

**MINUTES OF THE
REGULAR MEETING HELD
October 17, 2016**

The regular meeting of the Butler Township Board of Commissioners was held on October 17, 2016 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. Charles M. Nedz and Commis. James Lokhaiser, Jr. Commis. Joe Wiest was absent.

Also present were Manager Ed Kirkwood, Assistant Manager Cheryl McNeill, Solicitor Larry Lutz, Zoning Officer Jesse Hines, Fire Marshal Larry Christy, Chief of Police John Hays, Public Works Superintendent Tom Knights and Township Engineer Dan Deiseroth.

Commis. Zarnick called the meeting to order followed by a moment of silence and the pledge of allegiance to the flag lead by the students in attendance.

Commis. Lokhaiser and Fire Marshal Christy presented the awards for the 2016 Fire Prevention Week Poster Contest. There were nine entries this year. The Participation Award went to McQuistian Elementary School. The first place winners for each grade level were as follows:

Kindergarten: Destiny Albright from Northwest Elementary School
First Grade: no entries
Second Grade: Kaylee Gold from McQuistian Elementary School
Third Grade: Bradley White from Northwest Elementary School
Fourth Grade: Gracie Persichini from McQuistian Elementary School

Commis. Lokhaiser congratulated all of the winners.

Commis. Zarnick commented on the low participation this year and asked the parents in attendance to talk to the principals, teachers and PTOs of their schools to try to encourage participation in this program.

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

Commis. Zarnick noted receipt of the monthly Treasure, Police, Road and Fire/Zoning Department reports.

Commis. Nedz had nothing to report.

Commis. Lokhaiser reported that he attended the Library Board meeting on September 28th. The library received around \$5,200.00 in pledge money during the Day of Giving on September 21st. The 2015 Audit Report was reviewed and everything was good financially for the library. The next meeting is October 26th.

Commis. Lokhaiser reported that there will be a Fire Commission meeting on Wednesday, October 19th at 6:30 at the township building.

Commis. Lokhaiser reported on the tour of Preston Park held on Saturday, October 8th. There were twenty-eight people in attendance.

Commis. Lokhaiser reported on the progress of the picnic shelter that is being constructed at Preston Park.

Commis. Zurzolo reported that there will be a Recycling Committee meeting on Tuesday, October 26th at 6:00 at the township building.

Commis. Zurzolo commended the children who participated in the poster contest.

Commis. Zurzolo asked for the date and time for Trick or Treat in the Township. Commis. Zarnick stated that it is set for Saturday, October 29th from 6:00 to 7:30 PM.

Commis. Zarnick reported on the Week of Caring that was held October 11-14. He also commented on the increase in activity that Preston Park has experienced over the past few months. He thanked the Monday Morning Maintenance Crew for all of their work during the Week of Caring. They put in many hours during the week. They do an outstanding job. He also thanked the businesses who spent their time during the Week of Caring at Preston Park making improvements: AGR, Peoples TWP, R. J. Reynolds and Reges Insurance. They brought their manpower and equipment and completed work during those four days that would have taken the township months to complete. Their efforts are greatly appreciated.

Zoning Officer Hines had nothing to report.

Township Engineer Deiseroth gave an update on the Storm Water Projects. Township Line Road and Cupps Road are paved. He will complete a punch list and will hopefully be closing out the project soon.

Solicitor Lutz had nothing to report.

Road Superintendent Knights had nothing to report.

Chief Hays reported on the progress of the new patrolman, Rachel Dovidio.

Chief Hays reported that the department will be starting their fall qualifications at the shooting range next week.

Chief Hays commented on the agenda item concerning the resignation of Patrolman Endlich who was accepted to the State Police Academy. He asked that the commissioners give consideration to hiring a replacement as soon as possible.

Fire Marshal Christy reported that the theme for Fire Prevention Week was centered around checking the dates on your smoke detectors. If they are more than ten years old you should replace them. The township has a supply of smoke detectors at the

administration building. If a resident does not have smoke detector in their home, the township will provide them with one.

Assistant Manager McNeill had nothing to report.

Manager Kirkwood reported that he met with Township Engineer Deiseroth to discuss plans for the construction of restroom facilities at Preston Park. The township will be making application for DCNR Grants through the Commonwealth to help fund this project.

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

Zoning Officer Hines presented information on the Russell, Holbein and St. John's Reformed Church Subdivision. The referenced Subdivision Plan is located along Buttercup and Meridian Roads in the R-1 (Single Family Residential) Zoned District. The plan proposes lot line revisions. He recommended approval of the plan.

Engineer Deiseroth and Solicitor Lutz gave no objection to the approval recommendation.

Motion by Commis. Nedz to grant final approval of the Russell, Holbein, and St. John's Reformed Church Subdivision. Seconded by Commis. Zurzolo. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Zoning Officer Hines presented information on the Huey Subdivision. The referenced Subdivision Plan is located along Sawmill Run Road in the R-1 (Single Family Residential) Zoned District. The plan proposes to create one new lot. He recommended approval of the plan.

Engineer Deiseroth and Solicitor Lutz gave no objection to the approval recommendation.

Motion by Commis. Nedz to grant a modification for odd shaped lot in the Huey Subdivision. Seconded by Commis. Lokhaiser. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Nedz to grant final approval of the Huey Subdivision. Seconded by Commis. Lokhaiser. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Zoning Officer Hines presented information on the Laskey Subdivision. The referenced Subdivision Plan is located along Miller Street in the R-1 (Single Family Residential) Zoned District. The plan proposes a lot line revision. He recommended approval of the plan.

