

**MINUTES OF THE
REGULAR MEETING HELD
December 17, 2018**

The regular meeting of the Butler Township Board of Commissioners was held on December 17, 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. Joseph A. Wiest, Commis. James Lokhaiser, Jr. and Commis. Fred M. Vero.

Also present were Manager Tom Knights, Asst. Manager Cheryl McNeill, Solicitor Rebecca Black, Zoning Officer Jesse Hines, Township Engineer Dan Deiseroth, Chief of Police John Hays, and Student Representative Joe Atkinson.

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. Ryan Saelor, Butler Radio Network recorded the meeting.

Pres. Zarnick asked if there were any corrections or additions to the minutes of the November 19, 2018 meeting. There being none, the minutes will stand as presented.

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

Commis. Vero reported that he, Manager Knights, Asst. Manager McNeil, and Commis Zarnick toured Preston Park to view the damage sustained from the ice storm of last month. He strongly advised visitors to the park to abide by the no trespassing signs and stay out of the park until the damaged trees can be removed from the park.

Commis. Vero commented on the dumpster that was placed by Waste Management for the deposit of leaf bags. He stated that Waste Management will be the new solid Waste Contractor beginning January 1st and new carts are being delivered to every residence.

Commis. Lokhaiser wished everyone happy holidays.

Commis. Zurzolo commented on the leaf bag dumpster and the lack of glass recycling in the new waste contract.

Commis. Zurzolo thanked the Road Department for all of the chipping work that they have been able to complete in the township.

Commis. Zurzolo thanked the media outlets for their coverage of the Toy for Tots campaign this year. Over 2,000 kids were served this year.

Commis. Wiest commended the Road Department for their work in the Township chipping the debris from the recent storm.

Solicitor Black had nothing to report.

Engineer Deiseroth had nothing to report.

Zoning Officer Hines reported on the progress of the baseball feasibility study with Pashek & Associates. He anticipates having the final report of the study to the commissioners in February.

Zoning Officer Hines reported that Speedway has received their Certificate of Occupancy.

Chief Hays gave an update on Lieut. Pearson's off duty injury.

Chief Hays reported that the Police Department participated in the Fill-a-Cruiser Program for Toys for Tots. A cruiser was parked at Walmart and the cruiser was filled three times.

Chief Hays reported that the department will be holding the Citizen's Police Academy Beginning in January. Information is available on the website. Applications are due by January 7th.

Asst. Manager McNeill thanked the Master Gardeners for decorating the Township Christmas Tree.

Student Representative Atkinson reported on the local government presentation that he has been working on and requested information from the commissioners on their daily government interactions. He also commented on the recent school lock down and thanked all involved for keeping the students safe.

Commis. Zarnick reported that he attended the Leadership Butler County Breakfast at the Butler Eagle. There were twenty-six businesses represented at this event.

Commis. Zarnick thanked the Road Department for the chipping work that they were able to complete in the Township.

Manager Knights gave an update on the trash and recycling carts that are being delivered to township residents starting this week.

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

Zoning Officer Hines stated the advertisement for the ordinance introduction for the 2015 International Fire Code was not able to be placed in a timely manner so a new motion will need to be made to introduce it for adoption at the January 21, 2019 meeting.

Solicitor Black commented that the advertisement was not made in a timely manner due to a recent change in the legal ad submission deadline policy by Butler Eagle.

Motion by Commis. Vero to Introduce an ordinance adopting the 2015 International Fire Code and authorize for advertisement with the intent to adopt at the January 21, 2019 Board of Commissioners meeting. Seconded by Commis. Lokhaiser. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

Zoning Officer Hines presented the request by Sheetz, Inc. to set a public hearing date for a liquor license transfer for the 1100 Center Avenue Sheetz location. He recommended January 21, 2019 at 7:00 p.m.

Solicitor Black stated that the Township will be electing to take the extension on the forty-five day requirement to submit a final decision on the liquor license transfer request permissible under the PA Liquor Code. The extension will give the Board sixty days to notify Sheetz of their decision. She advised Zoning Officer Hines to send a letter to the Sheetz representative stating that we will be electing to utilize the extension provided in the PA Liquor Code, which will fulfill our requirement to exercise this extension. She noted that the Board is not giving final approval of the transfer. The public hearing gives the residents an opportunity to comment and the Board opportunity to determine if there would be any negative issues that would be created by the liquor license transfer. If the Township approves the transfer request the Board will pass a resolution giving Sheetz approval for the transfer. Sheetz will then submit this information to the PA Liquor Control Board for final approval of the transfer. A discussion followed.

Motion by Commis. Vero to set the date and time for the public hearing for the Sheetz, Inc. Liquor License Transfer for January 21, 2019, at 7:00 p.m. Seconded by Commis. Zarnick. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

Chief Hays presented the 2019 Tow Rotation List and explained the new procedure for calling out the tow companies for emergency response. A discussion followed.

Motion by Commis. Zarnick to approve the 2019 Tow Rotation List submitted by Chief Hays and authorize him to submit the list to Butler County 911 for implementation. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes and Zarnick: Yes. Motion carried.

Manager Knights presented the proposed resolution from First Commonwealth Bank concerning changes to the administrator of the credit card agreement. Manager Knights and President Commissioner Zarnick would now be the administrators of the credit card agreement.

