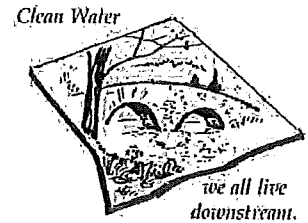




Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA

Mary Anne Clausen; Chairman
JoAnn Bush; Vice Chairman
Sharon Solt; Supervisor



Organization Meeting Minutes January 4, 2016

The annual organization meeting of Eldred Township was held on January 4, 2016 at 7 P.M. at the Eldred Township Municipal Building at 490 Kunkletown Rd. Kunkletown, Pa. The attendance for the meeting exceeded the building occupancy so the meeting was reconvened at 8 P.M. at the Kunkletown Fire Company, 597 Kunkletown Rd. Kunkletown, Pa.

In attendance were Supervisors Sharon Solt, Mary Anne Clausen and Joann Bush, Solicitor Michael Kaspszyk

The meeting was called to order at 8 P.M.

Pledge of Allegiance

Mary Anne Clausen read the rules for conduct of the meeting

Temporary Chairman: A motion was made by Sharon Solt to appoint Mary Anne Clausen Temporary Chairperson, seconded by Joann Bush; motion carried (3-0).

Chairman: A motion was made by JoAnn Bush to appoint Mary Anne Clausen as Chairman, seconded by Sharon Solt; motion carried (3-0).

Vice Chairman: A motion was made by Sharon Solt to appoint JoAnn Bush as Vice Chairman, seconded by Mary Anne Clausen; motion carried (3-0).

Secretary / Treasurer: A motion was made by Mary Anne Clausen to appoint Sharon Solt as Secretary/Treasurer until her retirement on Jan. 15, 2016, seconded by JoAnn Bush; motion carried (3-0).

Township Solicitor: A motion was made by Mary Anne Clausen to appoint Michael Kaspszyk as interim Solicitor until Jan. 31, 2016, seconded by Sharon Solt; motion carried (3-0).

Special Counsel: A motion was made by JoAnn Bush to appoint Jordan B. Yeager and Curtin and Heefner LLP Attorney's at Law, Special Counsel for the purposes of advising the Township on the topic of the Nestle' water extraction, seconded by Sharon Solt; motion carried (3-0).

Engineer: A motion was made by Sharon Solt to appoint Hanover Engineering as Engineer, at the rates in their letter of Dec. 10, 2015 seconded by Mary Anne Clausen; motion carried (3-0).

Alternate Engineer: A motion was made by Sharon Solt to appoint Russell Kresge Jr. with the rates in carried dictated in his letter of Dec. 18, 2015 as Alternate Engineer seconded by Mary Anne Clausen; motion (3-0).

Road Master: A motion was made by Sharon Solt to appoint Keith Kuehner Road Master, seconded by Mary Anne Clausen; motion carried (3-0).

Sewage Enforcement Officer: A motion was made by Sharon Solt to appoint Hanover Engineering with the officers and rate(s) in their letter of Dec. 10, 2015 as Sewer Enforcement Officer, seconded by Mary Anne Clausen; motion carried (3-0)

Administrative Assistant: A motion was made by Mary Anne Clausen to appoint E. Ann Velopolcek Administrative Assistant, seconded by Sharon Solt; motion carried (3-0)

Zoning and Codes Officer: A motion was made by Sharon Solt to appoint Ellerslie Helm as Zoning and Codes Officer, seconded by Mary Anne Clausen; motion carried (3-0)

Building Code Official: A motion was made by Sharon Solt to appoint Marilyn Ludwig or another Hanover engineering professional at the rates in their letter of Dec. 10, 2015, seconded by Mary Anne Clausen; motion carried (3-0).

UCC Inspection: A motion was made by Mary Anne Clausen to appoint any certified third party inspector, seconded by JoAnn Bush; motion carried (3-0).

UCC Joint Board of Appeals Committee Member: A motion was made by Mary Anne Clausen to appoint Bruce Gower as a Joint Board of Appeals Committee Member, seconded by Sharon Solt; motion carried (3-0).

Earned Income Tax Collector: A motion was made to appoint Berkheimer Tax Administrators, as the Earned Income Tax Collector, seconded by Sharon Solt, motion carried (3-0).

Earned Income Tax Liaisons: A motion was made by Sharon Solt to appoint JoAnn Bush as Earned Income Tax Liaison and Mary Anne Clausen as the alternate Earned Income Tax Liaison, seconded by Joann Bush; motion carried (3-0).

Earned Income Tax Appeals Officer: A motion was made by Sharon Solt to appoint Monroe County Tax Collection Committee as the Earned Income Tax Appeals Officer, seconded by Joann Bush; motion carried (3-0).

Emergency Management Coordinator: A motion was made by JoAnn Bush to appoint Gary Hoffman as the Emergency Management Coordinator, seconded by Mary Anne Clausen; motion carried (3-0).

Vacancy Board Chairman: A motion was made by Sharon Solt to appoint Ilene Eckhart as Vacancy Board Chairman, motion failed for lack of second.

A motion was made by JoAnn Bush to appoint Gary Hoffman as Vacancy Board Chairman, seconded by Mary Anne Clausen; motion carried (2-0) Sharon Solt abstained.

Planning Commission Members: A motion was made by Mary Anne Clausen to appoint Mike Kolba as a Planning Commission Member for a term of 4 years (expires 12/31/2019), seconded by Sharon Solt; motion passed (3-0)

A motion was made by Mary Anne Clausen to appoint Archie Craig as a Planning Commission Member for a term of 4 years (expires 12/31/2019), seconded by Joann Bush; motion carried (3-0)

A motion was made by Sharon Solt to appoint David Mitchell as a Planning Commission Member for a term of 3 years (expires 12/31/2018), motion failed for lack of a second.

A motion was made by Mary Anne Clausen to appoint Gary Hoffman as a Planning Commission Member for a term of 3 years (expires 12/31/2018), seconded by Joann Bush; motion carried (2-0). Sharon Solt abstained.

Planning Commission Solicitor: A motion was made by Mary Anne Clausen to appoint Daniel Lyons as Planning Commission Solicitor, seconded by Sharon Solt; motion carried (3-0).

Treasurer's Bond: A motion was made by Sharon Solt that the Treasurer's Bond be drawn through Travelers Insurance in the amount of \$700,000.00, seconded by JoAnn Bush; motion carried (3-0).

Employee Bond: A motion was made by Sharon Solt that the Treasurer's Assistant Bond be drawn through Traveler's Insurance in the amount of \$700,000.00, seconded by JoAnn Bush, motion carried (3-0).

Zoning Hearing Board Members: A motion was made by Sharon Solt to appoint Bruce George as a Zoning Hearing Board member for a term of 3 years (expiring 12/31/2018), motion failed for lack of a second.

A motion was made by JoAnn Bush to appoint Charles Ogle as a Zoning Hearing Board Member for a term of 3 years (expiring 12/31/2018), seconded by Mary Anne Clausen; motion carried (2-0). Sharon Solt abstained.

A motion was made by Sharon Solt to appoint Ilene Eckhart as the first Alternate to the Zoning Hearing Board for a term of 3 years (expiring 12/31/2018). Motion failed for lack of second.

A motion was made by Sharon Solt to appoint Bruce George as first Alternate to the Zoning Hearing Board for a term of 3 years (expiring 12/31/2018), seconded by Joanne Bush; motion carried (3-0).

A motion was made by JoAnn Bush to table the third appointment for Zoning Hearing Board Member Alternate as there were no other applications, seconded by Mary Anne Clausen; Motion carried (3-0).

Zoning Hearing Board Attorney: A motion was made by Mary Anne Clausen, seconded by JoAnne Bush; to table the appointment of a Zoning Hearing Board Attorney; motion carried (3-0).

Voting Delegate to the State Convention: A motion was made by Mary Anne Clausen to appoint JoAnn Bush to be the delegate to the State Convention, seconded by Sharon Solt; Motion carried (3-0).

Employees- Full Time/Part time Wages/Benefits: A motion was made by Mary Anne Clausen and seconded by Joann Bush to approve a 2% increase in the wages of the following employees: motion carried (3-0).

