

BUFFALO TOWNSHIP SUPERVISORS – REGULAR MONTHLY MEETING – FEBRUARY 12, 2020

The Regular Monthly Meeting of the Buffalo Township Board of Supervisors was held Wednesday, February 12, 2020, in the Buffalo Township Municipal Building and convened at 7:30 pm.

The Meeting was called to order by the Chairman, Ron Zampogna. This Meeting is being recorded. If anyone is taping this Meeting, please state your name and address.

Roll Call

Ron Zampogna II	Present
Gary L. Risch, Sr.	Present
Albert T. Roenigk	Present
Matthew J. Sweeny	Present
Michael Oehling, Jr.	Present

A majority of the Board of Supervisors being present, the Chairman declared the Meeting open for the transaction of business.

ANNOUNCEMENT OF EXECUTIVE SESSIONS; PERSONNEL; AND/OR INFO-GATHERING MEETINGS OF THE BOARD

- a) Matt Sweeny, Albert Roenigk, Gary Risch, Michael Oehling, Janice Zubrin, Ken Howard, Gary Herbert with F & H Development, Jonathon Garczewski with Gateway Engineers, Eric Buchan with PennDOT 10-0 and Steve Moore with Stantec attended a meeting at the Township Municipal Building regarding the Route 356 corridor on Jan. 27.
- b) Albert Roenigk, Gary Risch and Michael Oehling attended the Planning Commission Meeting on Feb. 5.
- c) The Board of Supervisors met with their Solicitor in the Township Municipal Building on Feb. 12.

APPROVAL OF THE MINUTES of the January 22, 2020, Regular Monthly Meeting of the Buffalo Township Board of Supervisors, as recorded, was on motion of Matt Sweeny, seconded by Michael Oehling. Motion Carried. Un. Approval.

ACCEPTANCE OF THE TREASURER’S REPORT for December 1-31, 2019 and January 1-31, 2020 inclusive for audit, was on motion of Albert Roenigk, seconded by Matt Sweeny. Motion Carried. Un. Approval.

MONTHLY BILLS

After reviewing the invoices and bills presented for payment, it was on motion of Michael Oehling, seconded by Matt Sweeny to pay the monthly bills. Motion Carried. Un. Approval.

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REPORTS

- (1) THE ELECTED TAX COLLECTOR’S REPORT (CARLA GARIA):**
 - **DECEMBER 2019:** Twp. Real Estate Tax is \$4,604.07, Per Capita @ Penalty is \$605.00
 - **JANUARY 2020:** Twp. Real Estate Tax is \$, Per Capita @ Penalty is \$
- (2) THE APPOINTED TAX COLLECTOR’S REPORT (BERKHEIMER):**
 - **DECEMBER 2019:** Earned Income Tax is \$124,944.67, Local Services Tax is \$120.20
 - **JANUARY 2020:** Earned Income Tax is \$49,536.75, Local Services Tax is \$6,666.75
- (3) THE APPOINTED TAX COLLECTOR’S REPORT (SHARPS):**
 - **DECEMBER 2019:** Twp. share: \$439.73
 - **JANUARY 2020:** Twp. share: \$354.16
- (4) WEEKLY STAMP SALES (DEED TRANSFER’S):**
 - **DECEMBER 2019:** \$19,898.50
 - **JANUARY 2020:** \$
- (5) ZONING OFFICER’S REPORT (RICK HEALEY):**
 - **DECEMBER 2019:** 15 Permits Issued, 4 Single Family Residences, 1 Residential Storage, 1 Porch/Decks/Roof, 1 Residential Garage, 8 Grading Permits
Building Permit Fee: \$6,388.77, Mileage: 100, Grading Permit Fee: \$550.00, Lot Development Fund: \$2,734.18
 - **JANUARY 2020:** 10 Permits Issued, 2 Single Family Residences, 2 Residential Addition, 2 Porch/Decks/Roof, 1 Barn, 3 Grading Permits
Building Permit Fee: \$3,361.60, Mileage: 100, Grading Permit Fee: \$175.00, Lot Development Fund: \$1,367.09
- (6) THE DISTRICT JUSTICE’S REPORT:**
 - **DECEMBER 2019:** Ordinance & Statute Violations \$38.14, Code Violations \$225.30
 - **JANUARY 2020:** Ordinance & Statute Violations \$0.00, Code Violations \$0.00
- (7) BUFFALO TWP. POLICE REPORT**
 - **DECEMBER 2019:** Total calls 294
 - **JANUARY 2020:** Total calls 484
- (8) BUFFALO TWP. VFC, CHIEF’S REPORT**
 - **CALL REPORT DEC. 2019:** Calls for month 00, Fire related calls 00, Medicals 00, Company Hours 00 hrs. 00 min., Staff Hours 00 hrs. 00 min., Calls for Year 00, Total Company Hours For Year 00 hrs. 00 min., Fire Damage for Month \$0.00, Fire Damage for Year \$0.00
 - **TRAINING REPORT DEC. 2019:** Company Training hours 00 hrs. 00 min., Staff Training Hours 00 hrs. 00 min., Company Training hours for year 00 hrs. 00 min., Staff Training hours for year 00 hrs. 00 min.
 - **FUNDRAISING REPORT FOR DEC. 2019:** Company Fundraising hours 00 hrs. 00 min., Staff Fundraising hours 00 hrs. 00 min., Company Fundraising hours for year 00 hrs. 00 min., Staff Fundraising hours for year 00 hrs. 00 min.
 - **CALL REPORT JAN. 2020:** Calls for month 00, Fire related calls 00, Medicals 00, Company Hours 00 hrs. 00 min., Staff Hours 00 hrs. 00 min., Calls for Year 00, Total Company Hours to date 00 hrs. 00 min., Total Staff Hours to date 00 hrs. 00 min., Fire Damage for Month \$0.00, Fire Damage for Year \$0.00

