

**MUDDY CREEK TOWNSHIP  
BOARD OF SUPERVISORS  
ORGANIZATIONAL MEETING  
January 3, 2017  
9:30 AM**

**CALL TO ORDER:** The Muddy Creek Township Board of Supervisors Organizational Meeting was called to order by Mr. Kerr at 9:30 AM.

**ROLL CALL:** Those present included Mr. Dale Kerr, Mr. Robert Jesteadt, Sr. Mr. Eric Saunders and Mrs. Kelly Livermore.

**CHAIRPERSON:** Motion by Mr. Saunders to nominate Mr. Kerr as Board of Supervisors Chair for 2017, second Mr. Jesteadt. All in favor. Motion carried.

**VICE-CHAIRPERSON:** Motion by Mr. Jesteadt to nominate Mr. Saunders as Vice Chair for 2017, second Mr. Kerr. All in favor. Motion carried.

**SECRETARY/TREASURER/PERMIT ISSUANCE OFFICER:** Motion by Mr. Kerr to appoint Mrs. Livermore as Secretary/Treasurer, Permit Issuance Officer and Planning Commission Recording Secretary, second Mr. Jesteadt. All in favor. Motion carried.

**LOCAL TAX RATES FOR 2017 RESOLUTION 2017-01:** A motion was made by Mr. Kerr to adopt Resolution 2017-01. Second by Mr. Saunders. All in favor. Motion carried.

**WAGE AND SALARY RESOLUTION 2017-02:** Motion by Mr. Saunders to adopt Resolution 2017-02. Second by Mr. Jesteadt. All in favor. Motion carried.

**TREASURER'S BOND:** Motion by Mr. Kerr establishing the bond amount at \$1,000,000.00 for the year 2017, second by Mr. Jesteadt. All in favor. Motion carried.

**ROADMASTER:** Motion by Mr. Saunders to appoint Chairman, Dale Kerr, as Road master. Second by Mr. Jesteadt. All in favor. Motion carried.

**VACANCY BOARD:** Motion by Mr. Saunders to appoint Mr. Jim Jancse to the vacancy board. Second by Mr. Jesteadt. All in favor. Motion carried.

**BCATO REPRESENTATIVE:** Motion made by Mr. Saunders to appoint Mrs. Livermore as the township's representative at the Butler County Association of Township Officials. Second by Mr. Jesteadt. All in favor. Motion carried.

**DEPOSITORY:** Motion by Mr. Saunders selecting First National Bank for the Township's general fund, highway aid, fire tax, capital fund and building fund accounts and Huntington Bank as the depository for the building construction account , second by Mr. Jesteadt. All in favor. Motion carried.

**2017 MEETING SCHEDULE:** Motion by Mr. Saunders to schedule monthly meetings of the Board of Supervisors on the third Wednesday of each month (January, February and March) at 9:30 AM and April through December at 7:00 PM at 420 Stanford Road, Prospect, Pa 16052. Second Mr. Jesteadt. All in favor. Motion carried.

**NEWSPAPER PUBLICATIONS:** Motion by Mr. Kerr designating The Butler Eagle, second by Mr. Jesteadt. All in favor. Motion carried.

**PLANNING APPOINTMENT/REAPPOINTMENTS:** Mr. Kerr made a motion to Appoint Mrs. Cindy Hinkle to a four year term ending on December 31, 2021. Second by Mr. Saunders. All in favor. Motion carried.

Mr. Kerr made a motion and Mr. Jesteadt seconded the motion to appoint Mr. Larry Coble to a one year term as alternate ending on December 31, 2017. All in favor. Motion carried.

**TOWNSHIP AUDITORS:** Mr. Hart and Mrs. Miller currently appointed.

**STATE CONVENTION DELEGATE:** Motion certifying Mr. Kerr as delegate to the 2017 PSATS State Convention made by Mr. Saunders and seconded by Mr. Jesteadt. All in favor. Motion carried.

