



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Board of Supervisors – Regular Business Meeting Summary

- I. Call to order**— Chairman Kessler called the September 26, 2022, Board of Supervisors Business Meeting to order at 6:00pm.

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

Staff and Appointed Officials: C. Michael Foote, Manager
 Neva Stotler, Solicitor
 Tom Thompson, Engineer
 Mike Cornell, Police Department
 Mike Spiker, Road Master
 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 IV – B To change the language in the motion.

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

1. **No Comments**

- V. Agenda Prep Discussion Items**

- a. Township Manager had nothing to report

- VI. Administrative Business**



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

- A. Approval of Prior Meeting Minutes
 - 1. Supervisor Zinkham moved to approve the minutes of the August 15, 2022, Board of Supervisors Business Meeting. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
- B. Appointment to Library Board
 - 1. Vice-Chairman Plesniak moved to approve the appointment of Bonnie Gravley to the Zelenople Area Public Library Board. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- C. ACT 57 Requires Townships to Adopt Tax Resolution
 - 1. Vice-Chairman Plesniak moved to adopt Resolution number 2022-20 implementing ACT 57 of 2022 in Lancaster Township. Supervisor Zinkham seconded the motion. Motion carried unanimously.

VII. Finance

- A. Financial Report- Supervisor Zinkham moved to accept the September 2022 Treasurer's Report. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
- B. Bill Pay List— Supervisor Zinkham moved 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. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.
- C. Zelenople Area Public Library- 2022 Contribution Disbursement – Vice- Chairman Plesniak moved to authorize the Township Manager to process a payment request in the amount of \$8,500.00 payable to the Zelenople Area Public Library. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- D. Pennsylvania Municipal Retirement System (PMRS)- 2022 MMO Payment and 2023 Municipal Minimum Obligation (MMO) – Vice-Chairman Plesniak moved to authorize the 2022 MMO payment of \$59,533.00 to the Pennsylvania Municipal Retirement System. Supervisor Zinkham seconded the motion. Motion carried unanimously.
 - 1. The anticipated MMO for Budget Year 2023 is \$71,330.00 - Supervisor Zinkham move to authorize the Township Manager to execute the 2023 Minimum



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

Municipal Obligation (MMO) and to direct the Township Manager to budget \$71,330.00 as both a revenue and expense in the 2023 Budget. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

VIII. Planning, Land Use, and Zoning

- A. Chairman Kessler acknowledged the proposal by Kelly A. and Donald E. Bender to the Agricultural Security Area.
 - 1. Vice-Chairman Plesniak moved to authorize Township Manager to place a legal advertisement and post property to notify the public of the proposal by Kelly & Donald Bender. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- B. David & Heather Cox April 27, 2022, proposal for the addition of two (2) parcels to the Lancaster Township Agricultural Security Area.
 - 1. Vice Chairman Plesniak moved 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. Supervisor Zinkham seconded the motion. Motion carried unanimously.
- C. Building Permits
 - 1. Chairman Kessler announced that the number of building permits issued August 2022 was 19. The total number of building permits issued so far in 2022 was 135. 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.

X. Road Department

- A. Road department Report- Chairman Kessler asked Mr. Spiker, Road Master for his report. Road Master Spiker read from his prepared report. Road Master, mentioned about roads that will be needing repaired soon Chairman Kessler said they would like to have report on those roads as soon as possible. It was mentioned that for the Agenda Prep Meeting it will be discussed about the closing of Church Hill Rd. for the winter.



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

XI. Community Outreach

- A. Historical Records Committee Report – Nothing to Report
- B. Supervisor Zinkham moved to designate Monday, October 31, 2022, from 6:00 PM to 8:00 PM as Trick or Treat Night. Vice-Chairman Plesniak seconded the motion. Motion carried unanimously.

XII. Administration Reports:

A. Managers' Report

1. Police tasers: have been delivered and distributed
2. ARPA Funds arrived September 9th: Funds have been moved from the General Fund into the separate ARPA Fund account; the amount received was \$145,635.21
3. Web site- we will update the website to include a snow route map & narrative so residents will know where our primary and secondary routes are located. That way expectations can hopefully be managed
4. I included in your packet information regarding the STMP Program in Indiana Borough; there was a comment at a previous meeting implying that I had not actually implemented the program. The screen shots and copy of the report provide evidence to the contrary.
5. MMO Funds from the state will be deposited on September 28th, per PSATS
 - a. I am pleased to announce that the 2022 Commonwealth GENERAL MUNICIPAL PENSION SYSTEM STATE AID allocation is scheduled to be direct deposited on September 28, 2022, in the amount of \$56,984.97.
6. Debra Scott has reached out to residents to re-start the Parks Committee and staff is hoping to have their first meeting with the next few weeks and will be looking at applying for DCNR Grant in 2023 for the 4 Springs Park.
7. On October 3, 2022, at 6:00 there will be a Comprehensive Planning Open House and are hoping to get some community input.

B. Solicitor's Report – None

C. Engineers Report – Tom Thompson reported that we should be hearing on the two grants that were submitted in October.

D. Chair's Report – None



LANCASTER TOWNSHIP

BUTLER COUNTY, PA

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. Vice-Chairman Plesniak motioned to authorize Township Manager to enter into an annual Agreement with Pineapple Payments and execute said Agreement. Supervisor Zinkham seconded the motion. Motion carried unanimously.

XIV. Old Business

E. Butler County MIP Grant Program –

1. Township Manager reported the total project cost for the grant is \$519,345.00 and the requested grant was for \$379,648.00. The difference \$139,697.00 will be a local match with funds from Armstrong Cable and Township in-kind services.

XV. Public Comment for Non-Agenda Items

1. Sandra Cox suggested sound boards be placed in the community center to help with acoustics because it is hard to hear with the echoing.
2. Connie Domhoff addressed concern with 575 Perry Highway about the knee-high grass and overgrown trees on the road, and concern with racoons and groundhogs because there is no maintenance at the property. She mentioned her concerns with the upcoming election on November 8, 2022, with traffic and people standing outside, she said there needs to be better traffic flow and better parking so people are not parking where they shouldn't be.
3. Kathy Rape, 769 Spring Street, Harmony, PA addressed her concerns with flooding with the housing developments and the amount of dirt that has been located near the creek bank and with that she said this is going to push the water into Harmony and Zelienople faster and cause flooding.

XVI. Adjournment

1. Vice – Chairman Plesniak moved to adjourn the meeting at 6:33 pm. Supervisor Zinkham seconded the motion. Motion to adjourn was carried unanimously.