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- **TRAINING REPORT JAN. 2020:** Company Training hours 00 hrs. 00 min., Staff Training Hours 00 hrs. 00 min., Company Training hours for year 00 hrs. 00 min., Staff Training hours for year 00 hrs. 00 min.
- **FUNDRAISING REPORT FOR JAN. 2020:** Company Fundraising hours 00 hrs. 00 min., Staff Fundraising hours 00 hrs. 0 min., Company Fundraising hours for year 00 hrs. 00 min., Staff Fundraising hours for year 00 hrs. 0 min.

(9) SARVER VFC, CHIEF'S REPORT

- **DEC. 2019:** Calls for month 00, Fire related calls 00, Medicals 00, Calls out of Twp. 0, Calls out of Twp. to date 00, Company Hours 000., Staff Hours 000 hrs., Calls for Year 000, Fire Damage for month \$0.00, Fire Damage for Year \$0.00
- **JAN. 2020:** Calls for month 00, Fire related calls 00, Medicals 00, Calls out of Twp. 0, Calls out of Twp. to date 00, Company Hours 000 hrs., Staff Hours 000 hrs., Calls for Year 00, Fire Damage for month \$0.00, Fire Damage for Year \$0.00

OLD BUSINESS

DISCUSSION REGARDING THE OAK CREEK DEVELOPMENT

Gary Herbert & Buck Frey with F & H Development, LLC were in attendance regarding the proposed Oak Creek Development. Gary Herbert stated that I sent a letter to the Board on discussion. F & H Development, LLC is proposing to construct a 40-lot subdivision off of Parker Road. One of the big factors is the number of lots we would be putting in we just can't afford putting in a turning lane out on Route 356 when paying Engineering Fees and everything else like that. We did reach out to Penn DOT and they wrote back stating that it is out of their jurisdiction because our plan is too far away from their intersection for them to warrant us to do anything that it is up to the Township to determine if any improvements would need to be made to the SR 356 and Parker Road intersection. A traffic study was done less than three years ago for a larger subdivision in the same area and determined that a turn lane should be installed on SR 356 regardless if homes were constructed or not. With this being said, for the subdivision to try to pay to put in a turn lane, the development project becomes un-economical. Penn DOT is planning on widening SR 356 to a 3-lane highway in the next five to ten years. We would like to propose that we do no improvements to the intersection of Parker Road and SR 356. We would like to propose in lieu of doing the traffic study to give the township \$250.00 per lot, which is what the cost of an additional traffic study would have been. If proposal is acceptable then we will move forward with the subdivision, if not, then we will most likely decline the development. Atty. Lutz suggested that Gary meet with the Supervisors and Ken Howard about this and send him an email tomorrow.

DISCUSSION REGARDING 356 CORRIDOR

Ron Zampogna stated we had an informational meeting with Penn DOT. They are wanting feedback from the Township regarding putting sidewalks from Giant Eagle to PNC Bank and from Sheetz to Cole Road. They also proposed doing away with the light and putting a Round A Bout where the light is now at Giant Eagle and having 5 lanes from Monroe Road to the Round A Bout at Giant Eagle. Bob Fletcher, Bear Creek Road and Road Department Worker asked who would be responsible for taking care of the sidewalks. Atty. Lutz stated that Penn DOT is only asking for the Supervisors to pass a motion that the project would be acceptable as well as the Round A Bout in concept so that they can move forward with this project before the funding runs out.