**STATE CONVENTION VOTING DELEGATE:** Motion to certifying Mr. Kerr as the Township's voting delegate to the 2017 PSATS State Convention made by Mr. Saunders and seconded by Mr. Jesteadt. All in favor. Motion carried.

**2017 MILEAGE REIMBURSEMENT:** Motion by Mr. Kerr setting rate by IRS (.535/mile) second Mr. Saunders. All in favor. Motion carried.

**2017 FEE SCHEDULE RESOLUTION 2017-03:** Motion by Mr. Saunders to adopt Resolution 2017-03 setting the Township's 2017 Fee Schedule, second by Mr. Jesteadt. All in favor. Motion carried.

**PENSION ADMINISTRATIVE OFFICER:** Motion by Mr. Jesteadt to appoint the Secretary/Treasurer as Administrative Officer for the Pension Fund. Second by Mr. Kerr. All in favor. Motion carried.

**ADMINISTRATIVE OFFICER FOR PAUC ACCOUNT:** Motion by Mr. Kerr to appoint the Secretary/Treasurer as PAUC account administrative officer. Second by Mr. Saunders. All in favor. Motion carried.

**ASSISTANT TO THE SECRETARY/TREASURER:** Motion to appoint Marnie Chuba as Assistant to the Secretary/Treasurer made by Mr. Kerr. Seconded by Mr. Saunders. All in favor. Motion carried.

**SEWAGE ENFORCEMENT OFFICER:** Motion by Mr. Kerr to appoint Doug Duncan as primary Sewage Enforcement Officer, second Mr. Saunders. All in favor. Motion carried.

**ALTERNATE SEWAGE ENFORCEMENT OFFICER:** Motion by Mr. Kerr to appoint David Ice as alternate sewage enforcement officer. Second by Mr. Jesteadt. All in favor. Motion carried.

**BUILDING CODE ENFORCEMENT AGENCY:** Motion by Mr. Kerr to adopt resolution 2017-04 appointing Professional Code Services as the Building Code Official and Inspection Agency. Second Mr. Jesteadt. All in favor. Motion carried.

**SOLICITOR:** Motion by Mr. Kerr to appoint Mr. Thomas L. Smith, second by Mr. Jesteadt. All in favor. Motion carried.

**ENGINEER:** Motion by Mr. Kerr to appoint Gannett Fleming as the engineer, second by Mr. Saunders. All in favor. Motion carried.

**ALTERNATE ENGINEER:** Motion by Mr. Kerr to appoint Senate Engineering as the alternate engineer, second by Mr. Saunders. All in favor. Motion carried.

**REAL ESTATE TRANSFER TAX COLLECTOR:** Motion by Mr. Kerr reappointing Butler County Recorder of Deeds, second by Mr. Jesteadt. All in favor. Motion carried.

**DEPUTY REAL ESTATE TAX COLLECTOR:** Motion made by Mr. Kerr and seconded by Mr. Jesteadt to appoint Sherry Filges as Deputy Real Estate Tax Collector for 2017. All in favor. Motion carried.

**LST/DELINQUENT EIT:** Motion by Mr. Kerr to appoint Berkheimer Tax Administrator to collect the Current and Delinquent Local Services Tax and the delinquent Earned Income Tax. Second by Mr. Jesteadt. All in favor. Motion carried.

**EMERGENCY SERVICES:** Motion made by Mr. Kerr to appoint Portersville-Muddy Creek Township Volunteer Fire Relief Association as the Muddy Creek Township Fire Company/Emergency Service. Second by Mr. Jesteadt. All in favor. Motion carried.