Engineer Deiseroth and Solicitor Lutz gave no objection to the approval recommendation.

Motion by Commis. Nedz to grant final approval of the Laskey Subdivision. Seconded by Commis. Lokhaiser. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Zoning Officer Hines presented the ninety day extension request by Bright Hope Community Church. He recommended approval.

Motion by Commis. Nedz to pass Resolution 16-32 extending the Bright Hope Community Church final approval until January 16, 2017. Seconded by Commis. Zurzolo. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Zoning Officer Hines presented the ninety day extension request by the Gaiser Building Addition. He recommended approval.

Motion by Commis. Nedz to pass Resolution 16-33 extending the Gaiser Building Addition final approval until January 16, 2017. Seconded by Commis. Zurzolo. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Zoning Officer Hines presented the request for authorization for Regulations Inspector James Sproat and himself to attend a Residential Building Code Refresher training on November 10th from 8:30 AM to 4:30 PM. The course is held at the Doubletree in Monroeville. The cost is \$175.00 per person. Meals are included and the Zoning vehicle will be used.

Motion by Commis. Nedz to authorize the attendance of Jesse Hines and James Sproat to a Residential Building Code Refresher training to be held on November 10, 2016 at the Doubletree in Monroeville at a cost of \$175.00 per person plus reimbursement for turnpike tolls. Seconded by Commis. Zurzolo. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood noted receipt of the Liquid Fuels Fund Audit for 2014-2015. There were no findings or observations reported. It was a very clean report and the township was commended for the management of the funds.

Manager Kirkwood noted receipt of the 2016 Commonwealth state aid allocation to the Volunteer Fire Relief Associations in Butler Township. This year the township received \$115,984.32. On an annual basis the board must make a decision on how these funds are to be distributed to the three fire stations. A discussion followed.

Motion by Commis. Lokhaiser to distribute the allocation of funds equally between the three fire departments. Seconded by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood requested the authorization to draft specifications and advertise for janitorial services for 2017 and 2018. He gave an update on the current janitorial service that is working for the township. Other than the initial growing pains, he feels that the current service is doing a good job. He has received good reports from the police and administrative staff. Chief Hays agreed with Manager Kirkwood on their job performance.

Motion by Commis. Nedz to authorize the drafting of specifications and advertising for janitorial services for 2017-2018. Seconded by Commis. Zurzolo. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood presented a discussion point on the fee schedule for the park rental building concerning holiday rentals. The board needs to decide whether the rental fee should be increased for a holiday rental to help cover the cost of an employee that would need to go out on a holiday to insect the building prior to a holiday rental. A discussion followed. The consensus of the board is to increase the rental fee for holiday rentals to cover the cost of the employee's holiday wage rate. Manager Kirkwood is to put together some numbers to help determine what that fee increase would be. The first day for Park Rental Building reservations for 2017 is November 1st. Anyone interested in renting the building on one of the specified holidays will be made aware that additional fees may be incurred.

Chief Hays presented the resignation letter from Patrolman David Endlich. Patrolman Endlich has accepted a position with the Pennsylvania State Police. His last day at the township was October 14th. Chief Hays stated that Patrolman Endlich was a good officer and he hated to see him go.

Motion by Commis. Zurzolo to accept the resignation of Patrolman David Endlich from the Butler Township Police Department. Seconded by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

A discussion was held on the neighborhood crime watches that Patrolman Endlich participated in and how they will be handled going forward. A request was made to contact the different crime watch groups to see if they would be interested in having joint meetings.

A discussion was held on establishing a date and time to interview police candidates. The date and time was set for November 3, 2016 at 6:00 PM. It was decided to invite the top three candidates on the eligibility list to be interviewed.

Manager Kirkwood opened the bids for the Dek Hockey Management. Two bids were received.

Name	All Required Documents Presented	Percentage of Gross Fees
James & Robert Queen	Yes	12.5%
Robert & Amy Poston	Yes	15%

Motion by Commis. Zarnick to table the bids for the Dek Hockey Management for review. Seconded by Commis. Nedz. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood reviewed the bills report and the following totals were noted: General Fund - \$534,038.09; Highway Aid Fund - \$47,111.00; General Fund (added after September Bills Report) - \$162,506.34; Stormwater Capital Fund (paid after September Bills Report) - \$2,781.45; Payroll Fund (prior month) - \$248,778.73.

Motion by Commis. Lokhaiser to pay the bills as per the bills report, seconded by Commis. Zurzolo. The vote was Lokhaiser: Yes; Nedz: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood read a thank you note that was received from Fred Lochner. The note was addressed the Commis. Zarnick commending the work of Commis. Zarnick, Dave Heltzell and the rest of the Monday Morning Maintenance Crew at Preston Park. Commis. Zarnick stated that it is truly a group effort from the different township departments and the volunteers that had made and continue to make Preston Park what it is today.

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

Mark Krenitsky, 139 Winterwood Drive, presented pictures of a skid mark on Alameda Park Road.

Questions were taken from the media.

Motion was made by Commis. Nedz to adjourn the meeting at 7:25 PM, seconded by Commis. Lokhaiser and carried unanimously.

Theresa Giesler