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On a motion of Gary Risch, seconded by Matt Sweeny to make Penn Dot aware that the Township is in favor of their proposal regarding work along the Route 356 Corridor from the light at Giant Eagle to Monroe Road. Motion Carried. Un. Approval.

NEW BUSINESS

DISCUSSION REGARDING CONSTRUCTION OF ADIRONDACK SHELTERS ALONG THE BUTLER-FREEPORT COMMUNITY TRAIL AT THE SHUSTER PROPERTY

John Haven, Chairman of the Parks & Recreation Committee spoke on behalf of the Boy Scouts. He shared some information regarding the construction of a picnic table by an Eagle Scout along the Butler-Freeport Community Trail at the Shuster Property last spring. This was done for his Eagle Scout project and at no cost to the Parks & Recreation Committee. They are looking at enhancing the property to better serve the community. The local Boy Scout Troops have shown interest in the possibility of using the property for camping and would like to ask the Board of Supervisors their thoughts for allowing overnight camping for both the Boy and Girl Scout Troops. The sight can provide them with a location where they can obtain many of their merit badges here in the township. The Troops also thought about building platforms to place tents on instead of on the ground. You have been given these plans for these platforms and a letter from Brandon Bodily, Scout Master of Troop 525 expressing interest in the use of the Shuster Property. Bill Davis, resident of Buffalo Township and Member of the Parks & Recreation Committee. We have been working on the Shuster Property for 5 or 6 years. The property was donated to the Township and it is sort of landlocked between the access in Freeport and the Monroe Road access. Which means there is no direct road access, just the trail. It is directly on Buffalo Creek. The property was donated to Buffalo Township and we have been working at trying to find a recreational use for it. We have at least one Scout Troop that is very interested in some camping on the property. They are willing to donate some of their Scout's time when they are going for their Eagle Scout Badges to start the construction of the cabins. The projects that Eagle Scouts do is a little smaller than a whole cabin construction generally but we thought if we phased the project to allow an Eagle Scout come and build one of the platforms for one of the cabins, then the next Scout could build another platform or the walls and roof for a cabin. Over a period of time, we thought that they could start using the platforms for tent camping. Putting their tents on top of the platforms. We do have a site plan. You were given a partial copy of this Plan. We went down and picked out sites for 4 cabins we had the GPS coordinates for the cabin sites located on an aerial photo of the property. We didn't have a surveyed and site plan the last time which the Township was requesting. It is the Township's property so we were hoping that maybe the Township would kick in some of Ken Howards time to put together the location of the cabins on an actual plot plan of the property so the Township would have a more formal Site Plan. If we could get your approval to start this projects, we would like to set the Scouts loose when the weather breaks this Spring as they have Eagle Scouts coming up through the ranks to start on the projects. Ron Zampogna stated that I don't want to speak for everybody, but we are all behind the Scouts for sure, but we have some specific concerns, especially Liability. I am not sure what the rules are in regard to staying overnight or sleeping on the trail but their would-be potential liability possibly for the Township. Ron asked Chris Zeigler, President of the Trail Council her thoughts. Chris stated that a far as camping along the trail, I think it is a good idea. I don't think it should be limited to just the Scouts. The Area of Pittsburgh Trails is coming, and people are

