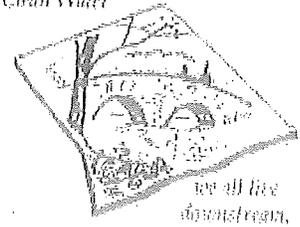


Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman; Chairman
JoAnn Bush; Vice Chairman
Donna Mikol; Supervisor

Clean Water



Organizational Meeting Minutes January 4, 2021

On January 4, 2021, the Eldred Township Board of Supervisors met for its annual Organizational meeting at 7:00 P.M. at the Eldred Township Municipal Building 490 Kunkletown Rd. Kunkletown, PA. 18058.

In Attendance: In attendance were Gary Hoffman, Supervisor; JoAnn Bush (virtually), Supervisor; Donna Mikol, Supervisor and Ryan Fields for Michael Gaul (King Spry), Solicitor.

Joining the meeting by internet and phone were Amy Leap (Times News), and Donna Deihl.

Call to Order: the meeting was called to Order at 7:00 P.M. by Supervisors Gary Hoffman.

Announcement of Executive Sessions: Mr. Hoffman announced that the Board met in executive session on December 30, 2020 for personnel matters.

Announcement of Recording of Meetings: Mr. Hoffman announced that the meeting was being recorded and that the meeting was open and available to the public via Microsoft Teams or by phone, which allowed attendees to listen and speak throughout the meeting.

Public Comment on Agenda Items: There was no Public Comment.

Chairman:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to appoint Gary Hoffman Chairman for the year 2021. Motion carried (2-0). Gary Hoffman abstaining.

Vice-Chairman:

- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint JoAnn Bush as Vice-Chairman. Motion carried (2-0). JoAnn Bush abstaining.

Secretary/Administrative Assistant:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to appoint E. Ann Velopolcek as Township Secretary. Motion carried (3-0).

Treasurer:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to appoint James Phillips as Township Treasurer. Motion carried (3-0).

Public Works Supervisor:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to appoint Frank Fehlinger as Public Works Supervisor. Motion carried (3-0).

Appointments

- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint the following professional services:

Solicitor: King Spry, Herman, Freund and Faul LLC, Michael Gaul as the representative, at a rate of \$165.00/hr. Motion carried (3-0).

Planning Commission Solicitor: King Spry, Herman, Freund and Faul, LLC, Michael Gaul as the representative. (\$135.00/hr.)

Zoning Hearing Board Solicitor: Chad Martinez, Esq,

Labor Relations Solicitor: Flamm, Walton, Heimbach

Motion carried (3-0).

Township Engineer:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to appoint Hanover Engineering Associates Inc. Brien Kocher P.E. as the representative , at the rate set pursuant to the fee schedule submitted. (Senior Engineer Rate \$119.00/hr.) Motion carried (3-0).

Sewage Enforcement Officer:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to appoint Hanover Engineering Associates Inc, (\$77.00/hr.), as the Sewage Officer, with the following individuals being the representatives:

Jacob Schray Scott Brown Robert Grim Christopher Taylor

Motion carried (3-0).

Zoning and Codes Officer:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to appoint SFM Consulting, Shawn Mc Glynn as the representative, pursuant to the contract dated August 9, 2016. Motion carried (3-0).

Building Code Official:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to appoint SFM Consulting, Shawn McGlynn representing, at a rate of 70 % of the fee schedule set in Resolutions 2016-09 and 2016-10 pursuant to the contract of 8/9/2016. Motion carried (3-0).

Other Appointments

- There was a motion by Donna Mikol and seconded by JoAnn Bush to make the following appointments:

UCC Inspector: SFM Consulting Shawn McGlynn Representing, at a rate of 70 % of the fee schedule set in Resolutions 2016-09 and 2016-10, pursuant to the contract of 8/9/2016.

Flood Plain Manager: Appoint SFM Consulting, Shawn McGlynn representing, pursuant to the contract dated August 9, 2016.

UCC Joint Board of Appeals Member: Bruce Gower

Vacancy Board Chairman: Mike Kaspszyk

Pocono Mountains Council of Governments Representative: JoAnn Bush and Frank Fehlinger

Voting Delegate to the State Convention: JoAnn Bush

Delegate to the Monroe County Tax Committee: Gary Hoffman

Open Records Officer: Ann Velopolcek

Security Officers: Richard Salter, Virginia Salter (deputy)

CJERP Regional Planning Committee Voting Member: Robert Boileau

CJERP Regional Planning Committee, Second Member: Donna Mikol

Earned Income Tax Liaison:

Earned Income Tax Appeals Officer: Monroe County Earned Income Tax Collection Committee

Auditor (to be determined)

Planning Commission Members: Scott Clark (4 yr. Term)

Motion carried (3-0).

EMERGENCY SERVICES

- There was a motion by Donna Mikol and seconded by JoAnn Bush to appoint or approved the following:

Emergency Management Coordinator: Gary Hoffman

Deputy Emergency Management Coordinator: Kevin Silliman, Frank Fehlinger, Richard Sherer

Designated Fire Protection: Kunkletown Volunteer Fire Company (first due)

Kunkletown Volunteer Fire Company Fire Chief Approval: Brian Stankovich

Kunkletown Volunteer Fire Company Board of Directors, President Approval: Ray Miller

Designated Primary EMS Provider: West End Ambulance and 911

Motion carried (3-0).

