



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Regular Business Meeting Summary

- I. Call to order**— Chairman Kessler called the August 15, 2022, Board of Supervisors Business Meeting to order at 6:01pm.

Members present: Greg Kessler, Chairman
 Joe Plesniak, Vice-Chairman
 Tim Zinkham, Supervisor

Staff and Appointed C. Michael Foote, Manager
Officials: Neva Stotler, Solicitor
 Tom Thompson, Engineer
 Mike Cornell, Police Department
 Kristine Smalley, Office Administrator

- II. Pledge of Allegiance**— Chairman Kessler led the attendees in the Pledge of Allegiance.

- III. Agenda Revisions or Additions**— Chairman Kessler asked whether there were any revisions or additions to the agenda.

1. Township Manger requested a revision to item XI – D to change the purchase of four (4) Tasers to the purchase of five (5) tasers.

- IV. Public Comment on Agenda Items**— Chairman Kessler asked if there was any public comment on agenda items.

1. Heather Cox asked if the Board of Supervisors have contacted the Indiana Borough regarding the Strategic Management Planning Program that Township Manager Foote says he implemented at the Indiana Borough, Mrs. Cox states that the program has not been implemented there. Township Manager Foote stated that when he left the Indiana Borough it was still in process of being implemented.
2. Sandra Cox wanted to know what officers have resigned and why. Sargent Cornell advised that Office Abigail Grooms and Office Christopher Pickens have resigned because they can not longer work the hours that are offered.



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V. Discussion Items

1. Strategic Management Planning Program (STMP)
 - a. Board of Supervisors feedback

- A. Chairman Kessler shared with attendees that there will be no Agenda Preparation Meeting due to holiday on July 4, 2022.

VI. Administrative Business

- A. Executive Session was held at 5:30 PM on Tuesday, August 9, 2022 to address personnel matters and to consult with the solicitor.

- B. There will be no Agenda Prep Meeting on Monday, September 5, 2022 due the Labor Day Holiday.

- C. Vice-Chairman Plesniak moved to appoint Kyle Lewis as a part-time police officer for Lancaster Township at an hourly rate of \$25.67 and a start date of Saturday, August 20, 2022. The Appointment is made under per Article 19 Section 1902 in the Second-Class Township Code and consistent with the CBA and Supervisor Zinkham seconded the motion. Motion was carried unanimously.

- D. Supervisor Zinkham moved to adopt Resolution 2022-16 in support of the applications from the collaborating municipalities comprising of the Southwest Butler Stormwater Planning Group to the Butler County Municipal Infrastructure program and Vice Chairman seconded the motion. Motion was carried unanimously.

- E. Approval of Prior Meeting Minutes
 1. Vice Chairman moved to approve the minutes of the July 18, 2022, Board of Supervisors Business Meeting. Supervisor Zinkham seconded the motion. Motion carried unanimously.
 2. Supervisor Zinkham moved to approve the minutes of the August 1, 2022, Board of Supervisors Agenda preparation Meeting. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously



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VII. Finance

- A. Financial Report- Vice-Chairman Plesniak moved to accept the August 2022 Treasurer's Report. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- B. Bill Pay List— Supervisor Zinkham moved to approve the Bill List for payment of invoices from July 13, 2022, through August 9, 2022, totaling \$20,836.55 from the General Fund. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

VIII. Planning, Land Use, and Zoning

A. ASA

1. Chairman Kessler announced that they are tabling the motion to approve the proposal submitted by David and Heather Cox for the additional parcels to be added to the ASA at this time. Vice- Chairman motioned to approve this, and Supervisor Zinkham seconded the motion. Motion carried unanimously.

B. Lot Revision

1. Vice- Chairman Plesniak moved to approve the Arden Duplex Amendment 29- Lots 732 & 733- Preliminary and Final Subdivision Plan—Supervisor Zinkham seconded the motion. Motion carried unanimously

C. Condition Use Request

1. Supervisor Zinkham moved to approve Township Manager to schedule and advertise a Conditional Use Hearing form Monday, September 19,2022 at 6:30 PM to address a Conditional Use Request from Seneca Landfill regarding 260-262 Swain Hill Road for mining operations. Vice-Chairman seconded the motion. Motion carried unanimously.
2. Vice-Chairman Plesniak moved to approve Township Manager to schedule and advertise a Conditional Use Hearing for Monday, September 19,2022 at 6:30 PM to address a Conditional Use Request from Old Dominion Freight Line, Inc. regarding 400 Perry Highway for a Trucking Terminal. Supervisor Zinkham seconded the motion. Motion carried unanimously.



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D. Building Permits

1. Chairman Kessler announced that the number of building permits issued July, 2022 was 12. The total number of building permits issued so far in 2022 was 114. Chairman Kessler announced that a PDF of the building permits issued can be found on the Township's website and paper copies of the report are available on the back table.

IX. Police Department

- A. Police Report- Chairman Kessler asked Sergeant Cornell for his report. Sergeant Cornell read from his prepared report.
- B. Vice-Chairman moved to authorize the Township Manager to purchase five (5) tasers for the Police Department not to exceed \$7,000.00 in Act 13 Funds. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- C. Supervisor Zinkham moved to authorize Township Manager to place an order with McCandless Ford for the purchase for a 2022 Ford Police Interceptor Utility vehicle and upgrades for a total cost of \$51,694.00 using ACT 13 Funds. Vice- Chairman second the motion. Motion carried unanimously.

X. Road Department

- A. Road department Report- Manager Foote stated Mr. Spiker could not attend and a copy of the report has been provided to the board and is posted on the website
- B. Manager Foote stated that they received a Thank You note in regards to the drainage work that was completed.

XI. Community Outreach

- A. Historical Records Committee Report by Kathy Ligday: mentioned that they are having issues with water in the building.

XII. Administration Reports:

- A. Township Manager's Report - None
- B. Solicitor's Report - None
- C. Engineers Report – None
- D. Chair's Report - None

XIII. New Business— None



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XIV. Old Business

1. Supervisor moved to adopt resolution 2022-18 authorizing staff to submit a grant application to Butler County Municipal Infrastructure Program for a stormwater project on West Lancaster Road and a Broadband project to assist underserved areas in the township along Pfeifer Rd, Schmitt Rd, and Aspen Lane by installing fiber optic cable through a Memorandum of Understanding (MOU) with Armstrong, a provider of internet and cable services. Vice -Chairman Plesniak seconded the motion. Motion carried unanimously.

XV. Public Comment for Non-Agenda Items

1. Heather Cox asked at what meeting John and Kelly Bender was it discussed at to approve the posting of their property into the ASA. Township Manager Foote that ad was placed in the paper.
2. Heather Cox asked why turned down a mediation today for a settlement and per Solicitor mediation is not for the public.
3. Sandra Cox asked if the Financial are available for public review. Township Manager Foote said they are not available at this time.
4. Tom Thompson Township Engineer said he is looking into a Butler County Grant that is due at the end of the month for Stormwater Repairs. There should not be any out-of-pocket expenses for this and that the grant would cover the purchase of materials and equipment rentals if needed.

XVI. Adjournment

1. Vice – Chairman Plesniak moved to adjourn the meeting at 6:26 pm. Supervisor Zinkham seconded the motion. Motion to adjourn was carried unanimously.