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going to want to camp. I have heard platform, cabin, Adirondack. What is it? Bill Davis answered that there are plans with the cabins which the Supervisors have. They are designed after what the hikers use on the Adirondack Trails. They are not cabins with doors and windows, they are a 3-sided structures with a floor and a roof. Chris stated so it is an Adirondack? Bill stated that it is open in the front, a little better than a tent but not quite. Chris asked if the plans are designed and engineered with a stamp on it? Because this is now a commercial structure in which people are going to inhabit. So, it has to be engineered by design. Bill stated that he is not sure of that. Chris stated that is where the liability will come in. It doesn't matter if you are building the platform now and the rest later. Whatever it ends up being, they will need to have engineered designs. Bill explained that these are plans that a member of the Parks & Rec. pulled up from somewhere. Chris asked who will be monitoring and maintaining them. When trout season comes in, who is going to go down and make sure that nobody is camping on private property because there are no signs telling people where the property line is? Bill stated that it is our intention to put up signs so that the public is aware that the cabins would be available by permit only. So, we can control who is in them at any given time. Chris replied but I already know that the property owners are having trouble with people trespassing. Bill replied this is actually the townships property. Chris answered, I understand that but who is telling the public what is township property and what is private property. Matt Sweeny and I are the ones who are getting all the phones calls. Bill stated that we could address that with signage. Chris replied that was supposed to happen last year and it still hasn't happened yet. There was to be signing along the Shuster property when they did the project last year and there still hasn't been signage put up. Chris stated that there was to be signage from the Shuster Property down to the creek and it has never happened. People are hiking down through private property because that don't know where the line is. Bill stated that we could address that this spring. Chris replied, but that was to be done last year. That was part of the Scout project that was done last year, and it was never taken care of. That is a very hot area for fishing season. There was a squatter down there by the 28 bridge and I think Tim Derringer took care of that. Is somebody going to camp out for the summer? Terry Tague stated that he thought the signs were already posted? Chris replied not from the trail to the creek. I put signs on the trail. You need to put signs along the vertical lines to the creek. Hikers are not aware of where the property lines are if they are not posted. Terry stated that regarding the designs of the Adirondack Shelters, those were adopted by the Pittsburgh Boy Scouts and they have them all over their camps. They have been done by an architect and I can get those. Chris stated as long as they are compliant with Buffalo Township Zoning. Matt Sweeny stated and of course we would have to get Ken's stamp of approval so that we are not held in liability. Chris stated that she is in favor of camping all day long but tent camping. If there is a tent up, then you know someone is there camping with an Adirondack that is facing the creek you would have to literally go down there to look. Matt stated which could be extremely dangerous. Chris stated that she would not be willing to walk down there. Terry stated regarding liability, the Scouts must have liability insurance anytime they are going anywhere or doing anything. Are there any Scouts here? Bobby Marion, in attendance for Brandon Bodily stated that he was the last Scout Master in the area for Troop 525. Since we made that request our troop doesn't exist anymore. We have a church group and we have hiked that trail a lot. We are interested in camping there. We are very much in support of helping in whatever way we can. We are interested in having our young men do projects, camp and still do those kinds of things. We were under the impression we were allowed but I guess that is not the case. In fact, we did camp there one night, but it was tents only. I understand the concerns for structures for sure and as far as our

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group is concerned, we do have liability insurance. I can't speak for the Scouts anymore because we don't have a troop. Matt Sweeny & Chris Zeigler commented regarding fires. Bobby stated that the first thing that the boys noticed was that there was not a fire ring. We were going to suggest a designated fire area. Matt stated that we need to take a look at what other places have. Chris stated that we should have some type of agreement with whomever about who is responsible for what. A memorandum. Gary asked what packs are doing this? Terry replied these are not packs, they are troops. Bobby stated that our troop no longer exists. We are a group at the Church of Latter-Day Saints. Atty. Lutz stated that these plans would have to be stamped and approved. We would need to know who is going to take care of that area from now till whenever. It can't fall back on the township. That is the concern. Who will be party to the agreement will it be a small group, or will it be the Boy Scouts of America? Terry stated that we are looking at a collaborating agreement between us and the troops. Atty. Lutz stated but the Parks and Recreation Committee is part of the township so if something fall through then it would be back on the township to take care of this. Matt stated we need to find out who will be taking care of this area if something happens. Bill Davis asked about what the Township is wanting as far as an agreement. We are not turning over the property or cabins to a troop we are transferring the use of the cabins to the troops. Matt stated that we want an agreement as far as the maintenance of these cabins. Atty. Lutz stated it would be and Operating and Maintenance Agreement as Chris stated. Albert Roenigk stated that there were shelters over mailboxes in the township that a developer had built. Nobody took care of them. Gary Risch asked if this is accessible from the road or would everything have to be carried up and down the trails? Parks and Rec's have keys to the gates so we can get down the trail with supplies. That is the paved section of trail. Renee Alchier of Parker Road asked so what if I go down there to camp and don't get permission from anyone, ignore the signs because I just don't care, who is liable if I get hurt? If the Township owns the property, who would be liable? Matt stated that is the liability that we are talking about. Bill Davis stated that I think if would be safer to have a designated use sign than to have signs posted restricted access. Camping is by permit only. Chris stated who is going to go down there everyday and check the area out. Atty. Lutz stated that we can't have the police go down there every day. Gary asked who will be giving these permits out? Terry Tague stated that the Township would be handling the permits. Gary stated do you really think the township should pay people to do that? Who will police the area. Terry stated the Parks and Recreation committee members can do that. Matt replied then you are putting your lives on the line. Chris stated I feel that this should be an area for tenting and open to anybody that has a permit. Matt stated that bottom line we are in full support of the Scouts, but we have to make sure that we have all of our bases covered. Atty. Lutz asked if they would rethink the Adirondacks, maybe come up with a better idea. Bill stated that I am not hearing your support of the Boy Scouts. Atty. Lutz stated I am just suggesting that you rethink this. There are a lot of areas that they can still do things to get their badges and do their Eagle Scout projects. There is the need for fire rings, mulch along the trails and much more. Atty. Lutz discussed several scenarios as to what the Scouts can do to help in the community. Bill commented, you just don't like the ideas of structures being built. Atty. Lutz stated yes. John Haven asked so, liability is the biggest issue and maintenance for the structures as well. The Parks and Rec. would be responsible for the structures after they are put up and the Scouts could come in and so any maintenance on them as part of their projects. Atty. Lutz stated that the Parks and Rec Committee is part of the Township. John Haven answered yes. Atty. Lutz stated it is the Township and there are a lot of well-meaning people on the Parks and Rec Committee, but I have been here long enough to see that

