

Connoquenessing Township's Supervisors Meeting was called to order by Chairman, Scott Longdon at 7:00 p.m. on April 1, 2015 at the Connoquenessing Township Municipal Building. Present were Supervisors Scott Longdon, Terry Steinheiser and Ray Kroll. Also attending was Solicitor Andrew Menchyk, Jr., Engineer Bill Braun, Treasurer Lee Kradel and Secretary Brenda Davis was present to take the minutes. Seven 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 March 4, 2015 supervisors meeting. Steinheiser motioned to accept the March 4, 2015 minutes. Kroll, seconded. Roll call, yes.

#### **FINANCIAL REPORT**

Lee Kradel reported the beginning balance in the General Fund is \$306,998.36 but after total deposits of \$66,470.46 and checks in the amount of \$47,725.03 are approved tonight the ending balance will be \$325,743.79. The Escrow account beginning balance was \$21,848.75 but after deposits in the amount of \$135.00, the ending balance is \$21,983.75. Lee Kradel said the Highway Aide beginning balance was \$218,176.79 but with interest of \$11.52, the ending balance is \$218,188.31. Lee Kradel stated the Act 13 Impact Fee fund beginning balance is \$404,034.10 but with interest of \$35.42, the ending balance is \$404,069.52. Steinheiser motioned to accept the financial report and pay the bills. Kroll, seconded. Roll call, yes.

Lee Kradel stated the QuickBooks Premier 2012 is up for renewal and the payroll upgrade is also due by May 31, 2015. Lee Kradel stated the premier is every 3 years but the payroll is annually. Longdon made a motion to update to QuickBooks Premier 2015 with a cost of \$350.95 and approve purchasing the payroll upgrade for QuickBooks in the amount of \$229.95. Kroll, seconded. Roll call, yes.

#### **AUDITOR**

Beth Dittmer from Maher Duessel, our independent auditor, presented the Auditor's Report for year ending December 31, 2014. Ms. Dittmer stated Maher Duessel issues four documents which are the "Annual Audit and Financial Report", "Management Letter", "Communication with Those Charged with Governance" and the "Legal Advertisement" they put in the Butler Eagle by the deadline. Ms. Dittmer stated the DCED report, required to be electronically filed with the State by March 31st was filed by Maher Duessel. Ms. Dittmer noted there was no difficulty in getting information from the Township personnel to do the audit and no new accounting policies took place in 2014. In addition, Ms. Dittmer stated only minor journal entries were needed to reconcile the financial report. Ms. Dittmer stated the financial report is the responsibility of the supervisors and the opinion page belongs to the auditors. Ms. Dittmer read the financial statement and stated the Township has a positive ending balance. The board thanked Ms. Dittmer for her presentation. All documents can be reviewed at the Township office.

#### **COMMENT PERIOD**

\*NONE\*

#### **BIDS**

Kroll motioned to advertise for limestone, gravel and dustoil. Steinheiser, seconded. Roll call, yes. Secondly, Kroll mentioned paving jobs on Boy Scout, Crabrun and Camp Fatima roads being considered but are subject to change and he is still working with Dick Knapko to complete the advertisement. Kroll, however motioned to advertise for road projects after documentation is done. Steinheiser, seconded. Roll call, yes. Steinheiser questioned Kroll if we were advertising for fuel? Kroll said, "no".

#### **REQUEST TO BE HEARD**

Ruth Hodill from Pidgeon Dr. is concerned with a neighbor who has constructed a dirt wall approx. 6 ft high the whole length of the road extending approx. 3-4 ft past their property line and crossing Pidgeon to meet w/woods which blocks access from the end of the road (Pidgeon & Doe) to her house. Ms. Hodill was very concerned emergency vehicles won't have access to her home in case of fire. The board discussed with Mr. Menchyk, Jr. and stated if the road was on a recorded plan, the road can't be blocked off. However, even if it is not on a plan and there is a concern for public safety, the Township can investigate. The board told her they would give her complaint to the Code Enforcement Officer to investigate if it is a public safety issue. In addition, Kroll stated he would go with Leyne Lokhaiser to investigate and the board would update her.

Mr. Pawlowicz asked if Leyne Lokhaiser could see if anyone lives at 666 Little Creek Rd. because the assessment office received a notice from someone at that address but this address is not in his records or the county records. Kroll stated he would look into while he is with Leyne on the above matter.

#### **OLD BUSINESS**

\*NONE\*

#### **NEW BUSINESS**

Longdon stated we received an ASA proposal from Ricky & Lee Ann Kradel requesting to join Ag Security. Mr. Menchyk, Jr. said this just has to be announced at a public meeting.