ETCC

- There was a motion by Donna Mikol and seconded by Gary Hoffman to appoint or approve the following:

Supervisor Liaison to the Eldred Township Community Center: JoAnn Bush

Coordinator: Ann Velopolcek

Director of Plant, Grounds and Maintenance: Eldred Twp. Public Works Department

Secretary:

Volunteer Thrift Shop Manager: Donna Deihl

Volunteer Coordinator: Ann Velopolcek

Community Outreach Coordinator:

Meeting Dates and Time of ETCC Committee: Third Thursday of each month at 3:00 P.M.

Motion carried (3-0).

Employee Wages and Benefits

Salaries:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to authorize a pay increase of the administrative staff by 3%.(James Phillips, E. Ann Velopolcek, Frank Fehlinger).

Motion carried (3-0).

- There was a motion by JoAnn Bush and seconded by Donna Mikol to set the rate for the existing Janitorial staff at \$16.00/hr. Motion carried (3-0).

Public Works (new job classifications)

- There was a motion by JoAnn Bush and seconded by Donna Mikol to increase the pay rates for current employees as follows;

Class 1: FT CDL Truck Driver/Laborer/Heavy Equipment Operator	3%
Class 2: FT CDL Truck Driver/ Laborer/ Light Equipment Operator	1%
Current PT CDL Truck Driver/ Laborer/ Light Equipment Operator	1%

Motion carried (3-0).

New Starting Rates for 2021:

- There was a motion by and seconded by Donna Mikol to approve the following starting rates for new employees as follows:

Class 1: Full-time CDL Truck Driver/Laborer/Heavy Equipment Op.	\$18.50/hr.
Class 2: Full-time CDL Truck Driver/Laborer/Light Equipment Op.	\$17.50/hr.
Class 3: Full-Time Truck Driver Non-CDL/Laborer	\$15.00/hr.
Class 4: Part-time CDL Truck Driver/Laborer/Light Equipment Op.	\$17.00/hr.
Class 5: Part-time Non-CDL Truck Driver/Laborer	\$15.00/hr.
Class 6: Part-time (Non-Truck Driver) Unskilled Laborer/Flagger	\$13.50/hr.

Janitorial Staff:

\$13.50/hr.
Motion carried (3-0).

- There was a motion by Donna Mikol and seconded by to approve a one-time payment for Covid-19 relief to the current Part-Time Public Works employees of \$250.00. Motion carried (3-0).

All Other Benefits: As stated in the Employees Handbook dated January 20, 2021.

OTHER BUSINESS

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the following:

Mileage Reimbursement at the Federally Allowed Rate of .56/mi.

Monthly Meeting Dates and Times:

Board of Supervisors: 3rd Wednesday at 7:00 P.M (except January)
Planning Commission: 2nd Wednesday at 7:00 P.M.
ETCCC: 3rd Thursday at 3:00 P.M.

Authorizing the Secretary to advertise the (above) meeting dates and times.

Depositories for Township Funds: Pligit and First Northern Bank and Trust as
Depositories for Township Funds.

Motion carried (3-0).

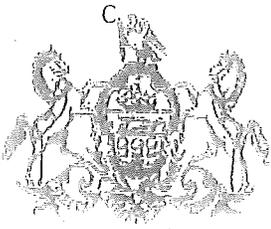
RESOLUTION 2021-01: Appoint Kirk Summa; Auditors of Financial Records (not to exceed \$5000.00). Deferred

ADJOURNMENT:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to adjourn. Motion carried (3-0). Meeting adjourned at 7:20 P.M.

Respectfully submitted,

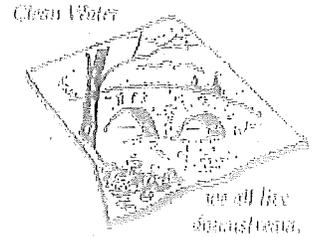
E. Ann Velopolcek, Secretary
Eldred Township



Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman; Chairman
JoAnn Bush; Vice Chairman
Donna Mikol; Supervisor



BOS Minutes
January 4, 2021

On January 4, 2021, the Eldred Township Supervisors met in a regular meeting immediately following its Organizational meeting at 7:20 P.M. at the Eldred Township Municipal Building 490 Kunkletown Rd. Kunkletown, PA. 18058. The meeting was open and available to the public via Microsoft Teams or by phone, which allowed attendees to listen and speak throughout the meeting.

In Attendance: In attendance were Gary Hoffman, Supervisor; JoAnn Bush (virtually), Supervisor; Donna Mikol, Supervisor and Ryan Fields for Michael Gaul (King Spry), Solicitor.

Joining the meeting by internet and phone were Amy Leap (Times News), and Donna Deihl.

Public Comment: None

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the minutes of December 22, 2020. Motion carried (3-0).

Treasurers Report:

- There was a motion by Donna Mikol and seconded by Gary Hoffman to approve the Treasurers Report as presented, the balance of the Petty Cash, Pligit and First Northern Accounts being \$461,107.56. Motion carried (3-0).

Payment and Ratification of Accounts Payable:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment of bills from the General Fund in the amount of \$69,786.51. Motion carried (3-0).

