

CONNOQUENESSING TOWNSHIP BOARD OF SUPERVISORS

PUBLIC MEETING MINUTES

SEPTEMBER 4, 2024

6:00 PM EST

102 TOWNSHIP DR., RENFREW, PA 16053

BOARD AND STAFF MEMBERS PRESENT:

Larry Spangler, Chairman

Andrew Menchyk, Solicitor

Ricky Kradel, Vice-Chairman

Bill Braun, Engineer

Angela Fleeger, Supervisor

Drew Null, Engineer

Brenda Davis, Treasurer

Megan Hineman, Secretary

CALL TO ORDER

The regular monthly meeting of the Connoqueenessing Township Board of Supervisors was called to order by Chairman Larry Spangler at 6:00 PM on Wednesday, September 4, 2024, at the Connoqueenessing Township Municipal Building. All board members were present. Also in attendance was Solicitor Andrew Menchyk Jr., Engineer Bill Braun, and Engineer Drew Null. Twenty-three people signed in on the public record on file. The meeting opened with the Pledge of Allegiance and a moment of silence.

ANNOUNCE WHO IS RECORDING MEETING

Spangler asked who was recording the meeting. One responded: Brendan Linton. Additionally, William Pitts with the Butler Eagle arrived at 6:30 PM and began recording the meeting.

EXECUTIVE SESSION ANNOUNCEMENTS

The Supervisors met immediately following the August 7, 2024 Supervisor meeting to consult with the Solicitor regarding personnel.

EXECUTIVE SESSION

Kradel made a motion to go to an executive session at 6:01 PM. Fleeger seconded the motion, all agreed. The board returned at 6:12 PM.

REVIEW MINUTES

Reviewed minutes from the August 7, 2024 Board of Supervisors meeting. Kradel motioned to approve the August 7, 2024 meeting minutes. Fleeger seconded, all agreed.

FINANCIAL REPORT

	Beginning Balance	Checks	Deposits	Interest	Ending Balance
General Fund	\$415,526.77	\$39,332.15	\$117,874.63	-	\$493,317.15
Escrow Fund	\$22,309.58	-	\$1,600.00	-	\$23,909.58
Liquid Fuels	\$146,648.29	\$89,121.60	-	\$9.37	\$57,536.06
Act 13 Impact Fee - Checking	\$552,642.78	-	-	\$1,771.49	\$554,414.27
Act 13 CD #1	\$774,979.84	-	-	\$9,278.53	\$784,258.37
Act 13 CD #2	\$311,014.28	-	-	\$3,919.63	\$314,933.91
Total Act 13 Funds					\$1,653,606.55

- Fleeger motioned to approve the financial report and pay the bills. Kradel seconded the motion, all agreed.
- Kradel motioned to approve the Central Pension Fund Annual MMO in the amount of \$18,732.00. Fleeger seconded, all agreed.
- Fleeger motioned to ratify the renewal of Act 13 CD #1 in the amount of \$774,979.84, which matured on August 9, 2024 to a new 1-year term at 4.85%. Kradel seconded, all agreed.
- Kradel motioned to ratify the renewal of Act 13 CD #2 in the amount of \$311,014.28, which matured on August 25, 2024 to a new 6-month term at 4.85%. Fleeger seconded, all agreed.

COMMENT PERIOD (Three-minute limit pertaining to agenda)

- Ken Dambaugh:
 - Stated there has been a pattern of executive sessions during public meetings, and questioned why, to which Spangler stated it was announced that it was for personnel, and that it would be relayed to the public in time.
- Brendan Linton:
 - Stated there is an agenda item regarding the Roadmaster, and he's not really sure why it's on the agenda, but he feels Kradel does a great job as Roadmaster. Linton stated we are fortunate to have roads in the condition that they are in, in a second-class township. Secondly, in regard to the proposed on-lot sewage ordinance, Mr. Linton would like to see it on the township website. He stated he would also like to see the fully executed Consent Order & Agreement with the DEP posted to the website (only the draft is posted at this time). Thirdly, in regard to the agenda item pertaining to PLCB request for the Butler Township VFD event that is to be held at the Butler Farm Show, Mr. Linton stated this has been a partially dry township since 1939, and that maybe it's time for this to change. He stated there are ways that the supervisors can allow certain types of venues to be wet, and for others to remain dry. Mr. Linton stated there is an opportunity to support some of the restaurants and small businesses in the township if we were to become a wet township.

- Lee Kradel:
 - Stated she is confused why the PLCB is asking our township for a support letter, when the location of the gun bash is in Butler Township. Sandi Cox interjected to provide clarification, stating that just because the Butler Farm Show is taxed in Connoquenessing Township, there is still a township line, and they still have a responsibility for what sits in Butler Township. Mrs. Cox stated that if they were to build in Butler Township, even though they are taxed to us, Butler Township still has some responsibility in it. Solicitor Menchyk stated that the PLCB is simply asking for our township's approval and that it can be discussed further when we get to that agenda item.