#### **PLANS**

\*NONE\*

#### **ENGINEER REPORT**

Bill Braun stated he, Ray Kroll and Terry Steinheiser met with DEP yesterday concerning the Act 537 draft submitted. DEP had minor comments including asking the Township to do more service area surveys. Also, DEP discussed the Township starting to

look into lending and grant institutions to fund the project. Mr. Braun suggested using Dave Ice, SEO, to conduct the surveys and asked the board to approve an estimated cost of 200 homes @ \$50.00. Steinheiser motioned to approve spending \$10,000 for the sewage surveys. Kroll, seconded. Roll call, yes. Secondly, Steinheiser motioned to allow Bill Braun to contact Dave Ice and start the surveys immediately. Kroll, seconded. Roll call, yes.

#### **SOLICITOR REPORT**

Mr. Menchyk, Jr. mentioned the resolution is prepared and ready to adopt for the purchase of the 2015 GMC pickup truck. Mr. Menchyk, Jr. stated another resolution for the financing will come later. Kroll motioned to adopt resolution #3-15 for the purchase of the 2015 GMC pickup truck and allows him to sign on behalf of the Township. Longdon, seconded. Roll call, yes.

#### **CODE ENFORCEMENT REPORT**

Longdon motioned to approve invoice in the amount of \$ 97.78. Steinheiser, seconded. Roll call, yes. Report in packets.

#### **ROAD MASTERS REPORT**

\*NONE\*

#### **BUILDING PERMITS**

Longdon reported the following building permit applications have been received for the month:

5-15 - Nancy Brown - Eagle Mill Rd. - mobile home  
 6-15 - Sonoma Valley - Silver Oak Dr. - quad  
 7-15 - Sonoma Valley - Silver Oak Dr. - quad  
 8-15 - Sonoma Valley - Silver Oak Dr. - quad  
 9-15 - Sonoma Valley - Silver Oak Dr. - quad  
 10-15 - Sonoma Valley - Silver Oak Dr. - quad  
 11-15 - Sonoma Valley - Silver Oak Dr. - quad  
 12-15 - Sonoma Valley - Silver Oak Dr. - quad  
 13-15 - Sonoma Valley - Silver Oak Dr. - quad  
 14-15 - Lutherlyn - Lutherlyn Ln. - inground pool  
 15-15 - Dale Lyon - Welsh Rd. - barn addition

#### **TAX COLLECTOR REPORT**

Mr. Pawlowicz stated County taxes are coming in smoothly at the 2% discounted rate.

#### **SEO REPORT**

\*NONE\*

#### **EMERGENCY MANAGEMENT COORDINATOR REPORT**

Longdon noted how Maher Duessel said the Township should know how the Connoquenessing Fire Company uses the monies from our Township and stated a letter has been sent requesting this information.

#### **MOTIONS & GENERAL INFORMATION**

Longdon stated the Butler County Association of Township Officials will hold their 100<sup>th</sup> Annual Spring Convention on May 21, 2015 at the Butler Country Club. Steinheiser motioned to approve the Township to pay for any official who wishes to attend at a cost of \$28.00/each. Longdon, seconded. Roll call, yes. In addition, Longdon stated the Township office will close on May 21, 2015 in order for Lee and Brenda to attend.

Longdon stated the Connoquenessing Township, Connoquenessing Borough, Evans City Borough and Forward Township will have their joint annual "Clean-up/Recycling Day" on May 9, 2015 from 8:00 a.m. to 2:00 p.m. Lee Kradel stated there is also a Recycling Guide available on the Butler County webpage with a large list of items and times to recycle. For information, contact the Township office.

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

Received letter dated March 12, 2015 from Gateway Engineers on behalf of MarkWest Liberty Bluestone to inform of an application for coverage under the Erosion and Sediment Control General Permit (ESCGP-2). Any comments need directed to the Butler County Conservation District within 30 days. Information is on file at Township office.

Received letter dated March 16, 2015 from Groundwater & Environmental Services (GES) on behalf of XTO Energy informing they are submitting a Remedial Investigation/Final Report to the PA DEP for the Patton B Unit #7H Well Site. Information is on file at Township office.

Received letter dated March 18, 2015 from Gateway Engineers to inform their intent to submit for a General Permit (GP-4) for Pennsylvania Waters Obstruction and Encroachment Permit and U.S. Army Corps of Engineers Section 404 Permit to the PA DEP for the Cupps Road Improvement Project. Information is on file at Township office.

#### **MOTION TO ADJOURN**

Longdon motioned to adjourn the meeting at 7:42 p.m. Kroll, seconded. Roll call, yes.