



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

### **Board of Supervisors – Rescheduled Business Meeting**

- I. **Call to order**— September 26, 2022, Board of Supervisor Rescheduled Business Meeting
- II. **Pledge of Allegiance**
- III. **Agenda Revisions or Additions**
- IV. **Public Comment on Agenda Items**
- V. **Agenda Prep Discussion Items**
- VI. **Administrative Business**
  - A. Approval of Prior Meeting Minutes
    1. **Suggested Motion:** Move to approve minutes of the August 15, 2022, Board of Supervisors Business Meeting.
  - B. Appointment to Library Board- Bonnie Gravley has been representing the Township on the Zelienople Area Public Library Board for the last several months. This action will formally appoint Ms. Gravley to the Board.
    1. **Suggested Motion:** Move to appoint Bonnie Gravley to the Zelienople Area Public Library Board Library Board.
  - C. ACT 57 Requires Townships to Adopt Tax Resolution —

ACT 57 of 2022 amends the Local Tax Collection Law to allow taxpayers who fail to receive a tax notice during their first year of occupancy to apply for and receive a waiver and penalties and additional costs from the tax collector.

The state Department of Community and Economic Development is required to make a waiver form available. The new ACT takes effect on October 10.

All townships that levy a property tax are required to adopt a resolution or ordinance



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

directing the elected tax collector to implement the ACT between October 10 and January 9, 2023.

1. **Suggested Motion:** Move to adopt Resolution number 2022-20 implementing ACT 57 of 2022 in Lancaster Township.

## VII. Finance

### A. Financial Report

1. **Suggested Motion:** Move to approve the September Treasurer's Report.

### B. Bill Pay List

1. **Suggested Motion:** Move to approve the Bill List for payment of invoices from August 10, 2022, through September 13, 2022, totaling \$30,968.23 from the General Fund, \$6,261.46 from the ACT 13 Fund and a Q2 Fire Tax Distribution of \$77,557.01 from the General Fund.

### C. Zelienople Area Public Library- 2022 Contribution Disbursement

1. The Township's 2022 Budget identified a Library Donation of \$8,500.00. This line item can be found in the Culture/Recreation section of the 2022 Budget.
  - a. **Suggested Motion:** Move to authorize the Township Manager to process a payment request in the amount of \$8,500.00 payable to the Zelienople Area Public Library.

### D. Pennsylvania Municipal Retirement System (PMRS)- 2022 MMO Payment and 2023 Municipal Minimum Obligation (MMO).

1. As background, the Township received from the Commonwealth of Pennsylvania \$57,010.97 on September 28, 2021. The Township paid out \$59,533.00 in October of 2021 for the line item "Police Pension Contribution."
2. For 2022, the Township budgeted \$52,000.00 in revenue for the line item "Municipal/Pension State Aid" and budgeted an expense of \$59,533.00 in the line item "Police Pension Contribution." The Township will receive state aid in the amount of \$56,984.97 on September 28, 2022.



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

- a. **Suggested Motion:** Move to authorize the 2022 MMO payment of \$59,533.00 to the Pennsylvania Municipal Retirement System.
3. The anticipated MMO for Budget Year 2023 is \$71,330.00.
  - a. **Suggested Motion:** Move to authorize the Township Manager to execute the 2023 Minimum Municipal Obligation (MMO) and to direct the Township Manager to budget \$71,330.00 as both a revenue and expense in the 2023 Budget.

### VIII. Planning, Land Use, and Zoning

#### A. Planning, Land Use, and Zoning Business

1. Board acknowledgement: ASA Addition Proposal
  - a. Kelly A. and Donald E. Bender submitted a proposal on August 2, 2022, to add parcel number 200-4F56-20A-0000 comprised of 33.626 acres located at 110 Brennan Lane, Evans City, PA 16033.
    - 1) **Suggested Motion:** Move to authorize Township Manager to place a legal advertisement and post property to notify the public of the proposal by Kelly & Donald Bender.
2. David & Heather Cox April 27, 2022, proposal for the addition of two (2) parcels to the Lancaster Township Agricultural Security Area.
  - a. **Suggested Motion:** Move to adopt Resolution 2022-19 approving the proposal submitted by David and Heather Cox for the addition of parcels 200-4F56-20D-0000 and 200-4F56-20E-0000 to the Lancaster Township Agricultural Security Area.

#### C. Building Permits

1. Number of Permits issued in August 2022: 19
2. YTD: 135
3. PDF will be provided on the township's web site

### IX. Police Department

#### A. August Police Report

1. Number of calls August 2022
2. YTD comparison



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

- X. Road Department
  - A. August 2022 Report
  
- XI. Community Outreach
  - A. Historical Records Committee
  - B. Trick or Treat Night – October 31, 2022; 6:00 pm to 8:00 pm
    - 1. **Suggested Motion:** Move to designate Monday, October 31, 2022, from 6:00 PM to 8:00 PM as Tick-or-Treat Night.
  
- XII. Administration Reports:
  - A. Township Manager’s Report
  - B. Solicitor’s Report
  - C. Engineer’s Report
  - D. Chair’s Report
  
- XIII. New Business
  - A. Consideration for the Township to accept credit card payments for taxes, building permits, and other fees the Township charges for services.
    - 1. Staff recommends utilizing the services of NexTier Bank’s partner, Pineapple Payments, 11 Stanwix St, 12<sup>th</sup> Floor, Pittsburgh, PA. Pineapple Payments is part of Fiserve, Inc. a NASDAQ listed Fortune 500 company. There will be no charge for terminals, and the Township will pay \$20.00 per month platform fee and a \$119.00 annual fee.
      - a. **Suggested Motion:** Move to authorize Township Manager to enter into an annual Agreement with Pineapple Payments and execute said Agreement.
  
- XIV. Old Business
  - A. Butler County MIP Grant Program
    - 1. Staff update
  
- XV. Public Comment for Non-Agenda Items
  
- XVI. Adjournment



# LANCASTER TOWNSHIP

## BUTLER COUNTY, PA

### Meeting Procedures

The following rules of conduct apply for Lancaster Township Public Meetings:

1. Members of the public can only speak during Board of Supervisors meetings under the following circumstances:
  - a. The citizen has made a formal request to the Board of Supervisors to make a personal appearance before the Board;  
Or,
  - b. During a public meeting under Public Comment period to address comments, questions, concerns, or support for an item or items which are on the public meeting agenda;  
Or,
  - c. A citizen may speak under Public Comment at the end of the meeting to address comments, questions, concerns, or support for an item or items which are **not** on the public meeting agenda.
2. When the public comments portion of the public hearing is opened, the Chairman will first invite any individuals who have signed in for public comment to speak.
3. If you wish to speak to the Board of Supervisors, please proceed to the podium and state your name and address. Spelling of your last name would be appreciated.
4. Please turn off (or place on silent) any pagers or cellular phones.
5. Please do not talk on phones or with another person in the audience during the meeting.
6. Please no public displays, such as clapping, cheering, or comments when another person is speaking.
7. While you may not agree with what an individual is saying to the Board of Supervisors, please treat everyone with courtesy and respect during the meeting.
8. In the interest of preserving time, speakers should limit repetitious comments and, where appropriate, acknowledge agreement with a previous speaker's comment or position.
9. Other than during public comment periods, members of the public should refrain from calling out and may only comment on issues being discussed during the meeting under the Public Comment Period.