Harmony Rd. has a 50 ft. right-of-way for the record. Mr. Braun stated some utilities will need moved and said one of our road crew already talked to PA American Water and they will pay to move theirs.

**SOLICITOR REPORT**

Mr. Menchyk, Jr. presented a revised draft of the "guaranty agreement" for the supervisors to review and approve. Steinheiser stated this is because the Township is guaranteeing a \$1,000,000 loan that Connoquenessing Township Sewer Authority will be receiving from First Commonwealth Bank. Steinheiser motioned to approve the "guaranty agreement" on behalf of the Sewer Authority. Kradel seconded. Roll call, yes.

**CODE ENFORCEMENT REPORT**

Kradel motioned to approve Sandi Cox's invoice for January in the amount of \$223.58. Steinheiser seconded. Roll call, yes. Report in packets.

**ROAD MASTERS REPORT**

Kradel stated the men have salted and plowed 10 days this month, did brushcutting until hydraulic pump broke which should be repaired soon, did some pot hole patching and installed new safety signs throughout the Township and finalized the road list to be paved and seal coated.

Kradel stated it is time to place the 2021-2022 salt order through CoStars. Kradel motioned to order 700 tons, more or less. Steinheiser seconded. Roll call, yes.

Kradel stated he would like permission to advertise for temporary part-time/summer help so they can possibly start in April. Steinheiser motioned to approve advertising for temporary part-time/summer help. Kradel seconded. Roll call, yes.

Road superintendent report for January 2021 were in packets.

**BUILDING PERMIT REPORT**

Steinheiser stated there were six building permits applied for this month.

They were:

- 1-21 - Steven Kozora - Whitestown Rd. - inground pool - 1/6/21
- 2-21 - Robert Beaver - Double Rd. - deck - 1/13/21
- 3-21 - David Buser - Mirage Ct. - shed - 1/13/21
- 4-21 - Catherine Murphy - Prospect Rd. - ramp - 1/19/21
- 5-21 - Steven Smith - Stardust Ct. - inground pool - 1/21/21
- 6-21 - Michael Kopera - Welsh Rd. - new home - 1/25/21

**TAX COLLECTOR REPORT**

Steinheiser stated the current Tax Collector, Ann Isaacs, submitted two letters requesting a pay increase that, if approved, will become effective on January 1, 2022. Steinheiser stated Mrs. Isaacs is requesting the tax certification letters she currently charges \$25.00 per parcel for be increased to \$30.00 and the real estate cards that she currently gets \$1.00 per card be raised to \$1.25 per card. After board discussion, Steinheiser motioned to increase the tax certification letter charge to \$30.00. Brenda Davis noted that the municipal no-lien letters the Township does for \$25.00 per parcel should receive the same amount as the tax certification letters. Kradel agreed and included this increase in Steinheiser's motion. Steinheiser, seconded. Roll call, Steinheiser, yes. Kradel, yes. Lee Kradel asked Mr. Menchyk, Jr. if a resolution was needed on this. Mr. Menchyk, Jr. said he would look into and discuss at next meeting. No action was taken on the request to increase the payment for real estate tax cards.

**SEO REPORT**

\*NONE\*

**MOTIONS & GENERAL INFORMATION**

Kradel motioned to pay Connoquenessing Borough for Township's share of 2021 Auto and Workers' Compensation Insurance Premium in the amount of \$12,856.84. Steinheiser seconded. Roll call, yes.

Kradel motioned to pay the Connoquenessing Valley Regional Emergency Management Agency (CVREMA) in the amount of \$1,425.69 to cover our share of admin/operations for 2021. Steinheiser seconded. Roll call, yes.

Dan Cox stated he could present the Lower Harmony Road culvert project to be put on the Butler Co. Hazard Mitigation Plan for possible county funding. Steinheiser thanked Mr. Cox for this information and asked Bill Braun to work with Mr. Cox on this funding opportunity.

**Steinheiser said the below, which was on the agenda, is for information:**

Received letter dated January 11, 2021 from Rettew to inform that ETC Northeast Pipeline, LLC is applying for a new permit under the Erosion and Sediment Control General Permit (ESCGP3) from PA DEP for the Constellation to Breakneck 24" Pipeline Project. Information is on file at Township office.

Received letter dated January 28, 2021 from Gateway Engineers on behalf of Peoples Gas, LLC who is applying to the PA DEP a Municipal Notification of Planned Land Development for GP Permit for Eagle Mill Road 18982 Replacement. Information is on file at Township office.

**MOTION TO ADJOURN**

Kradel motioned to adjourn at 6:55 p.m. Steinheiser seconded. Roll call, yes.