A. Wages

Road master	\$19.67
Road Crew 2 full time	\$17.36
2 part time	\$15.29
Zoning Officer	\$15.29
Administrative Assistant	\$14.48
Maintenance	\$14.77

The Working Secretary/ Treasurer's salary will be determined by the Board of Auditors.

Benefits: A motion was made by Sharon Solt and seconded by Mary Anne Clausen to approve the benefits that are outlined in the Employee handbook. Motion Carried (3-0).

Health Care
Holidays
Sick Days
Vacation Days
Pension Plan
Bereavement
All Other Benefits

Dale Weidman stated that he thought the part time road crew positions should be filled as soon as possible as winter is here.

Vernon Barlieb asked how many hours the zoning officer worked. Mary Anne Clausen indicated that it varied by the workload but his office hours are 12-4, M-F. Vernon Barlieb asked if the Township Employees contribute to their benefits. Mary Anne Clausen said only the Full Time employees receive

benefits, they do have co-pays and the pensions are partially reimbursed by the state. The employees pay for any additional benefits such as AFLAC.

Mileage Rate: A motion was made by Sharon Solt to adopt the Federal Mileage rate of .54/mile, seconded by JoAnn Bush; motion carried(3-0). Tom Byrne asked if there is a budgeted amount for that. Sharon Solt said there are line items in the budget for mileage for the Supervisors, Secretary/Treasurer and Zoning Officer.

Volunteer Fire Company Covering Eldred Township: A motion was made by Sharon Solt to appoint the Kunkletown Fire Company as the fire company to cover Eldred Township, seconded by JoAnn Bush; motion carried (3-0).

Emergency Ambulance Covering Eldred Township: A motion was made by JoAnn Bush to appoint the West End Ambulance (caveat by Michael Kaspszyk that it be left to the discretion of the 911 emergency services to dispatch the fastest available responder), seconded by Mary Anne Clausen; motion carried (3-0).

Monthly Meeting Dates /time/Location: A motion was made by Mary Anne Clausen to continue the Supervisors meeting date as the first Wednesday at 7 P.M. in the Municipal Building, seconded by JoAnn Bush; Motion carried (3-0).

Depositories for Township Funds: A motion was made by Sharon Solt to continue to use PLIGIT and the First Niagara Bank as repositories of the Township's funds, seconded by JoAnn Bush; motion carried (3-0).

Open Records Officers: A motion was made by Sharon Solt to appoint Ann Velopolcek as Open Records Officer, seconded by Mary Anne Clausen; motion carried (3-0).

Security Officers: A motion was made by Sharon Solt to appoint the Township Constable and his Deputy or any other Constables as needed as our Security Officers, seconded by Mary Anne Clausen; motion carried (3-0).

Pocono Mountains COG (Council of Governments) Representatives: A motion was made by Mary Anne Clausen to appoint JoAnn Bush to the Pocono Mountain Council of Governments as our representative and seconded by Sharon Solt; motion carried (3-0).

CJERP Regional Comprehensive Plan Committee Members: A motion was made by Sharon Solt to appoint JoAnn Bush as our Supervisor member; JoAnn Bush declined the appointment.

A motion was made by JoAnn Bush to appoint Mary Anne Clausen as a Supervisor to the CJERP Committee, seconded by Sharon Solt; motion carried (3-0).

A motion was made by Mary Anne Clausen to appoint Robert Boileau as Planning Commission representative to the CJERP Committee, seconded by Sharon Solt; motion carried (3-0).

Walter Mock Park Committee Members: A motion was made by Mary Anne Clausen to table the appointment to the Mock Park Committee until the Committee becomes active again and seconded by Sharon Solt; motion carried (3-0).

Eldred Township Community Center: A motion was made by Mary Anne Clausen to table the Community Center appointments due to changes not yet ready for adoption. Seconded by Sharon Solt; motion passed (3-0).

Adjournment: A motion was made by Sharon Solt to adjourn the organizational meeting Seconded by JoAnn Bush; motion carried (3-0).

Meeting adjourned at 8:50 P.M.

Respectfully Submitted,



E. Ann Velopolcek

Recording Secretary

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Jordan B. Yeager	Solicitor Daniel Lyons	SEO Jacob Schray
Alt. Engineer Russell Kresge		
Monroe Co. Planning Commission	Zoning Officer Ellerslie Helm	

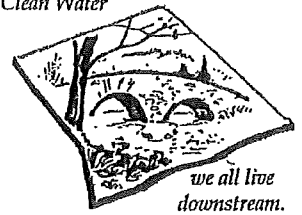


Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA

MARY ANNE CLAUSEN
SHARON F. SOLT
JOANN BUSH

Clean Water



Eldred Township Board of Supervisors

Meeting Minutes

January 4, 2016

A meeting of the Eldred Township Board of Supervisors was held on January 4, 2016 at the Kunkletown Fire Company, 597 Kunkletown Rd., Kunkletown, Pa. 18058.

The meeting was called to order at 9 P.M.

In Attendance: In attendance were Sharon Solt, Supervisor; Mary Anne Clausen, Supervisor; JoAnn Bush, Supervisor; Michael Kaspszyk, Solicitor

Public Comments Relating To the Agenda: Michael Orth had a complaint about a neighbor burning noxious smelling trash. He said he filed a complaint but the problem continues. Dr. Ramon Baker said he has the same problem and also there is sewage seeping into the Chapel Creek. Zoning Officer Ellerslie Helm said he responded to the complaint but could not issue a violation that day because they were only burning wood.

Dawn Barankovich said she thinks a Recycling facility in the Township would be a good idea.

Doug Borger asked if the issue with the propane tanks at the Community Center was resolved. Carey Krum reported that the tanks were picked up that day and the billing was rescinded.

Approval of the Minutes: A motion was made by Mary Anne Clausen to table the approval of the minutes of the Dec. 2, 2015 and the Dec. 28, 2015 meetings, seconded by Sharon Solt. Motion carried (3-0).

Treasurer's Report: A motion was made by Sharon Solt to approve the Treasurer's Report and seconded by JoAnn Bush. Motion carried (3-0) to approve the January Treasurer's report as follows:

Treasurer's Report:

Balances at January 4, 2015

First Niagara Bank General Money Market	\$ 325,702.88
First Niagara Bank State Money Market	23,219.64
First Niagara Bank State Checking	916.75
First Niagara Bank Business Checking	4019.24

First Niagara Bank Fire Escrow Account	9,832.72
First Niagara Bank Capital Reserve Account	.22
First Niagara Bank DCNR (Parks) Account	21,362.15
First Niagra Bank Community Center Account	7,663.03
PLGIT General Fund	49,015.75
PLGIT Payroll	3,737.30
PLGIT Parks/Land	9,765.18
PLGIT Building Maintenance & Repairs	1,525.36
Petty Cash	<u>47.12</u>
Total	<u>\$ 406,658.68</u>

Bills for Approval: A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the General Fund Bills dated 1/4/16 for the amount of \$28,098.39. Motion Carried (3-0).

A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the State Fund Bills dated 1/4/2016 in the amount of \$2,058.44. Motion Carried (3-0).

A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the Community Center Bills dated 1/4/2016 in the amount of \$3,375.51. Motion Carried (3-0).

A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the Form 941 Bill dated 12/24/2015 in the amount of \$1,844.12 and the Form 941 Bill dated 1/7/2016 in the amount of \$2,044.20. Motion Carried (3-0).

A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the State withholding dated 12/1/15-12/15/15 in the amount of \$319.32 and 12/16/2015-12/31/2015 in the amount of \$233.20. Motion carried (3-0)

A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the Payroll for the period ending 12/12/2015 in the amount of \$7,721.62 and the period ending 12/16/2015 in the amount of \$8,251.28. Motion carried (3-0).

Water Extraction: Due to the large number of people attending the meeting for the purpose of information and comments concerning the water extraction issue, Mary Anne Clausen moved the discussion forward. Mary Anne Clausen announced that there are two possible dates for the meeting with the DEP and the DRBC. Those dates are January 12, 2016 or January 20, 2016. We are waiting for DEP to schedule a hydrogeologist and someone from Air Quality. There will be an announcement when the date is confirmed.

