



January 10, 2023  
Board of Supervisors, Minutes

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**Present:**

Mel Musulin, Chairman	Mark Wilson, Vice Chairman	Steve Buehler, Supervisor
Tom Hartwig, Manager	Charles Behm, Roadmaster	Steve Longwell, PC
Tom Thompson, Engineer	Tom May, Solicitor	Lindsey Everett, Secretary
Amy Marree, EMC		

**Visitors:**

Kimberly Hall	Craig Bishop, HRG	Zane King, PTV
Keith Walsh	Kirt Jones	Robert Edgar Jr.
Ray Turner	Ronda & Brian Miller	

**Call Meeting to Order:**

Chairman Musulin called the public meeting to order & welcomed everyone at 7:24 PM. All stood for the Pledge of Allegiance to the Flag at the Forward Township Municipal Building located at 207 Ash Stop Road, Evans City, Pennsylvania.

**Approval of Minutes:**

- December 13, 2022 – Board of Supervisors Minutes

*Vice Chairman Wilson made a motion to approve the December 13, 2022, Board of Supervisors Minutes. Supervisor Buehler seconded the motion, motion passed unanimously.*

- January 3, 2023 – Reorg Meeting Minutes

*Vice Chairman Wilson made a motion to approve the January 3, 2023 Reorg Meeting Minutes. Supervisor Buehler seconded the motion, motion passed unanimously.*

**Financial Reports:**

- PLGIT

*Chairman Musulin made a motion to approve the outstanding bills for the month of December 2022 in the amount of \$73,599.50. Supervisor Buehler seconded the motion, motion passed unanimously.*

- NexTier

*Chairman Musulin made a motion to approve the December 2022 payroll expenditures & outstanding bills in the amount of \$61,364.18. Supervisor Buehler seconded the motion, motion passed unanimously.*

- Liquid Fuels

*Chairman Musulin made a motion to pay the Costars Salt order in the amount of \$14,419.51 from the Liquid Fuels account. Supervisor Buehler seconded the motion, motion passed unanimously.*

**Visitors' Comments on Agenda Items:**

No comments were made

**Old Business:**

There was no Old Business to discuss.

**New Business:**

- ARPA Stormwater Resolution & Agreement

*Vice Chairman Wilson made a motion to approve Resolution 2023-1 Coronavirus Local Fiscal Recovery Funds & the ARPA Subrecipient Agreement. Supervisor Buehler seconded the motion, motion passed unanimously.*

Township Manager Tom Hartwig provided an explanation of the grant amount and what stormwater improvement project the grant money would be used for.

#### **Evans City Volunteer Fire Department**

- Not present.

#### **Quality EMS**

- Not present.

#### **Emergency Management**

Amy Marree presented the Board with FEMA's Hazard Mitigation Quarterly Progress Report.

*Chairman Musulin made a motion to send a certified letter, drafted by the Township Manager Tom Hartwig, to Mrs. Wright regarding the budget amendment for the acceptance of the second property appraisal per the recommendation of Mrs. Marree. Supervisor Buehler seconded the motion, motion passed unanimously.*

Chairman Musulin also reported that per his request, Ms. Marree was able to provide him with statistical data for 2022 relative to Ambulance Calls. There were 237 ambulance calls in Forward Township responded to by Harmony, Butler, and Quality Ambulance Companies.

#### **Planning Commission:**

- Dollar General Subdivision & Easements

*Chairman Musulin made a motion approve the Dollar General Subdivision Plan including the special Road Widening and Riparian Buffer Drainage Easements. . Vice Chairman Wilson seconded the motion, motion passed unanimously.*

- Dollar General Land Development

*Chairman Musulin made a motion approve the Dollar General Land Development Plan. Supervisor Buehler seconded the motion, motion passed unanimously.*

*Per email received 1/11/2023 from Dollar General, the property owner Mrs. Alma has agreed to execute these two agreements upon her return from an out-of-town trip. If the two easement agreements are not executed, then Subdivision Plan approval will be revoked.*

- Merten Farms

*Chairman Mel Musulin made a motion to deny the Merten Subdivision Plan upon the recommendation of the Planning Commission due to their lack of response to the request for revised plans of the 60-day time extension expiration date. Supervisor Steve Buehler seconded the motion, motion passed unanimously.*

#### **Township Manager:**

- New Building Permit Inspection Company & Pricing

The Township Manager reported that the Township will be using MDIA as their third party building code enforcement agency for the processing, review, and inspection of all residential and commercial building activity occurring in the number under new permit applications submitted in 2023. The Township's building permit application fee will be an administrative processing fee of 20% which will be in addition to MDIA fees. There will not be any square footage fee implemented by the Township in 2023 as MDIA will handle the bulk of the work on application processing. It is projected that the use of MDIA and the Township 20% administrative charge will result in less building permit costs for residents than what existing in 2022 with MCA and the Township square footage charge.

**Solicitor:**

- Nothing new to report

**Engineer:**

- Nothing new to report.

**Roadmaster:**

- Sweeper Rental

*Chairman Musulin made a motion rent a street sweeper from Golden Equipment the first week of April at a cost of \$3,700.00. Supervisor Buehler seconded the motion, motion passed unanimously.*

**Supervisors' Discussion:**

- Intergovernmental – Chairman Musulin spoke about the possible upcoming changes to the laws governing the “Waters of the United States.”
- Administrative – Vice Chairman Wilson informed the Board that the flag retirement boxes have been completed, and one will be taken down to the Evans City Library soon. Vice Chairman Wilson also introduced Kimberly Hall as the new member of the FTSA.
- Infrastructure – Supervisor Buehler gave an update on Rader School Road.

**Visitors' Comments on Non-Agenda Items**

- Andrew Neese, 437 Old Route 68

Mr. Neese had some follow up questions regarding stormwater management & ARPA Fund. Township Manager Hartwig informed him that Butler County awarded the township \$66,420.00 for the Nursery Road Culver Replacement Project.

**Adjournment:**

*Supervisor Buehler made a motion at 8:01PM to adjourn the January 10, 2023, meeting. Chairman Musulin seconded the motion, motion passed unanimously.*

**Next Public Meetings:**

January 24, 2023 – Planning Commission Meeting  
 February 14, 2023 – Monthly Meeting Minutes

Respectfully Submitted,



Lindsey Everett  
 Secretary/Treasurer