Payroll:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve the payroll for the week ending 12/19/2020 in the amount of \$12,194.79. Motion carried (3-0).

P.O. Box 600 • 490 Kunkletown Rd., Kunkletown PA. 18058
610 381-4252 • fax 610 381-4257 • www.eldredtpw.org

Other: JoAnn Bush asked if the Thrift Store could reserve an additional \$50.00 as daily start-up fees.

- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve the additional funds for the Thrift Store. Motion carried (3-0).

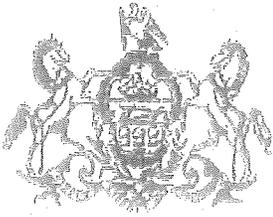
Public Comment: There was no public comment.

Adjournment:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to adjourn. Motion carried (3-0). Meeting adjourned at 7:25 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman; Chairman
JoAnn Bush; Vice Chairman
Donna Mikol; Supervisor



Minutes

February 17, 2021

On Wednesday, February 17, 2021 the Eldred Township Board of Supervisors met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA. The meeting was held both in-person and virtually via the Microsoft Teams Application, due to the on-going Covid Pandemic.

In Attendance: In attendance were Gary Hoffman, Chairman; Donna Mikol, Supervisor; Michael Gaul, Solicitor. and (virtually) JoAnn Bush, Vice-Chairman,

Also in Attendance: Also in attendance (virtually) were Robert Boileau, T. Denihan, James Fareri, James Leiding, Kimberly Mackes and Kristine Porter and in person, Dale Weidman and Stacey Correll. Other members of the public appeared in-person.

Call to Order: The meeting was called to order by Chairman Gary Hoffman at 7:00 P.M.

Public Comment on Non-Agenda Items: Dale Weidman and Stacey Correll complained that the snow removal on Pt. Phillip Rd. was inadequate during the storm that began on January 31, 2021 (Winter Storm Orlena) and resulted in a snowfall of 27-30 inches. Ms. Correll had to call for an ambulance at her home on Pt. Phillip Rd. and had to rely on a neighbor to clear the road. Ms. Correll also complained that an employee used a Township plow to remove snow at his personal residence.

Mr. Hoffman responded that the Supervisors were aware of the personnel issue and were handling it internally, personnel matters not being discussed in public meetings. Mr. Hoffman explained that the Road crew plowed snow for 31 hours and simply could not keep up with the intensity of the storm.

Announcement of Recording and Executive Sessions: Mr. Hoffman announced that the meeting was being recorded, and that the Board had met on executive session on February 15, 2021 for personnel reasons.

Approval of the Minutes:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve the minutes of January 20, 2021. Motion carried (3-0).

Hearing: Show Cause/104 Fiddletown Rd.

- There was a motion by Gary Hoffman and seconded by Donna Mikol to open the hearing to Show Cause in regards to the Zoning/Code Enforcement Officer's report of a dangerous building at 104 Fiddletown Road. Motion carried (3-0). The hearing was being held pursuant to the Township Dangerous Building Ordinance.

Stenographer Donna Kenderdine kept a stenographic record of the hearing.

Jeff Snyder attended the hearing on behalf of SFM Consulting, the Township Zoning/Code Enforcement Officer. Appearing (virtually) were Attorney James Fareri and Tim Denahan on behalf of ESSA. No one appeared on behalf of Yaple Properties LLC or Amy's Country Store LLC. No one also appeared on behalf of the Small Business Administration, LVEDC or SEEDCOPA.

Solicitor Gaul stated that on or about February 17, 2019 a fire occurred at 104 Fiddletown Rd. which damaged a structure on that property. On October 28, 2020, the Zoning/Code Enforcement Officer issued a report that the damaged structure constituted a dangerous building under the Eldred Township Ordinance #99-2, *Eldred Township Dangerous Buildings Ordinance*, and should be demolished.

In accordance with the Ordinance, the Township gave notice to the property owner, Yaple Properties, LLC, and other interested parties, to show cause why the building should not be demolished, with a hearing being scheduled for tonight to hear from the owner and other parties.

Solicitor Gaul identified several exhibits to establish that the owner and other interested parties had been given notice of tonight's hearing.

Solicitor Gaul stated that, because ESSA's representatives and other members of the public were appearing remotely, and could not see the exhibits, as well as other exhibits the zoning officer intended to present, he believed that it would be appropriate to continue the hearing to the Supervisor's March meeting, so that the exhibits could be posted to the Township website or shared electronically.

- There was a motion by Gary Hoffman and seconded by Donna Mikol to continue the hearing until March 17, 2021 at 7:00 P.M. Motion carried (3-0).

Solicitor Gaul stated that, because the next hearing date had been publicly announced during the hearing/meeting, there would be no additional notice given of the next hearing date.

- There was a motion by Gary Hoffman and seconded by Donna Mikol to close the hearing. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Donna Mikol and seconded by Gary Hoffman to approve the Treasurer's Report as presented, the balance of the Pligit, First Northern and Petty Cash accounts being \$389,338.75. Motion carried (3-0).

Bills For Approval:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve the bills for approval and ratification from the General Fund in the amount of \$27,067.10. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve the bills for approval and ratification from the State Fund in the amount of \$22,188.11. Motion carried (3-0).