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if five years from now if everyone retires, then who will take care of the property then? It will fall back on the Township. John Haven replied, I get your drift Larry. John Haven told Bill Davis that was enough. Albert Roenigk stated as far as the structures, you would have to go through the building codes. John Haven stated that he has spoke with both South Buffalo and Buffalo Townships Zoning officers and that they would come down and approve it and give us the permits needed. Terry Tague asked if they could get markings showing where they are to place the signs. Chris stated that there are a lot of markings down there. Atty. Lutz suggested that Terry work with Chris so that the signs are put in the correct place along the trail at the Shuster Property. Chris replied that the signs should clearly state with arrows that this is public property, and this is private property.

LETTER OF REQUEST FROM SCOUTMASTER BRANDON BODILY FOR THE SCOUTS TO CAMP ALONG THE BUTLER-FREEPORT COMMUNITY TRAIL – APPROVED

Ron stated that this doesn't have to be specifically for the Scouts, it could be for anyone. Chris stated that she has a form that she can send to the township for people that are interested in camping along the trail and explained what the form has on it. Gary stated that you should take care of that. Ron suggested that the form be added to the website. Chris replied that she will get it to the Township. Atty. Lutz stated that the form should be submitted to Chris and the Township.

On a motion of Michael Oehling, seconded by Gary Risch to approve camping along the Butler-Freeport Community Trail as long as the proper paperwork is completed submitted to both the Township and Trail Council. Motion Carried. Un. Approval.

LETTER OF REQUEST FROM MELISSA HILKO AND THE FREEPORT CROSS COUNTRY BOOSTERS FOR APPROVAL TO HOLD THEIR 15TH ANNUAL FREEPORT FLASH 5K/10K RACE ON THE BUTLER-FREEPORT COMMUNITY TRAIL ON SATURDAY, MAY 30, 2020 – APPROVED

Melissa Hilko spokesperson for the Freeport Cross Country Boosters was in attendance and spoke regarding the request. Matt Sweeny asked Chris Zeigler with the Trail Council if this interferes with anything? Chris asked what section? She stated that the race is on May 30th and would be from Monroe to Freeport and back Melissa stated that they will be bussing from Freeport High School. Renee Alchier with the Audubon Society of Western PA stated that no one is permitted to use the Buffalo Creek Nature Park at this time due to the upcoming construction of the park. Gary Risch asked if this would mean parking as well. Renee replied yes.

On a motion of Matt Sweeny, seconded by Albert Roenigk to approve the request from Melissa Hilko and the Freeport Cross Country Boosters to hold their 15th Annual Freeport Flash 5K/10K Race on the Butler-Freeport Community Trail contingent upon signing Waiver of Indemnification and submitting Certificate of Insurance to the Township Office. Motion Carried. Un. Approval.

DATE FOR 2020 SPRING ROAD TOUR

Ron Zampogna stated that we have been doing this for years. We go around the Township and check out all of the roads to see if any need maintenance or paved for the upcoming season.

On a motion of Matt Sweeny, seconded by Gary Risch to set the date for the Spring Road tour to be Sunday, March 1st, 2020 at 8:00 am. Motion Carried. Un. Approval.

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ADVERTISING OF BIDS FOR ROAD REPAIRS BY SUBCONTRACTORS

On a motion of Albert Roenigk, seconded by Matt Sweeny to advertise for bids for road repairs by subcontractors. Motion Carried. Un. Approval.

ADDENDUM TO CURRENT SERVICE AGREEMENT WITH UPPER ALLEGHENY JOINT SANITARY AUTHORITY - APPROVED

Atty. Brian Farrington stated quite some time ago there was an agreement put in place to govern tap in fees on a sewer line that runs down into Allegheny County. That agreement stated that the tap in fee would increase on an escalation basis per year until it reached the level of the Allegheny County Municipalities to tap in to it. It has now reached that level and to prevent Buffalo Township from paying more than the other Municipalities that sanitary authority is now going around and amending the contract and fixing the fees. This is to Buffalo Townships benefit to approve this.

On a motion of Matt Sweeny, seconded by Albert Roenigk to approve addendum to current service agreement with the Upper Allegheny Joint Sanitary Authority. Motion Carried. Un. Approval.

