

Board of Supervisors:
Edward Latuska, Chairman
Alan Smallwood, Vice Chairman
Ronald Flatt, Supervisor
Kenneth Frenchak Jr, Supervisor
Philip Wulff, Supervisor



Anthony Amendolea, Secretary/Treasurer
Michael Gallagher, Solicitor
Olsen & Associates, Engineer

Center Township Board of Supervisors
 Regular Meeting Minutes
 May 11, 2016
 6:30 p.m.

CALL TO ORDER:

Supervisor Ronald Flatt called the Regular Meeting, of the Center Township Board of Supervisors, to order at 6:30 p.m. The meeting was held at the Unionville Volunteer Fire Company Firehall, 102 Mahood Road, Butler PA 16001.

ROLL CALL:

In addition to Supervisor Flatt, present were Vice Chairman Alan Smallwood; Supervisors Kenneth Frenchak and Philip Wulff; Township Solicitor Michael Gallagher; Township Engineer Olsen; and Township Secretary//Treasurer Anthony Amendolea. Chairman Latuska attended via telephone.

PUBLIC TO BE HEARD:

1. Mr. Thomas Schiebel, 112 Willow Run Drive: Mr. Schiebel stated the reason to move to the Maintenance Facility was to make the office more secure.
2. Nathan Wulff, 5168 McCandless Road: Wulff presented a summary of April 2016 calls received by the Unionville Volunteer Fire Company.

Type of Calls	Number of Calls
Motor vehicle accidents	3
Automatic fire alarms	6
Service calls	2
Structure fires	3
Medicals	1
Brush fires	2
Dive calls	2
Vehicle fires	1
Carbon Monoxide	0
Total	20

Three (3) firefighters were certified for interior firefighting.

3. Flatt stated he appreciates the emergency responders including the mutual aid companies.

MINUTES:

1. Agenda Setting Meeting – April 11, 2016: *Latuska motioned the minutes of the Agenda Setting Meeting held on Monday, April 11, 2016. Frenchak seconded. Motion carried.*
2. Regular Meeting - April 13, 2016: *Flatt motioned correcting, (1) Old Business, Item 4, should read "~~requesting~~ stating that he does not permit Bob's Farm Market ~~not to post~~", (2) New Business, Item 2, should read "~~for from~~" and should read "~~which authorizes the sale of excess shelving units~~", (3) New Business, Item 3, should read "property owner of 5145 McCandless Road", (4) Engineer's Report, Item 3, should read "Since the sign was purportedly erected" and should read "considered". Latuska seconded. Motion carried.*

TREASURER'S REPORT:

1. April 2016: *Flatt motioned approving the April 2016 Treasurer's Report. Frenchak seconded. Motion carried.*
2. Warrant List 16-04-08: *Frenchak motioned approving Warrant List 16-04-08. Wulff seconded. Motion carried.*
3. Warrant List 16-05-09: *Flatt motioned approving Warrant List 16-05-09. Frenchak seconded. Motion carried.*

ZONING REPORT: April 2016: Construction costs were \$400,500.00 fees collected were \$2,427.26.

SUBDIVISION & LAND DEVELOPMENTS:

1. Wallace Lot Line Revision No. 2016-02-01, Final, Expires 05/23/2016: Wallace Lot Line Revision No. 2016-02-01, Final, Expires 05/23/2016: Mr. Donald Wallace proposes consolidating 1764 North Main Street Extension (Center Township Map 060-S4-A1B) consisting of .512 acres (m/l) and 1766 North Main Street Extension (Center Township Map 060-S4-A1C) consisting of .796 acres (m/l). Butler County Planning Commission had no comments per review letter dated February 23, 2016. Township Engineer Olsen's comments are as follows (*Mr. Wallace's comments are italicized*):
 - a. This application is for a lot consolidation prior to a separate land development application.
 - b. The Applicant should contact his private attorney regarding the legalities of showing an abandonment of the 25' R/W along the southern property line without signatures of J.P. Oliver being on the plan. (*The twenty-five (25) foot right-of-way will be abandoned*)

The Planning Commission recommended approval of the Wallace Lot line Revision No. 2016-02-01 at their meeting held on Wednesday, February 24, 2016.

The Board of Supervisors tabled the Wallace Lot Line Revision No. 2016-02-01 due to no representation at their meeting held on Wednesday, March 9, 2016 and Wednesday, April 13, 2016.

Flatt motioned to disapprove, in accordance with Chapter 14, Section 14-404.D.3.b.(3), the Wallace Lot Line Revision No. 2016-02-01 effective May 23, 2016 unless a letter requesting an extension is received prior to that date. Latuska seconded. Motion carried.