Payroll:

- There was a motion by Donna Mikol and seconded by Gary Hoffman to approve the payroll for the week ending January 16, 2021 in the amount of \$12,370.43. Motion carried (3-0).

Public Works Supervisors Report:

Frank Fehlinger reported that the road crew has been plowing snow and cleaning up the roads after the recent storms.

ETCC Report: No Report

Planning Commission Report: Robert Boileau reported that the Planning Commission is reviewing the Land Development Plan of Dollar General (plan accepted for review at the meeting), and a lot joinder application for Burger (recommended for approval).

Mr. Hoffman, responding to a letter the BOS received from the Planning Commission, reported that some residents have expressed interest in serving on a committee to look into creating a Village Center Overlay in Eldred Township. He asked that some models be reviewed to determine the scope of the project. Ms. Mikol will see that some preliminary research is done and reviewed before a decision is final about creating a committee.

Recreation Report: JoAnn Bush reported that there is a new grant round being offered by DCED. She also asked for approval to attend a webinar being given by PSATS. The Board was in agreement that she could attend.

JoAnn Bush asked Solicitor Gaul about the status of the Township and Mrs. Mock finalizing agreements related to the Township's prior acquisition of the Mock Property. Solicitor Gaul stated that he will contact Mrs. Mock's attorney to complete the process.

Eldred Township Employee Handbook: Deferred

Resolution 2021-02: Approving a Joinder Deed Application for Jeffrey and Deana Burger for Parcels 06/3/1/23-7 and 06/3/1/23-5.

- There was a motion by Donna Mikol and seconded by JoAnn Bush to adopt Resolution 2021-02, conditioned upon receipt of the proposed joinder deed, satisfactory to the Solicitor, which will be attached as an exhibit to the adopted Resolution. Motion carried (3-0).

Other:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to ratify the Board of Supervisor's Declaration of Disaster in regard to Winter Storm Orlena, effective January 31, 2021. The Governor also issued a Declaration for the same storm. Motion carried (3-0).

Public Comment: Dale Weidman asked if there was any plan for the Smale house. Mr. Hoffman stated that there are no plans at this time.

Michael Meckes expressed concerns about some road conditions on Christman Rd. and Kuehner Dr, and asked if a "stop sign ahead" sign would be appropriate at Christman Rd.

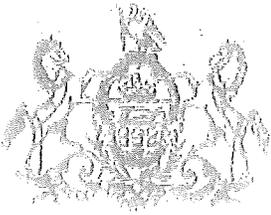
Mr. Fehlinger said such signs are only placed when the sign is obscured by the path of the road, which is not the case here.

Adjournment:

- There was a motion by Donna Mikol and seconded by Gary Hoffman to adjourn. Motion carried (3-0). Meeting adjourned at 8:17 P.M.

Respectfully Submitted,

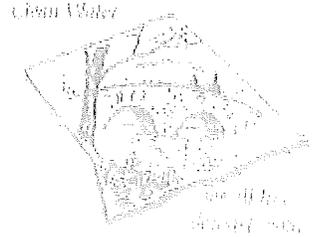
E. Ann Velopolcek, Secretary



Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman; Chairman
JoAnn Bush; Vice Chairman
Donna Mikol; Supervisor



Minutes March 17, 2021

On Wednesday, March 17, 2021 the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA. Due to the restrictions resulting from the Covid-19 pandemic, the meeting was held both in person and virtually through Microsoft Teams Meeting, including telephone option.

In Attendance: In attendance were Township Supervisors Gary Hoffman, Chairman; JoAnn Bush, Vice-Chairman (by virtual connection); and Donna Mikol, Supervisor.

Also in attendance, in person or virtually, were Michael Gaul, Solicitor, Dale Weidman, Frank Fehlinger, Ray Smith, Kristine Porter (Times News), Shawn McGlynn and Jeffery Snyder (SFM Consulting), Ryan Fields(King Spry), Tim Denehan (ESSA Bank), MaryAnne Clausen and Robert Boileau

Call to Order: The meeting was called to order at 7:05 P.M. by Chairman Gary Hoffman, followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: Mr Hoffman reported that the Supervisors met in executive session on March 14th, 15th, 16th and 17th 2021 for personnel matters.

Public Comment on Non-Agenda Items: Dale Weidman reported that there was an accident during a snowstorm on Pt. Phillips Rd. and asked what could be done about road safety.

Mr. Fehlinger responded that the Township has done everything they can to warn drivers about the sharp turns and steep incline, including posting signs and chevrons, lowering the speed limit etc.

Mr. Hoffman replied that the Township cannot make people drive slower. The road is challenging even in good weather, and with a cover of snow or ice can quickly become treacherous.

Approval of Minutes:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the minutes of February 17, 2021 meeting. Motion carried (3-0).

Hearing: Dangerous Structure; 104 Fiddletown Rd.

- There was a motion by Gary Hoffman and seconded by Donna Mikol to open the continuation of the Show Cause Hearing on whether the structure at 104 Fiddletown Rd. Kunkletown, PA constitutes a dangerous building, and Township remedial action. Motion passed 3-0. The hearing commenced at 7:14 P.M.

A stenographical record was kept of the hearing by stenographer Donna Kenderdine.