PURCHASE OF USED TRUCK - APPROVED

Ron stated that we have been talking about this for a couple of months. The Township is in need of an upgrade to the fleet of trucks. We currently have one in our sights. We had to advertise for this. Ron asked Janice Zubrin if any new bids were received for a truck. Janice replied no. I received an email from Frazier Township stating that they are selling a truck and wanted to know if we were interested but that is all. It is only a 5-ton truck. Atty. Lutz stated then if you have the bid from Hunters you can go ahead and make a motion if you so choose to purchase it. The purchase price is \$66,850.00. It has a stainless bed with a plow. It does not have a warranty, but the truck was gone over thoroughly.

On a motion of Gary Risch, seconded by Michael Oehling for the purchase of a used truck in the amount of \$68,850.00 from Hunter’s Truck Sales. Motion Carried on a Roll Call Vote.

Roll Call Vote:

Ron Zampogna:	yes	Matthew Sweeny:	abstain	Albert Roenigk:	yes
Gary Risch:	yes	Michael Oehling:	yes		

Atty. Lutz stated that the reason Matt did not vote is because he is an employee of Hunters. Janice asked if she is setting up financing. Ron Zampogna replied, I believe we will. Albert Roenigk stated that we got prices on trucks equal to this, but a new truck is between \$160,000.00 to \$170,000.00. Matt stated that this is 2011 International that only has 17,000 to 18,000 miles on it. Matt explained the all the features on the truck.

PROCLAMATION RECOGNIZING APRIL 2020 AS “PENNSYLVANIA 811 SAFE DIGGING MONTH” - APPROVED

Ron stated that we received paperwork from the state. They want you to call 811 before you dig, specifically for utilities.

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On a motion of Matt Sweeny, seconded by Albert Roenigk to approve recognizing April 2020 as “Pennsylvania 811 Safe Digging Month”. Motion Carried. Un. Approval.

ADVERTISE FOR HIRING A TOWNSHIP ROAD WORKER/ROAD MASTER - APPROVED

Ron stated that one of our Road Crew will be retiring in the near future. So, we will need to replace that gentleman with a new employee, and we need to advertise for that. Atty. Lutz stated that we have done this at some other municipalities where we advertise for both a new worker and or Road Master and I can provide some of those ads to you for your approval at the next meeting. Ron replied that would be great and then we can advertise at that point.

LETTER OF INTEREST FROM RICK ANZELONE TO BE APPOINTED TO THE PARKS & RECREATION COMMITTEE – APPROVED

Michael Oehling spoke regarding the letter of interest from Rick Anzelone. The Parks and Recreation Committee has been reaching out to recruit new members to help out with activities that they have planned in the Township. Recently a gentleman, Rick Anzelone showed up at our meeting last week and gave us a bit of his history. He is a pretty stand up guy. He is a retired major from the army, and he works at the VA in Butler. He is very active in his church and is a very active in the community.

On a motion of Michael Oehling, seconded by Matt Sweeny to approve appointing Rick Anzelone to the Parks & Recreation Committee. Motion Carried. Un. Approval.

BUTLER COUNTY PARKS RENOVATION & DEVELOPMENT PROGRAM PROJECT GRANT APPLICATION RESOLUTION #2020-6 - APPROVED

Ron stated that this is a \$10,000.00 grant with a 25% match. Ken Howard stated that this is a grant that is open for municipalities in Butler County to apply for Park Renovation Projects, the purchase of materials to improve park equipment. In the past 2 years we have applied this \$10,000.00 opportunity. There is a \$2500.00 match so you would receive \$7500.00 grant money and the \$2500.00 is the match. In the past 2 years we have applied and put the grant monies toward new ballads for the Butler-Freeport Community Trail. So, our recommendation would be that you apply for this grant again this year. We have prepared the grant application and have talked with Chris Zeigler, President of the Trail Council and thought this was a wise thing to apply for funding to purchase #10 Limestone aggregate. You could have a stock pile of the aggregate available to fix the washout areas that some are currently needing fixed and some that will need fixed when the next major storm occurs. We have prepared the paperwork and the Township Board would need to pass a Resolution to approve applying for this funding and agree to make up the \$2500.00 match. There is no guarantee that you will get the money but if you apply for it you will at least have a chance. Ron asked if there were any questions. Janice stated that will need a Resolution. Ken answered, yes. We have the Resolution typed already. Janice stated that we will need to put a number on it to approve it. Atty. Lutz stated that we can approve it with the next number up. Ken stated that I will leave the paperwork with you and you can put the number on it and send it off. Janice agreed with doing that. Chris Zeigler stated that the Trail Council has provided the matching funds the past 2 years and would like to do it again.