Solicitor Kaspszyk spoke about an appeal of the Ordinance that was filed by some residents. This appeal is pending at the Court of Common Pleas. Solicitor Kaspszyk described the next steps that will occur regarding this.

Mary Anne Clausen announced that Nestle has filed their application. Solicitor Kaspszyk explained the hearing process, the rights of the public to attend and present evidence, have experts speak and the role of the Supervisors in the process. He then explained the appeals process. The application is available for public viewing at the Township Building during normal business hours.

An opportunity for public comment was announced at this point.

There was a great deal of discussion from various concerned residents about the proposed Nestle Water Extraction plan. All of the residents who spoke were vehemently opposed to the plan. The concerns expressed were related to water volume and quality, property values, traffic and related issues (noise, pollution) and the reputation of Nestle, both in the United States and Internationally. There was also discussion about the well monitoring done by Nestle and observed by Phil Getty.

A motion was made by Mary Anne Clausen and seconded by JoAnn Bush that the Board of Supervisors of Eldred Township advertise the following proposed amendment to its zoning ordinance and schedule a public hearing at 7 P.M. on Wednesday February 17, 2016, to consider the proposed amendment. The proposed amendment is to Section 303 definitions of our Zoning Ordinance:

Water extraction/Bottling: Any use which involves the pumping or removal of water from groundwater sources with or without bottling, for retail or wholesale sale. Considered manufacturing, light for the purposes of regulation by this Ordinance.

Shall be amended as follows:

Water Extraction/Bottling: any use which involves the pumping or removal of water from groundwater sources, with or without bottling, for retail or wholesale sale. Water extraction and bottling shall be considered *industry* for the purposes of this regulation by Ordinance. Motion carried (2-1).

A motion was made by Mary Anne Clausen and seconded by Sharon Solt to have Solicitor Kaspszyk advertise the Zoning Hearing Board Hearing and to send the notice to the Planning Commissions, post Legal Notices etc. Motion carried (3-0).

Mary Anne Clausen asked Solicitor Kaspszyk if the change affected the Shared Use Ordinance and did the change have to be sent to CJERP. Solicitor Kaspszyk indicated that unless Eldred was removing water extraction from its

permitted use, (which is not the case, as it would continue to be permitted as Special Exception in the industrial zone) that it did not violate The Shared Use Ordinances and CJERP did not need to be advised of the change. It would need to be sent to the Monroe County Planning Commission and the Eldred Township Planning Commission.

Road Master's Report: Keith Kuehner reported that the road crew continues to clean shoulders, the new compressor has been purchased and the quotes are in for the new truck. He also submitted the three quotes:

Milham Ford and Lancaster Truck Bodies:	\$73,363.00
LeVan Truck and Machine:	\$69,774.80
Powell's:	\$73,829.00

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Keith Kuehner recommended accepting the bid from Milham as we have worked with them in the past with a good result. All Bids are for a Ford F550 SD, 2016.

(Bids were negotiated by the Pa. Co-Stars program). A motion was made by JoAnn Bush and seconded by Sharon Solt to accept the bid from Milham Ford and Lancaster Truck Bodies to purchase the truck.

Zoning Officers Report: Ellerslie Helm reported that he issued one building permit, a total of 8 site surveys and complaints, one for a building, 3 dog complaints, 4 burning complaints (a notice was sent), and a property line dispute. There was discussion about a possible Burning Ordinance because of neighbor complaints about the burning of debris that is noxious and at times of the day when the Zoning Officer is not available. Solicitor Kaspszyk described the complaint process and zoning Officer Helm agreed to continue investigating.

Eldred Township Planning Commission Report: There was no report from the Eldred Township Planning Commission.

CJERP Report: CJERP did not meet in December.

Community Center Report: Linda Kile reported that the Community Center will be sponsoring a Valentine's Day dance on Feb. 13 at the Firehouse. Carey Krum reported that the lock was repaired. Linda Kile asked if the Committee can get estimates to repair the Exterior Kitchen door. The Supervisors answered "yes".

Kunkletown Volunteer Fire Company Report: The Fire Company reported that they had 6 calls in December. Solicitor Kaspszyk commented that he had reviewed the insurance policy with regard to the alcohol coverage and the policy was sufficient.

West End Ambulance December Report: The Ambulance Association reported that they had 2 ALS 1 calls, 10 BLS calls and 4 no data calls in Dec. for a total of 16 in Dec. and a year end total of 172.

Open/ Revise Budget: Sharon Solt reported that the cash carryover for this year's projected budget can be increased by \$100,000.00. In addition, the following changes are being made increase the Attorney for Services and Litigation from \$4000.00 to \$33,579.00 and the Maintenance to Highways (General Construction) from \$129,579.00 to \$200,000.00. Gary Hoffman asked if the Township could do something for the Food Pantry as a great need exists. Mary Anne Clausen answered that that will probably be addressed at the February meeting. A motion was made by Sharon Solt and seconded by JoAnn Bush to amend these changes to the 2016 budget. Motion Carried (3-0).

Security Contract for the Community Center: A motion was made by JoAnn Bush and seconded by Sharon Solt to accept a contract with Blue Ridge for security monitoring at a cost of \$15.41/month. Motion Carried (3-0).

Joinder Deed for James and Darlene Smith: No inverse subdivision is required. A motion was made by Mary Anne Clausen and seconded by JoAnn Bush for an approval of the joinder deed of the 2 parcels. Motion Carried (2-0) Sharon Solt abstained.

Interim Administrators: A motion was made by Mary Anne Clausen and seconded by JoAnn Bush to increase the hours of the Administrative Assistant to 30 hours/week. Motion Carried (3-0)

Creation of a Book of Policies: A motion was made by Mary Anne Clausen and seconded by Sharon Solt to table the creation of a Book of Policies. Motion carried. (3-0)

Purchase of Additional Microphones for the Supervisors: Mary Anne Clausen asked Ann to get prices for 2 additional microphones for the meeting room at the Municipal Building.

Search for Tech Support for Computers etc. Website Design: Blue Ridge was suggested for Tech Support and PSATS for Web Design. Ann was asked to look into the PSATS Web solution.

Date and Time for Special Meeting to Appoint Tax Collector, Solicitor and Other Matters: A motion was made by Mary Anne Clausen and seconded by Sharon Solt to have a Special Meeting to make additional appointments on January 11 2016 @ 7 PM at the Municipal Building. Motion carried (3-0).

Executive Sessions: Mary Anne Clausen announced that there had been executive sessions on 12/28/2015, 12/31/2015, and immediately preceding this meeting to discuss personnel matters.

Other: Sharon Solt announced that the Auditors' meeting is scheduled for 7 PM at the Municipal Building on Jan. 5, 2016. Mary Anne Clausen talked about the Frantz Schoolhouse with regard to acknowledging their work to restore the schoolhouse. A resident asked for more information about the work done and billing by Phil Getty. Sharon Solt indicated the bill could be reviewed at the Municipal Building during normal hours of operation. Mary Anne Clausen outlined his duties.

Public Comments: There was a discussion about Phil Getty re: the billing. Marissa Strohline spoke to thank the attendees for coming to the meetings and protesting the application. Mary Anne Clausen gave a public thank you to Solicitor Michael Kaspszyk for his years of service as the Supervisors solicitor.

Adjournment: A motion was made by Sharon Solt and seconded by JoAnn Bush to adjourn. Motion carried (3-0).

Respectfully Submitted,

E. Ann Velopolcek

Secretary

Cc: Eldred Twp. Supervisors, Solicitor Daniel Lyons, Engineer Brien Kocher, Zoning Officer Ellerslie Helm , SEO Jacob Schray, Eldred Township Planners, Monroe County Planning Commission, Solicitor Michael Kaspszyk, Solicitor Ronold Karasek



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA

MARY ANNE CLAUSEN
SHARON F. SOLT
JOANN BUSH

Clean Water



SUPERVISORS SPECIAL MEETING January 11, 2016

Attendance

Supervisors: Mary Anne Clausen, Sharon Solt, JoAnn Bush

In Absentia: Solicitor Michael Kaspszyk

Meeting Called to Order Mary Anne Clausen called the meeting to order at 7:10 P.M., followed by The Pledge of Allegiance.