**EMA COORDINATOR:** Motion by Mr. Kerr to appoint Mr. Vaughn Badger, second Mr. Jesteadt. All in favor. Motion carried.

**ADJOURNMENT:** Motion by Mr. Kerr at 9:49 AM to adjourn, second Mr. Jesteadt. All in favor. Motion carried.

## **MUDDY CREEK TOWNSHIP SUPERVISORS**

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Dale R. Kerr, Chair

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Eric Saunders, Vice Chair

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Robert J. Jesteadt, Supervisor

ATTEST:

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Kelly Livermore  
Secretary/Treasurer

(SEAL)

**MUDDY CREEK TOWNSHIP  
BOARD OF SUPERVISORS  
Special Meeting – January 3, 2017  
9:45 AM**

**CALL TO ORDER:** The Muddy Creek Township Board of Supervisors was called to order at 9:51 AM by Mr. Dale Kerr. Pledge of Allegiance was recited.

**ROLL CALL:** Those present included Mr. Dale Kerr, Mr. Bob Jesteadt, Mr. Rick Saunders and Mrs. Kelly Livermore.

**NOTICE OF RECORDING POLICY:** Mr. Kerr requested for anyone in the meeting to acknowledge the use of a recording device. No one acknowledged a recording device.

**VISITORS:**  
Gary Fisher

**PLANNING COMMISSION:**

Fisher/Speer Subdivision: Mr. Fisher presented the Fisher/Speer Plan. The plan has not been reviewed by the Muddy Creek Township Planning Commission. The planning commission was scheduled to review it on December 6, 2016 but due to lack of quorum was not reviewed. The Butler County Planning Commission reviewed the plan with no comments. The township engineer reviewed the plan and noted that the PennDOT highway occupancy is required for parcel 2B, a note was added to the plan that the septic on lot 2A was installed prior to May 15, 1972, the 2' contours and Butler County Soils Classifications were added.

A motion to approve the non building waiver on lot 2B made by Mr. Kerr and seconded by Mr. Jesteadt. All in favor. Motion carried.

A motion to approve the Fisher/Speer subdivision plan was made by Mr. Kerr and seconded by Mr. Jesteadt. All in favor. Motion carried.

**SOLICITORS COMMENTS:** None.

**SECRETARY'S COMMENTS:** None

**ADJOURNMENT:** Motion by Mr. Kerr to adjourn the meeting at 10:02 AM Second by Mr. Jesteadt. All in favor. Motion carried.

**MUDDY CREEK TOWNSHIP SUPERVISORS**

\_\_\_\_\_  
Dale Kerr, Chairman

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Eric "Rick" Saunders

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Robert J. Jesteadt, Sr.

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Kelly A. Livermore, Secretary/Treasurer

(Seal)

**MUDDY CREEK TOWNSHIP  
BOARD OF SUPERVISORS**

**January 18, 2017**

**9:30 AM**

**CALL TO ORDER:** The Muddy Creek Township Board of Supervisors was called to order at 9:30 AM by Mr. Kerr. Pledge of Allegiance was recited.

**ROLL CALL:** Those present included Mr. Dale Kerr, Mr. Robert Jesteadt, Mr. Rick Saunders, Mr. Tom Smith and Mrs. Kelly Livermore

**NOTICE OF RECORDING POLICY:** Mr. Kerr requested for anyone in the meeting to acknowledge the use of a recording device. No one acknowledged a recording device.

**TREASURER'S REPORT:** A motion was made by Mr. Kerr to accept the treasurer's report for the month of December, 2016. Second by Mr. Jesteadt. All in favor. Motion carried.

**ADMINISTRATIVE ACTION (Invoices):** Motion made by Mr. Saunders to pay the bills General Fund checks (GF 12170-12206: VOID: 12179, 12185-12186); Payroll (12/29/16, 1/12/17); Building Fund (Huntington Bank 0113-0117). Second by Mr. Jesteadt. All in favor. Motion carried.

**MINUTES:**

A motion was made by Mr. Jesteadt to approve the December 21, 2017 meeting minutes. Second by Mr. Kerr. All in favor. Motion carried. Mr. Saunders abstained due to absence at the meeting.

A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to approve the meeting minutes from the January 3, 2017 Reorganization meeting. All in favor. Motion carried.

