

**MINUTES OF THE
REGULAR MEETING HELD
February 16, 2015**

The regular meeting of the Butler Township Board of Commissioners was held on February 16, 2015 at 6:30 p.m. at the Butler Township Municipal Building, 290 S. Duffy Road, Butler, PA 16001. The following Commissioners were present: Pres. Joe Hasychak, Vice-Pres. Dave Zarnick, Commis. Joe Wiest, Commis. Sam Zurzolo and Commis. Charles M. Nedz. Pres. Hasychak 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, Solicitor Larry Lutz, Engineer Dan Deiseroth, Chief of Police John Hays and Zoning Officer Jesse Hines.

Pres. Hasychak asked if there were any corrections or additions to the minutes of the February 4, 2015 meeting. There being none, the minutes will stand as presented.

Pres. Hasychak noted receipt of the monthly reports for the Fire/Zoning Departments.

Zoning Officer Hines presented the annual report for the Fire/Zoning Departments.

Zoning Officer Hines reported that the Butler Retail Plan is continuing to work on their project. They have submitted another letter asking for a thirty day extension on the review.

Zoning Officer Hines reported that the Annual Butler Area Multi-Municipal Planning Report has been distributed.

Zoning Officer Hines reported that work has continued on the Zoning Ordinance revision with plans on presenting the revision for review at a meeting in March or April.

Commis. Wiest reported on the work of the Road Department in keeping the roadways cleared. Supplies are holding up well and salt deliveries are coming in.

Commis Zurzolo reported on the accident at Moraine Pointe Plaza and commended the work of the responding emergency services personnel.

Commis. Zarnick reported that Butler Township will participate in the Great American Cleanup to be held April 11th through May 4th. Any groups that would like to participate are to contact the Township Administrative Office.

Commis. Zarnick reported on the Butler Winter X Event held at the Butler Township Park.

Commis. Zarnick reported that he, Commis. Hasychak and Commis. Zurzolo attended a meeting at the Butler Township Volunteer Fire District 3. He reported that starting next Monday the fire department will be conducting training exercises at the Ritenour house. The main burn training will be on March 21st and March 22nd.

Commis. Hasychak reported that at the BTVFD 3 meeting, he and Commis. Zurzolo were there representing the American Legion Post 778. Post Commander Gary Kuhns presented a check to the station in the amount of \$5,000.00 towards the purchase of a command vehicle.

Commis. Hasychak commented on an article in the Butler Eagle concerning Butler Township's response to the VA Center being constructed in Center Township. A discussion followed.

Manager Kirkwood reported on a memorandum that was distributed concerning inflatable plastic membrane structures. These items are growing in popularity and he and Fire Marshal Christy feel the township should take a pro-active approach to the safety issues associated with their use within our parks. He is recommending that any of these structures should be at least four hundred square feet or larger in size, which would require a permit to be issued and inspection performed. He requested review by the board so that a policy can be implemented on their use within the township parks.

Manager Kirkwood reported that a revised Fee Resolution has been distributed to the commissioners. He recommends that the commissioners take the opportunity to review the proposed fee resolution so that action can be taken at the next board meeting.

Manager Kirkwood reported that a boiler malfunctioned over the weekend. The building was being heated by only one boiler throughout the day. The building temperatures on the administration side were below sixty-eight degrees throughout the day. Repairs will be made on Tuesday.

Motion by Commis. Zurzolo to grant the manager authority to send the staff home if building temperatures cannot be maintained at an acceptable temperature, seconded by Commis. Zarnick and carried unanimously.

Engineer Deiseroth reported that he will be meeting with Manager Kirkwood and Road Superintendent Knights concerning the storm sewer projects for this year.

Chief Hays reported that they have taken delivery of the new updated Tasers. Training will begin and in the next few weeks they will be in service.

Chief Hays reported that the State Police Audit of the department has been completed and the department has passed. The department was given compliments on their record keeping and the entire way the department is run concerning record keeping.

Chief Hays reported that he received a request from Robert Podobensky, 209 Main Street in Lyndora for a handicapped parking spot in front of his house.

Motion by Commis. Zurzolo to authorize a handicapped parking spot be designated in front of 209 Main Street Lyndora for a probationary period of ninety days with the option of making it permanent after police department review. Seconded by Commis. Wiest and carried unanimously.

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

Zoning Officer Hines presented the Geibel plan to consolidate two parcels into one parcel. Property owner Conrad Geibel was present.

Motion by Commis. Nedz to grant final approval to the Geibel Subdivision, seconded by Commis. Zarnick and carried unanimously.

Motion by Commis. Hasychak to pass Resolution 15-05, certifying the local match for state operating financial assistance to the Butler Transit Authority in the amount of \$22,601.00, seconded by Commis. Nedz and carried unanimously.

Manager Kirkwood presented information concerning the job description for the open Senior Office Assistant position in the Police Department. He recommends filling the position with a temporary employee through an employment agency.

Chief Hays presented his recommendation to continue to have two full time clerks within the department. A discussion followed.

Motion by Commis. Zarnick to table the decision on the senior office assistant position until the next board meeting. Motion died for lack of a second.

Motion by Commis. Zurzolo to authorize the manager to interview and perform all of the necessary investigations for the purpose of engaging the service of a temporary senior office assistant, seconded by Commis. Nedz. A discussion followed. The vote was as follows: Nedz: Yes; Zurzolo: Yes; Wiest: Yes; Zarnick: No; Hasychak: Yes. The motion carried.

Manager Kirkwood presented information on the three Butler Township Volunteer Fire Departments in respect to the distribution of allocated funds from the township. A discussion followed.

Motion by Commis. Zarnick to table the decision on the distribution of funds to the Butler Township Fire Departments until the next board meeting, seconded by Commis. Nedz and carried unanimously.

Motion by Commis. Hasychak to pass Resolution 15-06 authorizing the application for a grant through the Butler County Parks Renovation Program, seconded by Commis. Nedz and carried unanimously.

Manager Kirkwood reviewed the bills report and the following totals were noted: General Fund - \$119,038.55; Capital Equipment fund - \$41,695.27; Highway Aid Fund - \$65,791.06; Park Development Fund - \$307.32; General Fund (added after January Bills Report) - \$16,364.47; Payroll Fund (prior month) - \$244,799.26.

Motion by Commis. Hasychak to pay the bills as per the bills report, seconded by Commis. Nedz, and carried unanimously.

Manager Kirkwood read a correspondence from the Butler County Board of Commissioners concerning the appointment of Commissioner Dave Zarnick to the Butler County Parks and Recreation Advisory Board to finish the term of Region 1 Representative. The term will expire December 31, 2015.

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

Karen Marshall, 208 North Duffy Road, commented on the traffic speed along North Duffy Road and would like something done to slow the traffic down.

Questions were taken from the media.

A motion was made by Commis. Hasychak to adjourn the meeting at 7:54 PM, seconded by Commis. Zamick and carried unanimously.

Theresa Guesley