

Connoquenessing Township's Supervisors Meeting was called to order by Chairman, Terry Steinheiser at 7:00 p.m. on February 7, 2018 at the Connoquenessing Township Municipal Building. Present were Supervisors Terry Steinheiser and Ray Kroll. Ed Rupert did not attend. Also attending were Solicitor Andrew Menchyk, Jr., Engineer Bill Braun and Secretary/Asst. Treasurer Brenda Davis was present to take the minutes. Treasurer/Asst. Secretary Lee Kradel did not attend. Fourteen 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 2, 2018 "organizational" and "supervisors" meetings. Kroll motioned to accept the January 2, 2018 "organizational" meeting minutes. Steinheiser seconded. Roll call, yes. Kroll motioned to accept the January 2, 2018 "supervisors" meeting minutes. Steinheiser seconded. Roll call, yes.

Steinheiser stated the Planning Meeting minutes for the month of December are in supervisor packets.

### **FINANCIAL REPORT**

Brenda Davis reported the beginning balance in the General Fund is \$474,461.24 but after deposits of \$112,520.85 and checks in the amount of \$104,887.74 are approved tonight, the ending balance will be \$482,094.35. Brenda Davis stated the beginning Escrow account is \$51,672.08 but after deposits of \$5,385.00 and checks in the amount of \$1,025.00 being approved tonight, the ending balance will be \$56,032.08. Brenda Davis said the Highway Aide beginning balance is \$14,129.53 with interest of \$1.20, leaving the ending balance at \$14,130.73. Brenda Davis stated the Act 13 Impact Fee fund beginning balance was \$165,527.01 but with interest of \$28.12, the ending balance is \$165,555.13. Brenda Davis said the additional Act 13 CD in the amount of \$500,000 received \$1,575.34 interest for a grand total of \$667,130.47. Kroll motioned to accept the financial report and pay the bills. Steinheiser, seconded. Roll call, yes.

Steinheiser stated that Maher Duessel will be in the week of Feb. 12, 2018 to audit the books for 2017.

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

Evelyn Hockenberry asked what the duties of the code enforcement officer are? Mr. Menchyk, Jr. told Mrs. Hockenberry the code enforcement officer has many duties. He said the code enforcement officer makes sure the ordinances of the Township are followed such as the Nuisance Ordinance where they will go out and investigate complaints and possibly give citations. Mrs. Hockenberry asked if they would be the one to enforce the ordinance or just report the violation to the supervisors? Mr. Menchyk, Jr. stated, "yes" they have the authority to cite the resident and go to the Magistrates office. Steinheiser stated our new code enforcement officer will be informed of her responsibilities. Mrs. Hockenberry said it should be someone who knows the Township Code. Mr. Steinheiser said, "most definitely".

### **BIDS**

Brenda Davis opened bids for Generator that was advertised for the letting of February 7, 2018. Brenda read three bidders names and amount of bid which included: Al Stultz - \$270.00, Scott Schultz - \$525.00 and Dave Wack - \$202.00. After review, Kroll motioned to accept the bid from Scott Schultz in the amount of \$525.00. Steinheiser seconded. Roll call, yes. Steinheiser questioned Mr. Menchyk, Jr. if Mr. Schultz decides he doesn't want it, if the Township can accept the next bidders offer? Mr. Menchyk, Jr. said "yes" but stated the Township accepted Mr. Schultz offer so he has an obligation to carry forward. Steinheiser asked Mr. Menchyk, Jr. again if Mr. Schultz backed out if the supervisors could go to the next bidder? Mr. Menchyk, Jr. said, "yes".

**OLD BUSINESS**

Steinheiser motioned to ratify removing Sherry Lokhaiser from the Planning Commission effective January 2, 2018 when Ed Rupert replaced her term through 12/31/20 but stated if Mrs. Lokhaiser wants to return to the Planning Commission, Mr. Rupert will resign. Kroll seconded. Roll call, yes.

Steinheiser stated we received two quotes from Right Electric and Bruce & Merrilees to replace Bronder Technical Services who can no longer be our maintenance contractor for our traffic signals because they can not offer 24 hour service. However, Steinheiser stated the quotes that were supplied were so different and feels we need to table this and motioned to advertise for "Traffic Signal Maintenance". Kroll seconded. Roll call, yes.

Steinheiser mentioned the Floodplain Ordinance that the Township is required to do within the next six months. Mr. Menchyk, Jr. told Steinheiser he is familiar with this and said if given the boards approval, he would supply a draft of the ordinance at next month's meeting. Kroll stated we do have a Floodplain Ordinance currently but the maps are being updated so the Ordinance needs updated. Mr. Menchyk, Jr. stated this is a State mandate. Kroll motioned to have Mr. Menchyk, Jr. work on updating the Floodplain Ordinance. Steinheiser seconded. Roll call, yes. Mr. Braun said a Floodplain Administrator would need named. Brenda Davis said she asked Ed Rupert if he would do it and he agreed. Bill Braun also wanted the public to check the new updated maps when they are supplied to see if they are in the Floodplain because their insurance companies would need contacted.

**NEW BUSINESS**

Steinheiser said our Tax Collector has selected Kara Gold as her "Deputy Tax Collector" and asked Mr. Menchyk, Jr. if the Township needs to approve this or if Kara Gold needs to be bonded? Mr. Menchyk Jr. stated this is another new State requirement where a Tax Collector has to have a Deputy and he feels the Deputy would need to be bonded. Mr. Menchyk, Jr. also thinks the board needs to approve the Deputy Tax Collector. Brenda Davis stated the Tax Collector told her that the Deputy is covered under her bond and doesn't need a separate bond. Kroll said he would like Mr. Menchyk, Jr. to look into and advise the board of the requirements. Steinheiser agreed and tabled the discussion until next month's meeting.

