

Connoquenessing Township's Supervisors Meeting was called to order by Chairman Terry Steinheiser at 7:00 p.m. on April 4, 2018 at the Connoquenessing Township Municipal Building. Present were Supervisors Terry Steinheiser, Ed Rupert and Ray Kroll. 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. Fifteen 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 7, 2018. Rupert motioned to accept the minutes of March 7, 2018. Kroll seconded. Roll call, yes.

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

### **FINANCIAL REPORT**

Lee Kradel reported the beginning balance in the General Fund is \$462,753.90 but after deposits of \$69,223.90 and checks in the amount of \$51,347.01 are approved tonight the ending balance will be \$480,630.79. Lee Kradel stated the Escrow account beginning balance is \$53,360.58 but with no deposits and checks in the amount of \$647.00 are approved tonight, the ending balance is \$52,713.58. Lee Kradel said the Highway Aide beginning balance was \$230,506.85 but with interest of \$9.47, the ending balance is \$230,516.32. Lee Kradel stated the Act 13 Impact Fee fund beginning balance is \$165,567.83 but with interest of \$13.61 and the CD in the amount of \$503,155.65, the ending balance is \$668,737.09. Steinheiser motioned to approve the financial report and pay the bills. Kroll seconded. Roll call, yes.

### **AUDITOR**

Beth Dittmer from Maher Duessel, our independent auditor, presented the Auditor's Report for year ending December 31, 2017. Mrs. Dittmer said the Township received an "unmodified opinion" from the audit which she stated is the type of rating you want to receive. Mrs. Dittmer said there were no major adjustments that needed made to the Township's records to get the financial statements to balance and told the board she feels the monthly financial reports the public receive are accurate. Mrs. Dittmer also said Maher Duessel auditors had no problems with Township personnel in acquiring information. Mrs. Dittmer stated the DCED report they prepare was due by March 31, 2018 and was filed timely. Mrs. Dittmer stated the legal advertisement of the DCED financial information has also been advertised in the local paper. Mrs. Dittmer stated the Township had a loss in fund balance this year in the amount of \$24,478, however she stated there is still a healthy fund balance. Steinheiser said it was nice to get a good report. All documents can be reviewed at the Township office.

Rupert motioned to approve Quickbooks annual payroll update in the amount of \$610.00. Kroll seconded.

Roll call, yes. Lee Kradel told the board that the payroll service update is an annual fee but the overall Quickbooks Program is updated every three years.

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

\*NONE\*

### **BIDS**

Rupert motioned to advertise for limestone and dustoil with the advertisement stating the truck used for dustoil must have a pressurized system. Steinheiser seconded. Roll call, yes. Kroll stated he would supply the quantities of each product to Brenda Davis for the advertisement.

Kroll motioned to meet with Dick Knapko from PennDot to prepare the advertisement for paving.

Kroll mentioned some road names in consideration. Mr. Kroll said Rt. 68 to the well pad on Whitestown Rd., Reiber Rd., a part of Constitution Ave. and a small piece of Upper Harmony should be paid for by the gas companies. Kroll said Liquid Fuel money will be used for the rest of Upper Harmony, Pineview Circle, Whitestown Rd. between Dick Rd. and Rt. 528 and Boy Scout Rd. from the bridge to Rt. 528, and tar & chip Crab Run Rd. Rupert seconded. Roll call, yes.

### **OLD BUSINESS**

Rupert discussed the proposals submitted for "Traffic Light Maintenance" that was done by Bronder Technical in the past. Rupert stated "Traffic Systems" came in at \$95.00/hr. Rupert said Bruce & Merrilees submitted a quarterly rate of \$1,230.00 per quarter. Mr. Menchyk, Jr. said that our advertisement in the paper was for a quarterly rate. Mr. Menchyk, Jr. stated the "Traffic Systems" bid is non-compliant. After discussing, Kroll motioned to accept and sign Bruce & Merrilees "Traffic Light Maintenance" agreement. Rupert seconded and stated the contract runs from April through December. Roll call, yes.