Motion by Commis Zarnick to pass Res. No. 18-26, Changes to the Administrators of the First Commonwealth Bank Credit Card Agreement. Seconded by Commis. Wiest. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Knights presented the 2019 Budget Ordinance as introduced on November 19, 2018. There have been no changes to the Budget since introduced.

Motion by Commis. Zarnick to pass Ordinance No. 906, the 2019 Budget Ordinance, as presented. Seconded by Commis. Zurzolo. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried. Commis. Zurzolo thanked everyone involved in the budget process.

Manager Knights presented the 2019 Real Property Tax Ordinance as introduced on November 19, 2018. The proposed Tax Rate for Real Estate is 11.25 mills designated as

58 follows: General Township Purposes - 7.18 mills; Fire Protection Services - 2.4 mills; Debt Services - 1.67 mills.

Motion by Commis. Zarnick to pass Ordinance No. 907, the 2019 Real Property Tax Ordinance, as presented. Seconded by Commis. Vero. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Knights 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; Business Privilege 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 18-27, to enact the Act 511 Taxes. Seconded by Commis. Lokhaiser. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Knights presented the annual resolution for the Police Pension Plan employee contribution. The Minimum Municipal Obligation will be satisfied with state aid and as such no employee contribution is required.

Motion by Commis. Zarnick to pass Resolution 18-28, establishing the Police Pension Plan employee contribution at zero percent. Seconded by Commis. Zurzolo. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Knights presented the annual resolution for the Municipal Employee Pension Plan employee contribution. Based on the Minimum Municipal Obligation, employee contributions at a rate of three (3) percent of earnings is required.

Motion by Commis. Zarnick to pass Resolution 18-29, establishing the Municipal Employee Pension Plan employee contribution at three (3) percent of earnings. Seconded by Commis. Vero. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Knights presented the Volunteer Tax Credit Resolution establishing the criteria for participation.

Motion by Commis. Lokhaiser to pass Resolution 18-30, Volunteer Tax Credit Resolution establishing the criteria for participation. Seconded by Commis. Vero. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Knights recommended the firm of Maher Duessel, be appointed to make an independent examination of all of the accounts and accounting records of Butler Township for fiscal year 2018.

Motion by Commis. Vero to pass Resolution 18-31, to appoint the firm of Maher Duessel, 503 Martindale Street, Suite 600, Pittsburgh, to make an independent examination of all of the accounts and accounting records of Butler Township for fiscal year 2018. Seconded by Commis. Zarnick. The vote was Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; and Zarnick: Yes. Motion carried.

Manager Knights presented information on the proposed Insurance renewals and recommended approval.

Motion by Commis. Lokhaiser to renew the insurance policies for 2019, as presented. Seconded by Commis. Wiest. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Knights stated that final interviews will be held in the immediate future for the candidates for the Director of Public Works position and is requesting authorization to extend an offer of employment to a candidate to fill the position.

Motion by Commis. Wiest to authorize the Manager to extend an offer of employment to a candidate for the Director of Public Works position. Seconded by Commis. Vero. A discussion followed concerning the residency requirements for the position. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Manager Knights presented the invoice from Butler County for the new radios for the fire departments in the amount of \$68,396.05. After deducting the \$9,000.00 grant given to the fire departments from American Legion Post #778, the remaining balance will be \$59,396.05 and recommended the Township directly pay this invoice for the Fire Departments using the remaining fire department allocations. A discussion followed.

Motion by Commis. Lokhaiser authorizing payment of \$59,396.05 to Butler County for the Fire Department radios. Seconded by Commis. Wiest. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Commis. Zarnick presented the request to authorize the Manager to offer part-time employment to a certified inspector for the purpose of conducting fire premises inspections and conducting any necessary follow-up inspections.

Commis. Zarnick asked for public comment on this non-agenda item. There was none.

Manager Knights stated that there is a need to bring an inspector in so that required fire inspections can continue to be completed until current employees are able to complete the required training to be certified to complete these inspections. A discussion followed.

Motion by Commis. Vero to authorize the Manager to offer part-time employment to a certified inspector for the purpose of conducting fire premises inspections and conducting any necessary follow-up inspections. Seconded by Commis. Lokhaiser. The vote was: Vero: Yes; Lokhaiser: Yes; Wiest: Yes; Zurzolo: Yes; Zarnick: Yes. Motion carried.

Commis. Zarnick asked the Solicitor for an update on the Carnegie property. Solicitor Black stated that she will look into the issue and give the Board an update.

Commis. Wiest gave an update on the water issue on Bryson Road. Mr. Slomer's concerns will be resolved in the spring.

Engineer Deiseroth gave an update on the water issue at the corner of Arbor Street and Evergreen Road and recommended placing a curb along the roadway to divert the water from the building.

Manager Knights reviewed the bills report and the following totals were noted: General Fund - \$225,079.15; Highway Aid Fund - \$12,053.09; Park Development Fund - \$1,396.68; General Fund (added after November Bills Report) - \$28,411.89; Payroll Fund (prior month- 3 pay periods) - \$397,047.61.

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

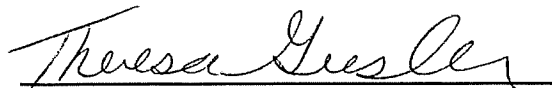
There was no correspondence.

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

Jennifer Gilliland Vanasdale announced that she is running for Judge of the Butler County Court of Common Pleas.

Questions were taken from the media.

Motion was made by Commis. Zarnick to adjourn the meeting at 7:50 p.m. Seconded by Commis. Vero and carried unanimously.



Theresa Gesler