A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to approve the meeting minutes of the January 3, 2017 special meeting. All in favor. Motion carried.

**CORRESPONDENCE:**

Butler COG: Renew membership for 2017

PADOT: Improvement Project on I 79, Section 247. Preventative maintenance under short term traffic control during evening/night hours (may be in 2018).

Butler County Election Bureau: Train the Candidate Night:

Portersville EMS: December monthly report. A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to appoint Portersville EMS as the Emergency Medical Service provider. All in favor. Motion carried.

**PUBLIC COMMENT/VISITORS:**

Eric Buchan was present from Penndot to provide an update on the proposed traffic signals to be installed at the I-79 south bound ramp on SR 422. The proposed project is a two year project with an anticipated start date of 2017. The township engineer identified that the ramp only allows for 2 trucks exiting onto SR 422. Mr. Saunders expressed concern about timing of all traffic signals on the SR 422 corridor from I-79 N to Pilot Travel Center. He also requested Penndot consider programming the lights to flashing from 11:00 PM to 6:00 AM.

A motion was made by Mr. Saunders and seconded by Mr. Jesteadt that the Board of Supervisors reviewed the mylar plan for the signals. All in favor. Motion carried.

A motion to table the maintenance agreement for the proposed traffic signals was made by Mr. Saunders and seconded by Mr. Jesteadt. All in favor.

**COMMITTEE UPDATES:**

**PLANNING COMMISSION:**

Kerry/Kimmel Lot Line Revision: a motion was made by Mr. Saunders and seconded by Mr. Jesteadt to approve the waiver Article IV, Paragraph 403.02.A(15) Butler County Soils Classification, Alternate Septic testing and approval of the plan contingent upon the approval of the mortgage company with signature of the Board outside of the meeting. All in favor. Motion carried.

Alternate Member: A motion to table the appointment of an alternate member was made by Mr. Saunders and seconded by Mr. Jesteadt. All in favor. Motion carried.

**ROAD DEPARTMENT REPORT:**

A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to approve up to agreement with DBI in the amount of \$962.00 for vegetation management. All in favor. Motion carried.

A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to approve the advertisement of Oil, Aggregate and Paving bids to be opened on February 15, 2017. All in favor. Motion carried.

A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to approve the tree service agreement to the lowest quote. All in favor. Motion carried.

**PERMITS ISSUED:**

Over Posted Weight Permit: A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to approve the release of the following over posted weight bonds: Matson Lumber (Hufnagel Road), Omega Inc. on Burnside/West Park Road and MarkWest on Yellow Creek Road. All in favor. Motion carried.

**UNFINISHED BUSINESS:**

Resolution 2017-06: Appoint CPA. A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to adopt Resolution 2017-06 All in favor. Motion carried.

**NEW BUSINESS:**

Union Contract Amendment: A motion was made by Mr. Kerr and seconded by Mr. Jesteadt to approve a \$100 increase in the quarterly health insurance stipend. All in favor. Motion carried.

Act 172-2016: A motion was made by Mr. Saunders and seconded by Mr. Jesteadt to obtain more information about the Act. All in favor. Motion carried.

Butler County Public Radio System Replacement: Meeting to be held on January 31, 2017 from 7-9 PM at BC3.

2017 Auditor Meeting: The meeting is scheduled for Thursday, January 19, 2017 at 6:00 PM.

Township internet address: The address will remain muddycreektownship@zoominterne.net.

**SECRETARY'S COMMENTS:** None

**ADJOURNMENT:** Motion by Mr. Saunders to adjourn at 11:17 AM. Second by Mr. Jesteadt. All in favor. Motion carried.

**MUDDY CREEK TOWNSHIP SUPERVISORS**

\_\_\_\_\_  
Dale Kerr, Chairman

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Eric "Rick" Saunders

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Robert J. Jesteadt, Sr.

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Kelly A. Livermore, Secretary/Treasurer

(Seal)