

**MINUTES OF THE
REGULAR MEETING HELD
January 15, 2018**

The regular meeting of the Butler Township Board of Commissioners was held on January 15, 2018 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, Commis. Joseph A. Wiest, Commis. James Lokhaiser, Jr. and Commis. Fred M. Vero. Vice-Pres. Sam Zurzolo was absent.

Also present were Manager Edward Kirkwood, Asst. Manager Cheryl McNeill, Solicitor Larry Lutz, Zoning Officer Jesse Hines, Township Engineer Dan Deiseroth and Public Works Superintendent Tom Knights.

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

Pres. Zarnick stated that anyone taping the meeting is required to state their name and address at the beginning of the meeting. There was none.

Pres. Zarnick asked if there were any corrections or additions to the minutes of the January 2, 2018 meeting. There being none, the minutes will stand as presented.

Pres. Zarnick noted receipt of the monthly Treasurer, Police, Road and Fire/Zoning reports.

Commis. Wiest reported on the Road Department's response to the recent snow event and commended them on their work.

Commis. Lokhaiser reported that he, Commis. Zurzolo, Fire Marshal Christy, Steve Bicehouse from Butler County Emergency Management Service and representatives of the volunteer fire departments attended the American Legion Board meeting on January 9th. Mr. Bicehouse and Fire Marshal Christy presented information on the new emergency radio system that the county is implementing and the expected cost to the volunteer fire departments to purchase the new equipment. The Legion has approved the donation of \$3,000.00 to each of the Butler Township volunteer fire departments, for a total donation of \$9,000.00, to help offset the costs of the new radios. He thanked the American Legion Post 778 for the donation and their ongoing support of the fire departments. The Legion requested that when the Township receives the invoice from the County for the radios that the Township send a letter to the Legion requesting the funds be released at that time. Commis. Lokhaiser or Fire Marshal Christy will hand deliver the letter. The invoices are expected to go out sometime during the second quarter.

Commis. Lokhaiser reported that there will be a Fire Commission meeting on Wednesday at 6:30 p.m.

Commis. Lokhaiser commended the three township volunteer fire departments for their response to the recent fire in Butler City. And he commended the work of the Road Department on their response to the snow events so far this season.

Commis. Lokhaiser stated that new appointments need to be made for the Preston Park Advisory Board. A Meridian representative needs to be appointed to fill the vacancy

made by the resignation of Greg Sloan. And Butler County Community College will need to be contacted for a recommendation for appointment to the Board, as the current representative, Ruth Purcell, also desires to resign. Manager Kirkwood stated that a display ad will be placed in the Butler Eagle seeking letters of intent from interested candidates for the Meridian position and a letter will be sent to Dr. Neupauer at BC3 for his recommendation for the BC3 appointment.

Commis. Vero also commended the work of the Road Department during the recent snow events. He acknowledged receipt of an email from a resident thanking the Township for their work in keeping the roads clear.

Commis. Vero reported that he has spent the last few weeks meeting with the Department Heads to help him learn more about the township.

Road Superintendent Knights had nothing to report.

Asst. Manager McNeill had nothing to report.

Manager Kirkwood reported on the recent conversation with a representative from the Northwest District Office of the Department of Environmental Protection who advised him that going forward they will not approve any household hazardous waste or electronic recycling events for the Township since we are in gross violation of Act 101 because we permit the burning of leaves and yard waste in the Township. The Township is legally obligated to follow the statute because we exceed the population threshold for compliance. He requested a letter from the DEP detailing the statute so that information could be presented to the Board and residents as to why we do not qualify for the funding, but has not received any information at this time.

Solicitor Lutz had nothing to report.

Engineer Deiseroth reported that he has been working with Public Works Superintendent Knights with the Aubrey Drive and Links storm water plans. He is also wrapping up the plans for the Preston Park restroom project so that the grant application can be submitted to DCNR.

Zoning Officer Hines had nothing to report.

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

Zoning Officer Hines presented information on the Sugar Creek Consolidation Plan No. 1. The referenced Subdivision Plan is located at the intersection of Dutchtown Road and Sugar Creek Drive in the A-1 (Agricultural) Zoned District. The plan proposes the consolidation of two existing lots.

Jason Paulovich, Gibson-Thomas Engineering, presented additional information on the plan.

Engineer Deiseroth and Solicitor Lutz had no objections to the plan as presented.

