

**MINUTES OF THE  
REGULAR MEETING HELD  
December 19, 2016**

The regular meeting of the Butler Township Board of Commissioners was held on December 19, 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. Joe Wiest, Commis. Charles M. Nedz and Commis. Jim Lokhaiser, Jr.

Also present were Manager Ed Kirkwood, Asst. Manager Cheryl McNeill, Solicitor Larry Lutz, Zoning Officer Jesse Hines, Police Chief John Hays, and Township Engineer Dan Deiseroth.

Pres. Zarnick called the meeting to order followed by a moment of silence and the pledge of allegiance to the flag.

Commis. Zarnick stated that anyone taping the meeting is required to state their name and address at the beginning of the meeting.

Ryan Saelor, Butler Media Group, 1 High Street, Pittsburgh, PA 15205, will be taping the meeting.

Each of the commissioners wished everyone happy holidays and had nothing in addition to report.

Zoning Officer Hines had nothing to report.

Engineer Deiseroth had nothing to report.

Solicitor Lutz had nothing to report.

Asst. Manager McNeill had nothing to report.

Chief Hays reported on the "Fill a Cruiser" event held on Saturday, December 10<sup>th</sup> in the Walmart parking lot for Toys for Tots. A total of 1,743 toys were collected, along with \$2,158.00 and a \$300 gift card from Walmart. Sheriff Slupe thanked the township for their involvement in the program. Commis. Zarnick thanked the police department for their involvement.

Chief Hays reported on the progress of the two new officers.

Manager Kirkwood wished everyone happy holidays and a healthy and prosperous new year. He reported that they have successfully completed the upgrade to the accounting software.

Pres. Zarnick asked if there were any corrections or additions to the minutes of the December 5, 2016 meeting. There being none, the minutes will stand as presented.

Pres. Zarnick noted receipt of the monthly Fire/Zoning report.

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

Zoning Officer Hines presented the request by United Growth (Greenwood Plaza) for the release of the improvement bond in the amount of \$129,709.89. He has received a maintenance bond from United Growth for the same amount. He stated that everything is in order for the release of the bond and recommended approval.

Engineer Deiseroth stated that an inspection has been done at the site and everything is in order for the release of the bond and recommended approval with the receipt of the maintenance bond.

Solicitor Lutz stated that they have reviewed the maintenance bond and everything is in order.

Motion by Commis. Nedz to release the United Growth financial security in the amount of \$129,709.89. Seconded by Commis. Lokhaiser. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Zoning Officer Hines presented the request by Butler Township Volunteer Fire District 3 for a waiver of application and review fees for the subdivision/lot line revision associated with restructuring the deeds for Fire Station 3-2 and the U. S. Post Office on Whitestown Road.

Motion by Commis. Nedz to waive the application and review fees for the subdivision / lot line revision for Butler Township Volunteer Fire District #3 located on Whitestown Road. Seconded by Commis. Wiest. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Kirkwood presented information on the 2017 insurance premiums and recommended the following packages for the 2017 renewal. All quotes are through the HDH Group.

Police Professional: \$29,214.00 – National Casualty  
 Public Officials and Employment: \$30,296.00 – National Casualty  
 General Liability/Auto Package: \$66,522.00 – MRM Property & Liability

Total Insurance premiums for 2017: \$126,032.00.

Motion by Commis. Zarnick to authorize the renewal of the various insurance policies, as presented. Seconded by Commis. Nedz. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Kirkwood presented the e-mail from Gerald S. Patterson and the letter and resume from Paul J. Cornetti submitting their interest in being appointed to the Butler Area Sewer Authority.

Motion by Commis. Nedz to re-appoint Gerald S. Patterson, 110 Coverdale Road, to the Butler Area Sewer Authority for a term to expire December 31, 2021. Seconded by Commis. Wiest. A discussion followed. The vote was: Lokhaiser: No; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: No. Motion carried.

Manager Kirkwood stated that the term of James Diamond is set to expire on December 31, 2016 on the Butler Transit Authority. There were no other candidates for this appointment.