CONNOQUENESSING VOLUNTEER FIRE COMPANY

- Matt McConnell stated the following: Reminder that Buttercup Rd. will be closed this Saturday (Sept. 7th), for the All-Saints Parish 5K race. Additionally, on September 21, 2024, there will be a pancake breakfast at the fire hall. Lastly, the Halloween Parade will be held on October 27, 2024 at the Connoquenessing Borough Park and Trick-or-Treat will be held on October 31, 2024 from 6:00 PM – 8:00 PM.
- Dave Cottington stated he is asking the township supervisors for a support letter to bill the Trump campaign for the services provided by the CVFC during the rally, based on equipment, rates, time and effort. Mr. Cottington stated he would provide the support letter for the supervisors to utilize. Secondly, with the current construction on Route 68, the CVFC call volume has greatly increased due to motor vehicle accidents. Mr. Cottington stated there is an ordinance that townships can pass that allows insurance companies to be billed, through a third-party service, for services rendered during MVAs. The Pennsylvania Fire and Emergency Services Institute has an example ordinance, that has been provided to the supervisors. Township residents would not be billed if they are involved in an accident, since they pay a Fire Tax, however, those that are traveling from outside of the township can be billed to their insurance company. Insurance companies can be billed without an ordinance; however, the ordinance would be helpful to back it up. Mr. Cottington is asking the supervisors to look it over and see if it's something they could write or agree to. Lastly, there will be a Farmers and Firefighters gun bash, in conjunction with the Butler Farm Show, on May 3, 2025. The money raised will go to educational purposes. Tickets will go on sale September 14, 2024 and they can be purchased at the fire station. Information is on the CVFC website.

EMERGENCY MANAGEMENT COORDINATOR REPORT

Angela Fleegeer stated that she met with Dave Cottington on August 26, 2024 and they reviewed a breakdown of costs associated with venue support. At the last meeting there was discussion regarding a possible ordinance for large, one-day events, that would go through the Planning Commission and final approval with the Board of Supervisors, so that they have ample time to prepare for an event, determine what resources would need to be provided, and to properly ask for reimbursement for personnel, fuel, vehicle services, etc.

Additionally, in regard to the news media stating that Trump would be returning to Butler for an additional rally, Fleegeer stated the township currently has no information on a date or venue for the supposed return visit. If any information is received, it will be relayed to the residents.

CONNOQUENESSING TOWNSHIP SEWER AUTHORITY (CTSA) (None)

REQUEST TO BE HEARD (Three-minute limit)

- Roy Gilliland: Stated he drove across Welsh Rd. the other day and that it's a vast improvement. Additionally, Mr. Gilliland questioned how much has been spent on repairs for the new truck. He also stated that the township has done a great job of repairing the berms on Whitestown Rd. (off of Eagle Mill Rd.), however the berms on Powdermill Rd. are really in need of repairs. Lastly, Mr. Gilliland questioned what has been going on with the mowing, because he has not seen any mowing done recently on Powdermill Rd. He ended with stating that he agrees with Mr. Dambaugh's previous remarks regarding executive sessions. Fleeger stated that the mower has been out for repairs for the last 3 weeks, due to an oil leak. Spangler added that the new truck is currently being repaired for a hydraulic leak.
- Brendan Linton: Stated that the CTSA is a separate legal entity, therefore he would like to strongly encourage the supervisors to not allow their information to be on the township's website, however, he would like to propose an alternative solution. Mr. Linton suggested that the CTSA provide the login information to their current website, and that the township secretary could post things onto their website for them.

OLD BUSINESS

- Act 537 Sewer Design Plan Update:
 - Fleeger stated that exactly 660 voluntary mailer surveys were sent out on August 28 & 29, 2024 to residents in the immediate survey area as defined by the DEP, with some additional adjacent locations. These surveys were only sent to locations who have on-lot septic systems (Shannon Mills and Brandywine will not receive them, as they are connected to their own sewage plants).
 - The DEP designated area is defined as: A portion of the Township located primarily along the Route 68 corridor and adjacent areas, which include: 1) to the south of Route 68 near Connoquenessing Borough, including the Connoquenessing Elementary School and extending north along Route 68 to the intersection of Whitestown Rd. and along Eagle Mill Rd. to Rolling Valley Ln.; 2) to the east encompassing Kriess Rd. and the Winterwood Dr. area; 3) to the west extending to the intersection of Dick Rd. and Boy Scout Rd.
 - A copy of the sewage survey letter has been posted on the township website, under "Documents" for easy access.
 - The supervisors are asking that the residents who have received the surveys to please fill them out, to the best of their ability. If you do not know an answer, you can leave the question blank. These surveys will provide helpful information in reference to this project. There is no fixed timeline for these to be returned, but we ask that they are returned in the next few weeks. If you have questions, please call the township office for assistance.
 - FAQs regarding the Act 537 Plan and the sewage surveys have been posted on the township website to help with common questions. This will continue to be updated in real time as any new questions come up.