The following exhibits were made part of the record:

- T-1- Tax Assessment Information for 104 Fiddletown Rd.
- T-2- Title Search for 104 Fiddletown Rd.
- T-3- Dangerous Structure Report 10/28/2020 (McGlynn)
- T-4- Notice to Show Cause, 11/20/2020
- T-5- Notice to show Cause, 1/22/2021
- T-6- Publication of Advertising Order
- T-7- Transfer of Loan, LVDEC to SEEDCOPA
- T-8- Copy of Deed for 104 Fiddletown Rd
- T-9- Correspondence to SEEDCOPA 2/10/2021
- T-10- Proof of Publication
- T-11 E-mail Thread

And Photo Exhibits from the Zoning Office

Z/C-1 through 12 showing the damage to the building from a fire on February 17, 2019.

Solicitor Gaul advised that the photos and documents were posted on the Township's website and were available for anyone to see. They were also sent to the owner of the property and the other interested parties prior to the meeting.

The only interested party to appear for the hearing was ESSA Bank, through its representative, Tim Denehan.

Zoning Officer Shawn McGlynn and Zoning Administrator Jeffery Snyder were sworn in.

Mr. McGlynn testified regarding the state of the structure. Mr. McGlynn gave a brief summary of his education, experience and qualifications for his position as Zoning Official. He then responded that in his opinion, due to the fire and subsequent neglect, the building cannot be salvaged. He stated that the fire did a great deal of damage and the water infiltration that occurred, due to the passage of time and the building not being secured, has made the structure unsafe and he believes it must be demolished.

Jeffery Snyder (Zoning Administrator) gave the same response. He described the photographs explaining that the fire burned through the roof, collapsed a good portion of the first and second floors and that water damage from the fire and the weather loosened

the stucco, created mold etc. and the building cannot be reconstructed. In addition, Mr. Snyder pointed out that as the structure was subject to a non-conforming use due to its setbacks, the Zoning Code would prohibit the structure being rebuilt, stating that a structure, eligible for a non-conforming use certificate, if significantly damaged, cannot legally be reconstructed.

Solicitor Gaul asked if Mr. Denehan (ESSA Bank) had any comments, questions or evidence to present. He did not.

Solicitor Gaul advised the Supervisors that a decision was not required at this time and that he would discuss the outcome with them in executive session, then proceed accordingly. The hearing should be continued to the Supervisor's meeting on April 21, 2021.

- There was a motion by JoAnn Bush and seconded by Donna Mikol to accept the exhibits presented. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Donna Mikol to close the hearing for tonight and to continue it the Supervisor's meeting on April 21, 2021, at 7:00 pm. Motion carried (3-0). Hearing adjourned at 7:43 P.M.

Treasurer's Report:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to accept the Treasurer's Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts being \$564,918.26. Motion carried (3-0).

Approval and Ratification of Accounts Payable:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the bills for payment and ratification from the General Fund in the amount of \$25,111.53 Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the payment of bills from the State Fund in the amount of \$32,885.59. Motion carried (3-0).

Payroll:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the payroll for the week ending February 12, 2021 in the amount of \$13,441.53 and for the week ending February 27, 2021 in the amount of \$11,373.91 including all withholding and Jet pay fees. Motion carried (3-0).

Public Works Supervisors Report: Frank Fehlinger reported that the Road Crew have been busy with snow removal and equipment maintenance.

There was a discussion about the amount of bond companies should post for projects that might impact Township roads such as timbering. Based on our Ordinance and a Penn Dot document the amount may be determined on a case by case basis, taking into consideration the project and its scope.

Mr. Hoffman suggested that the Township should take photos prior to, during and after any such project to have a record of any damage that may arise.

Mr. Fehlinger announced that the contract with AMS (sealcoating) is still in effect and that the company will be assisting the Road Crew by supplying materials at the Township building.

Planning Commission Report:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to accept the resignation of Michael Kolba from his position on the Planning Commission. Motion carried (3-0).

Mrs. Bush asked the Secretary to compose a thank you letter. Mr. Kolba served on the Commission since January of 2016 (5 years).

Robert Boileau reported that the Planning Commission did not meet in March. Mr. Boileau update the Supervisors on the status of the pending Planning Commission business.

CJERP Report:

Mr. Boileau reported that CJERP has been discussing Agritourism and Marijuana regulations. He stated that the members are revising the definition of Agritourism and possibly creating a separate set of standards for wineries.

Regarding Marijuana, Solicitor Gaul stated that he expects the State will provide regulations for marijuana whether it remains for medical use (only) or becomes available as a recreational use.

- There was a motion by Gary Hoffman and seconded by Donna Mikol supporting the concept of a uniform definition of "Agritourism" within the CJERP shared use zoning regulations, but for each municipality to develop its own regulations concerning such use. Motion carried (3-0).

ETCC Report: Mrs. Bush announced that due to one of the Volunteers testing positive for Covid-19, the Thrift Store has been closed since the 12th and will reopen after a

5thorough cleaning on the 25th. All the volunteers have been self-quarantining for at least 14 days.

Mr. Hoffman requested the Thrift Store keep a sign-in sheet of visitors to facilitate tracing should it become necessary.

