

Connoquenessing Township's Supervisors Meeting was called to order by Chairman Terry Steinheiser at 7:00 p.m. on April 3, 2019 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. Sixteen 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 6, 2019. Rupert motioned to accept the minutes of March 6, 2019. Kroll seconded. Roll call, yes.

FINANCIAL REPORT

Lee Kradel reported the beginning balance in the General Fund is \$444,406.05 but after deposits of \$58,539.16 and checks in the amount of \$76,494.81 are approved tonight the ending balance will be \$426,450.40. Lee Kradel stated the Escrow account beginning balance is \$50,242.40 but with a deposit in the amount of \$435.00 and checks in the amount of \$379.50 are approved tonight, the ending balance is \$50,297.90. Lee Kradel said the Highway Aide beginning balance was \$221,728.88 but with interest of \$8.81, the ending balance is \$221,737.69. Lee Kradel stated the Act 13 Impact Fee fund beginning balance is \$247,437.65 but with interest of \$412.85, the ending balance is \$247,850.50 but adding the CD in the amount of \$512,038.10 leaves a grand total of \$759,888.60. Kroll motioned to approve the financial report and pay the bills. Rupert seconded. Roll call, yes.

Rupert motioned to approve Quickbooks annual payroll update in the amount of \$650.00. Kroll seconded. Roll call, yes. Lee Kradel told the board that this is a payroll service update that is required annually.

AUDITOR

Beth Dittmer, senior manager from Maher Duessel on the Connoquenessing Township audit, presented the Auditor's Report for year ending December 31, 2018. Mrs. Dittmer went over the report "Communications of those charged with Governance". In addition, Mrs. Dittmer said there were very few adjustments to the financial reports which means the financial report the public receives each month is accurate and the Township also received an "unmodified opinion" which is the type of rating you want. Mrs. Dittmer stated Maher Duessel's auditors had no problems with Township personnel in acquiring information. Mrs. Dittmer said the DCED report which is due on March 31, 2019 was filed and the legal advertisement of the DCED financial information has been advertised in the local paper. Mrs. Dittmer said we had a gain of \$30,000 fund balance and had no outstanding debt at year end. Rupert motioned to accept the Audit Report as presented. Kroll seconded. Roll call, yes. All documents can be reviewed at the Township office.

COMMENT PERIOD (three minutes pertaining to agenda)

Cliff Pickerd, 128 Buttercup School Rd., said the lights at #1 Cochran are still too bright and he noticed a couple men behind #1 Cochran analyzing the property lines. Bill Braun stated #1 Cochran will supply a Photometrics Plan to him so he can make sure the lighting meets our ordinance requirements. Steinheiser told Mr. Pickerd to give this some time but if the lights are still a problem, come back and let the board know. Mr. Braun stated #1 Cochran recently provided a Buffer Plan which Senate Engineering will review. Mr. Pickerd also said that runoff from #1 Cochran's property is draining onto his land. Mrs. Lori Cavanaugh, another resident on Buttercup School Rd. said runoff is coming onto her property because of substandard drainage. Mr. Braun said he has not been asked to do a final inspection so possibly all their drainage issues are not complete. Kroll asked if Bill Braun could go look at this problem within the week? Mr. Braun said he could. Mrs. Cavanaugh asked how far the buffer yard needs to be from the neighboring properties? Bill Braun said 25 ft. Mrs. Cavanaugh said it's not 25 ft. from her property. Bill Braun told her he met with her husband concerning this and told him to provide proof of their property line and then he can approach #1 Cochran. Bill Braun asked Mr. Pickerd to leave his phone number with the Township so he could meet with him. Steinheiser told Mr. Pickerd that the Township welcomes new development but they must also address the public concerns.

BIDS

Kroll motioned to award the option 2 paving bid tabled at last month's meeting to Wiest Paving which includes both Double and Moose Roads. Kroll stated monies will come from Highway Aide, Act 13 and money received from Stonehenge. Rupert seconded and noted that Wiest was the lowest bidder. Roll call, yes. Steinheiser asked Kroll if

Welsh Rd. was on the list? Kroll stated they have been filling potholes there but not on for paving this year. Kroll said it is in the plan and knows it will need improved to accommodate the Sewer Plant.

Kroll motioned to award Suit-Kote the sealcoat bid tabled at last month's meeting. Kroll stated they were also the lowest bidder. Rupert seconded. Roll call, yes.

Kroll motioned to advertise for limestone and dustoil. Rupert seconded. Roll call, yes.

Kroll stated Penn Energy has agreed to pay and hired Lindy Paving to top and repair Whitestown Rd. from the Well Pad to Rt. 68.

