

**BUTLER TOWNSHIP BOARD OF SUPERVISORS**  
**Douglas L. Bower, Chairman; (Vacant), Vice Chairman; Russel M. Wertz, Supervisor**

**September 10, 2018**  
**MINUTES**

Executive Session called to order 6:40 p.m.

Executive Session adjourned 6:55 p.m.

Regular Meeting called to order by Chairman Bower at 7:00 p.m.

**PRESENT:** Doug Bower, Mike Wertz, John Phillips, Solicitor, Jon Holmes, Engineer, Danielle Helwig, Rick Funt, Greg Briggs, Ed Wilkinson, Jamie Lerew, Douglas Miller, Aaron Miller, Natalie Johnson, Mr. Johnson and ? Johnson

On a motion made by Wertz, 2nd by Bower the minutes from the August 13, 2018 Board of Supervisors meeting as presented were approved. Motion carried 2-0

**BUSINESS:**

- **Berlin Rentals:** 164 Townhome units proposal – sewer : Mr. Miller presented a letter requesting the Township send a letter to Biglerville Borough inquiring about the sewer capacity. The secretary contacted Sandi and per Danielle’s understanding from her, before sewer capacity could be determined they would need a site plan and a SWM module. Jon Holmes believes this is not necessary per his Chapter 94 review and feels there would be enough capacity. Per Tim Knobel, KPI, all we need to do is send the letter requesting the capacity determination.  
**On a motion made by Wertz, 2<sup>nd</sup> by Bower the supervisors direct the secretary to send a letter to Biglerville asking them to confirm the availability of 164 EDU capacity and what the cost would be for that capacity. Motion carried 2-0**
- **Lerew** – Biglerville Rd - The County Zoning Officer, Rob Thealer, has reviewed the lot issue and feels the issue should be determined by the Township. John Phillips has reviewed this information with John Murphy, Attorney, the Supervisors, Jon Holmes, and Engineer and will be sending a letter with the determination. The Township will consider those lots as two separate parcels. One business and one with a foundation that was illegally built. Mr. Lerew can do what he wishes with the parcels, currently they are non- building lots with no permissions. He will need to follow Zoning and SALDO requirements to do anything with the lots. Next step is to present drawings to Land and Sea to acquire the proper permits.
- **Briggs** – Tree Lane – SWM Plan- Mr. Briggs has decided to follow through with his original plan showing the 4000 square foot building proposal and the SWM plan for that building. He hopes that in the future he will be able to make some use of it. All the comments have been addressed and the plan is ready for approval.  
**On a motion made by Wertz, 2<sup>nd</sup> by Bower the SWM plan for Briggs is approved. Motion carried 2-0.**
- **ACT 537 Resolution** – **On a motion made by Wertz, 2<sup>nd</sup> by Bower the Act 537 Resolution is adopted. Motion carried 2-0.**  
Copies will be sent to CS Davidson and a copy will be placed with the plan for DEP review and approval.

- **On a motion made by Wertz, 2<sup>nd</sup> by Bower the Supervisors approved the Salt Contract at \$89.00 per ton. Motion carried 2-0**
- **Township Insurance:** Hockley and O'Donnell acquired 2 quotes for renewal of Township Coverage. (secretary incorrectly stated 3 quotes in the meeting, the 3<sup>rd</sup> quote request was not provided) Crime and Computer fraud has been added to the coverage. Selective - \$23940 EMC \$17680.  
**On a motion made by Bower, 2<sup>nd</sup> by Wertz the Supervisors approved moving to the EMC Insurance Company at a yearly cost of \$17680. Motion Carried 2-0**
- **Flood Plain Ordinance-** Jon Holmes drafted the Ordinance and feels that FEMA will approve it. Jon can send it off to FEMA. Once it is approved the supervisors can adopt it.  
**On a motion made by Bower, 2<sup>nd</sup> by Wertz Jon Holmes, Engineer is directed to send the Flood Plain Ordinance to FEMA for review. Motion carried 2-0**
- **2019 MMO - On a motion made by Bower, 2<sup>nd</sup> by Wertz the Supervisors approved the MMO, Minimum Municipal Obligation in the amount of \$30623.00. Motion carried 2-0**
- **SEWER-** Jon Holmes and the secretary have reviewed the sewer calculations. Based on the upgrade and improvements to the sewer plant and the increases in shared expenses with Biglerville Borough Jon feels that a sewer reserve is important. A ten to 15 percent increase in the reserve each year is suggested. The quarterly sewer bills have not been increased since 2011, \$90.00 to \$115. Jon suggests an adjustment to the bills. He presented a few several different scenarios based on increases.  
**On a motion made by Wertz, 2<sup>nd</sup> by Bower the Supervisors approved a \$15.00 increase in quarterly sewer charges beginning with the First quarter of 2019. The new charges will be \$130.00 per quarter. Motion carried 2-0**  
The Secretary is directed to include a letter with the next sewer billing.
- **Bridge Program-** the County Commissioners are asking the Municipalities if they would be interested in joint contracts to repair County and Municipality owned bridges. Wertz and Bower both are interested in sitting in on these discussions.

## UPDATES:

Jon Holmes –

89 University Drive Cell Tower – Storm Water Computations are on the way. Everything That has been installed thus far looks good.

Patrono- No contact from the Conservation District yet regarding the Berms. Jon Holmes Will contact them.

SALDO – Jon requests a workshop with the Supervisors to discuss amendments to the SALDO ordinance. Secretary will send a few dates for consideration.

John Phillips-

Burke Complaint is written but has not been filed yet. This will be done soon.

***On a sad note: John has submitted a formal resignation as our Municipal Solicitor affective January 1, 2019. The Supervisors thanked him for his service to the Township and expressed their sorrow in his departure.***

Bower asked for his suggestions in soliciting a new Attorney. John provided us with a few firms to contact. Adam Boyer with Puhl, Eastman and Thrasher, Todd King with Salzman Hughes/Campbell and Barley/Snyder. The Secretary will send letters to see if they have

interest.

#### Zoning-

The Planning Commission met and discussed the new Zoning Proposal. Currently they have Two concerns: 1. Mixed use along Russell Tavern Rd. and 2. The Verbiage for the acreage requirements for Rural Event Space. The Solicitor and the Engineer have been invited to the Public meeting to be held September 20, 2018 at the Arendtsville Borough Building.

#### Items to mention:

Pension Audit Completed the report will be submitted shortly.

Pension Distress Score is 1

We have received the State Game lands money in lieu of Taxes.

The Web Site is up and running.

<http://www.adamscounty.us/Munic/ButlerTownship>

A request for change to a shorter domain name will be done in the future after the secretary does more research.

#### PERSONNEL

**A motion was made by Wertz to appoint Ed Wilkinson to fill the vacant position of Supervisor.**

**A motion was made by Bower to appoint Doug Whitworth to fill the vacant position of Supervisor.**

**Both motions died for lack of a second.**

The secretary is directed to contact the Chair of the Vacancy Board, Nancy Cline and set up a meeting with Doug and Mike to make a decision. This must be done with in 15 days and must be advertised.

**On a motion made by Wertz, 2<sup>nd</sup> by Bower the August Payroll has been approved. Motion Carried 2-0**

**On a motion made by Wertz, 2<sup>nd</sup> by Bower the Expenditures list August 14, 2018 through September 10, 2018 has been approved. Motion Carried 2-0**

**With no further business a motion was made by Wertz, 2<sup>nd</sup> by Bower to adjourn. Motion carried 2-0**

Respectfully submitted:

Danielle Helwig

Secretary