Zoning Report: Jeff Snyder reported that the Zoning Office has been busy with various permit and Building applications.

Mr. Hoffman requested that our Zoning Officer(s) attend the special CJERP meetings that are for zoning officers.

Recreation Report: Mock Park/Spring Trail Cleanup:

The Supervisors received a request for a spring clean-up at the trail at Mock Park. Mr. Hoffman referred the request to the Public Works Dept. to coordinate with the volunteers .

Eldred Township Employee Handbook:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the revised Employee Handbook, effective as of January 20, 2021. The secretary will prepare and distribute copies for each employee. Motion carried (3-0).

Clean Up Day: The Supervisors decided on May 7 and 8 as the Spring clean-up days. The Secretary will coordinate with the Public Works Dept.

Hazard Mitigation Reporting: Mr. Hoffman reported that the Township has submitted to the County its hazard Mitigation Report and Risk assessment.

Other: Solicitor Gaul reported that he had spoken to the attorney for Mrs. Mock and anticipates the paperwork will be signed soon.

Mr Hoffman reported that he administered the Oaths of Office to the members of the Kunkletown Volunteer Fire Company Fire Police.

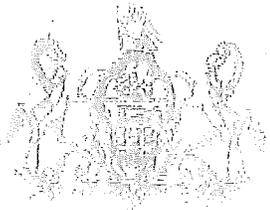
Public Comment: Robert Boileau wished all a Happy St. Patrick's Day.

Adjournment:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to adjourn. Motion carried (3-0). Meeting adjourned at 8:40 P.M.

Respectfully submitted,

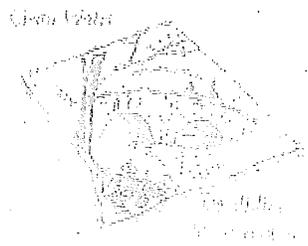
E. Ann Velopolcek, Secretary



Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman; Chairman
JoAnn Bush; Vice Chairman
Donna Mikol; Supervisor



Board of Supervisors Minutes April 21, 2021

On Wednesday, April 21, 2021, the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA. Due to the Governors Emergency Orders, the meeting was held both in person and virtually through the Microsoft Teams Application.

In Attendance: In attendance were Gary Hoffman, Chairman; JoAnn Bush, Vice-Chairman; Donna Mikol, Supervisor and Michael Gaul, Solicitor.

Also In attendance: (virtually) Kris Porter (Times News), Robert Boileau, Annette Heist, Mary Anne Clausen, Joyce Blaskow.

Hearing: Dangerous Structure, 104 Fiddletown Rd. Kunkletown, PA.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to convene the hearing. Motion carried (3-0).

Solicitor Gaul asked if there was anyone present representing Yaple LLC. There was not.

Solicitor Gaul asked if there was anyone present representing Essa Bank & Trust, The United States Small Business Administration, or the Lehigh Valley Economic Development Corporation. There was not.

Solicitor Gaul announced that he had prepared the Conclusions of Law in a decision following the previous hearing on the matter. The conclusions of law were:

- The Owner and other interested parties were given notice to show cause, and an opportunity to be heard as to whether the building constitutes a "Dangerous Structure" within the terms of Township Ordinance 99-2, Section 1, and whether the structure could be reasonably repaired, or required demolition.
- The fire damaged building at 104 Fiddletown Rd. Kunkletown Pa. constitutes a dangerous structure under the Township Ordinance.
- A committee of the Board of Supervisors and the Codes Enforcement Officer and Administrator finds that the building on the property cannot be reasonably repaired and should be demolished.

Solicitor Gaul read the Order directing Yaple Properties LLC to demolish the building, to commence work not more than 10 days from the decision and complete the work within 60 days.

It further stated that should the owner fail to comply with the order, The Board of Supervisors shall cause the building to be demolished and the debris removed and shall cause the cost of such demolition plus a 10% penalty to be charged against the property as a Municipal Lien.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to adopt the decision as presented. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to adjourn the hearing and open the regular meeting. Motion carried (3-0).

Special Presentation: Karena Thek (West End Pantry [WEP]) introduced Eagle Scout, Tyler Mann. Mr. Mann presented details of his (previously approved) Eagle Scout project at the Community Center to the Board. The Township agreed to have the Public Works Department (PW) assist Mr. Mann with some maintenance items during his project.

Approval of the Minutes:

- There was a motion by Jo Ann Bush and seconded by Donna Mikol to approve the minutes of March 17, 2021 Motion carried (3-0).

Treasurer's Report:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the Treasurer's Report as presented, the balance of the First Northern, Pligit and Petty Cash accounts in the General Fund being \$600,945.02. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Gary Hoffman to approve the ratification and payment of bills from the General Fund in the amount of \$44,343.72. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve the ratification and payment of bills from the State Fund in the amount of \$2,062.41. Motion carried (3-0).

Payroll:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the Payrolls for the weeks ending March 13, 2021 in the amount of \$11,584.54,

March 27, 2021 in the amount of \$13,487.07 and April 10, 2021 in the amount of \$12,336.15, including all withholding and fees. Motion carried (3-0).

Public Comment on Non-Agenda Items: Resident Mindy Miller stated that last week the PW workers assisted the PW Supervisor move into his new home on Township time and she objected.