Lastly, Kroll mentioned Shield's Paving had paved last year and were asked to come back to fix some areas but the repairs were substandard and were previously sent a letter stating what needed fixed but have not heard from them. Kroll feels a letter needs sent to them stating we need this rectified but if nothing is done within a year, the Township will hire someone else and take from the 10% (around \$32,000) that was withheld from their invoice. In addition, Kroll said if this happens he would request the Township not entertain any of their bids in the future. Mr. Menchyk, Jr. stated he has to recuse himself from comment or reviewing the letter because Shields Paving is his client. Steinheiser motioned to have Bill Braun send Shields Paving a letter by Certified Mail giving them 30 days to respond and rectify within a certain time or the Township will move forward and repair by using their retained funds. Kroll seconded. Roll call, yes.

OLD BUSINESS

NONE

NEW BUSINESS

NONE

REQUEST TO BE HEARD (Three minute limit)

NONE

Mrs. Paula Painter was present and spoke. (not on agenda)

Mr. William "Wink" Robinson was present and spoke. (not on agenda)

PLANS

NONE

ENGINEER REPORT

Mr. Braun said the Act 537 Plan has been approved by the DEP. Mr. Braun stated the next step the supervisors need to do is establish a Sanitary Sewage Authority to be completed by November. Steinheiser motioned to have Mr. Menchyk, Jr. establish the documents needed to form the Authority. Kroll seconded. Roll call, yes. Steinheiser said the Township is taking applications for anyone interested in being on the Sewage Authority board. Steinheiser stated he will be on the board if needed for a maximum of one year. Mrs. Hockenberry asked if the Authority members need to be residents of the Township? Mr. Menchyk, Jr. said, "yes". Bill Braun said the members should also be a diverse group, not all from the same location in the Township. Rupert asked if anyone was currently interested? Two attendees raised their hands. Rupert said he has also agreed to stay on the authority board for one year to provide guidance. Bob Cichra said since these members will be volunteers he feels Mr. Menchyk, Jr. should have a list of requirements needed and an application to submit to be on the Authority. Steinheiser told Mr. Cichra that Mr. Menchyk, Jr. will supply the information.

SOLICITOR REPORT

Andrew Menchyk, Jr. discussed updating our code through General Code for an estimated cost between \$1,890 and \$2,425. Mr. Menchyk, Jr. stated there has been three new ordinances enacted since the last update in 2016. This update would include the three ordinances being codified, supply a new table of contents and index and update the code 360 which is online and they will review the existing code book and bring any adjustments they suggest to the board's attention and/or repeal items if needed. Steinheiser motioned to codify and update our code through General

Code for a cost between \$1,890 and \$2,425. Rupert questioned Mr. Menchyk, Jr. if an ordinance would need created for the Sewage Authority? Mr. Menchyk, Jr. said he would have to look into that. Rupert seconded. Roll call, yes.

CODE ENFORCEMENT REPORT

Rupert motioned to approve March invoice in the amount of \$170.25. Kroll seconded. Roll call, yes. Report in the packets.

ROAD MASTERS REPORT

NONE

BUILDING PERMIT REPORT

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

- 4-19 - Stephen Umpirowicz - Lower Harmony Rd. - new home - 3/18/19
- 5-19 - Ronald Peth - Peth Ln - storage building - 3/18/19
- 6-19 - Robert McGuire - Silver Oak Dr. - gazebo - 3/28/19
- 7-19 - Matthew Northrop - Dick Rd. - shed - 3/29/19
- 8-19 - Derek Davis - Whipporwill Rd. - addition - 4/1/19
- 9-19 - Aaron Miller - Pheasant Dr. - deck - 4/2/19

TAX COLLECTOR REPORT

NONE

SEO REPORT

NONE

MOTIONS & GENERAL INFORMATION

Steinheiser stated the Butler County Association of Township Officials will hold their 104th Annual Spring Convention on May 16, 2019 at the Butler Country Club. Kroll motioned to approve all Township officials to attend at a cost of \$30.00/each. Rupert seconded. Roll call, yes. Steinheiser stated the office will be closed that day in order for the office personnel to attend.

Rupert mentioned the Connoquenessing Township, Connoquenessing Borough, Evans City Borough and Forward Township will have their joint annual "Clean-up/Recycling Day" on May 11, 2019 from 8:00 a.m. to 1: 00 p.m. and said volunteers are needed. A list of items being accepted and fees will be posted at the Township office in the near future.

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

Received letter dated March 20, 2019 from Gannett Fleming stating XTO Energy proposes to construct a temporary water pipeline (Coretsky) in Connoquenessing Township. Information is on file at Township office.

MOTION TO ADJOURN

Rupert motioned to adjourn the meeting at 7:58 p.m. Kroll seconded. Roll call, yes.