### **NEW BUSINESS**

Steinheiser stated the Township received three letters dated February 27, 2018 from Butler Co. Tax Claim Bureau requesting the Township to either consent or not consent to the sale of three properties that are listed in the Butler County Repository. Rupert ratified the motion approving Terry Steinheiser to sign to consent to sell the three repository properties which included Chipmunk Road Parcel #'s 120-S4-A562, 120-S4-A563 and 120-S4-A564. Kroll seconded. Roll call, yes.

Steinheiser mentioned the board had a meeting with the Butler County commissioners in reference to the Rt. 68 corridor and one of the subjects was to place a Park & Ride on our property out by Rt. 68. John Paul, the executive director from the Butler Transit Authority was present and is proposing to lease the property from the Township for 50-75 parking spaces and pay the Township \$15.00 per space a month for use of the property. Mr. Paul stated the County has Federal and State money to build the facility and it would be no cost to the taxpayer. Mr. Paul said they would also pay the Township for snow removal. Mr. Paul did say that they request the Township to pay \$3,500 annual match to be used to provide service in our community and help to operate the service and maintain the equipment. Mr. Paul said the service would run to the North Side of Pittsburgh and possible service into Butler. Mr. Paul said having this Park & Ride at this location will get the needed Rt. 68 road improvement project which could include turning lanes, traffic light and increase the width of the road. Mr. Paul said the lease to start will be for 30 years. Mr. Paul said all the maintenance is paid for by the Transit Authority. The Township is only responsible for snow removal. Rupert stated the agreement didn't state that the County was paying for building the Park & Ride and the Township was also required to pick up rubbish and garbage. Mr. Paul said our Solicitor would need to modify the agreement to meet the Township's satisfaction. Mr. Menchyk, Jr. also noted the lease only said the Park & Ride **MAY** be built, with no guarantee. Mr. Paul said that is because the Federal grant has only been approved, not the State money. Mr. Paul said he needs the agreement from the Township first in order to finish the State application which needs submitted by April 13, 2018. The board asked the public if anyone here would be interested in using the Park & Ride? There was not much interest. Rupert said it would take alot of the property and we may need it for a future sewer authority, new building, etc. and is not in favor. Kroll agreed with Rupert and said he feels this would hinder the Township by giving up the property. Rupert said if there was more time a public meeting could be held. Kroll had a problem with the Park & Ride coming onto Stevenson road where our road crew works out of and also thought more time was needed to address the public. Steinheiser stated there is property across the road that is level and could work. Mr. Paul said this Park & Ride would extend the work that PennDot planned for the Rt. 68 corridor by extending the whole way to Double Rd. The board said they felt it would take too much property and they needed more time for public involvement. Steinheiser said an "Executive Session" was held before the meeting tonight to discuss the Park & Ride. Steinheiser said he likes the idea but with having to make a decision tonight he agrees that it is to pre-

mature. Steinheiser tabled the discussion. Mr. Paul said they will do whatever it takes to make it work for the Township.

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

Steinheiser stated John Gullo contacted him and stated he could not make the meeting. Steinheiser said we would contact our Code Enforcement Officer to investigate Mr. Gullo's complaint.

**PLANS**

Steinheiser motioned to accept Bob Hilliard's letter extending the Township's approval of his Land Development Plan for another 60 days. Brenda Davis stated this letter was needed since his plan was not approved or denied within 90 days of the application date. Kroll seconded. Roll call, Steinheiser, yes; Kroll, yes; Rupert, abstained.

**ENGINEER REPORT**

Bill Braun said Senate is still working on the final costings associated with each possible sewage plan and has no updates. Mr. Braun did give a sample of a letter to the board requesting it to be sent to Connoquenessing Borough and Forward Township asking them if they are willing to add any of their residents properties into our Act 537 Plan. Mr. Braun asked Brenda Davis to enter a date for a return response based on when their next meetings are so they will discuss and hopefully return before our next meeting. The board directed Brenda Davis to prepare the letters.

