



March 5, 2024
Board of Supervisors,
Work Session Minutes

Present:

Mark Wilson, Chairman

Steve Buehler, Vice Chairman

Charles Behm, Roadmaster

Susan Oliver-Stough, Supervisor

Tom Hartwig, Manager

Steve Longwell, PC

Visitors:

Jeff and Sue Wolski

Call Meeting to Order:

Chairman Wilson called the public Work Session to order at 7:00 PM. Mark Wilson noted that the purpose of the Work Session was to set the Agenda for the upcoming Board of Supervisors' Meeting on March 12, 2024. Township Manager Tom Hartwig distributed to the Supervisors a draft working agenda for the March 12th meeting as a template to follow.

Cyber Security Discussion:

Supervisor Oliver-Stough reported that she has been working with the Township IT consultant Jake Hershey of Mobile Tech on upgrading the Township's computer hardware, software, email, and virus/security protection packages. This upgrade would also include hardware and software to "broadcast" public meetings live via some platform of social media. Susan Oliver-Stough had hoped to have recommendations and a price quotation from Mr. Hershey for this Work Session but did not. Hence, for March 12, 2024 Supervisor Oliver-Stough wanted to place under New Business authorization to upgrade or change the Township's email format and virus security protection.

Roadmaster:

The Board of Supervisors discussed with Roadmaster Charles Behm and Manager Tom Hartwig several items needing approval under the Roadmaster's Report on the Agenda. A brief discussion was held on ordering 500 tons of Salt for the winter season of 2024-2025 through Costars.

Further discussion was held on ordering the 2026 Mack GR42FR ten-ton plow truck as specified by the Roadmaster and Manager. Manager Tom Hartwig explained with the use of the Township's Seven-Year Capital Improvement Plan, how the truck would be paid for in the first quarter of 2026.

Finally, Roadmaster Behm explained the Township's 2024 Road Paving and Seal Coating program, with a portion of Leisie Road, Tunnel Road, Johns School Road, Rader School Road, and a portion of Watters Station Road getting attention. Also, the Township will be piggybacking with Connoquenessing Township on improvements to Welsh Road.

Manager Tom Hartwig explained the 2024 budget for paving projects this year.

Manager:

Mr. Hartwig reported that he obtained three quotes for the repair of the roof on the Public Works Garage and that the lowest quote was E. Hostettler Builders at a price of \$22,200. The estimate for the repairs was \$23,500. Other quotes were obtained from DEN Roofing and Resnick Roofing.

Manager Hartwig informed the Board that he is working with Lance Welliver of Butler County Parks & Recreation Department and the DCNR to apply for a grant to improve the Ash Stop Road Park.

Improvements would include paving the McElhinny walking trail, installing a new half-mile walking trail, removing the ballfield backstop and bleachers, and improving the parking and boat launch. Paved trails and public parking would be handicapped accessible.

Finally, Mr. Hartwig noted that the Zoning Committee had their second meeting on February 28th and listened to presentations by the Township Engineer and Solicitor.

Solicitor:

Mr. Hartwig reported that there is one item under the Solicitor on the Agenda, that being a bid opening for stone.

Engineer:

Mr. Hartwig noted that the only item to be commented on by the Engineer this month should be a status update on the permit needed for the Nursery Road Culvert Project.

Planning Commission:

The Supervisors, Planning Commission Chairman Steve Longwell, and Manager Tom Hartwig had considerable discussion with input from visitors Jeff and Sue Wolski on the matter of holding public hearings on the Maplewood Village PRD Final Approval, Merten Farms Final Phase 1 Approval, and the Cashdollar Sports Complex Preliminary Plan Approval. After considerable discussion, the Supervisors agreed with Steve Longwell that a special meeting should be held on only the Cashdollar Sports Complex Preliminary Plan Approval even though the submittal has met all conditions of applicable Township Ordinances. It was mutually agreed that the special meeting would be held on March 12th from 6:00 PM until 6:45 PM and would be advertised.

Fire Department and Emergency Management Coordinator:

The Board of Supervisors would like to improve the efficiency of Township meetings, being cognizant of the length of time past meetings have run. Accordingly, with the Township's designated fire service provider and their Emergency Management Coordinator submitting monthly reports to the Manager, Secretary/Treasurer, and Supervisors, there is no need for verbal reports at the Supervisors' Regular Meeting just restating what has been stated in the written reports. These submitted reports will be available to the public upon request. Hence, these categories will be eliminated from future meeting agendas. If either the Fire Department or the Emergency Management Coordinator need to get something approved, they should contact the Manager in advance of the meeting so it can be placed on the agenda under "New Business."

New Business:

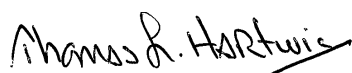
Susan Oliver-Stough wanted to add under New Business authorization to upgrade the Township's email and virus protection software. Mark Wilson wanted to add under New Business approval to join the Butler County Council of Government (COG) for 2024 at a cost of \$100. The Supervisors agreed to announce that they will hold a Work Session the first Tuesday of every month at 5:30 PM for the purpose of setting the agenda for the upcoming Regular Supervisors' Meeting.

The Manager Tom Hartwig was getting an opinion from Solicitor Rebecca Black on the distribution of funds to the Township's designated EMS providers, two being non-profit and one being for profit.

Adjournment:

The Work Session concluded and was adjourned at 8:41 PM.

Respectfully Submitted,



Thomas L. Hartwig
Manager