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On a motion of Gary Risch, seconded by Matt Sweeny to apply for the Butler County Parks Renovation Development Program Project Grant with the \$2500.00 match and maximum of \$10,000.00 grant by passing a Resolution prepared by Bankson Engineers with the next sequential number. Motion Carried. Un. Approval.

Gary Risch stated that he understands that we had Caterpillar here servicing our payloader? There were questions regarding things on it. We need to look at the bids and see where we are at because that thing is the heart of our Road Department. If something happens to that then we are in bad shape. Ron agreed. We need to explore that. Matt added, a front loader and a boom mower. Gary stated that maybe the next meeting we could discuss that. There is a possibility that we could get a boom mower for the front of the skid loader. Chris Zeigler stated that the Trail Council has a boom mower for the front of our skid loader, and it reaches 22 feet in the air and 22 feet out. Gary suggested using the skid loader instead of buying another tractor.

LAND DEVELOPMENT

4-D MOBILE HOME VILLAGE PLAN REVISION NO. 2 – 617 PARKER ROAD – LOT LINE REVISION

The proposed lot line is between an existing residential lot and 4-D Mobile Home Village. Both parcels are owned by James R. & Diane F. Lee. The Mobile Home Parcel has access via easements from both Parker Road and Ekastown Road, and the existing residential parcel fronts on Parker Road. The proposed lot line revision would convey approximately 0.8± acres from 4-D Mobile Home Village to the residential lot. No new lots will be created. Public sewage is currently available to both lots. Revised plan and written Modification Request received 2/12/20.

The Township office is in receipt of the filing fee, application, 5 copies for the plan, Butler County Planning Commission comment letter received 12/5/2019; the BCPC did not have any comments on this plan. The Municipal Authority comment letter received 1/14/2020; the Municipal Authority currently serves public sewage to both of the lots defined in the 4-D Mobile Home Village Plan Revision Number 2. If the owner desires to extend or install an additional sewer service as a result of the revision he is encouraged to contact the Authority. Bankson Engineer comment letter received 1/30/20.

Mr. James Lee spoke regarding the proposed Lot Line Revision and explained. He also spoke regarding his modification request. The new drawings were dropped off today with all of the comments taken care of that Bankson Engineers requested. Mr. Lee discussed the reason for the modification request. There is a mobile home that is positioned at an angle and it is falling over the 20-foot line. It is 16 feet. That is on the back of the property. It is not a permanent structure and the corner is 16' 9" and should be 20 feet. The reason we are moving the property is because there is a sewer line there and I am trying to separate my property where my home is located and the mobile home property. The movement of the line is to put the sewers on the property where it belongs. If the mobile home is ever moved or taken down all we would have to do is make the new trailer square to fit in the 20-foot setback area. My question would be could I get the okay to go ahead and do that? Ken Howard stated that this was discussed at the Planning Commission Meeting. He did make the changes so that the residual parcel would have 25 feet of frontage along Parker Road. The side yard clearance of this mobile home does not meet the ordinance and is not back the 20-feet from the proposed property line that he

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wishes to create. It was Atty. Charlton’s recommendation that he request a modification for the one side yard setback of this particular mobile home. Grant McConnell, Chairman of the Planning Commission stated that the modification would let him dedicate that piece of land for his home. This modification would let him do that and when the trailer is moved new one would be positioned as the ordinance requires. Atty. Lutz stated, if it is called a modification we can do it but there needs to be a note on the recorded plan so that if another mobile home is brought into that spot that it has to be situated to comply with the ordinance set back of 20-feet. The restriction will need noted on the plan and Ken will have to do a final review of the plan.

On a motion of Gary Risch, seconded by Michael Oehling to approve the 4-D Mobile Home Village Plan Revision No. 2 Lot Line Revision and Modification Request from Mr. James Lee contingent upon complying with Bankson Engineer comment letter and making a note on revised plan regarding modification request and repositioning of a new mobile home in future to comply with the ordinance. Motion Carried. Un. Approval.

J. P. KOVALCIK PLAN – CHESTERFIELD DRIVE – LOT LINE REVISION/CONSOLIDATION

Jarid & Lindsey Kovalcik are proposing to consolidate lot 2 which is 0.781± acres & lot 3 which is 0.758± acres of the Rummel Plan along Chesterfield Drive. They are proposing to consolidate these two lots making one lot totaling 1.539± acres. Public water and sewage are available to this property.

The Township office is in receipt of the filing fee, application, 5 copies of plan, Butler County Planning Commission Comment letter received 1/22/20; the BCPC did not have any comments on this plan. The Municipal Authority comment letter received 1/24/20; Public water and sewage are available to this property. Public water abuts the frontage of the property while sewage is available along the southeastern corner of the lot. Please note that tapping fee rates have changed, effective January 1, 2020. Bankson Engineer comment letter received 1/30/20; **SUBDIVISION**: 402: Monuments and markers marking property lines shall be denoted on the plan. The plan appears to contain the appropriate data as required by applicable ordinances. Our office would recommend approval of the subject Plan. Revised plan received from Graff Surveying 1/31/2020.