Motion by Commis. Vero to grant final approval of the Sugar Creek Consolidation Plan No. 1. Seconded by Commis. Lokhaiser. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Lokhaiser to reappoint Charles Savannah, 111 Buttercup Road, to the Fire Commission for a two year term to expire December 31, 2019. Seconded by Commis. Wiest. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Lokhaiser to authorize Berkheimer Tax Administrator to collect the delinquent per capita tax in the amount of \$3,658.00 for Butler Township. Seconded by Commis. Wiest. The vote was Vero: No; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Zoning Officer Hines presented the extension request by Bright Hope Community Church.

Motion by Commis. Vero to pass Resolution No. 18-05, extending the Bright Hope Community Church final approval until April 16, 2018. Seconded by Commis. Zarnick. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Commis. Lokhaiser stated that Chuck Glagola has recently been elected president of Station No. 6 and so is not permitted to sit on the Fire Commission. So his appointment will need to be rescinded.

Motion by Commis. Lokhaiser to rescind the motion appointing Chuck Glagola as Station No. 6 second alternate to the Fire Commission. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Lokhaiser to appoint Glenn Miller, 1404 North Main Street Ext., as Station No. 6 second alternate to the Fire Commission. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Wiest to reappoint Thomas Holman, 1015 East Brady Street Ext. Butler to the Zoning Hearing Board for a three-year term to expire January 2021. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Zarnick to rescind the appointment of Mike Ramirez as Sewage Enforcement Officer. Seconded by Commis. Lokhaiser. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Zarnick to appoint Norm George as Sewage Enforcement Officer. Seconded by Commis. Wiest. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Zarnick to rescind the appointment of Professional Code Services, Inc. as the Alternate Sewage Enforcement Officer. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Motion by Commis. Zarnick to appoint Charles Smith as the Alternate Sewage Enforcement Officer. Seconded by Commis. Wiest. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood presented information on the Butler County Parks Renovation Program Community Grant Program. The Township will be applying for seventy-five percent funding to replace the roof on the two-story building at Preston Park. Part of the requirements for making application is that the Board of Commissioners adopt a resolution.

Motion by Commis. Zarnick to pass Resolution No. 18-06, Application to the Butler County Parks Renovation Program Community Grant Program. Seconded by Commis. Lokhaiser. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Asst. Manager McNeill presented information on the Student Municipal Representative Program and application. The Township would be working with the Butler Area School District in selecting candidates. Student representatives would have the opportunity to speak during the Departmental Reports portion of the meeting to voice their concerns or opinions but would not be part of a quorum and would not count as a voting member of the Board. A discussion followed.

Motion by Commis. Zarnick to pass Resolution No. 18-07, adopting guidelines and regulations for the Student Municipal Representative Program. Seconded by Commis. Lokhaiser. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Manager Kirkwood opened the proposals for the supply of gasoline and diesel fuel to the Township. As product is needed, the Township calls the vendors on the list to determine current pricing and will purchase from the vendor with the lowest price..

Vendor Name	Unleaded Plus Gasoline	#2 Diesel Fuel
Purvis Brothers Inc.	Yes	Yes
Bradigans, Inc.	Yes	Yes
Butler Petroleum	Yes	Yes
Glassmere Fuel Service	Yes	Yes

Motion by Commis. Vero to approve the Fuel Vendors List for 2018, as presented. Seconded by Commis. Lokhaiser. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

Commis. Zarnick recommended the following departmental assignments:

- Vero Administration, Buildings & Grounds, Zoning/Code Enforcement, Fire Commission Alternate, Liaison to Special Projects
- Lokhaiser Fire Commission, Library Liaison, Preston Advisory Board
- Wiest Road Department, Storm Water Management
- Zurzolo Police Department, Recycling Department, Sewer Authority Liaison
- Zarnick Administration, Building & Grounds, Finance, Contract Negotiation, Transit Authority Liaison

Manager Kirkwood reviewed the bills report and the following totals were noted: General Fund - \$171,012.13; Highway Aid Fund - \$12,513.02; General Fund (added after December Bills Report) - \$209,916.75; Stormwater Capital Fund (added after December Bills Report) - \$151.87; Highway Aid Fund (added after December Bills Report) - \$76.00; Payroll Fund (prior month) - \$250,801.89.

Motion by Commis. Lokhaiser to pay the bills as per the bills report. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; and Zarnick: Yes. Motion carried.

There was no correspondence.

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. Lokhaiser to adjourn the meeting at 7:04 p.m. Seconded by Commis. Vero and carried unanimously.

Theresa Giesley