OLD BUSINESS: None

NEW BUSINESS:

1. Proof of Insurance Resolution No 2016-05-11: The Board of Supervisors deem it necessary that contractors performing work for the Township should provide a Certificate of Insurance reflecting liability and workers compensation. *Flatt motioned adopting the Proof of Insurance Resolution No. 2016-05-11. Wulff seconded. Motion carried.*
2. Administrative Changes to Codified Ordinances: Township Secretary/Treasurer Amendolea reviewed the updated codified ordinances provided by Olsen Craft Associates. He denoted numerous administrative changes to be made prior to adoption. Flatt has additional changes to be added. A joint meeting with the Planning Commission will be scheduled for their input. *Flatt motioned to submit the administrative changes to the Planning Commission. Frenchak seconded. Motioned carried.*
3. Code Enforcement: The Board desires to hired an individual to perform zoning enforcement and issue zoning permits. *Flatt motioned, contingent on the term of the contract to expire on Monday, January 2, 2017, contracting with Patrick Gauselmann to perform Zoning Enforcement Officer duties at rate of \$45.00 per hour for two (2) days a week. Latuska seconded. Motion carried.*

PUBLIC WORKS:

1. Authorize Ad for 2016 Aggregate Contract: Step Up Foreman Brewster requests authorization to advertise for the following aggregate:
 - a. 500 tons #3 limestone
 - b. 1,000 tons #2A modified
 - c. 100 tons #4 Rip Rap
 - d. 94 tons #2B Gravel
 - e. 46 tons #5 Rip Rap

Smallwood motioned authorizing placement of an ad in the Butler Eagle editions for Sunday, May 22, 2016 and Thursday, May 26, 2016 for (1) 500 tons #3 limestone, (2) 1,000 tons of #2A modified limestone, (3) 100 tons #4 Rip Rap, (4) 94 tons #2B gravel and (5) 46 tons #5 Rip Rap. Frenchak seconded. Motion carried.

2. Pinehurst Road (T-603) Bridge: Step Up Foreman Brewster, Smallwood and Township Engineer Olsen met at the Pinehurst Road (T-603) bridge on Thursday, May 5, 2016 to discuss possible repairs. Olsen is researching to the ownership of the bridge. He will contact the gas company to see who authorized the attachment of a four (4") inch gas line to the bridge. ***Flatt motioned authorizing Township Engineer Olsen with the assistance of Township Solicitor Gallagher, as necessary, to investigate the ownership of the bridge. Frenchak seconded. Motion carried.***
3. Maintenance Property Preparation: DHT Construction proposed to use a dozer to compact the area for leaf collection at \$100.00 per hour up to four (4) hours. Smallwood offered to use his equipment. In lieu of payment, he will remove the timber for his use. ***Flatt motioned authorizing Smallwood to prepare the leaf collection area in exchange for the timber in the affected area. Latuska seconded. Smallwood abstained. Motion carried 4 to 0.***
4. Authorize Purchase of Concrete Barriers: Step Up Foreman Brewster received prices from Oesterling Concrete (\$55.00 each) and DuBrook (\$55.00 each) for concrete barriers. ***Frenchak motioned authorizing the purchase of forty-five (45) 2x2x6 concrete barriers from Oesterling Concrete at \$55.00 each. Smallwood seconded. Motion carried.***
5. Authorize Purchase of Work T-Shirts: Step Up Foreman Brewster requests authorization to purchase five (5) work T-shirts per employee from J and S Custom Designs at \$4.75 per shirt. ***Frenchak motioned authorizing the purchase of five (5) work T-shirts per employee at \$4.75 each from J and S Custom Designs. Smallwood seconded. Motion carried.***
6. Authorize Ad for 2016 Seal Coat Contract: Step Up Foreman Brewster and Richard Knapko, PennDot, reviewed the roads projected to be resurfaced. A fiber mat will be used in place of oil and stone as a test on the roads in Clearview Manor and Westwood Manor III. ***Smallwood motioned authorizing placement of an ad in the Butler Eagle editions for Monday, May 23, 2016 and Friday, May 27, 2016 for seal coating. Frenchak seconded. Motion carried.***
7. Authorize Ad for 2016 Paving Contract: Step Up Foreman Brewster and Richard Knapko, PennDot, reviewed the roads projected to be resurfaced. The roads in Clearview Manor, Westwood Manor III and Windward Apartments will be done. ***Smallwood motioned authorizing placement of an ad in the Butler Eagle editions for Monday, May 23, 2016 and Friday, May 27, 2016 for seal coating. Frenchak seconded. Motion carried.***
8. Westwood Manor III Catchbasins: Step Up Foreman Brewster stated there are fifteen (15) catchbasins in Westwood Manor III that require cleaning and possible repair. Ditchline Sweeping Solutions proposes \$100.00 per hour with the help of the road crew. ***Frenchak motioned authorized Step up Foreman Brewster to contact other companies for rates to be approved by Smallwood and Flatt to be ratified at the meeting scheduled for Wednesday, June 8, 2016. Wulff seconded. Motion carried.***