Supervisor Hoffman responded that the assistance of the PW workers was to bring several thousand dollars' worth of materials and equipment, donated to the Township, by the PW Supervisor, to the Township garages. He informed Ms. Miller that the work had been approved, in advance, by all three Supervisors and that no deliveries were made to the PW Supervisor's home, only to the Municipal building. This is consistent with other materials being brought to the building such as stone, anti-skid, etc.

Other complaints were determined to be internal personnel matters which are not discussed at public meetings.

Resident Itsy Sweeny brought to the Supervisors attention that a resident on Buskirk Lane has been allowing an out of State (militia) group to shoot high powered weapons during weekends, creating a very hostile living environment for the adjacent neighbors.

Resident Ilene Eckhart also complained about the excessive noise and stated that at the next incident, she will be reporting to the State Police. She also stated that at the property, the only residence burned down years ago, no replacement has been constructed and other that several outbuildings, the property has no legal residence.

Annette Heist said she feels trail improvements at Mock Park are too extreme. She feels that a committee should be appointed to evaluate the requirements of the park and advise the BOS.

Supervisor Hoffman explained that the scheduled maintenance was requested by other residents.

Joyce Blaskow and Mary Anne Clausen stated that they think the trail maintenance should proceed as planned.

The Supervisors decided to minimize the maintenance tasks at this time and reevaluate what needs to be done.

Mr. Joe Chillari complained that he does not think having a Dollar General Store in the Township is either necessary nor in the best interest of the residents. He pointed to the issues of crime, rural esthetics, and traffic safety.

Solicitor Gaul explained that the Township is required to have a commercial district. He went on to say that the Planners and Board cannot pick and choose the applications they accept but that if all the criteria are met for building and zoning codes, and all permits are approved on their merit (septic, building, zoning, well, etc.) and if all the requirements of the Ordinance are acceptable to the engineers, the DEP and the County Conservation District, that the Township cannot deny an applicant.

Donna Chillari asked the Supervisors to take into account the traffic/parking during “sales” which might exceed the number of normal spaces.

Laurie Ahner commented that the Township should be using “fair” hiring practices.

Mary Anne Clausen asked that the Supervisors take up the previously submitted proposed Zoning changes from 2019 and the idea of a Village Overlay District for the central business district of Kunkletown. She has a Model Ordinance that is similar to what she has in mind. The Township Secretary will distribute that Model to the Solicitor and the Supervisors.

Ms. Clausen also asked about the status of the volunteer request for clean-up at Mock Park Trail. The Secretary will send out an e-mail Update .

Karena Thek suggested a workshop with the volunteers, BOS and PW staff to discuss work to be done on the trail.

- There was a motion by Donna Mikol and seconded by JoAnn Bush approving the scheduling of a workshop for the Mock Park Trail and to postpone any widening of the trail bed at this time. Motion carried (3-0).

Kuehner Fields: Revision of a Major Subdivision, Lots 18,19,20, 21(20A)
(This project has received conditional approval from the Planning Commission)

Steve Hawk appeared on behalf of Keystone Consulting Engineers and gave a brief overview of the project.

The owners of the 4 lots (now 3, as 20 and 21 have been joined) have requested to change the access of lots 18 and 19 to share the driveway with Lot 20A. This change required some other changes in the Stormwater Management Plan and a revision of the existing NPDES permit.

Solicitor Gaul had some questions and comments. He asked about the status and ownership of the NPDES Permit. Mr. Hawk replied that the permit was still in review and that the property owners are now co-owners, with the developers (S&D Land Development).

Solicitor Gaul commented that a waiver would be necessary for the driveway to cross property boundaries as our Ordinance does not permit this. He also stated that a Common Maintenance Agreement would be required. Mr. Gaul referenced the Hanover letter of April 8 and said that a final number for a financial security (bond) and final payment for engineering and legal would have to take place before final approval. No action was taken. When the final plan is submitted and all elements are fulfilled, the Board will vote on approval. The current extension is until May 31, 2021.

Public Works Report:

- There was a motion by Gary Hoffman and seconded by Donna Mikol to have the secretary place an ad for the hiring of Part-Time Temporary flaggers for the summer. Motion carried (3-0).

ETCC Report: JoAnn Bush reported that the Wedding Gown sale will be this Saturday. She announced that one of our tenants will be leaving and asked that that space be assigned to the Thrift Store.

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the use of room 140 to the Thrift Store. Motion carried (3-0).

Ms. Bush said the Committee is requesting the meeting schedule be changed to every other month.

Karena Thek commented that the boiler, because there is no control system, runs all the time and it gets very hot in the building. She strongly recommends that a control system for that use become a top priority for funding.

Planning Commission Report: Robert Boileau reported that the Planners reviewed the application of Robert Kraus for an appeal of the Zoning Officers decision regarding a travel trailer placed upon his property, which his elderly father -in-law is residing in, in violation of our Zoning Ordinance.

The Planners also heard more information from the Dollar General project regarding the Subdivision and planning for the Store.

CJERP Report:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to ratify a letter of support to the West End Park Association for a grant application for the park in Chestnuthill. Motion carried (3-0).

