

Butler Township Board of Supervisors
November Minutes
November 13, 2023

The meeting was called to order at 7:00 p.m. by Chairman Wilkinson.

Present: Ed Wilkinson (Chair), Doug Bower (Vice Chair), Dominic Englebert (Supervisor), Danielle Helwig (Secretary), Jon Holmes (Engineer) & Todd King (Solicitor)

Others Present: Tom Walter, Victor Woerner, Amy Welker, Josh Crider, Larry Bushey & Wendell Herr

Pledge

No Revisions

Appearances: None

Consent Agenda

1. August minutes & October Special Meeting minutes
2. Payroll August through October
3. Bills from August 9 through November 13, 2023
4. Financial statements from August 9 through November 13, 2023

A motion was made by Bower and seconded by Englebert to approve the consent agenda as mentioned above. Motion carried 3-0

Business

1. **Rail Road Crossing Project:** Jon Holmes mentioned the minutes for the meeting that he attended should be coming soon.

2. **Lisa Grim Planning Module:** After review the Planning Commission recommended approval to the Supervisors.

A motion was made by Bower and seconded by Englebert to approve signing the module and adopt Resolution 2023 – 1. Motion carried 3-0. Jon mentioned that this project has a holding tank.

3. **141 Brookside Ln Planning Module:** The plan was recorded prior to the Planning Module was approved and then DEP would not allow the original plan because it was an experimental sewage facility. A different type (spray irrigation) is being planned. Jon Holmes and Todd King feel a new or revised plan should be recorded to have the accurate location of the sewage facility. Sections K & J need to be completed.

A motion was made by Englebert and seconded by Bower to approve signing component 1 of the plan. Motion carried 3-0.

Todd King will reach out to Terry Sheldon about revising the plan.

4. **NAREMA: Emergency Operations Truck:** No Action

5. **EMC New premium 19,168/yr.:**

A motion was made by Englebert and seconded by Bower to approve the renewal of the Township EMC insurance in the amount \$19,168.00. Motion carried.

6. **Pension Actuarial Valuation Report:**

A motion was made by Bower and seconded by Englebert to accept the Pension Actuarial Valuation Report. Motion carried 3-0.

7. **PSATS Life, Dental, & Short-Term Disability Insurance:**

A motion was made by Bower and seconded by Englebert to approve the renewal of the PSATS Dental, Life and Short-Term disability insurance. Motion carried 3-0. Bower feels that we should look at different dental plans before next year's renewal.

8. **Capital Blue Cross insurance:**

A motion was made by Englebert and seconded by Bower to approve to renew Capital Blue Cross Health Insurance. Motion carried 3-0.

9. **Truck 95 International:**

A motion was made by Bower and seconded by Englebert to sell the 1995 International dump truck on the Municipal Bidding web site. Motion carried 3-0.

10. **New Mower request:** Tabled

11. **2024 tax rates:**

A motion was made by Englebert and seconded by Bower to keep the same tax rates as 2023. Motion carried 3-0. A copy of the rates is attached to these minutes.

12. **Fire Relief Distribution Rates:**

A motion was made by Englebert and seconded by Bower to approve Fire relief percentages as follows: Biglerville 80% Heidlersburg 10% and Arendtsville 10%. Motion carried 3-0.

13. **Pension MMO:**

A motion was made by Bower and seconded by Englebert to approve the Municipal Retirement Plan Minimum Obligation for 2024 in the amount of @10841.00. Motion carried.

14. **Municipal building zoning amendment:**

A motion was made by Bower and seconded by Englebert to publish the advertisement for the Municipal Zoning Amendment to be adopted at the December 11, 2023 BOS meeting. Motion carried 3-0.

15. **Specs to CSD for the Township building project bid documents:**

A motion was made by Englebert and seconded by Bower to authorize sending Plans and Specs to CS Davidson to prepare bid documents. Motion carried 3-0.

16. **Environmental, Soils and Architect consultant for USDA environment report requirement:** See # 17 motion.

17. **Financial Feasibility consultant:**

A motion was made by Bower and seconded by Englebert to authorize Chairman Wilkinson to sign documents and enter into contracts when the USDA loan application process requires them. Motion carried 3-0.

18. **Land & Sea Services:** Land & Sea is retiring. The township is reviewing options. No action required

19. **Advertisement for Public Review of Budget to be adopted in December:**

A motion was made by Englebert and seconded by Bower to approve the advertisement for public review of the 2024 Budget to be adopted at the December 11, 2023 BOS meeting. Motion carried 3-0.

20. **Ratification of previous motions:**

A motion was made by Englebert and seconded by Bower to ratify previous motions due to incorrect advertisement. A list of all motions affected is attached to these minutes. Motion carried 3-0.

21. **Other**

*Stone Jug Rd: No action

Engineer Report

1. Jeff Richards Pond – Yellow Hill Rd: Holmes spoke with Deb Musselman (DEP) and discussed that there may be an increase in the height of the embankment which would require a different DEP permit. Mr. Holmes will follow up.
2. SALDO Amendments: The Planning Commission reviewed the amendments and recommended moving forward. The Supervisors have authorized Mr. Holmes to complete SALDO update and share with Solicitor King.
3. Belmont Rd (Amish School House): A revised SWM plan was submitted. Mr. Holmes has completed one after inspection and will make another visit.
4. Township Building: KPI will be updating the site plan with the new well information. Plans should be ready for signatures and recording after the revision.

Solicitor Report

Zoning: Solicitor King spoke with Atty. Altland regarding the special criteria for the schools and will pass everything along to Arendtsville Borough. The special criteria are:

Also changing the zoning use on the west side of 34 from the borough line to Winding Brook rd. from residential to mixed use. Changing the Home Occupation language and adjusting the parking space size on page 121.

194 Punch Rd: A few years back the property was selling and during a home inspection it was said that the septic system was failing. Mr. Hess bought it with money in escrow to repair the system. The Escrow money has been used. A small flow treatment facility plan drawn up but never built. Mr. Hess now has an attorney and says the system is not malfunctioning. KPI visited and confirmed the current system is working ok. Next step is to confirm how many people are living there and require an agreement to be filed at the courthouse and KPI suggests to have a periodic inspection of the system. Possibly every 6 months. The supervisor authorize discussion for NO small flow treatment facility with some type of monitoring. **A motion is made by Wilkinson and seconded by Bower to have Solicitor King draft an agreement clarifying the monitoring schedule and the number of persons permitted. Motion carried 3-0.**

Correspondence:

1. Estimated Liquid Fuels allocations
Liquide fuels: 141,535.78
Turnback: 42360.00
2. Zoning Report
3. NAREMA August & September minutes
4. Tax collector July, August, September & October Reports
5. Land & Sea August & September Reports
6. Heidlersburg Fire Department August, September & October reports
7. Biglerville Fire Department September & October Report
8. AREMS Fire Department July and August Reports
9. Mosquito Reports
10. DCED letter: Boundary change and reporting process were amended through ACT 41 of 2022
11. Pension 3rd quarter statement

NO public comment

With no further business a motion to adjourn was made by Englebert and seconded by Wilkinson. Motion carried 3-0.

Respectfully submitted,

Danielle Helwig, Secretary