Public Comments Pertaining to Agenda

Vernon Barlieb asked if the minutes could be made public before they are approved; both Mary Anne Clausen and Solicitor Kaspszyk said there are 2 schools of thought on issuing them before approval. No decision was made.

Approval of minutes – December 2, 2015 Supervisors Meeting

Mary Anne Clausen made a motion to table the approval of the minutes, Joann Bush made a second to the motion; the motion was approved unanimously. (3-0)

Approval of minutes – December 28, 2015 Special Meeting

JoAnn Bush made a motion to approve the minutes, Sharon Solt made a second to the motion; the motion was approved unanimously. (3-0)

Appointment of Tax Collector

JoAnn Bush made a motion to appoint Laura Hoffman as the Municipal Tax Collector until the next Municipal election, Mary Anne Clausen made a second to the motion; the motion was approved unanimously. (3-0)

Adoption of the ETCC Committee Policy

Sharon Solt made a motion to approve the revised policy; JoAnn Bush made a second to the motion. Doug Borger asked if there were any paid positions, Mary Anne Clausen replied there are not any, other than the few hours that Ann works to set up rentals. The motion was approved unanimously. (3-0)

Appointment of Positions Not appointed at Reorganization Meeting

Township Solicitor JoAnn Bush made a motion to appoint Attorney Ronold Karasek as township solicitor for the Board of Supervisors at a rate of \$160.00 per hour; Sharon Solt made a second to the motion. The motion was approved unanimously. (3-0)

Other

Intervenor Petition Solicitor Michael Kaspszyk reported that land owner Ricky Gower has filed an Intervenor Petition in regard to the Deihl, Dunkelberger, and Lomonaco Appeal against Eldred Township and the Eldred Township Board of Supervisors. Mary Anne Clausen reported that the documents pertaining to the appeal have been sent to the new attorney hired for the water extraction issues. Solicitor Kaspszyk explained that the land owner is defending the enactment of the zoning ordinance and that the zoning ordinance should be sustained and not be overturned. There was further discussion concerning the issue.

DEP and DRBC Meeting Mary Anne Clausen reported there will be a special meeting with DEP and DRBC held on January 20, 2016 at 7:00 p.m. at the Kunkletown Fire house. The purpose is to present information and allow questions from the public in regard to water extraction.

BOS Hearing It was announced that the Board of Supervisors' hearing to review the adoption of the 2014 Zoning Ordinance will be held on February 17, 2016.

New Meeting Date Sharon Solt made a motion to change the monthly meeting dates to the first Tuesday of the month at 7:30 p.m., to accommodate Solicitor Karasek's schedule. Mary Anne Clausen made a second to the motion; the motion passed unanimously. (3-0)

Adjournment

JoAnn Bush made a motion to adjourn the meeting at 7:40 p.m.; Sharon Solt made a second to the motion. The motion passed unanimously. (3-0)

Meeting Reconvened

Mary Anne Clausen reconvened the meeting at 7:43 p.m. The Constable reported that the Monroe County Constable Association has their meetings on the first Tuesday of the month; therefore they would not be able to attend the township meetings. Sharon Solt made a motion to change the meeting date and time to the second Wednesday of the month at 7:00 p.m.; JoAnn Bush made a second to the motion, the motion passed unanimously. (3-0)

Adjournment

Sharon Solt made a motion to adjourn the meeting at 7:50 p.m.; JoAnn Bush made a second to the motion. The motion passed unanimously. (3-0)

Respectfully submitted,



Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Ronold Karasek
Solicitor Chad Martinez
Monroe Co. Planning Commission

Eldred Twp. Planners
Solicitor Jordan Yeager
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Michael Kaspszyk
Solicitor Daniel Lyons
Zoning Officer Ellerslie Helm

Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



MARY ANNE CLAUSEN
SHARON F. SOLT
JOANN BUSH



Eldred Township Board of Supervisors

Meeting Minutes

Special Meeting

January 20, 2016

A Special Meeting of the Eldred Township Board of Supervisors was held on Wednesday January 20, 2016 at the Kunkletown Volunteer Firehouse on Kunkletown Rd. Kunkletown Pa. 18058

In Attendance: Mary Anne Clausen (Chairmen); JoAnn Bush (Vice Chairman); Paul Cohen (Special Council), In absentia Sharon Solt

Also in Attendance: Brian Yagiello (Safe Water Program Manager, DEP), Chris Ostrowski (Supervisor Air Quality, DEP), Mark Wejkszner (Program Manager, DEP), Colleen Connolly (Community Relations Coordinator, DEP), Brian Busher (Safe Drinking Water Engineering Technical Services Section Chief, DEP), David Kovach (Geologist, Supervisor; DRBC Project Review Section)

Meeting Called to Order: The meeting was called to order at 7:05 P.M by chair Mary Ann Clausen followed by the Pledge of Allegiance.

Mary Ann Clausen announced that there had been two executive sessions; one immediately prior to this meeting to discuss pending litigation and one on Jan. 11, 2016 to discuss job interviews and personnel matters.

Mary Anne Clausen introduced the guests that would be speaking at the meeting from The Delaware River Basin Commission and the Department of Environmental Protection.

David Kovach was recognized and gave an overview of the Delaware River Basin Commission's (DBRC) review and permit process as it regards water extraction. The information he delivered can be found on the DRBC website <http://www.nj.gov/drbc/>. Included in his comments was information about the opportunity for public input and the appeal process.

Brian Busher, of the Department of Environmental Protection (DEP) presented a PowerPoint presentation explaining the DEP permit process. He indicated that any application for a permit to DEP is published at <http://www.pabulletin.com/index.asp>. The review and processing of applications was described. Applications can be seen at the DEP Wilkes Barre office.

Public questions were asked and answered.

No motions were forthcoming.

Board of Supervisor's Special Meeting Jan. 20, 2016 P2

Public Comments: A break was called prior to public comments. Meeting resumed at 9:05.

Dean Zacharias asked if there would be any public contribution from Nestle if they received approval for the project. Joann Bush answered that that was a question for the Zoning Hearing Board.

Michael Orth asked about possible Zoning change as regards a Burning Ordinance. Ellerslie helm answered that he had a general conversation with the Supervisors. No action has been taken.

Lori Zilmer asked about the hiring of help for snow removal. Mary Anne Clausen answered that 2 Part Time people had been hired to fill those vacancies.

Rick Zilmer asked if there is a prohibition on referendums in Pennsylvania. Mary Anne Clausen answered she does not know. She suggested he bring the question to the new Solicitor at the next Supervisors meeting.

Joyce Blaskow asked the status of the appeal. Mary Anne Clausen answered that we are waiting for the court to deliver a writ.

A question was asked if the Supervisors are considering requiring conditions for the Nestle application to the Zoning Hearing Board. Mary Anne Clausen answered that yes they were.

A question was asked if the Nestle application was being thoroughly reviewed by informed people. Mary Anne Clausen answered that the application is being reviewed by the Planning Commission and the Zoning Hearing Board Members, and that the public could be heard at the Zoning Hearing Board as well.

Donna Deihl asked who can speak at the Zoning Hearing Board. Mary Anne Clausen stated that the residents, the Township and the Planning Commission surely can be party to the hearing but that our new Solicitor should be able to answer more thoroughly at our next meeting.

Adjournment: A motion to adjourn was made by JoAnn Bush and seconded by Mary Anne Clausen. Motion carried (2-0) Meeting adjourned at 9:35 P.M.

Respectfully Submitted,



E. Ann Velopolcek

Cc: Eldred Twp. Supervisors

Eldred Twp. Planners

Solicitor Paul Cohen

Solicitor Daniel Lyons

Engineer Brien Kocher

Zoning Officer Ellerslie Helm

Monroe Co. Planning Commission

SEO Jacob Schray

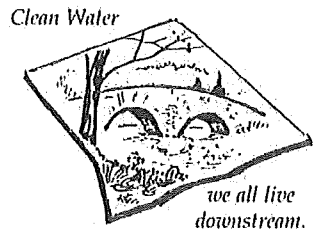
Solicitor Ronold Karasek



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA

Mary Anne Clausen; Chairman
JoAnn Bush; Vice Chairman
Sharon Solt; Supervisor
Eldred Township Board of Supervisors



Meeting Minutes

February 10, 2016

On February 10, 2016 the Eldred Township Board of Supervisors held their regularly scheduled monthly meeting at the Kunkletown Volunteer Fire Company at 597 Kunkletown Rd., Kunkletown, Pa. 18058.