**SOLICITOR REPORT**

Mr. Menchyk, Jr. said Kroll had mentioned possibly reducing the fees charged to gas companies for Temporary Holding Tanks since they are now only in for a few days. Mr. Menchyk, Jr. stated he reviewed our ordinance #205-39 and said it allows the Township to make a new fee schedule by "Resolution". Mr. Menchyk, Jr. said he could possibly change the fee schedule to be based on time (days or months). Bill Braun suggested charging based on the size and how much cost would be incurred to clean up any mess they leave.

Mr. Menchyk, Jr. passed out the model ordinance to the supervisors that the State is using for the Floodplain Ordinance. Mr. Menchyk, Jr. stated the Township is required to have a Floodplain Ordinance in affect by August 18, 2018. Mr. Menchyk, Jr. said the board could review and fine tune it so it can be advertised at the next meeting and then adopted.

**CODE ENFORCEMENT REPORT**

Steinheiser motioned to approve March invoice in the amount of \$75.51. Rupert seconded. Roll call, yes. Report in the packets.

**ROAD MASTERS REPORT**

Kroll motioned to hire two summer help which are Nathan Turley and Adam Smith. Kroll said both worked here last year and their wage will be based on \$5.00 less than the laborers rate of the Union Contract. Kroll stated they are certified flaggers and hiring flaggers can cost \$700/day so this brings our flagger cost down. Rupert seconded. Roll call, yes.

Kroll motioned to make an offer to Paul Kuss from Dick Road the position of part-time laborer at the same rate as the summer help. Kroll said this would be for one to two days a week and mainly for mowing. Steinheiser seconded. Roll call, Steinheiser, yes; Kroll, yes; Rupert, abstained.

Kroll motioned to make an offer to Laurie Melberg for the cleaning position at the same rate based on the Union Contract. Kroll stated it is part-time between 4-8 hours per week. Rupert, seconded. Roll call, yes.

Lastly, Kroll stated after last month's meeting he had Bill Braun go look at road draining issues coming from residents private property draining on Township roads. Kroll said Bill Braun has supplied him with recommendations on how these residents can correct the situation but would like to ask the Solicitor to draft the letter. Kroll motioned to have Mr. Menchyk, Jr. draft a letter with the assistance of Bill Braun and himself to resolve the water drainage issues on Township roads. Steinheiser seconded. Roll call, yes.

#### **BUILDING PERMIT REPORT**

Steinheiser stated there were four building permits applied for this month. They were:

4-18 - Merle McNeish - Evans City Rd. - garage - 3/16/18

5-18 - Shannon Mills Partners - Rothrock Dr. - Townhouse - 3-23-18

6-18 - Shannon Mills Partners - Rothrock Dr. - Townhouse - 3-23-18

7-18 - Kevin Crider - Prospect Rd. - garage - 3-28-18

#### **TAX COLLECTOR REPORT**

\*NONE\*

#### **SEO REPORT**

\*NONE\*

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

Steinheiser stated the Butler County Association of Township Officials will hold their 103rd Annual Spring Convention on May 17, 2018 at the Butler Country Club. Steinheiser motioned to approve all Township officials to attend at a cost of \$28.00/each. Kroll seconded. Roll call, yes. Brenda Davis asked if the Township building can be closed again for that day. Steinheiser said, "yes".

Kroll stated the Flag is still down because the sensors on the light at the top are bad and he is getting an Electrician to set up a new light that will be at the bottom of the pole.

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

Connoquenessing Township, Connoquenessing Borough, Evans City Borough and Forward Township will have their joint annual "Clean-up/Recycling Day" on May 12, 2018 from 8:00 a.m. to 1:00 p.m. A list of items being accepted and fees will be posted at the Township office in the near future.

Received letter from XTO Energy dated March 27, 2018 stating they are applying for a well permit for the proposed Coretsky A 2H well located in Prospect Borough. Information is on file at Township office.

Received letter from XTO Energy dated March 27, 2018 stating they are applying for a well permit for the proposed Coretsky B 3H well located in Prospect Borough. Information is on file at Township office.

#### **MOTION TO ADJOURN**

Rupert motioned to adjourn the meeting at 8:07. Kroll seconded. Roll call, yes.