

**MINUTES OF THE
REGULAR MEETING HELD
November 5, 2018**

The regular meeting of the Butler Township Board of Commissioners was held on November 5, 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, Vice-Pres. Sam Zurzolo, Commis. Joe Wiest, Commis. James Lokhaiser, Jr. and Commis. Fred M. Vero. 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 Tom Knights, Assistant Manager Cheryl McNeill, and Solicitor Larry Lutz.

Pres. Zarnick stated that anyone taping the meeting is required to state their name and address at the beginning of the meeting. No one indicated that they were taping the meeting.

Pres. Zarnick asked if there were any corrections or additions to the minutes of the October 15, 2018 meeting, there being none the minutes will stand as presented.

Pres. Zarnick noted receipt of the monthly Road Department Report.

Commissioner Vero thanked the individual that did the roadway cleanup on Greenwood Drive. Eleven bags of trash were collected along that roadway.

Commissioner Lokhaiser reminded everyone that tomorrow is Election Day and to get out and vote.

Commis. Lokhaiser reminded everyone that Thursday, November 8th is the Budget meeting at 5:30 PM and is open to the public.

Commis. Lokhaiser reported that the final tour of Preston Park for the year will be held on Saturday, November 24th at 9:30 AM. Reservation is required. Call the Administration office to sign up.

Commis. Lokhaiser stated that the Christmas Parade in Downtown Butler will be held on Saturday, November 24th at 5:30 PM.

Commis. Zurzolo reported on the Tornado Tuff Run and thanked Commis. Zarnick and his wife for all of their help with the event.

Commis. Zurzolo reported that he will be attending the 100th birthday celebration for John Mahler at the new VA Building on Friday. The Township will be presenting a proclamation to Mr. Mahler at this event.

Commis. Wiest reported on the Road Department activities for the month.

Commis. Zarnick reported that he and Commis. Zurzolo attended the grand opening of Wyncrest Estates.

Commis. Zarnick reported that he and Commis. Zurzolo attended the Butler Inter-faith prayer vigil at the synagogue on Thursday, November 1st.

Asst. Manager McNeill reported that the Township has been awarded the Preston Park Restroom Grant through the DCNR. The Township will be reapplying for the DCED grant when available.

Solicitor Lutz had nothing to report.

Manager Knights had nothing to report.

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

Manager Knights opened the bids for the Municipal Building Janitorial Services. One bid was received.

Bidder	Bid Bond	2019 Fee / Month	2020 Fee/ Month
The ARC of Butler Co.	Yes	\$1,765.25	\$1,765.25

Motion by Commis. Zarnick to table the bid for review. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

Asst. Manager McNeill presented information on the creation of a 501(c)3 for fundraising for the benefit of Preston Park. She introduced John Righetti, with Righetti Ventures, LLC. His firm specializes in creating 501(c)3 and helping with strategic planning for boards of this nature. Two proposals are before the Board this evening. One is approval to create a Preston Park Foundation, which includes a Board and the second would be approval of one year of support services from Righetti Ventures to help train board members in proper fundraising, and the development of the Board.

John Righetti, Righetti Ventures, LLC, presented information to the Board on the process of creating the 501(c)3 for Preston Park and the Preston Park Foundation for the purpose of fundraising. Questions were taken from the Board. The fees for their services are estimated at \$20,000.00, including the cost of the software and expenses. A discussion was held on the timing of the completion of the Preston Park Brochure and whether the information on the Preston Park Foundation could be included in the brochure. Following the Board's approval, he would be able to get started with the process of filing for the 501(c)3 in December.

Motion by Commis. Lokhaiser to accept the proposal to create a 501(c)3 Foundation by Mr. John Righetti for the budgeted amount of \$6,278.00. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

A discussion was held on the services that Righetti Ventures, LLC would be providing in regards to grant writing and fundraising in the first year of services and how their fees would be administered. It was stated that their fees would be included in any grants that were awarded.

Motion by Commis. Lokhaiser to accept the proposal to assist Butler Township in the creation of a formal fundraising function for the proposed Preston Park Foundation with the budgeted amount for one year of \$19,400.00. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

Manager Knights presented the request from Fire Marshal Switala to attend the PA Fire Safety Summit in Harrisburg, as a presenter for the Smoke Detector Installation Program on November 15th. There will be hotel costs for one night, meals and toll fees. The Fire Marshal's vehicle will be used.

Motion by Commis. Vero to authorize the attendance of Fire Marshal Switala at the PA Fire Safety Summit in Harrisburg, as presented. Seconded by Commis. Wiest. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

Manager Knights read a letter from Fire Marshal Switala giving his thirty day notice of resignation as Fire Marshal of Butler Township effective December 5, 2018.

Motion by Commis. Lokhaiser to accept the resignation of Christopher K. Switala, effective December 5, 2018. Seconded by Commis. Wiest. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

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

Karen Sheptak, Sts. Peter & Paul Ukrainian Orthodox Church, commented on the problem with runoff water entering their building at the corner of Arbor Street & Evergreen Road. The commissioners discussed possible solutions to the issue.

Leroy Lombardozi, 115 Limberg Street, commented on the water and dead tree issues on his property. A discussion was held on who has responsibility for trees in the right-of-way. Solicitor Lutz stated that the Township does not own the property in the right-of-way. The Township does not have an obligation to remove trees in the right-of-way. It is the property owner's responsibility to maintain any trees on their property.

John Slomer, 179 Bryson Road, commented on the ditches that are along Bryson Road which diverts water onto his property. A discussion followed. Mr. Slomer was invited to attend the November 19th Board of Commissioners meeting.

Questions were taken from the media.

Motion by Commis. Vero to adjourn the meeting at 7:47 p.m., seconded by Commis. Zurzolo and carried unanimously.