In Attendance: In attendance were Mary Anne Clausen, Chairman; JoAnn Bush, Vice- Chairman; Sharon Solt, Supervisor, and Solicitor Ronold Karasek

The meeting was called to order at 7:30 P.M. followed by the Pledge of Allegiance.

Mary Anne Clausen welcomed our new Solicitor Ronold Karasek.

It was announced that Curt Bush and Rocko Michaels were recording the meeting as well as the Township Secretary.

Mary Anne Clausen announced that executive sessions were held on January 11, 2016 to discuss personnel matters, on January 20, 2016 prior to the Special Meeting to discuss litigation, on January 26, 2016 to discuss personnel matters and litigation, on February 2, 2016 to meet with Integra One about IT matters and to discuss personnel, on February 8, 2016 to discuss personnel and on February 9, 2016 to meet with Royal Security to discuss security matters. In addition, immediately prior to this meeting there was an executive session with Solicitor Karasek to update him on some current issues.

Public Comments Related to the Agenda: Mr. Vernon Barlieb asked that future minutes more accurately reflect the meeting. He asked that anyone who asks their comments be included in the minutes, that those comments be included.

Approval of the Minutes:

- A motion was made to table the December 2, 2015 minutes by Mary Anne Clausen and seconded by JoAnn Bush. Motion Carried (3-0).
- A motion was made by Sharon Solt to approve the January 4, 2016 Organization Meeting and seconded by JoAnn Bush. Motion Carried (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the January 4, 2016 regular meeting. Motion Carried (3-0).
- A motion was made by JoAnn Bush to approve the January 11, 2016 minutes and seconded by Sharon Solt. Motion Carried (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the minutes of the January 20, 2016 meeting. Motion carried (3-0).

Treasurer's Report: A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the Treasurer's Report as presented:

Balances at February 10, 2016

First Niagara Bank General Money Market	\$335,971.71
First Niagara Bank State Money Market	20,617.95
First Niagara Bank State Checking	916.75
First Niagara Bank Business Checking	6,619.24
First Niagara Bank Fire Escrow Account	9,833.22
First Niagara Bank Capital Reserve Account	.22
First Niagara Bank DCNR (Parks) Account	21,362.87
First Niagara Bank Community Center Account	6,644.46
PLGIT General Fund	6,975.95
PLGIT Payroll	3,738.02
PLGIT Parks/Land	9,765.18
PLGIT Building Maintenance & Repairs	1,525.83
Petty Cash	14.14
Total	<u>\$ 423,985.54</u>

Motion Carried :(3-0).

Bills for Approval:

- A motion was made by Sharon Solt and seconded by JoAnn Bush to pay the General Fund bills in the amount of \$28,098.39. Motion Carried (3-0)
- A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the State Fund Bills dated 2/10/2016 in the amount of \$2,058.44. Motion Carried (3-0).
- A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the Community Center bills dated 2/10/2016 in the amount of \$3,375.51. Motion Carried (3-0).

- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the Form 941 Federal Tax Deposit for the periods ending 1/21/2016 and 2/7/2016 in the amounts of \$1,844.12 and \$2,044.20 respectively. Motion Carried (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the State Withholding dated 1/1/2016-1/15/2016 and 1/16/2016-1/31/2016 in the amounts of \$319.20 and \$233.20 respectively. Motion Carried (3-0).
- A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the payroll for the period ending 1/9/2016 in the amount of \$12,520.97 and period ending 1/23/2016 in the amount of \$10,096.17. Motion Carried (3-0).

Nestle Waters: At this time, Mary Anne Clausen moved the Nestle Water Extraction up on the Agenda (Agenda Item #17).

Mary Anne Clausen read the following statement into the record.

"An Appeal was filed by several residents in the Monroe County Court of Common Pleas challenging the procedure followed when the Township adopted an amendment to the Zoning Ordinance in 2014. Specifically at issue is a provision of the Ordinance concerning the definition of Water Extraction. An original proposed ordinance stated that water extraction would be considered *"industry"*. Following a CEJRP in March 2014, the definition was changed to state that water extraction would be considered *"manufacturing/ light"*. The Appeal challenges the sufficiency of public notice concerning this change.

There have been two separate petitions to intervene filed. The first petition was filed by the Gower's, owners of the property subject to the pending Special Exception application. They assert that the ordinance was properly adopted. A second petition was filed by a large group of residents who support the Appeal. We respect the interest that all sides have in participating in this case and the Township will not oppose the various requests to intervene.

The Township's Special Counsel has entered an appearance on behalf of the Township in the action. We have serious concern regarding the adoption of this Ordinance and our concern that proper procedures were not followed. As a result, the Township will not actively defend the Ordinance, instead allowing the parties to present their positions. Ultimately, the decision about the appropriateness of the procedure the Township used to enact the Ordinance will be up to the court."

Mary Anne Clausen announced the Zoning Hearing Board will meet to hear the Nestle Water Extraction application review at 7 P.M. February 24, 2016 at the Kunkletown Volunteer Fire Company, 597 Kunkletown Rd., Kunkletown, Pa. 18058.

- A motion was made by Mary Anne Clausen and seconded by JoAnn Bush to reschedule the public hearing to consider the amendment to the Definition of Water Extraction/Bottling Section 303 to be held March 16th 2016 at 7 P.M. at the Kunkletown Volunteer Fire Company, 597 Kunkletown Rd., Kunkletown, Pa. 18058. Motion Carried (3-0).

In response to a request from the floor, Solicitor Karasek explained the structure, function and purpose of the Zoning Hearing Board and the definition of a "Special Exception".

- A motion was made by JoAnn Bush and seconded by Mary Anne Clausen to discharge Phil Getty and his firm and retain Matthew Mulhall as the Township's hydrogeologist at a rate of \$150.00/hour. Sharon Solt concurred but stated concerns about the cost. Motion carried (3-0).
- A motion was made by JoAnn Bush and seconded by Mary Anne Clausen to remove the matter of the tabled appointment of a second alternate to the Zoning Hearing Board. Motion Carried (3-0)
- A motion was made by JoAnn Bush and seconded by Mary Anne Clausen to appoint Annette Heist as second alternate to the Zoning Hearing Board. Motion Carried. (3-0).
- .

Reiner Jaeckle asked if the Nestle Application was reviewed and accepted. Zoning Officer Ellerslie Helm responded that he, the Attorneys and the Engineers had reviewed the application and accepted it, as it mirrored the Ordinance completely. Mr. Jaeckle then asked when the Supervisors were first apprised of the Nestle project. Mr. Jaeckle then stated that in the application, Nestle started to file various applications with Federal Agencies in May of 2012, prior to any Zoning Ordinance change. Mary Anne Clausen replied that the first time she spoke to anyone from Nestle was in March of 2015. Mr. Wimmer had appeared at the Planning Commission meeting in March of 2014, however, Ms. Claussen was not at that meeting.

Don Moore asked if the Planners can get back the answers to any question they may have prior to appearing at a Zoning Hearing Board. He also suggested that Jason Smith of Hanover Engineering review the application regarding environmental concerns. Mr. Moore then informed the Supervisors that he asked the Nestle representatives at the January 21, 2016 Planning Commission Meeting if they had read the Zoning Ordinance prior to testing the site and was told that they were not aware that water extraction was not a permitted use.

The meeting resumed to the order of the agenda.