ENGINEER'S REPORT:

1. Floodplain Ordinance: Township Engineer Olsen will continue working on the ordinance to have ready with the six (6) months.
2. Mercer Road (T-494/North Duffy Road (T-509) Intersection: Township Engineer Olsen contacted Mr. Robert Brandon for a copy of the survey performed by R. B. Shannon which he refused to do. Olsen will check his files, courthouse records and other surveyors to locate a survey showing the right of way.
3. Elise Drive: If the Knauer project is complete, a Certificate of Completion must be signed by the Township.

SOLICITOR'S REPORT:

1. Property Condemnation (Croll) Resolution No. 2016-05-12: The Board of Supervisors received an appraisal from Keffalas Real Estate Inc. The value of approximately 1.144 acres is \$15,444.00. *Flatt motioned adopting the Property Condemnation (Croll) Resolution No. 2016-05-12. Latuska seconded. Smallwood abstained. Motion carried 4 to 0.*

Frenchak motioned authorizing Flatt to sign the Declaration of Taking. Wulff seconded. Smallwood abstained. Motion carried 4 to 0.

2. Tax Increment Financing Fee Agreement: The Board contacted the firm of Cohen and Grisby to represent the Township with the establishment of the Tax Increment Financing District and development and implementation of the plan and related financing. The fee is \$450.00 per hour. *Flatt motioned ratifying the adoption of the fee agreement effective April 25, 2016 at \$450.00 per hour with Cohen and Grisby to represent the Township with the establishment of the Tax Increment Financing District and development and implementation of the plan and related financing. Wulff seconded. Motion carried.*
3. Ivancik Easement: On Thursday, May 5, 2016, Step up Foreman Brewster, Sean Gallagher and Township Engineer Olsen met at 111 Mar Vel Drive to review proposed project of replacing a catchbasin and pipe. *Smallwood motioned authorizing Township Engineer Olsen to prepare a drawing for a ten (10) foot by eighty (80) foot easement at 111 Mar Vel Drive and Township Solicitor to prepare an easement agreement prior to replacement of the catchbasin and pipe. Wulff seconded. Motion carried.*

MISCELLANEOUS:

1. Stepanian Donation: Mr. Leo Stepanian, former solicitor, passed away on Monday, May 9, 2016. *Frenchak motioned authorizing a donation of \$50.00 be made to Chicora American Legion Post No. 642. Flatt seconded. Motion carried.*
2. Municipal Building: Wulff stated that there is office furniture in the old municipal building which will be left for the new owner.

- 3. Constable: Latuska requested the constable to attend the Agenda Setting meeting held on Monday, May 9, 2016 and tonight's meeting. Smallwood contacted him about the meetings. He did not respond to reason he missed the Agenda Setting meeting but would not be able to attend tonight.
- 4. Department of Corrections: Smallwood has not heard from the Department of Corrections about using inmates for litter patrol. He contacted Labor Ready who will provide individuals at a rate of \$14.99 per hour per individual.

ADJOURNMENT:

The meeting adjourned to an executive session to discuss possible litigation at 7:45 p.m. The meeting reconvened at 7:54 p.m. with the following action taken:

Flatt motioned to authorize Smallwood to contact Municipal Contracting Services, Inc to negotiate for a remedy on the invoice with the approval of Frenchak and Smallwood with ratification at the meeting scheduled for Wednesday, June 8, 2016.

The meeting re-adjourned to an executive session to discuss the official Township Map at 7:55 p.m. The meeting reconvened at 8:36 p.m. with no action taken.

Smallwood made a motion to adjourn at 8:37 p.m. Latuska seconded. Motion carried.

Anthony A. Amendolea
Township Secretary/Treasurer

Edward G. Latuska
Chairman

Alan H. Smallwood
Vice Chairman

Ronald E. Flatt
Supervisor

Kenneth J. Frenchak Jr
Supervisor

Phillip B. Wulff
Supervisor