- Additionally, visual surveys will also be completed by Collin Fantaskey, the township's alternate SEO. These surveys will be completed in-person, on foot. He is planning to begin these surveys on Monday, September 9, 2024. The estimated time for completion will be 2-3 weeks, and is weather dependent. Once all of the survey work is collected, he will prepare a full report. If you have any questions or concerns about these surveys (mail-in or in-person), please contact the township office so we can work with you.

NEW BUSINESS

- Butler Township Volunteer Fire Department: The BTVFD will be holding their annual gun raffle at the Butler Farm Show grounds on September 12, 2024. Since the event is being held in the Township, which is a dry municipality/township, the Pennsylvania Liquor Control Board is requesting an approval letter from Connoquenessing Township allowing the BTVFD to hold the Special Occasion Permit. The approval letter needs to be submitted by Friday, September 6, 2024. Roy Gilliland questioned if this has been requested in previous years, because he has been to their previous events. Brenda Davis stated that an employee at Butler Township stated all previous applications have been submitted with the location of Butler Township, however this time when the application was filled out, it was submitted with the location as Connoquenessing Township. Spangler asked Mr. Menchyk for guidance; Mr. Menchyk stated it's up to the supervisors if they want to send the letter. If a letter is sent, it just provides consent to the event being held. If an approval letter is not sent, their application will be withdrawn. Mr. Menchyk stated this request is being asked because the township is a dry township. All supervisors stated that they are in support of anything that supports volunteer firefighters. Kradel motioned to allow an approval letter to be submitted to the PLCB, on behalf of the Butler Township Volunteer Fire Department, for their upcoming event. Fleeger seconded the motion, all agreed.
- ARPA Grant: Mr. Menchyk stated he has been in discussions with the County in regard to the transfer of the ARPA grant from the CTSA to the Township. The County has asked that each entity submit a letter. Mr. Menchyk stated the CTSA has drafted a letter that they intend to sign and send to the County, and that the County would like to see a similar letter from the Board of Supervisors. Kradel motioned to authorize the Solicitor to write a letter to the County regarding the ARPA grant. Fleeger seconded, all agreed.
- Anti-Skid: Kradel motioned to advertise for 1,000 tons "more or less" of anti-skid. Fleeger seconded, all agreed.
- Road Master: Kradel stated he would like to resign as the Roadmaster. Fleeger motioned to accept Kradel's resignation as Roadmaster. Spangler seconded the motion. Kradel abstained. Motion passed. Kradel motioned to appoint Fleeger as the new Roadmaster, with compensation to be set by the Elected Board of Auditors. Spangler seconded the motion, all agreed. Fleeger motioned to advertise for a Board of Elected Auditors special meeting. Kradel seconded, all agreed.
- Township Website: Fleeger stated it would be easier on the residents as a whole if the township website had a link for the CTSA, so that it's a one-stop-shop for the residents. Additionally, Fleeger stated she has discussed with CTSA Chairman Bruce Steinhiser potential deadlines for

the agenda to be submitted to the township office. Spangler asked Solicitor Menchyk for his insight, to which he stated that it's within the Board's discretion to approve of this. Additionally, Mr. Menchyk stated he does not see a specific liability of posting the information as it's supplied to the township. Fleeger made a motion for the Township Secretary to take over the responsibility of posting the agendas and minutes for the CTSA, onto the Township's website. Kradel seconded the motion, all agreed.

PLANS (None)

ENGINEER REPORT

- Bill Braun stated there is currently no engineering report for the month. Additionally, Mr. Braun stated he will be retiring at the end of the year and introduced everyone to his replacement, Drew Null, who will be taking over the engineering responsibilities of the township following Mr. Braun's retirement.

SOLICITOR REPORT

- Ordinance 103-24 Update: Solicitor Menchyk stated that he has made revisions following the comments that were received at the previous supervisor's meeting. The previous draft included a maintenance schedule, which has now been removed, and has been updated to state that it needs to be maintained and pumped on an as-needed basis. Fleeger motioned to advertise the updated Ordinance No. 103-24. Kradel seconded the motion, all agreed. The draft ordinance will be posted on the Township's website.
- Solicitor Menchyk provided an update to last month's agenda item regarding the Estimated Just Compensation from PennDOT for the condemnation of the township building property. He was asked to petition the court to have the escrow funds paid into the court by PennDOT released to the township. Mr. Menchyk stated he has received a court order, entered on August 27, 2024, authorizing the funds to be released to the township, and that the payment in the amount of \$49,735.00 should be received in the near future.