Planning Commission Report: Robert Boileau reported that an application was made for a Subdivision at the William Walters property. This application will be heard at the March 17, 2016 Planning Commission meeting. Mr. Boileau stated that Planning Commission Solicitor Chad Martinez has indicated that the Planning Commission must submit their recommendation to the Zoning Hearing Board prior to the Zoning Hearing Board vote. Solicitor Martinez believes the first and possibly second hearing will be taken up by Nestle presenting their project for review. In preparation the Planning Commission will be scheduling a workshop (tentative date 2/16/2016) and have asked Nestle to come back to present their project again to the planners on Feb. 18, 2016 at the regularly scheduled Planning meeting. Mr. Boileau feels there can be some benefit in hearing Nestlé's presentation before finalizing the Planner's response.

Dr. Ramon Baker commented about the depth of the intended wells.

- A motion was made by JoAnn Bush and seconded by Mary Anne Clausen to discharge Dan Lyons and appoint the firm of King Spry at the rate of \$125.00/hour, as Planning Commission Solicitor, upon the request of several of the Planners. Motion Carried (3-0).

Road Master's Report: Keith Kuehner reported that the road crew is removing snow, cleaning and maintaining equipment to be ready for emergencies. Mary Anne Clausen asked about the Gower Rd. Bridge, South. Keith Kuehner replied that an estimate for temporary repairs has been obtained from Harold Serfass, in the amount of \$6275.00. The repairs cannot start until spring. These repairs would be expected to last until estimates on replacement can be completed and grant funds can be obtained to rebuild the bridge.

Mary Anne Clausen stated that Mr. Serfass has worked for the Township before with satisfactory results and asked if the Board was ready to approve this contract.

- A motion was made by Sharon Solt and seconded by Mary Anne Clausen to approve the proposal.

During public comments it was suggested that more estimates be obtained. Keith Kuehner said that Hanover Engineering can recommend some other contractors. The motion was then tabled to allow time for more estimates.

Shirley Krum asked if any progress had been made on posting speed limit signs on some roads that did not have them. Mary Anne Clausen replied that the Township had been waiting for a change in the law that would allow that to happen without traffic and engineering studies, the PSATS is lobbying to have that law changed. In the meantime, Keith Kuehner has been to training so that our road crew can do some parts of the studies but that it would require some engineering studies. Mrs. Krum said that on Kuehner Drive there is a particular problem due to children crossing the road to board school busses.

Zoning Officers' Report: Ellerslie Helm reported that this month there was one building permit. There were 6 site surveys, one for a building, 3 driveway complaints, and 2 property line disputes. He announced the resolution of the burning issue complaint of Mr. Orth. The neighbors agreed to stop burning the offensive materials. Mr. Ellerslie discussed the possibility of a Burn Ordinance. He is researching Ordinances from other Townships to create recommendations.

CJERP Report: Robert Boileau reported that at the recent CJERP meeting there was a presentation for the Monroe County Hazard Mitigation. He explained the objectives of the project. Also, CJERP has asked if the Townships would share the cost of advertising in the West End Happenings. There were a few questions and some discussion. He was asked by the Supervisors to get more information.

Community Center Report: Linda Kile reported that the Community Center hosted 23 events in January. The income for January was \$1290.00 and expenses were \$1493.00. There were still dance tickets available for the Valentine's Day dance on February 13th. The expense for the dance was \$300.00 and to date the event has brought in \$380.00.

The West End Food Pantry fed 116 families, a total of 386 people received food at the last distribution. 200 families are signed up.

The Committee met with Karena Thek to discuss her needs. As a result of that meeting, the Committee recommends the Food Pantry be given a larger room for distribution at the cost of the small room they currently use as well as an additional room for storage, the use of the old teachers lounge

and exclusive use of the walk-in refrigerator and freezer. In return, Karena will have installed in the kitchen a refrigerator/freezer for other use.

- A motion was made by JoAnn Bush and seconded by Mary Anne Clausen to allow the use of the space as recommended and to review the lease in April 2016. Motion Carried (3-0).
- A motion was made by Mary Anne Clausen and seconded by Sharon Solt to appoint Dora Tarter to the Community Center Board. Motion carried (3-0).
- A motion was made by Mary Anne Clausen and seconded by JoAnn Bush to appoint Sharon Solt to the Community Center Board. Motion Carried (3-0).

Kunkletown Volunteer Fire Company Report: Ray Miller reported that the fire company reported 3 calls in January all for "neutral aid". Mary Anne Clausen reported that the fire company is revising their constitution and bylaws and the documents have been reviewed. The Supervisors recommend one change, the addition of the word "alcohol" included in the restrictions of illegal use of substances.

West End Community Ambulance Association Report: C.J. Dickinson reported that the Ambulance Association had 13 calls in January in Eldred Township. He then presented the Community Center with a new AED. Mr. Dickinson also announced that the ambulance Association will provide and cover the cost of CPR and First Aid training for the volunteers at the Food Pantry and the Community Center as well as the Supervisors the Township staff and the Kunkletown Volunteer Fire Company.

He also announced that the Ambulance Association has purchased 2 mechanical CPR devices and they are beginning a new program called "Paramedicine in the Home" which will provide visits by staff for homebound patients.

Continuity of Government Plan Report: Gary Hoffman reported that there is a new plan to create continuity in Governmental Services in the event of a local or federal emergency or disaster. A motion was made by Sharon Solt and seconded by JoAnn Bush to have Gary Hoffman move forward with a "Continuity of Government" plan for Eldred Township. Motion Passed (3-0).

Gary Hoffman spoke about the snow emergency recently declared. He also asked for permission to create a program for a hazardous mitigation plan by applying for a PEMA and FEMA grant to clean up the waterways.

- A motion was made by Sharon Solt and seconded by JoAnn Bush to allow Gary Hoffman to apply for the grants mentioned to clean up the waterways. Motion Carried (3-0).

He then issued a reminder to all the residents to make sure their address signs were posted.

Resolutions:

- A motion was made by Mary Anne Clausen and seconded by Sharon Solt to authorize signatories to the First Niagara Bank account. Motion passed (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to appoint Sylvia Gethen as the Township's representative to Berkheimer (our EIT collection company). Motion carried (3-0).
- A motion was made by Sharon Solt and seconded by JoAnn Bush to appoint E. Ann Velopolcek as Open Records Officer. Motion Carried (3-0).
- A motion was made by Sharon Solt and seconded by Joann Bush to ratify the Snow Emergency Declaration. Motion Carried (3-0).

Joinder Letter: A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the Joinder letter for the properties of William and Mary Anne Clausen. Motion carried (2-0), Mary Anne Clausen abstaining.

Approval for PSATS Conference: A motion was made by Mary Anne Clausen and seconded by Sharon Solt to approve sending Ann Velopolcek to attend the PSATS conference. Motion Carried (3-0).

Other:

- Mary Anne Clausen read a letter thanking the Giordano's for their work in restoring the Frantz Schoolhouse.
- Sharon Solt asked Helen Mackes to come forward to present her with a Proclamation to honor her service to Eldred Township.
- Solicitor Karasek announced that his monthly report will be presented in writing.
- Don Moore made a statement regarding the Ordinance and the Nestle application. In Mr. Moore's opinion there were procedural errors in the adoption of the ordinance, which he articulated in his statement.
- Dr. Ramon Baker made an appeal to the community to contribute funds for the appeal of the ordinance.

Adjournment: A motion was made by Sharon Solt and seconded by JoAnn Bush to adjourn. Motion carried. (3-0). Meeting adjourned at 9:55 P.M.

Respectfully Submitted,



E. Ann Velopolcek

Cc: Eldred Twp. Supervisors

Eldred Twp. Planners

Solicitor Paul Cohen

Solicitor Michael Gaul

Engineer Brien Kocher

Zoning Officer Ellerslie Helm

Monroe Co. Planning Commission

SEO Jacob Schray

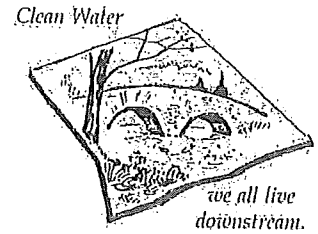
Solicitor Ronold Karasek

Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Mary Anne Clausen; Chairman
JoAnn Bush; Vice Chairman
Sharon Solt; Supervisor



Board of Supervisors

Meeting Minutes

March 9, 2016

On March 9, 2016 the Eldred Township Board of Supervisors held their regular meeting at the Eldred Township Municipal Building, 490 Kunkletown Rd., Kunkletown Pa. at 7:30 P.M.