Steinheiser stated an invoice was received from the Butler County COG requesting the Township to join for 2018 in the amount of \$834.00. After the board discussed, Steinheiser made a motion to decline joining the COG. Kroll seconded. Roll call, yes.

Mr. Menchyk, Jr. stated a letter received from Armstrong, regarding the franchise tax, is requesting the Township to renew with them when the contract expires and no action is needed until they submit a proposal to the Township to review. Mr. Menchyk, Jr. said the current contract is still valid until 2021 so there is no rush.

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

\*NONE\*

**PLANS**

Steinheiser stated three representatives from #1 Cochran were present to discuss a resolution and sewage agreement which needs completed to submit their sewage planning module to the PA DEP. Mr. Menchyk, Jr. stated he has been working with Bill Braun on the draft of the "Installation & Maintenance Agreement for a Zero Discharge sewage system. Steinheiser asked Bill Braun if he had contacted DEP on this?

Mr. Braun said, "no" that he talked to Mr. Don Gilmore, the engineer for designing the #1 Cochran system, and he supplied him with the manufacturer of the sewage system so he can incorporate this into

the "Installation & Maintenance" agreement. Bill Braun said the agreement will be a part of the Sewage Planning Module and then sent to DEP for their comments. Mr. William Krahe with #1 Cochran told the board that this really needs to move forward because they are planning on opening in August. Kroll motioned to approve the "Installation & Maintenance" agreement that Bill Braun and Mr. Menchyk, Jr. finalize and approve. Steinheiser seconded and included that Bill Braun will check the system and work with the DEP to resolve any issues. Roll call, yes. Steinheiser made a motion to approve resolution 1-18 which amends our current sewage plan to accommodate this proposed development. Kroll seconded. Roll call, yes.

#### **ENGINEER REPORT**

Bill Braun stated a meeting was held with two representatives of Penn Dot here at the Township building to discuss how to use the ARLE & Green Light Go (GLG) grants in reference to the Rt. 68 intersection at Eagle Mill and Kriess Roads. Mr. Braun said there were two options: 1. let PennDot do the entire Rt. 68 corridor but Mr. Braun stated they are still in preliminary design stages from Meridian Rd. to Stevenson Rd. and Penn Dot wouldn't tell him what their plans would be for Eagle Mill/Kriess Rd. intersection and noted that funding for construction will not even begin until 2021 or longer. Bill Braun said they discussed how to use the ARLE and Green Light Go grants to pay for some of the project and PennDot said they would also look into other grants for the Township. Bill Braun said the project is estimated to cost \$1.2 million, or 2. PennDot suggests the Township use these two grants to install the signals and then when PennDot is ready, they will pay for the roadway construction. Mr. Braun stated the Township can also use these grants to acquire right-of-ways. Steinheiser stated he attended this meeting and he feels that if the Township does their part in installing the poles and signals and getting the right-of-way's in place, PennDot will proceed forward with the advancement of the development of this Rt. 68 project. Bill Braun agreed that it would definitely help. Mr. Braun stated PennDot likes to see progress either with funding, construction, or both. Steinheiser said he left the meeting feeling PennDot would review this project. Bill Braun complimented the board on talking with the State and County Representatives about the need for this project and said it really helps.

#### **SOLICITOR REPORT**

\*NONE\*

#### **CODE ENFORCEMENT REPORT**

Kroll motioned to approve Leyne Lokhaiser's invoices for November & December 2017 in the amount of \$178.03. Steinheiser seconded. Roll call, yes. Kroll motioned to approve Sandi Cox's invoice for January in the amount of \$31.81 Steinheiser seconded. Roll call, yes. Reports in packets.

#### **ROAD MASTERS REPORT**

Kroll motioned to order 1,000 tons of salt through the Costars Salt Contract for the 2018-2019 year. Steinheiser seconded. Roll call, yes. In addition, Kroll stated this year's salt contract price is relatively low and he would like to over buy an additional 600 tons from this year's contract now to add to our stock and save money. After discussing, Kroll motioned to buy an additional 600 tons from this year's contract. Steinheiser seconded. Roll call, yes.

#### **BUILDING PERMIT REPORT**

Steinheiser stated there was one building permit applied for this month. It was :  
1-18 - Kevin Glass - Oriol Court - addition - 1/17/18

#### **TAX COLLECTOR REPORT**

\*NONE\*

#### **SEO REPORT**

Steinheiser stated there were two sewage final inspections completed this month which were: Lutherlyn and Jeffrey Morrison.

**MOTIONS & GENERAL INFORMATION**

Kroll motioned to pay Connoquenessing Borough for Township's share of 2018 Liability and Workers' Compensation Insurance Premium in the amount of \$16,387.32. Steinheiser seconded. Roll call, yes.

Kroll motioned to release Donald Spangler lot line revision escrow in the amount of \$450.00. Steinheiser seconded. Roll call, yes.

Kroll motioned to appoint Lee Kradel as voting delegate at the PSATS convention to replace Terry Steinheiser who can not attend. Steinheiser seconded. Roll call, yes.

**MOTION TO ADJOURN**

Kroll motioned to adjourn to an executive session at 7:56 p.m. to discuss potential litigation issues and stated the board would not return. Steinheiser seconded. Roll call, yes.