Motion by Commis. Lokhaiser to re-appoint James Diamond, 540 Sawmill Run Road, to the Butler Transit Authority for a term to expire December 31, 2021. Seconded by Commis. Nedz. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Kirkwood reported that there have been no changes to the 2017 Budget as introduced on November 21, 2016.

Motion by Commis. Zarnick to pass Ordinance No. 892, the 2017 Budget Ordinance, as presented. Seconded by Commis. Nedz. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Kirkwood reported that there have been no changes to the 2017 Real Property Tax Ordinance as introduced on November 21, 2016.

Motion by Commis. Zarnick to pass Ordinance No. 893, the 2017 Real Property Tax Ordinance, as presented. Seconded by Commis. Nedz. The vote was: Nedz: Yes; Zurzolo: Yes; Zarnick: Yes and Hasychak: Yes. Motion Carried.

Manager Kirkwood presented the proposed resolution enacting the Act 511 Taxes which include the earned income tax of one (1) percent; local services tax of \$52.00; Real Estate Transfer Tax of one (1) percent; per capita tax of \$5.00; Mercantile Wholesale Tax of one (1) mill; Mercantile Retail Tax of one and a quarter (1.25) mill; and Mechanical Devices Tax of \$75.00 and \$50.00.

Motion by Commis. Zarnick to pass Resolution 16-39, to enact the Act 511 Taxes. Seconded by Commis. Nedz. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Kirkwood presented information on the Senior Office Assistant Contract that has been submitted for approval. The Senior Office Assistants have ratified the contract as presented.

Motion by Commis. Zarnick to ratify the Office Assistant Contract, as presented. Seconded by Commis. Lokhaiser. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Kirkwood presented the letter from Bill McNutt of the American Veterans Traveling Tribute Fundraising and Finance Committee requesting support to cover the cost of bringing the American Veterans Traveling Tribute to the Butler VA August 23-27, 2017 by

*purchasing advertising in the brochure that will be given to each family that visits the wall during the event.*

*Motion by Commis. Lokhaiser to authorize the purchase of a side by side full pages advertisement in the American Veterans Traveling Tribute Brochure at a cost of \$200.00. Seconded by Commis. Nedz. A discussion followed. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.*

*Manager Kirkwood stated that the township has received approval from the Commonwealth to commence the process of drafting of specifications and advertising for the Green Light Go Grant Traffic Signal Upgrade Project.*

*Motion by Commis. Zarnick to authorize drafting of specifications and advertising for the Green Light Go Grant Traffic Signal Upgrade Project. Second by Commis. Wiest. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.*

*Engineer Deiseroth presented the request by R & B Construction for final payment in the Butler Township Storm Sewer Project in the amount of \$38,711.84. He recommended approval contingent upon receipt and approval of a two year maintenance bond in the amount of fifty percent of the contract value. A discussion followed.*

*Motion by Commis. Wiest to authorize final payment to R & B Construction in the amount of \$38,711.84 for the Storm Sewer Project contingent upon receipt and approval of a two year maintenance bond in the amount of fifty percent of the contract value. Seconded by Commis. Nedz. The vote was: Lokhaiser: Yes; Nedz: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.*

*Manager Kirkwood reviewed the bills report and the following totals were noted: General Fund - \$339,836.57; Capital Equipment Fund - \$7,920.00; Highway Aid Fund - \$17,367.11; Park Development Fund - \$3,781.10; General Fund (added after November Bills Report) - \$4,979.93; Stormwater Capital Fund (added after November Bills Report) - \$70,756.30; Payroll Fund (prior month) - \$249,522.49.*

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

*Commis. Zarnick asked for public comment on any item of concern. There was none.*

*Questions were taken from the media.*

*Motion was made by Commis. Wiest to adjourn the meeting at 6:56 PM to Executive Session on personnel issues. Seconded by Commis. Lokhaiser and carried unanimously. The Board will not reconvene.*

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