It was announced that Curtis Bush was recording the meeting.

Meeting Called to Order: Chairman Mary Anne Clausen called the meeting to order at 7:45 P.M. followed by the Pledge of Allegiance.

Mary Anne Clausen announced that the Board met in executive session on Feb. 15, 2016 to discuss personnel and litigation matters and also addressed several administrative matters at that time. It met again on March 8, 2016 for administrative matters including reviewing the bills to be approved at this meeting and immediately prior to this meeting to discuss litigation, personnel and a real estate matter.

Public Comments: James Leiding asked about the amount of Liability Insurance the Township carries on the Supervisors.

Archie Craig asked if the Brochures from PSATS concerning Zoning and Planning could be printed for the Planners. Ms. Clausen answered yes.

Approval of Minutes: Attorney Karasek gave opinion about moving the December 2, 2015 Minutes into the record.

- A motion was made by Mary Anne Clausen to move the December 2, 2015 minutes into the record, absent any objection. There were no objections.
- A motion was made by Jo Ann Bush and seconded by Sharon Solt to approve the minutes of the February 10, 2016 meeting. Motion carried (3-0).

Treasurer's Report:

- A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the Treasurers' Report as presented. Motion Passed (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the General Fund bills in the amount of \$24,802.11. Motion Carried (3-0).

Vernon Barleib requested more information about the Boucher and James invoice for the services of Phil Getty.

- A motion was made by Jo Ann Bush and seconded by Sharon Solt to approve the State Fund bills in the amount of \$3,421.87. Motion Carried (3-0).
- A motion was made by Sharon Solt and seconded by Jo Ann Bush to approve the Community Center Bills in the amount of \$10,425.49. Motion Carried (3-0).
- A motion was made by Jo Ann Bush and seconded by Sharon Solt to approve the Form 941 payment dated 2/18/2016 in the amount of \$1,687.24 and the Form 941 payment dated 3/3/2016 in the amount of \$1,765.12. Motion carried (3-0).
- A motion was made by Sharon Solt and seconded Jo Ann Bush by to approve the State withholding payments for the periods ending 2/15/2016 and 2/29/2016 in the amounts of \$309.34 and \$224.18 respectively. Motion carried. (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the PSATS bill in the amount of \$1,248.00. Motion carried (3-0).
- A motion was made by Sharon Solt and seconded by JoAnn Bush to approve the bills for Quickbooks in the amounts of \$519.00 and \$299.95 respectively. Motion carried (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the payroll for the period ending 2/6/2016 in the amount of \$7,369.25. Motion Carried (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the payroll for the period ending 2/20/2016 in the amount of \$7,713.90. Motion Carried (3-0).

New Business: Nancy Bittner of Meals on Wheels gave a brief presentation about her organization. Meals on Wheels would like to expand their operation in Eldred Township and asked for volunteers and contributions to the organization.

Old Business: Mary Anne Clausen read gave an update with regard to the various water extraction issues including the special exception hearing before the Zoning Hearing Board, the appeal by Deihl et al, and the hearing on the motion to amend the Township Zoning Ordinance. She announced that anyone who has not yet gained status as a party to the proceeding may still do so by contacting Solicitor Chad Martinez.

Gary Hoffman asked that the Township stand behind Frank O'Donnell as a member of the Zoning Hearing Board.

Patrice Giunta asked that it be placed on record that her the water level in her well has dropped 30 ' and she has no explanation.

There was additional lengthy public comment from many residents enumerating the reasons they are opposed to the Nestle Application.

Solicitor's Report: Solicitor Karasek reported that he has prepared a written report that is available to the public. Any other items would be discussed as they appear on the agenda.

Road Master's Report: Keith Kuehner reported that the Road Crew is continuing to clean pipes, cut shoulders etc.

An update on the Gower Bridge repairs is that several companies referred by Hanover Engineering were called for estimates only one estimate has come in from Tri State Construction for \$14,826.00 as opposed the estimate from Harold Serfass for \$6275.00.

- A motion was made by JoAnn Bush and seconded by Sharon Solt to contract with Harold Serfass to make temporary repairs to the Gower Rd. Bridge South based on his written estimate of the repairs. Motion passed (3-0).

Keith Kuehner asked the Supervisors for a workshop to discuss the upcoming materials bids and contract work. A special meeting was scheduled for March 16, 2016 at 9:30 a.m.

Zoning Officers Report: Ellerslie Helm reported that he issued 2 permits in February, one a driveway permit and one to demolish a barn on Gower Rd. He did eight site surveys one for the Church parking lot, one for an abandoned house, one for Mrs. Mock's porch, a burning complaint, a site inspection for a house on 1045 Kunkletown Rd. for a fire escrow, two for neighbors complaints and Ray Flytes' property for cleanup.

CJER(P) Report: There was no CJERP report however; Donald Moore reported that at the CJERP meeting there was a discussion about the amendment to change Zoning Ordinance (303). The CJERP Committee affirmed that the change was consistent with the Monroe County Comprehensive Plan. The Monroe County Planning Commission also affirmed that the change in the ordinance is consistent with the Monroe County Planning Commissions' guidelines.

Community Center Report:

- A motion was made by JoAnn Bush and seconded by Sharon Solt to appoint Dora Tarter as Community Center Secretary. Motion carried (3-0).
- A motion was made to ratify the leases of the Carbon United Soccer Club in the amount of \$20.00/ day (2 hour rental) and two private parties in the amounts of \$35.00 and \$50.00 respectively.

Linda Kile reported that the ETCC income to date is \$3,445.25 and the expenses \$3375.51(excluding the bill approved tonight for the oil).

Ann Velopolcek reported there were 35 events at the Community Center in February.

- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve an Open House at the Community Center on May 14, 2016. Motion carried (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to approve the Community Centers Long Term Lease and Private Outdoor Event Policies documents. Motion passed (3-0).

A recommendation from Hanover Engineering for various air conditioning systems was reviewed by the Committee and Board of Supervisors. The Supervisors were concerned with the cost estimates in this recommendation. Carey Krum suggested gathering additional estimates from Jeff Fisher (Ohl's) who had discussed the potential cost of air conditioning with the Board at the time that the Board was considering acquiring the Center. The Board agreed to get that additional information before deciding which system to pursue.

Kunkletown Volunteer Fire Company Report: Mary Anne Clausen read a letter from the Kunkletown Volunteer Fire Company to the residents asking for volunteers and /or contributions for the Carnival scheduled for June 22-25, 2016 and the West End Fair August 21-27, 2016.

Ray Miller reported that the Fire Company responded to 6 calls in February.

West End Ambulance Association Report: There was no report from the West End Ambulance Association.

Monroe County Historical Society: The Historical Society sent a letter requesting a donation to their Annual History Challenge benefiting the scholarship fund.

- A motion was made by Sharon Solt and seconded by JoAnn Bush to donate \$100.00 to the Monroe County Historical Society for their History Challenge Scholarship Award. Motion Carried (3-0).

I.T. Support:

- A motion was made by Joann Bush and seconded by Mary Anne Clausen to contract with Sensible Technology Solution LLC for IT Services based on their proposal of March 1, 2016. Motion Carried (3-0).
- A motion was made by Mary Anne Clausen and seconded y JoAnn Bush to authorize Treasurer Sylvia Gethen to look into consolidation of the banking accounts. Motion Carried (3-0).
- A motion was made by Mary Anne Clausen and seconded by Sharon Solt to have the Treasurer look into a debit card in the name of the Treasurer for the use of the Township. Motion Carried (3-0).

Mock Park: There was a discussion about the grant monies awarded for the development of Mock Park and the time limit associated with the use of those monies (Dec. 31, 2016). The Supervisors have reservations about meeting the deadline to have all the work done that is required and whether it would be wise, with all the other issues going on in the Township, to commit our the necessary funds to complete the project.

- A motion was made by Sharon Solt and seconded by JoAnn bush to table the discussion pending more information. Motion carried. (3-0).

