

**MINUTES OF THE
REGULAR MEETING HELD
January 4, 2017**

The regular meeting of the Butler Township Board of Commissioners was held on January 4, 2017 at 6:30 p.m. at the Butler Township Municipal Building, 290 S. Duffy Road, Butler, PA 16001. The following Commissioners were present: Pres. Dave Zarnick, Vice-Pres. Sam Zurzolo, Commis. Joe Wiest, and Commis. Charles M. Nedz and Commis. James Lokhaiser, Jr. Pres. Zarnick called the meeting to order followed by a moment of silence and the pledge of allegiance to the flag.

Also present were Manager Ed Kirkwood, Assistant Manager Cheryl McNeill, Solicitor Rebecca Black, Chief John Hays and Public Works Superintendent Thomas Knights.

Pres. Zarnick asked if there were any corrections or additions to the minutes of the December 19, 2016 meeting. There being none the minutes will stand as presented.

Commis. Zarnick noted receipt of the monthly reports for the Treasurer, Police and Road Departments.

Commis. Wiest reviewed the December Road Department Report. There were five calls from the residents, seventy-three calls for PA One Call, they performed sign maintenance, installed pipe on Sharon Drive, and the trucks were out fifteen times for salting and four times for plowing the roadways. There were one hundred and ninety-six and a half hours of overtime worked, and nine hundred and seventy-five tons of salt was used.

Commis. Zurzolo had nothing to report.

Commis. Lokhaiser had nothing to report.

Commis. Nedz had nothing to report.

Chief Hays had nothing to report.

Road Superintendent Knights had nothing in addition to report.

Asst. Manager McNeill reported that she completed the advertisements for the Vietnam Veterans Memorial Brochure and they are ready for review and approval by the board.

Solicitor Black had nothing to report.

Manager Kirkwood had nothing to report.

Commis. Zarnick commented on the phone book distribution that was conducted in December. He would like to look into passing an ordinance that would

restrict the distributors from putting the books along the roadways. A discussion followed. Solicitor Black will look into the issue and report back to the board.

Commis. Zarnick asked the board if they were interested in having a township newsletter created and distributed to the residents. Manager Kirkwood presented information on the cost of distributing a newsletter. Printing and postage costs are approximately \$15,000.00 for the year. He suggested that the newsletter be prepared and posted on social media and on the website, with copies available at the township building. A discussion followed. The board agreed that they would like a newsletter created, but they would like to market it in ways other than a mass mailing.

Commis. Zarnick asked for public comment on agenda items. There was none.

Manager Kirkwood presented the annual resolution for the investment of surplus funds, authorizing the manager, assistant manager and township secretary to invest surplus funds for all accounts at the highest interest rate possible.

Motion by Commis. Lokhaiser to pass Resolution No. 17-01, Investment of Surplus Funds, as presented. Second by Commis. Zarnick. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood presented the request for any township commissioner, township manager, assistant manager and/or police chief to attend the Public Employees Labor Relations Advisory Service (PELRAS) Conference held in March at Penn State.

Motion by Commis. Zarnick to authorize any township commissioner, township manager, assistant manager and/or chief of police to attend the PELRAS Conference. Second by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood presented the request to authorize placing an advertisement in the Pennsylvania State Association of Township Commissioners (PSATC) Yearbook.

Motion by Commis Zarnick to authorize placing an advertisement in the PSATC Yearbook. Second by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood presented the request for any township commissioner, township manager and/or assistant manager to attend the PSATC Conference held in June.

Motion by Commis. Zarnick to authorize any township commissioner, township manager and/or assistant manager to attend the PSATC Conference. Second by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood presented his request to attend the annual Association of Pennsylvania Municipal Managers Conference and training seminar (APMM) held in May.

Motion by Commis. Zarnick to authorize the attendance of Manager Kirkwood to the annual APMM Conference and training seminar. Second by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Chief Hays presented the letter from Sergeant Nathan Teslik announcing his retirement from the Police Department with his last date on duty as January 3, 2017.

Motion by Commis. Zurzolo to accept the retirement of Sgt. Nathan Teslik. Second by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood requested that the board authorize the Civil Service Commission to administer testing for the position of sergeant, due to the retirement of Sgt. Teslik.

Motion by Commis. Zurzolo to authorize the Civil Service Commission to administer testing for the position of sergeant. Second by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood stated that the board has previously interviewed a number of candidates for patrolman with two candidates available in the event the board would so choose to offer a conditional probationary appointment as an entry level patrolman to replace Sgt. Teslik. A discussion followed.

Motion by Commis. Zurzolo to offer a conditional probationary appointment for entry level patrolman to the next available candidate. Seconded by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

There was no correspondence.

Commis. Zarnick asked for public comment on any item of concern.

Dave Heltzell, 100 Marion Drive, presented suggestions for the newsletter distribution and commented that the VA Fire Department plans on remaining at the current site.

There was no media in attendance.

Motion by Commis. Lokhaiser to adjourn the meeting to executive session on personnel issues at 7:03 p.m., second by Commis. Nedz and carried unanimously. The board will not reconvene.

Theresa Giesler