Stan Graff with Graff Surveying was present. Ken Howard stated that he recommends approval as presented.

On a motion of Matt Sweeny, seconded by Albert Roenigk to approve the J. P. Kovalcik Plan Lot Line Revision/Consolidation as presented. Motion Carried. Un. Approval.

NESSELROAD – 229 HOWES RUN ROAD – CONDITIONAL USE

Perry & Christine Nesselroad are proposing a Conditional Use of an existing single-family residence on property located at 229 Howes Run Road. The property is a total of 1.30± acres and is currently zoned B-2, Central Business District and is in the A-2 Access Management Overlay. The purpose of this Conditional Use is to allow a single-family residence in a B-2, Business District. The property is presently not being used. The proposed use would be their primary residence.

The Township office is in receipt of the Application, Filing Fee, Legal Description of Property, Map/Maps showing location of property, List of property owners within 300’. The Municipal Authority

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comment letter received 1/24/2020; Public water and sewage are not available to this property. Bankson Engineer comment letter received 1/30/2020.

Perry Nesselroad and his wife Christine were in attendance. Mr. Nesselroad stated that he and his wife purchased this property and would like to live in the house and make it their permanent residence. At one time someone did live there but then it was turned into an office building. Grant McConnell, Planning Commission Chairman shared some background information regarding the property. Mr. Nesselroad stated that when you go inside, it is still set up like a house. It was just used as an office for a previous owner's business. We don't want to change the zoning of the property, just want to live in the house. We were possibly thinking of doing something in the future such as making it a bed and breakfast and possibly even using it as a wedding venue but that is down the road. Ken Howard stated that the property is currently zoned B-2 and is also in the A-2 Access Management Overlay. A single-family residence is a conditional use in a B-2 Central Business District. We would recommend approval through conditional use procedure.

On a motion of Matt Sweeny, seconded by Albert Roenigk to approve advertising and scheduling a date/time for the Nesselroad Conditional Use Hearing. The Nesselroad Conditional Use Public Hearing will be scheduled for March 11, 2020 at 7:15 pm at the Buffalo Township Municipal Building. Motion Carried. Un. Approval.

REMARKS FROM THE FLOOR

Ed Tabisz, Emergency Management Coordinator for Buffalo Township asked what the Board decided as far as getting him a radio for the new radio system. Matt Sweeny stated that right now we do not have the funds to purchase said radio. Hopefully we will find some funds or get a donation to put toward the purchase of a radio. I spoke with Chief Matt Cypher of the Buffalo Twp. VFC and Chief Matt told him that he could use one of the VFC communication radios when ever he needs one. They always have extras, there are plenty throughout the hall. So, if you need anything, he has you covered. Matt told Ed to talk with Chief Cypher regarding this. Ed stated that when police where getting theirs, I mentioned back then to have the radio put in along with the police order and it would have been a substantial savings if they were bought as a group. Why didn't the Board go for it then. Matt stated that he did not recall that proposal being brought to us. Janice stated that anything Ed gave me or asked me about was passed along to the Supervisors. Chief Derringer stated that he spoke with Rob with Butler County 911 and he said that the plan for the EMA's was to give them an app that would work on their smartphone. Matt asked Ed if he had a smartphone and he said he did not because he is on a fixed income. Now I am the Emergency Management Coordinator for Buffalo Township on a volunteer basis and I have never asked for anything and right after I was appointed by the governor with the Supervisors recommendation. I recommended that the township get a back up generator that you did not have at that time and since then you got one. I proved how it was needed and after that was installed the power went out for this whole area the back up generator kicked on you could still run the Township. That was my suggestion right after I became the EMC and have gone through all of the trainings and classes. Communication is extremely important in any disaster. Matt Sweeny stated, and, in any emergency, you would be with the firehall and you would have access to the radios. Ed replied, I

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am not counting on that. They will be using their radios in a disaster situation. Gary Risch stated that Matt Cypher already said that there will be one available for you to use. Ed replied nobody has said anything to me about that. Gary answered then you need to talk with Matt Cypher about this. Matt Sweeny asked Chief Derringer how much the radios were under the plan and if he could keep an eye out for any specials. Tim replied yes. I do know that they range anywhere from \$3,000-\$4,000. Matt stated that is where we stand.

ADJOURNMENT was on a motion of Gary Risch, seconded by Matt Sweeny at 8:50 pm. Motion carried. Un. Approval.

APPROVED:

CHAIRMAN

SECRETARY