CODE ENFORCEMENT REPORT

- Kradel made a motion to approve Sandi Cox's invoice for August in the amount of \$266.06. Fleeger seconded the motion, all agreed.

ROADMASTER REPORT

- Fleeger read the August 2024 report:
 - Put down tar and chip on Welsh Rd.
 - Cleaned downed trees on township roads, from the recent storms
 - Put 2A on the shoulder of the new pavement on both Ragan Rd. and Kennedy Rd.
 - Filled in the sink hold on Camp Fatima Rd. with 4 loads of millings
 - Regraded Welsh Rd. hill and rolled the road (on Shannon Rd. side)
 - Road Superintendent met with a Conservation District Officer on Camp Fatima Rd. to discuss the sinkhole by the creek
 - Road Superintendent met with engineer Bill Braun to look at Upper Harmony Rd. – Penn Energy is to pave the area they have damaged. Mr. Braun commented that Penn Energy does not want to release their bond at this time, so his recommendation is that if they would like to continue their bond, they need to repair the intersection of Upper Harmony Rd. and Prospect Rd. Mr. Braun stated he will make a phone call tomorrow to ensure that Penn Energy agrees with making the said repairs.

- Sent mower back to U.S. Municipal for repairs (oil leak)
- Cleaned catch basins throughout the township, which must be done any time there is heavy rain
- Built up the curb on Kennedy Rd. and Ragan Rd. using 8 ton of binder

BUILDING PERMIT REPORT

Spangler stated there were ten building permits applied for this month:

- 30-24: David Spangler – Bennett Ct. – Addition
- 31-24: Joseph Corrado – Reiber Rd. – Pool (above-ground)
- 32-24: Nick & Elisha Smith – Dick Rd. – Pole Barn
- 33-24: Jones Estates Rolling Valley – Rolling Valley Ln – Mobile Home
- 34-24: Jones Estates Woodland Meadows – Daisy Ln. – Mobile Home
- 35-24: Jones Estates Woodland Meadows – Daisy Ln. – Mobile Home
- 36-24: Jones Estates Woodland Meadows – Oak Ln – Mobile Home
- 37-24: Jones Estates Woodland Meadows – Canterbury Ln – Mobile Home
- 38-24: Jones Estates Woodland Meadows – Canterbury Ln – Mobile Home
- 39-24: Jones Estates Woodland Meadows – Canterbury Ln – Demolition

TAX COLLECTOR REPORT (None)

SEO REPORT (None)

MOTIONS & GENERAL INFORMATION

- 40th Annual BCATO Safety Seminar: The annual safety seminar will be held on Wednesday, October 9, 2024, at the Herman Fire Hall. The cost is \$20.00 per person. Fleeger made a motion to approve of any eligible township personnel to attend the seminar. Kradel seconded the motion, all agreed.
- REMINDER: All Saints Parish 5K and 1-Mile Fun Run will be held on Saturday, September 7, 2024. There will be a temporary closure of Buttercup Rd. from the Township line to Kriess Rd., starting at 8:30 AM until completion of the race at approximately 10:30 AM.
- REMINDER: Fall Pancake Breakfast Fundraiser: The Connoquenessing Volunteer Fire Department will be having a pancake breakfast fundraiser on September 21, 2024. Fleeger stated at this time there are about 30 volunteers from the township who will be donating their time. Additionally, she told Dave Cottington that they would need to be allowed inside the night before (Friday) at 7:00 PM to prepare. For those who have confirmed that they will be volunteering, please wear a high visibility yellow shirt so that attendees can easily locate volunteers for assistance.
- Halloween Parade: Connoquenessing Volunteer Fire Company will hold their annual Halloween Parade on Sunday, October 27, 2024. The parade will be held at the Connoquenessing Borough Park. Line-up will begin at 1:30 PM and the parade judging will start at 2:00 PM.
- Trick-or-Treat: Connoquenessing Township will hold trick-or-treat on Thursday, October 31, 2024 from 6:00 PM – 8:00 PM. Additionally, Connoquenessing Borough will be holding their

trick-or-treat at the same time and date. Dave Cottington stated that Butler Township will also be holding their trick-or-treat at the same date and time.

- NOTE: September marks National Preparedness Month, the annual campaign to remind everyone that preparing for emergencies and disasters can keep them, their families and their communities safe. This year's theme is "Start a Conversation": Starting a conversation today can help you and your family to take more actions to prepare. By taking simple steps, you can build your preparedness at your own pace.

MOTION TO ADJOURN

At 7:05 PM, Fleeger made a motion to adjourn to an executive session with the Solicitor, Code Enforcement Officer and the CTSA. Kradel seconded the motion, all agreed and meeting adjourned.