Sandy Hill Lane: Mary Anne Clausen asked Solicitor Karasek for an opinion about the naming of Sandy Hill Lane. Some residents have complained that it is a private road and the Township had no authority to name it. Gary Hoffman presented the Monroe County Control Center's view that as no driveways use the road, it need not be named for emergency response purposes. Solicitor Karasek gave his opinion that the road name could be rescinded.

- A motion was made by Mary Anne Clausen and seconded by JoAnne Bush that the issue be tabled to allow time for an Attorney review and opinion. Motion carried. 3-0.

LSA Grant Agreement Signing:

- A motion was made by Sharon Solt and seconded by Mary Anne Clausen to sign the LSA grant Agreement.

Other: A dispute between neighbors has become and issue as regards open burning. Zoning Officer Eilerslie Helm has investigated the complaint but the issue is not resolved. As the Township has no specific burn Ordinance, the matter remains a private matter between the neighbors and it was suggested by Solicitor Karasek that the individuals resolve the issue through legal channels.

Public Comment: Several residents contributed public comments on the subjects of CJERP, Public advertising of public meetings and actions, the importance of using experts for opinions prior to changes in Ordinances. Vernon Barleib made a comment (for the record) that the Township has the worst record keeping he is aware of.

Donna Deihl announced that there had recently been some harassment of herself and others in the neighborhood.

In response to communication issues, Mary Anne Clausen announced that Eldred Township has a website where many meetings and activities are published as well as an e-mail updates list that sends out important information. She encouraged the residents to participate in these and to contact the Municipal Building, the Supervisors and the Planners etc. with any ideas to improve our ability to communicate with the residents.

Board of Supervisors Meeting March 9, 2016 page 6 of 6.

Adjournment: Being no further business a motion was made by JoAnn Bush and seconded by Sharon Solt. Motion carried. (3-0). Meeting Adjourned at 10:50 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "E. Ann Velopolcek". The signature is fluid and cursive, with the first name "E. Ann" written in a smaller, more compact style than the last name "Velopolcek".

E. Ann Velopolcek

Acting Secretary

Cc: Eldred Twp. Supervisors

Eldred Twp. Planners

Solicitor Paul Cohen

Solicitor Michael Gaul

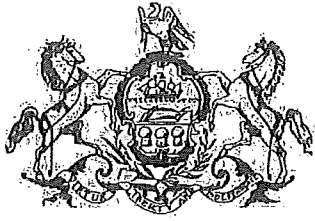
Engineer Brien Kocher

Zoning Officer Ellerslie Helm

Monroe Co. Planning Commission

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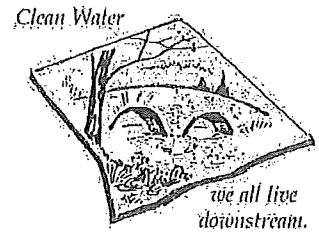
Solicitor Ronold Karasek



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA

Mary Anne Clausen; Chairman
JoAnn Bush; Vice Chairman
Sharon Solt; Supervisor



Supervisors Meeting

Special Meeting
March 16, 2016

On March 16, 2016 a Special Meeting of the Eldred Township Board of Supervisors was held at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, Pennsylvania at 10:00 A.M.

In Attendance: In attendance were Mary Anne Clausen (Chairman), Sharon Solt, JoAnn Bush

Public Comments for Items Not on the Agenda: Archie Craig asked whether the office computers be scanned for any information that should be "public information" that may not have come to light yet. Mary Anne Clausen replied that she would get back to him on that request.

New Business: The Township has received information from Hanover Engineering regarding types of air conditioning systems that might be installed in the Community Center. Hanover's estimates of costs were much higher than an estimate previously received from Jeff Fisher (Ohl's). A lengthy discussion followed about how to proceed. The Supervisors asked Carey Krum to meet again with Jeff Fisher to provide input on any differences between his proposal and those of Hanover.

- A motion was made by MaryAnne Clausen and seconded by JoAnn Bush to ask Hanover Engineering to develop specifications for bidding consistent with Carey Krum's recommendation after he consults with Jeff Fisher and Hanover and that the specifications be sent to the Supervisors by April 8, 2016 so the Supervisors can authorization to advertise the bidding at the April 13, 2016 Supervisors Meeting. Motion Carried (3-0).
- A motion was made by Mary Anne Clausen and seconded by Sharon Solt to have the specifications done in two ways, first to air condition the whole building, second to air condition the rooms currently occupied which include:
 - Kitchen
 - Constables room
 - Community room
 - Thrift Store

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- Office
- Music room
- Food Pantry
- Gym
- In addition, the costs for each individual room of approximately 850 square feet in a room by room breakdown. Motion Carried (3-0).

- A motion was made to authorize Darcy Gannon to operate a community thrift store with the proceeds going to the Community Center. Motion Carried. (3-0).

The Supervisors requested a written proposal for the operation of the Thrift Store that can be ratified at a later date.

The Supervisors requested that a copy of the letter from the Redevelopment Authority regarding housing be shared with Karena Thek to post at the Food Pantry.

Sharon Solt announced that she and William Solt donated 50 cases of dog food to the Food Pantry.

Shirley Krum announced that the Kids for Quilts program is starting at the Community Center.

- A motion was made by Joann Bush A motion was made by Mary Anne Clausen and seconded by JoAnn Bush to approve authorize a Needlecraft program to operate at the Community Center at times and dates to be set by the Committee and the volunteers. Motion passed (3-0).
- A motion was made by JoAnn Bush and seconded by Sharon Solt to authorize up to 16 additional hours per month for the Administrative Assistant. Motion carried. (3-0).

Mary Anne Clausen requested the Administrative Assistant prepare a draft of the new lease for the Food Pantry, so that it can be considered at the April Township Meeting.

Keith Kuehner (Roadmaster) presented his recommendations for the materials bidding to the Supervisors as follows:

18,000 gallons of oil @ \$3.00/ gallon
300 T 2A Stone modified
100 T #3 Stone
100 T #4 Stone
1000 T #8 Stone
100 T # 57 Stone

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100 T # 67 Stone
100 T Gambien Stone
50 T Cold Patch

The Blue Mountain Road is slated for seal coat. (4 miles). Gower Rd. is awaiting the outcome of the bridge repair.

- A motion was made by Sharon Solt and seconded by Mary Anne Clausen to authorize the advertising for bids for the materials, to be opened at the April 10 Board of Supervisors meeting, in the amounts stated above. Motion Carried (3-0).

Keith Kuehner announced that the bidding for line painting and seal coating comes from COG as well as salt (salt has already been bid for this year). Mary Anne asked about the process and Sharon Solt explained that each year COG sends a form asking which bids we wish to be included in. Mary Anne asked that referrals for materials to be bid by COG be noted in the Township minutes.

JoAnn Bush asked Keith if he could attend the COG meeting on March 28th at 10 am at the Monroe County Safety Center. He agreed.

There was a discussion regarding access to the fields being farmed at Mock Park. Sharon Solt offered to look into it.

There was a discussion about the procedure used in contacting professionals to use their services (notably Solicitors and engineering services). The Supervisors agreed to continue their policy of consensus prior to and notification after any communication.

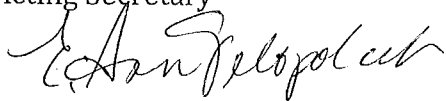
There was a discussion about the Tax Collector Agreement. It was decided to include use of the kitchen.

- A motion was made by and seconded by to approve the Tax Collector Agreement as amended. Motion passed (3-0).
- A motion was made by Sharon Solt and seconded by JoAnn Bush to approve to authorize the "Treasurer" as the contact person with Berkheimer. Motion carried (3-0).
- A motion was made to adjourn by Sharon Solt and seconded by JoAnn Bush, Motion Carried (3-0) Meeting adjourned at 11:58 a.m.

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Respectfully Submitted,

E. Ann Velopolcek
Acting Secretary

A handwritten signature in cursive script, appearing to read "E. Ann Velopolcek", written in black ink.

Cc: Eldred Twp. Supervisors
Solicitor Michael Gaul
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Paul Cohen
Zoning Officer Ellerslie Helm
Solicitor Ronold Karasek