Health Insurance:

- There was a motion by Donna Mikol and seconded by to approve the Geisinger Tiered Health Insurance Plan PPO 250/RX Plan A for the eligible Full-Time

employees and their families (in accordance with the Eldred Township Employees Handbook Revised January 2021). Motion carried (3-0).

Annual Audit Report: The Township has received the annual audit from Kirk Summa and the advertising has taken place.

- There was a motion by JoAnn Bush and seconded by Donna Mikol to approve receipt of the annual audit and the advertising of the Audit Summary. Motion carried (3-0).

Act 13 Refund of Property Transfer Tax: Due to a new state Law, a resident who recently purchased a farm is eligible for a refund of his property transfer tax.

- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve a transfer tax refund in the amount of \$625.00 to the owner of parcel . Motion carried (3-0).

IT Contract:

- There was a motion by Donna Mikol and seconded by JoAnn Bush to approve a contract for IT services with Sensible Services Technologies, LLC Motion carried (3-0).

The terms of the contract are:

- \$200.00 quarterly retainer to include up to 4 hours of service or consultation.
- An hourly rate of \$50.00 for time beyond the 4-hour retainer.
- A mark-up no greater than 10% for materials purchased.
- 2-one-year renewals with 60 days notification

Other:

Staff Training: There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the Secretary and Treasurer to take an online training course in QuickBooks, not to exceed \$150.00 each. Motion carried (3-0).

Electric Contract: Deferrer

Maintenance:

The Supervisors approved the annual routine service inspection and repairs (if necessary) of the air conditioning units at the Municipal Building.

Department of Health Covid Testing Site:

There was a motion by JoAnn Bush and seconded by Donna Mikol to approve the use of the outdoor space at the Community Center as a DOH Testing site. Motion carried (3-0).

Miscellaneous:

Solicitor Gaul explained that in the deed recorded for the Burger's Lot Joinder, the required language was not inserted, therefore he will be slightly revising the Resolution to reflect the change.

Public Comment: Mary Anne Clausen asked for consent for the Secretary to pursue a grant for funds for a plan to be developed to make use of the Township Owned properties in their entirety.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the research and development of a grant application for the purpose stated above. Motion carried (3-0).

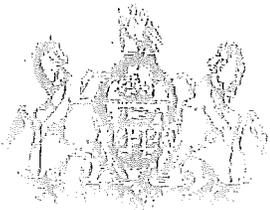
Mr. Pete Trudich reported that there is a trash collection problem at 493 Silfies Rd. which is impacting his property. His case will be referred to the Zoning Office.

Adjournment:

- There was a motion by JoAnn Bush and seconded by Donna Mikol to adjourn. Motion carried (3-0). Meeting adjourned at 10:00 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

Monroe County, Pennsylvania



Gary Hoffman; Chairman
JoAnn Bush; Vice Chairman
Donna Mikol; Supervisor

Minutes
Special Meeting
May 14, 2021

On Friday May 14, 2021 at 6:30 P.M. the Eldred Township Board of Supervisors held a special meeting. The purpose of the meeting was a workshop to discuss the maintenance and future plans for the various Eldred Township Open Spaces and Parks.

In Attendance: In attendance were Gary Hoffman, Chairman; JoAnn Bush, Vice-Chairman and Donna Mikol, Supervisor.

Call to Order: The meeting was called to order by Chairman Gary Hoffman, followed by the Pledge of Allegiance.

WORKSHOP: MAINTAINING AND DEVELOPING ELDRED TOWNSHIP'S OPEN SPACES AND PARK AREAS

Mrs. Bush gave a brief overview of the current public lands the Township owns. They are:

- Mock Park- Fiddletown Site
- Mock Park- Wes Flo Site
- The Eldred Township Community Center and its grounds
- The Town Square

Mrs. Bush explained that ongoing development and maintenance plans are really a job for a volunteer Committee rather than for the Board members who are busy with various other responsibilities.

Recently, a call went out for volunteers to help with the spring clean-up of the trail at the Wes-Flo site. Twelve residents responded. Of those, several volunteered to serve on a committee. They are:

- Mary Anne Clausen
 - Lydia Boileau
 - Joe Pucci
 - Diane Pucci
 - Joyce Blaskow
- and JoAnn Bush, representing the Board

Ms. Boileau spoke regarding the trail and its maintenance. She feels that the trail should be kept as natural as possible, as if made by the local wildlife. She indicated that the walking space, planned for the perimeter and across the farm field have not been left unplanted, and that there is a drainage issue at the entry off West-Flo.

Judith Leiding remarked that at the parks in Chestnuthill, a resident has been creating story boards which are posted along the Trails to explain the origins of the various sections. She said the idea has been a success and recommended the Supervisors (or the Committee) try this in Eldred.

There was a brief discussion about involving different civic groups (Garden Clubs, Scouts etc.) to help with projects and maintenance.

Other: Due to new guidance from the Office of the Governor regarding the Covid-19 Declaration of Emergency:

- There was a motion by Gary Hoffman and seconded by Donna Mikol to approve the increase in capacity of the Municipal meeting room to 50% (46 persons) and to notify the residents. Masks will still be required. Motion carried (3-0).

Adjournment: There being no further business:

- There was a motion by Donna Mikol and seconded by Gary Hoffman to adjourn. Motion carried (3-0). Meeting adjourned at 8:00 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary