

Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

BOS Minutes December 21, 2022

On Wednesday, December 21, 2022 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.

Call to Order: The meeting was called to order at 7:00 P.M. by Chairman Gary Hoffman followed by the Pledge of Allegiance.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Announcement of Executive Sessions and Recording: Mr. Hoffman announced that the Board met in executive session On Wednesday December 14, 2022 and immediately prior to this meeting with the Solicitor for Real Estate and pending legal matters.

Approval of Revised Agenda (As Required): Supervisor Silfies said a discussion about mold found at the ETCC Building was required and added to the agenda for expediency.

Public Comment: There was no public comment at this time.

Approval of the Minutes:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the minutes of November 16, 2022 Motion carried (3-0).

Announcement: Mr. Hoffman announced that responding to a suggestion that the minutes of September 21, 2022 contained an error, Mr. Hoffman and Mr. Silfies reviewed the video recording of the meeting and concluded that the minutes accurately reflect the actions of that meeting as relates to the Fireworks Ordinance, therefore no changes are required.

Treasurer's Report:

There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Treasurers Report as presented the balance in the Pligit, First Northern and Petty Cash accounts (the General Fund) being \$915, 562.42. (Motion carried (3-0).

Unpaid Bills Report:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the payment and ratification of bills from the General Fund in the amount of \$162,592.42. (Motion carried (3-0).

There were no bills for the State Fund.

Payroll:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payrolls for the weeks ending 11/19/2022 in the amount of \$14,935.78 and 12/03/2022 in the amount of \$13,546.66. Motion carried (3-0).

Reports: Public Works Supervisors Report: Jon Gula reported that the PW had spent the last week cleaning out drains and removing brush, doing routine maintenance and preparation of the trucks in preparation for the upcoming storm. Mr. Gula reported that the spreaders have been calibrated.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve Jonathan Gula as a signatory for the receipt of materials for the PW Department. (The Solicitor will approve a written Policy for this matter when prepared). Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the ratification of a down payment of \$75,000.00 for a new backhoe. Motion carried (3-0).
- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the completion of the probationary period for PW employee Zachary Schoenberger and to increase his salary to that of a non-probationary employee (\$20.00) retroactive to the actual date of the completion of the probationary period . Motion carried (3-0).
- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the acquisition of a WEX (Co-Stars) Fleet (credit) Card to be used for the purchase of fuel when necessary to permit normal operations of the PW Department. Motion carried (3-0).

Municibid:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the advertising on Municibid of various small items of surplus materials discovered at the ETCC, total price not to exceed \$1000.00. Motion carried (3-0).

Planning Commission Report: Bob Boileau reported that the Planners received a sketch plan from GFL to replace a modular building (Offices) on the premises. The Plan was reviewed by the planners, solicitor and engineer. Brien Kocher (Hanover Engineering) told the representatives from GFL to meet with the Zoning Office to determine a use for the site. Once that is accomplished, the plans can move on.

CJERP Report: There was no report from CJERP.

Parks:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Parks Committee to submit a grant application to the organization One for Nature in the amount of \$500.00 for the purchase of trees for the Village Center. Motion carried (3-0).

Rails to Trails: Solicitor Gaul read an opinion regarding the disputed sections of the Rail Trail. After a lengthy legal review it is the opinion of the Solicitors that the Township **does not have** any easements over the sections owned by The Tanzosh Brothers nor Christopher Barlieb.

- There was a motion by Blaine Silfies and seconded by Scott Clark to both accept the document and to desist any further action regarding the rail trail at this time. Motion carried (3-0).

ETCC Report: Donna Deihl expressed thanks to the PW Dept for the help in moving items from various locations to permit storage within the building. Ms. Deihl reported that the Store would be closed from December 23 until January 4, 2023.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the expense of an additional dumpster to be used near the storage building. Up to \$500.00/ month.

Ms. Deihl reported that the ETCC needs a new cash register. There was a discussion about beginning a card reader service to reduce the amount of cash the ETCC handles. The new register should be compatible with that service. Ms. Deihl and the secretary will research the available services and report back to the Board.

- There was a motion by Gary Hoffman and seconded by Scott Clark to approve the moving of the piano to the former "Constables Room" as the current display space will be used (temporarily) for storage until the mold issue is resolved.

Ms. Deihl asked for a new POW flag.

There was a discussion about removing the old dock on the east side of the building. The Supervisors will ask for an opinion from the Zoning/Codes Officer about permits.

- There was a motion by Scott Clark and seconded by Gary Hoffman to approve the removal of the dock pending the report of the Zoning/Codes Officer. Motion carried (3-0).

Supervisors Silfies reported that mold has been found in two of the (3) modulars that will require remediation. The estimate for the remediation is around \$8000.00. The secretary was asked to contact our insurance carrier to determine whether this would be a covered expense.

Zoning Report: The Zoning Officer has requested a change to our Zoning Ordinance requiring the reduction of area (from 1000 sq. ft. to 200 sq. ft.) for a Building Permit for reasons of public safety.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to send this request to the Planning Commission for review and recommendation. Motion carried (3-0).
- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the ratification for an enforcement filing against C. Beck. Motion carried (3-0).

Resolution 2022-10; A Budget and Tax Levy Resolution for the Tax Year 2023:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve Resolution 2022-10 setting the tax milage for the year 2023 at 2.20 mils and approving the proposed budget. Motion carried (3-0).

Buffer Zone: No update

PMRS Error Report: The Board was presented with a letter from the Pennsylvania Municipal Retirement System (PMRS) stating that they had made an error in their initial reporting of the Township's Mandatory Minimum Obligation (MMO) and correcting the mistake. No action was necessary.

Handbook Revision:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve a revision in the Eldred Township Employees Handbook to remove the designation "steel" toed safety boots as this type of safety boot has largely been replaced by a composite material. (eliminate the word Steel-toed) Motion carried (3-0).

Public Comment: Christopher Barlieb thanked the Supervisors for their decision to take no further action regarding the Rail Trail.

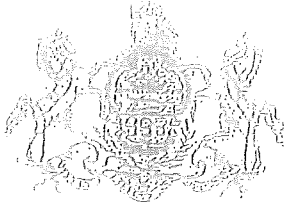
Mr. Hoffman thanked all the volunteers who served on Committees or in any other capacity this past year.

Adjournment:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0).

Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township



ELDRED TOWNSHIP

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
November 16, 2022

On Wednesday, November 16, 2022 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.

Call to Order: The meeting was called to order at 7:00 P.M. by Chairman Gary Hoffman followed by the Pledge of Allegiance.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark Supervisor and Michael Gaul, Solicitor.

Announcement of Executive Sessions and Recording: Mr. Hoffman announced that the Board met in executive session immediately prior to this meeting with the Solicitor for pending legal matters.

Approval of Revised Agenda (As Required):

- There was a motion by Blaine Silfies and seconded by Scott Clark to revise the posted agenda to include the advertising of proposed annual budget and approval of acquiring estimates for maintenance of the modulars at the ETCC (roof leaks and mold remediation). The reason for the additions was to allow for expedient Board action. Motion carried (3-0).

Public Hearing on Proposed Ordinance 2022-01 and Resolution 2022-09:

- There was a motion by Scott Clark and seconded by Blaine Silfies to open the public hearing on the following proposed Ordinance and Resolution:

AN ORDINANCE OF THE TOWNSHIP OF ELDRED, MONROE COUNTY, PENNSYLVANIA, ESTABLISHING A VOLUNTEER SERVICE CREDIT PROGRAM; ESTABLISHING LOCAL TAX CREDITS FOR QUALIFIED VOLUNTEER MEMBERS OF VOLUNTEER FIRE COMPANIES AND NONPROFIT EMERGENCY MEDICAL SERVICE AGENCIES; ESTABLISHING ADMINISTRATIVE PROCEDURES AND APPEALS; AND PROVIDING FOR OTHER MISCELLANEOUS MATTERS. (PROPOSED ORDINANCE # 2022-01).

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A RESOLUTION OF THE TOWNSHIP OF ELDRED, MONROE COUNTY, PENNSYLVANIA, ESTABLISHING THE ANNUAL CRITERIA THAT A VOLUNTEER MUST MEET TO BE CERTIFIED UNDER THE TOWNSHIP OF ELDRED VOLUNTEER SERVICE CREDIT PROGRAM TO CLAIM LOCAL TAX CREDITS (PROPOSED RESOLUTION #2022-09

Motion carried (3-0).

Below is only a brief summary of the public hearing. A stenographical record was made of the complete hearing, which is incorporated by reference.

Solicitor Gaul briefly explained the proposed Ordinance and Resolution. He then explained that since the original draft of the Ordinance was advertised, a few minor changes had occurred based upon a guidance document issued by the Pennsylvania State Fire Commission on the subject and the desire mirror language in that document for purposes of consistency.

The following were admitted into evidence:

- T-1 The public notice of the hearing
- T-2 The Original draft Ordinance
- T-3 The Original draft Resolution (proposed Resolution 2022-09)
- T-4 The Solicitor's correspondence to the Times News
- T-5 Proof of Publication
- T-6 A Redline copy of the revised Ordinance
- T-7 A redline copy of the revised Resolution

There was no public comment regarding the proposed Ordinance and Resolution.

- There was a motion by Scott Clark and seconded by Blaine Silfies to close the public hearing and continue with the regular meeting. Motion carried (3-0).

Action on Proposed Ordinance # 2022-01:

- There was a motion by Blaine Silfies and seconded by Scott Clark to enact proposed Ordinance 2022-01 (as revised). Motion Carried (3-0).

Action on Proposed Resolution # 2022-09:

- There was a motion by Scott Clark and seconded by Blaine Silfies to adopt proposed Resolution 2022-09 (as revised). Motion carried (3-0).

Public Comment on Non-Agenda Items: Mary Anne Clausen expressed her disapproval of some of the budget line items, mainly the upgraded telephone system and the proposed purchase of a new backhoe. She felt that any new expenses that could be put off should be until the debt service for the purchase of two new trucks in 2020 and 2021 were completed.

Ms. Clausen also expressed concern about the maintenance of the roads ie: paving vs. oil and chip.

Mr. Gula explained that due to budget constraints and the current marketplace costs of paving materials, he anticipated a rotating policy of paving with Oil and chip being the main maintenance function and keeping the roads in the best possible condition as each await repaving.

Mr. Gula also said he will be entering into talks with the surrounding Townships regarding the shared use of certain machines (and operators) so that each Township did not need to purchase every type of machine.

Approval of Minutes:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the meeting minutes of October 13, 2022, October 19, 2022, October 28, 2022. Motion carried (3-0).

Robert Boileau said he believes there was an error in the minutes of September 21, 2022 regarding the forwarding to the solicitor for legal review of the Planning Commission's proposed Fireworks Ordinance.

The secretary read the contested wording from the aforementioned minutes.

After a brief discussion:

- There was a motion by Gary Hoffman and seconded by Scott Clark to approve a legal review of the proposed Fireworks Ordinance. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the Treasurer's Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts (the General fund) being \$1,043,358.77. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payments and ratification of bills from the General fund in the amount of \$93,738.43. Motion carried (3-0).

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payments and ratification of bills from the State Fund in the amount of \$2,839.42. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payrolls for the weeks ending 10/20/2022 in the amount of \$15,309.09 and 11/06/2022 in the amount of \$14,504.86, respectively, all fees and withholding included. Motion carried (3-0).

Reports: Public Works Supervisor: Supervisors Jon Gula reported that the PW Staff finished the crack sealing for the year, cleaned shoulders and pipes, removed some fallen limbs and trees. They also cleaned up at Mock Park and completed maintenance on the trucks to be ready for plowing and winter.

Planning Commission: Robert Boileau reported that the Planning Commission did not meet in November.

CJERP: Mr. Boileau reported that CJERP is looking into the requirements for truck terminals and warehouses.

Mr. Hoffman added that he is involved at the County level as regards Safety and EMS responses. He indicated that inside some of the larger warehouses, there is no or poor radio capabilities that could impede rescue (should it become necessary) and that new, enhanced rules need to be enacted.

Historical Society: Ann Velopolcek reported that the Historical Society will not be meeting until March 21, 2023.

Parks: Ms. Velopolcek reported that she has been appointed to chair the Parks Committee. She reported that a productive meeting had taken place. Ms. Velopolcek asked the Supervisors to confirm the approval of the installation of split rail fence at the Village Center by the PW dept (when the opportunity presents itself in its schedule. The Supervisors agreed. Mr. Gula may have to rent a post hole auger at a cost of (approx.) \$750.00 for three days for the installation.

Ms. Velopolcek asked for the approval of 5 benches to be constructed for the Village Center (again by the PW Dept. and as scheduling permitted.) to be placed in the spring.

- There was a motion by Scott Clark and seconded by Gary Hoffman to approve the cost and construction of 5 benches (as above) for the Village Center. Motion carried (3-0).

Response to Petition: At the last meeting Mary Anne Clausen submitted a petition signed by 64 residents requesting the Board hire a professional landscape designer (or engineer) to plan the Village Center Project. Mr Hoffman read a statement in response.

The summary is that the Board, at this time, does not feel that the cost of hiring a professional is feasible, that the Township does not have sufficient funds to “match” a grant of any size and that the Committee along with the Public Works Department has sufficient talent to create a design that can be implemented in phases and would cost the taxpayers nothing. Mr. Hoffman also reminded the assembly that in addition to the cost of implementing a plan, sustainment costs must also remain a consideration. As the site is developed, there will be opportunity to observe its use and function and there can be more consideration at a later date, if the public use warrants.

- There was a motion by Blaine Silfies and seconded by Scott Clark to deny the request made in the petition to hire a professional landscaper. Motion carried (3-0).

ETCC: Donna Deihl reported that the Thrift Store would be closed the week of and the week after Thanksgiving and reopen on December 7 and be open on Saturday December 10th.

Ms. Deihl announced that the improvement project is on hold for now.

Ms. Deihl met with the Supervisors to go over the operations at the Thrift Store and is preparing a set of policies and procedures.

Ms. Deihl asked for approval of the purchase of a new shed to replace the dilapidated current shed. She delivered 3 estimates to the Board.

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the purchase of a shed from Kramer’s Sheds in the amount of \$9000.00 contingent upon the funds being available in the budget. Motion carried (3-0). Mr. Gula will order the shed and arrange the prep and delivery.

After a brief discussion:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve Mr. Gula to get estimates for roof repairs and mold remediation at the ETCC. Motion carried (3-0).

Also:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the removal of 3 trees in the rear of the ETCC building. Motion carried (3-0).

Zoning: There was no zoning report available.

Dollar General: An extension of the conditional approval was requested by Dollar General in its letter of October 21, 2022.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the extension of the Board's conditional approval of the Dollar General Land Development Plan to April 29, 2023 (180 days). Motion carried (3-0).

Zoning District Overlay: Mr. Hoffman read a statement that of the residents who live within the proposed district, no positive feedback was received. Because of that and the numerous other projects that the Board is currently involved with, the Board is not ready at this time to proceed with the project. Further consideration can be evaluated at a later date.

Ms. Clausen objected stating that the overlay would cost very little to enact and that generally public opinion was in favor of the project.

Arlene Dunkleburger (a resident within the area being considered) stated that she feels the overlay is not necessary and would add an extra layer to property owners regarding Zoning restrictions.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to table any action on the proposal for the time being. Motion carried (3-0).

Approval of the Proposed 2023 Budget:

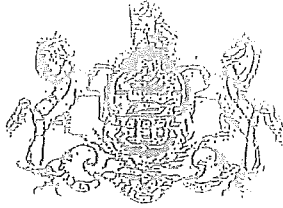
- Blaine Silfies made a motion to approve the proposed budget for 2023, and the advertising of its availability for inspection, seconded by Scott Clark. Motion carried (3-0)

Adjournment: There being no further business:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0). Meeting adjourned at 8:55 P.M.

Respectfully,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors Minutes Special Meeting November 14, 2022

On Monday, November 14, 2022 the Eldred Township Board of Supervisors met at 2:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA. in a special meeting for discussion of the proposed 2023 Budget. The meeting was held in person and virtually through the Microsoft Teams application.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor; James Phillips, Treasurer and Jonathan Gula, Public Works Supervisor.

Call to Order: The meeting was called to order at 2:00 P.M. by Chairman, Gary Hoffman followed by the Pledge of Allegiance.

Announcement of Recording: Mr. Hoffman announced that the meeting was being recorded.

Revised Agenda (if necessary): No action necessary.

Budget Discussion: A brief discussion of the revisions in the budget were discussed.

Jonathan Gula (Public Works Supervisor) explained the equipment that would need repair or replacement in the upcoming year. Those included a zero turn lawnmower (the current simplicity is 20 years old and parts cannot be found), The 2004 backhoe/loader (which would remain in service as a site vehicle to enhance productivity), the bed of the 2016 dump truck and a steam "jenny" to maintain the equipment.

After a thorough review of the projected income and expenses, a deficit was projected. Mr. Phillips suggested a millage increase to cover some of the shortage. He noted that a large part of the shortage was fuel costs which have doubled this year and are difficult to predict.

The Supervisors asked Mr. Phillips to estimate what the millage rate increase would generate in additional income. Mr. Phillips said he would have that information before the BOS meeting on Wednesday.

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Public Comment: There was no further public comment at this time.

Adjournment:

- There was a motion by Scott Clark and seconded by Blaine Silfies to adjourn.
Meeting adjourned at 4:10 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary



MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
Special Meeting
October 28, 2022

On Friday October 28, 2022 the Eldred Township Board of Supervisors met in a special meeting at 6:30 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown PA. The purpose of the special meeting was a workshop between the Board of Supervisors, the West End Pantry (WEP) and the Eldred Township Community Center (ETCC) Thrift Store.

Call to Order: The meeting was called to order at 6:30 P.M. by Chairman Gary Hoffman followed by the Pledge of Allegiance.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark Supervisor and by Microsoft Teams interface Michael Gaul, Solicitor.

Workshop Discussion: Mr. Hoffman gave a brief overview of the operating costs of the building, the condition of the building and the modulars and the income received by the entities involved.

Actual operating costs for the building for 2022- (to date) \$77,550.00
(anticipate until Dec. 31) \$100,930

Income- Thrift Store -(as of 9/30/2022), \$91,659 anticipated until Dec. 31)
\$114,000

WEP Income- Normally \$7,200.00/yr. (currently in year 2 of a 5 year lease), in addition to several payments directed to electrical use when Covid shut down the Thrift Store.

It was reported that the modulars, if they are to be kept, will soon require new roofing and some mold remediation (no cost estimate was available).

Ms. Karena Thek (West End Pantry Director) stated that since the Covid pandemic, the pantry is feeding more families. She estimates she is handing out 30,000 lbs. of food, twice a month.

In order to continue to operate at this level and perhaps grow, some operational modifications are necessary. She said the WEP requires a Fork Lift. That and the box truck they own requires a garage. Ms. Thek has recently submitted a grant for a garage, a fork lift and some mobile cooking equipment to improve the capabilities and services provided by the WEP.

Ms. Thek also requested an additional room at the ETCC for storage.

Mr. Hoffman replied that the Board of Supervisors, as of this date, has not received any plans or narrative regarding Ms. Thek's plans for any improvements or construction at the site. He indicated that the Supervisors are not opposed to new ideas but have not received any such plans and so far have only provided a letter of support for an LSA grant application.

Supervisor Blaine Silfies said he views the two entities as being of equal value to the Community, each providing important services to our and surrounding communities. He added that the modulars will soon require new skirting, and paint, and roofing.

Supervisor Scott Clark added that in his opinion the former "Constables" room needs to remain open for other public gatherings such as scout meetings etc. He did indicate he has no opposition to a garage being added to the site for the purposes stated above.

Ms. Donna Deihl (Thrift Store Director) stated that in order to continue to operate the Thrift Store, she needed the storage she is currently using. While she has no opposition to the WEP expanding their space outside the current building, she cannot concede any space in current usage and have a successful result.

There was a general discussion about the carrying costs of the building and the fact that the Thrift Store is bringing in the revenue necessary to keep the building operating.

Solicitor Gaul gave his opinion that the operation of a thrift store is not generally within the description of authorized municipal activities expressly contained in the Pennsylvania Second Class Township Code. He added that some of the issues with operating the store were questions about the handling of money (as most Township employees that handle Township funds are required to be bonded), rules for the disposition of Township property, inventory control and an account of property distributed to needy persons or organizations. He stated that he understood the community and charitable intentions of the Thrift Store to recycle donated used or unwanted clothing to individuals who were in need and could re-use it, but, in his opinion (and although there would be a lot of issues to be worked out) the Thrift Store should become (or should become an operation of) a separate 501(3)(c) corporation, similar to the West End Pantry.

Supervisor Silfies presented a sketch of a possible proposed (pole) building that would expand the storage capacity of both organizations and resolve the storage issues both are experiencing. His solution would require the Township to fund the construction of the building, which would require additional rent from the WEP.

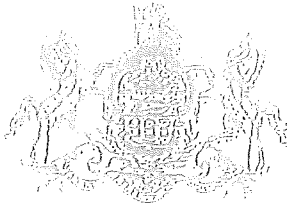
Mrs. Nancy Silfies asked about the record keeping for the revenue of the Thrift Store. The procedures for recording and reporting those revenues were explained by Ms. Deihl.

Adjournment: There being no further business:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0). Meeting adjourned at 8:10 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary, Eldred Township Board of Supervisors



ELDRED TOWNSHIP SUPERVISORS
MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
October 19, 2022

On Wednesday, October 19, 2022, 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 in person and virtually through the Microsoft Teams Application.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order by Chairman Gary Hoffman at 7:00 P.M. followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: Mr. Hoffman announced that the Board met in executive session immediately prior to this meeting with the Solicitor for personnel and pending legal matters.

Approval of Revised Agenda (As Required):

- There was a motion by Scott Clark and seconded by Blaine Silfies to add to the agenda the approval for the attendance and expense for J. Gula and R. Nametko for a pesticide class on December 7, 2022, for the reason of expediency. Motion carried (3-0).

Public Comment on Non-Agenda Items: Doug Borger asked if there would be a second budget meeting. Mr. Hoffman replied that there will be a second meeting after the Monroe County meeting scheduled for October 20, 2022.

Approval of Minutes:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the minutes of September 21, 2022. Motion carried (3-0).

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Treasurer’s Report and Payroll:

- There was a motion by Scott Clark and seconded by Blaine Silfies to acknowledge the receipt of the Township’s expected contribution for the MMO for Plan Year 2023. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies at accept the Treasurer’s Report as presented, the balance in the Pligit, First Northern and petty cash accounts being a total of \$1,106,073.52. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the bills for ratification and approval from the General Fund in the amount of \$82,922.47. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the bills for ratification and payment from the State Fund in the amount of \$23,550.71. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Scott Clark to approve the payrolls for the weeks ending 9/22/2022 in the amount of \$16,217.02 and 10/08/2022 in the amount of \$15,545.10 along with all associated fees and withholding totaling \$31,876.44. Motion carried (3-0).

Reports: PUBLIC WORKS SUPERVISOR: PW Supervisor Jon Gula reported that the PW finished the wall at the KVFC, filled a sinkhole on Correll Road, and installed a new drain on Upper 57 Road. He reported that all the trucks are ready for plowing. Clean Up days were a success, the crack sealer was rented and that work is in progress.

Mr. Hoffman acknowledged the receipt of the anticipated Liquid fuels monies for 2023. The amount is \$154,392.15.

Mr. Clark asked for approval to attend a CDL records management Class on November 18, 2022 given by PSATS.

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the attendance and expense of Mr. Clark for the class as stated above. Motion carried (3-0).

Because of a resident concern, the Secretary asked for a solicitor's opinion on the subject of removing trees in a ROW. The solicitor said he would research the issue and provide a procedure. Mr. Gula added that the tree in question is too large for the PW to remove and a professional would need to be hired.

PLANNING COMMISSION: Robert Boileau reported that the Planning Commission did not meet in October. He asked if there was any response to the PC recommendation for a Fireworks Ordinance. Mr. Hoffman said the matter is still under review.

CJERP: Mr. Boileau reported that CJERP is still working on a Fireworks Ordinance.

Mary Anne Clausen asked if Agricultural Products processing will be on the CJERP Agenda. Mr. Boileau responded that it is not at this time.

HISTORICAL SOCIETY: Jalene Keiser reported that the last meeting of 2022 had taken place and the Historical Society will not be meeting again until March.

PARKS: There will be a seminar regarding Recreation, Parks and Conversation at Chestnuthill Park on October 26, 2022. There is a \$10.00/person fee. Members of the Parks Committee asked if the Township would cover the cost.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the expense of the members of the Parks Committee to attend the Seminar. Motion carried (3-0).

The Parks Committee recommended the Township purchase forms to make the concrete bench ends for various park installations as they are re-usable and the most cost effective solution.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the purchase of bench end forms at a cost of \$600.00. Motion carried (3-0).

Mary Anne Clausen submitted a petition to the Board regarding the hiring of a professional landscape designer for the Village Square project.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to accept the receipt of the petition and take the matter under advisement. Motion carried (3-0).

ETCC: Card Reader (deferred)

The volunteers working on the ETCC improvement project asked if they need to create a sub-committee for that purpose, as some people involved are not ETCC Committee members and what rules would apply as far as advertising, minutes etc. Solicitor Gaul said this does not require a formal sub-committee, and could simply be a working group of individuals who desire to focus their time and attention on the matter, and do not have any powers, responsibility or authority, to act upon the behalf of the Township or the ETCC Committee.

Donna Deihl informed the Supervisors that an old shed on the property used to store the lawnmower and other various supplies is in very poor condition and needs to be replaced. The Supervisors asked Ms. Deihl to seek cost information and get back to them with some proposal(s).

Ms. Deihl also reported that the outdoor areas need some additional lighting.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve Ms. Deihl to research the cost of the requested additional lighting. Motion carried (3-0).

Ms. Deihl requested the use of petty cash to purchase some marketing giveaway items for use over the holidays (up to \$70.00). Various member of the audience offered to contribute to that fund. (no Board action taken).

ZONING: The Zoning Office submitted a written report as well as a request for the Supervisors to consider requiring a permit for buildings greater than 200 Sq. Ft. (currently 1000 Sq. Ft.) in compliance with the 2018 IRC. The Supervisors will take the matter under advisement.

Solicitor Gaul presented an agreement to resolve a Zoning violation for the property identified as Parcel 06.6.1.22-12. The settlement requires the owner to re-establish the previous use and pay a fine of \$5,000.00 to reimburse the Township for its expenses.

There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the proposed agreement conditioned upon owner Mr. Hikmat Salloum signing the agreement prior to the Township. Motion carried (3-0).

Act 57 Resolution (Proposed Resolution 2022-08):

A RESOLUTION OF THE TOWNSHIP OF ELDRED, MONROE COUNTY, PENNSYLVANIA, REQUIRING THE TOWNSHIP OF ELDRED TAX COLLECTOR TO WAIVE ADDITIONAL CHARGES FOR REAL ESTATE TAXES IN CERTAIN SITUATIONS FOR THE TAX YEARS BEGINNING ON OR AFTER JANUARY 1, 2023 PURSUANT TO ACT 57 OF 2022

Solicitor Gaul explained Act 57 which authorizes a municipality to permit its real estate tax collector to waive interest and penalties for a tax bill not received within 12 months of the transfer of ownership of a property.

- There was a motion by Blaine Silfies and seconded by Scott Clark to adopt proposed Resolution 2022-08. Motion carried (3-0).

Approve/Ratify Letter of Intent to Redevelopment Authority of the County of Monroe re: 104 Fiddletown Rd.:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the ratification of the letter of intent to the Redevelopment Authority of Monroe County to apply for funds to demolish the burned-out building at 104 Fiddletown Rd. and lien the property according to the terms of the funding agency. Motion carried (3-0).

Purchase of Furniture for Municipal Building: Secretary Ann Velopolcek requested the purchase of two bookcases/display shelves for the Municipal Building, one for the lobby and one for the small Meeting Room.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the purchase of two bookshelves (as above) at a cost not to exceed \$400.00. Motion carried (3-0).

Kunkletown Volunteer Fire Department: Radio Procurement: Brian Stankovich opened the discussion of the upgrade/replacement of radios for the Fire Company. This is a County wide project. The proposal is that the County, Fire Company and Township will each cover 1/3 of the cost with appropriations from the ARP funds. Our fire company will require 8 mobile and 20 wireless units at a negotiated cost of \$121,139.94. the Township share being \$40,379.98.

Mr. Stankovich also asked for \$10,000.00 for other additional costs such as installing and mounting equipment. These monies will not be required immediately but will be paid upon invoice within the next 2 years.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the concept of the plan to split the costs of the radio upgrade/replacement project, and to set aside \$40,379.98 of the Township's ARP funds for this procurement. Motion carried (3-0).

The Supervisors will revisit the additional \$10,000.00 request in November.

Keystone Engineering: Kocher/Borger Minor Subdivision Extension

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve a 90 day extension for the Kocher/Borger Minor subdivision. Motion carried (3-0).

Schedule Trick or Treat:

- There was a motion by Gary Hoffman and seconded by Scott Clark to approve the times and date for Trick or Treat for Monday, October 31, 2022 from 5-7 P.M. Motion carried (2-1). (Blaine Silfies opposed.) Mr. Silfies stated that data indicates that Halloween night unfortunately creates a safety risk to children.

Adjournment: There being no further business:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0). Meeting adjourned at 8:47 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary



ELDRED TOWNSHIP BOARD OF SUPERVISORS
MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
October 13, 2022

On Tuesday, October 13, 2022, the Eldred Township Board of Supervisors met in a special meeting at 4:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA. The meeting was held in person and virtually through the Microsoft Teams Application.

In Attendance: In attendance were Gary Hoffman, Chairman (by phone) ; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor

Call to Order: The meeting was called to order by Vice-Chairman Blaine Silfies at 4:10 P.M. followed by the Pledge of Allegiance. Vice-Chairman Silfies presided over the meeting as a convenience due to the Chairman's participation by phone.

Announcement of Executive Sessions and Recording: There were no Executive Sessions to announce.

Approval of Revised Agenda (As Required):

- There was a motion by Scott Clark and seconded by Gary Hoffman to add the approval of additional hours of work for Supervisors Silfies. Motion carried (2-0). (Mr. Silfies abstaining)
- There was a motion by Gary Hoffman and seconded by Scott Clark to approve additional hours of work for Supervisor Silfies due to the absence (vacation) of one of the PW Staff. Motion carried (2-0) (Mr. Silfies abstaining)

Public Comment on Non- Agenda Items: JoAnn Bush asked that the Supervisors include an agenda item on the next Board meeting to discuss having a Grant subcommittee for the project in progress for improvements at the Community Center.

The people working toward the grant application are not necessarily ETCC Committee members and their status is a little murky. She would like clarification of having a sub-committee, membership, advertising meetings etc.

Also, there will be a seminar given by the Pennsylvania Parks and Recreation Society on October 26, 2022 at Chestnuthill Park. The registration fee is \$10.00. Ms. Bush asked that this also become an agenda item.

Parks and Recreation Committee: Appointment:

- There was a motion by Blaine Silfies and seconded by Scott Clark to appoint E. Ann Velopolcek to the Parks and Recreation Committee to fill a vacancy. Motion carried (3-0).

Budget Discussion: There was a line by line review of the proposed budget prepared by Treasurer James Phillips. Jon Gula (PW Supervisor) requested two additional items he will require for the upcoming year, a Pressure washer (\$8-\$9000.00) and a new commercial lawn mower (\$9600-\$10,500). (Co-Stars prices) He also added that a repair to one of the existing trucks is necessary as the oil pan is leaking. The estimated cost of that repair is \$3700.00.

Doug Borger said the companies these items are made by are sponsors of his business and he may be able to get better prices if the Township can reimburse him. Supervisors Silfies stated that the Township can purchase those items from any vendor, so yes, we can do that, within the purchasing guidelines the Township is legally bound by.

Mr. Gula also gave estimates on sealcoating Meixsell Valley Rd. (\$95,000.00) and Smale Rd. (\$48,000.00) which are slated for attention next year.

Mr. Gula also gave the cost of a new Backhoe/loader at \$208,000.00. He would like to purchase that piece of equipment to add to the fleet for operational efficiency and relegate the older unit to on-site use.

Adjournment: There being no further business;

- There was a motion by Gary Hoffman and seconded by Scott Clark to adjourn. Motion carried (3-0) Meeting adjourned at 6:00 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township Board of Supervisors



BOARD OF SUPERVISORS
MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
September 21, 2022

On Wednesday, September 21, 2022, 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 in person and virtually through the Microsoft Teams Application.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order by Chairman Gary Hoffman at 7:00 P.M. followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: Mr. Hoffman announced that the Board met in executive session the previous evening for personnel matters and immediately prior to this meeting with the Solicitor for pending legal matters.

Approval of Revised Agenda (As Required):

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to add the following items to the Agenda for the reason of expediency:
 - Mulch giveaway
 - Flu and Covid 19 Clinics
 - Fire Company Breakfast
 - ETCC/WEP/BOS Workshop
 - Frantz Schoolhouse
 - Constable's Room at the ETCC

Motion carried (3-0)

Public Comment on Non-Agenda Items: Arlene Dunkelberger asked about the plan for the Village Overlay district; Secretary Ann Velopolček replied that the plan is still pending but has had a delay due to other pressing business.

Approval of Minutes:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the minutes of August 17, 2022. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Treasurer's Report as presented, the balance of the General Fund including the First Northern, Pligit and Petty cash accounts being \$1,096,062.31. Motion carried (3-0).

Unpaid Bills Report:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the bills for ratification and approval from the General Fund in the amount of \$ 97,459.73. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payment and ratification of bills from the State Fund in the amount of \$8,773.29. Motion carried (3-0).

Payroll:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payrolls for the week ending 8/13/2022 in the amount of \$13,990.48, the week ending 8/27/2022 in the amount of \$14,122.68 and the week ending 9/10/2022 in the amount of \$13,938.69, respectively. Motion carried (3-0).

Resolution 2022-07, Lot Joinder: After a brief review:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adopt Resolution 2022-07, approving a lot joinder for McIntyre, joining Lots 06.6.1.50-9 and 06.6.1.50-4 contingent upon the new deed being recorded at the County Recorder of Deeds Office within 90 days. Motion carried (3-0).

Reports: Public Works Supervisors Report: Supervisor Silfies reported that the PW Dept. has been tar and chipping various roads in preparation for winter and plowing

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the rental of a Crack Sealer for one week, at a rate of \$2600.00/week. Motion carried (3-0).

Planning Commission Report: Bob Boileau reported that the Planners have finished their review of the proposed Fireworks Ordinance and are recommending it's approval.

- There was a motion by Gary Hoffman and seconded by Scott Clark to take the recommendation of the Planning Commission under consideration. Motion carried (3-0).

CJERP: Mr. Boileau reported that CJERP was scheduled to meet the following day. A topic that was proposed to be discussed is warehouses.

Historical Society: Jalene Keiser reported that the Historical Society received the grant reimbursement for work done last year at the Historic Post Office and they are on track to begin the work on the porch. An LSA Grant for the roof replacement has been submitted.

Parks: Joe Pucci announced that the ash tree has been treated and is expected to survive. The arborist recommended retreating in 2 years. David Dietrich, Mason, has been asked to provide estimates to repair the Old Stone Arch Bridge and for the construction of a sitting wall at the Village Center. Once the costs are known, final plans can be developed. The Township can then build or contract out the improvements, or submit a grant request.

A minor sinkhole was filled in by the PW Dept. on the property. The Committee asked for signage to indicate the danger of walking on the capstones.

Dieter Metzger read a letter from Lydia Boileau (former Committee member) suggesting that a "professional landscaping designer should be consulted.

Annette Heist (committee member) also spoke with the same message.

Mary Anne Clausen (former Committee member) read a prepared statement pointing out the previous artists renderings, the need for a parking plan, and several other concerns, Megan Yarashas completed Ms. Clausen's statement reiterating the "temporary status" of the current planting area. Again, the principal message was that of hiring a "professional" to create a plan.

JoAnn Bush (Committee Member) indicated that progress has been made, that MCCD has reviewed the draft plan and has approved the general layout and that she is disappointed that all the comments heard tonight were negative and no positive suggestions had been forthcoming.

Megan LeBlond suggested that a water feature or sculpture would be a good addition and volunteered her metalworking skills to create something of that type.

ETCC Report: Donna Deihl reported that the Committee met with the BOS and the PW supervisors regarding the proposed improvements at the ETCC. Also, the Zoning Officer has been consulted about any zoning issues that may have been overlooked.

Ms. Deihl then complained about Supervisor Silfies being disrespectful, and informing Ms. Deihl that the modulars the Thrift Store used for storage will no longer be available. (this is in reference to a plan by the West End Pantry (WEP) to apply for a grant to expand its storage capacity).

In response, Mr. Hoffman said that the Supervisors have not received any detailed information from Ms. Thek (WEP) and that no plan has been approved to remove or replace the modulars. He suggested a meeting between the WEP, representatives from the Thrift Store and the Board to discuss the needs of the various entities that use the ETCC building.

Ms. Deihl also requested that Mr. Silfies be removed as liaison to the ETCC as she feels he is biased against her and the Thrift Store. The Supervisors will take this request under advisement.

There were some general comments about the various committees, the meeting schedules and the website. The secretary will look at updating and adding some information to the website.

Zoning: There was no Zoning Report.

Approval of Settlement of Township Zoning Enforcement Action in re: Violation at Property Tax Map #06.6.1.22-12- tabled

Employee Handbook: Amend Vacation Accrual Policy

- There was a motion by Gary Hoffman and seconded by Scott Clark to approve the amendment of the Vacation Accrual Policy specified in the Employee Handbook of 2021 to make vacations accrue from the employee's hire date rather than the start of following year. Motion carried (3-0).

2023 Annual Budget: Schedule Workshops: After a brief discussion, the budget workshops will be October 13th, 2022 at 400 P.M. and October 18th, 2022 at 5:00 P.M. the Secretary will send out the ad announcing the meetings.

Municibid: Award Bids

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the bids received through Municibid for various items. All items were under \$300.00 except the Gradeall, \$15,000.00 and the snowplow, \$3600.00.

Solicitor Gaul suggested the Township require certified funds for the sale of any item over \$1,000.00.

Blaine Silfies and Scott Clark agreed that the motion would be amended to reflect that requirement.

Motion, as amended, carried (3-0).

Volunteer Firefighters and Nonprofit Emergency Medical Services Tax Credit Ordinance:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the advertising of Proposed Ordinance 2022-01, the Volunteer Tax Credit Ordinance. Motion carried (3-0).

Act 57 Resolution: Deferred

LSA Grant: Generator Project-Approve Letter of Financial Commitment

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the letter of financial commitment and the application fee of \$600.00 for the LSA Grant for the Generator project. Motion carried (3-0).

VoIP Telephone System:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the contract to purchase a VoIP telephone System from Computing Technologies LLC in the amount of \$18,879.38, under Co-Stars contract # 003-E22-555 contingent upon contract review by the solicitor.

WEP: Request for Letter of Support

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve a letter of support for WEP's LSA grant application, but subject to the requirement that WEP comply with all Township rules and regulations and obtain all required Township approvals prior to commencement of any project. Motion carried (3-0).

Upgraded Stream Designation: Amend Eldred Township Zoning Ordinance 2014(15) §704.2, 704.3,704.4, Increase Buffer Zones

The Supervisors directed Solicitor Gaul to prepare an amendment to the Eldred Township Zoning Ordinance of 2014 (as amended) to update the sections related to stream buffer zones to the DEP requirements for EV streams.

Additional Items to the Agenda:

Supervisor Hoffman announced that the Township has mulch available to the residents at no charge. (Pick up only)

Mr. Hoffman announced that the Kunkletown Fire company will be hosting breakfast on October 2 from 7:30-noon.

Vaccine Clinics:

- There was a motion by Scott Clark and seconded by Blaine Silfies to permit Kinsley's Shop Rite hold two Vaccine clinics at the Municipal Building

Clinic 1- Flu Vaccine- October 2, 2022 from 10-2

Clinic 2- Covid Vaccine- October 9, 2022 from 10-2

Motion carried (3-0).

Mr. Hoffman announced that the Frantz school has been selected to be on the National Register of Historic Buildings, thanks to the hard work of Renee and Anthony Giordano, the owners of the building.

ETCC: Constable's Room

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve a letter to be sent to Constable Virginia Salter ending her use of the room at the Community Center and relieving her of security details for the Board of Supervisors at no cost. Motion carried (3-0).

Public Comment: Megan Leblond said that if any Township residents have scrap metals, she would be happy to receive it for her work as a sculptor.

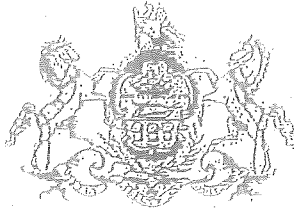
Bob Boileau said that as the budget is being discussed, creating a budget for the operation of the Mock House might be a topic.

Adjournment: There being no further business:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0). Meeting adjourned at 9:20 P.M.

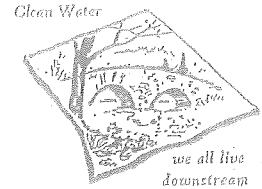
Respectfully submitted,

E Ann Velopolcek, Secretary
Eldred Township



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors Minutes August 17, 2022

On Wednesday, August 17, 2022 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. 18058. The meeting was held both in person and virtually through the Microsoft Teams application.

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

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor

Announcement of Executive Sessions and Recording: Mr. Hoffman announced that the Board met in Executive Session on August 12, 2022 for a personnel matter and immediately prior to this meeting with the Solicitor for pending legal matters. Mr. Hoffman announced that this meeting was being recorded

Public Comment on Non-Agenda Items: There was no Public Comment at this time.

Approval of Revised Agenda (As Required): Solicitor Gaul requested the Supervisors add, for expediency, the approval of the advertising of bid specifications for the demolition of 104 Fiddletown Rd. to the agenda.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the revised agenda. Motion carried. (3-0)

Approval of Minutes :

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the minutes of July 20, 2022. Motion carried. (3-0)

P.O. Box 600 • Kunkletown Rd. • Kunkletown, PA. 18058
610 381-4252 • ((fax) 610 381-4257 • www.eldredtwp.org

Treasurer's Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Treasurers Report as presented, the balance in the Pligit, First Northern and petty cash accounts being \$1,039,216.88. Motion carried (3-0).

Unpaid Bills Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payment and ratification of bills from the General Fund in the amount of \$ 72,731.58. Motion carried. (3-0)
- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the payment and ratification of bills from the State Fund in the amount of \$33,189.61. Motion carried. (3-0)
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the payrolls for the weeks ending 7/16/2022 in the amount of \$13,327.16 and the week ending 7/30/2022 in the amount of \$12,142.52, respectively, including all withholding and fees. Motion carried. (3-0)

Reports: Public Works Supervisor: Jon Gula reported that the PW Dept. has been mowing and sweeping the roads, line painting has been completed, oil and chip was completed on Kleintop Rd. and Turkey Hill Rd. Shoulders have been cut and pipes cleaned out in preparation for winter and a new drain basin was poured at the ETCC parking lot.

Planning Commission: Robert Boileau reported that the Planners are still working on a Fireworks Ordinance. CJERP has also been working to complete an Ordinance that might be acceptable to all 5 Townships. It would incorporate the State Regulations and disallow fireworks other than the days and time the State allows.

Historical Society: Jalene Keiser reported that the job specs for the porch are ready and a grant has been approved for the replacement of the buildings roof. The Historical Society will be having its first Bingo Fundraiser since Covid on October 23, 2022. The Supervisors received a letter requesting a contribution.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve a donation of \$100.00 to the Historical Society for its fundraiser. Motion carried. (3-0)

Parks: Joe Pucci presented the Parks Committee design plan for the Village Center for preliminary approval.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the plan to be reviewed for any deficiencies by the Zoning and Codes Office. Motion carried. (3-0).

Ann Velopolcek reported that she had spoken to mason Harold Serfass to get an estimate of costs for the bridge repairs based on the Chase Engineering inspection report.

ETCC: Donna Deihl reported that the ETCC Committee met and approved the concept of the plan for the improvements at the ETCC for the outdoor project.

She announced that the Thrift Store would be closed for the remainder of August to allow the volunteers to work at the West End Fair and to have a break from everyday operations.

Zoning: There was no Zoning Report.

Revise Mileage Reimbursement:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve a policy that the Eldred Township mileage reimbursement be consistent with the IRS rate, as it is revised from time to time (currently, 62.5 cents/mile), in order to eliminate the need for the Board to adjust the approved Township rate each time the IRS adjusts its approved rate. Motion carried (3-0).

Public Speaking Policy:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the prepared written Eldred Township Public Speaking at Public Meetings Policy. Motion carried 3-0).

Resolution 2022-06: Authorization for Approving Operational Support Activities for Participating Members of the Kunkletown Volunteer Fire Company

- There was a motion by Scott Clark and seconded by Blaine Silfies to adopt Resolution 2022-05 (as titled above), as required by our insurance carrier, to provide Workers Comp Insurance for the members of the Kunkletown Volunteer Fire Company who are engaged in approved operational support activities (such as fund raisers) Motion carried (3-0).

Schedule Fall Clean Up Days:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the dates of the Fall clean-up event for Friday September 30 and Saturday October 1, 2022 Motion carried (3-0).

Announce/Approve Pay Adjustment

- There was a motion by Scott Clark and seconded by Blaine silfies to make the following pay increases based on performance reviews:

Ray Miller- \$1.00/hr. increase
John Smith- \$1.00/hr. increase
Ryan Nametko- increase to \$20.00/hr.
James Phillips- Increase \$1.00/ hr.

LSA Grant: Approval of Applications for Internet Technology Telephone Infrastructure (VoIP)and Generator Project and Generator Project

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the applications to the Local Share Account Grant (LSA). Motion carries 3-0).

Advertising Bid Specifications for the Demolition of 104 Fiddletown Rd. under the Eldred Township Dangerous Structures Ordinance, Ordinance 99-2:

The Township has received the Bid Specifications from Hanover Engineering for the demolition of the building declared a dangerous structure at 104 Fiddletown Rd.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the advertising of the Bid Specifications prepared by Hanover Engineering as stated above, subject to revision based on Solicitor review and comment. Motion carried (3-0).

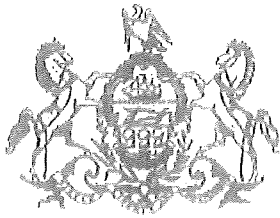
Public Comment: There was no further Public Comment

Adjournment:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn, and approved by consensus Meeting adjourned at 8:20 P.M.

Respectfully submitted,

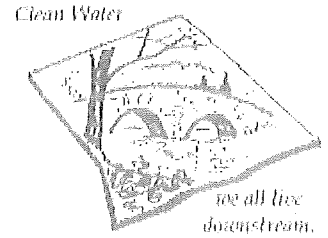
E. Ann Velopolcek, Secretary
Eldred Township



Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman; Chairman
Blaine Silfies; Supervisor



Board of Supervisors
Minutes
July 20, 2022

On Wednesday July 20, 2022 at 7:00 P.M. the Eldred Township Board of Supervisors met in a regular meeting at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown PA. The meeting was held in person and virtually through the Microsoft Teams application.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Richard Campbell (temporary) Solicitor.

Call to Order: The meeting was called to order by Chairman Gary Hoffman at 7:00 P.M. followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: Mr. Hoffman announced that the meeting was being recorded and that the Board met in executive session on Sunday July 17 for personnel matters, on Monday July 18 for Pending Legal matters and immediately prior to the meeting with the Solicitor for personnel and pending legal matters.

Public Comment on Non-Agenda Items: There were no public comments.

Approval of Revised Agenda (As Required): There were no additional agenda items.

Approval of Minutes:

- There was a motion by Blain Silfies and seconded by Scott Clark to approve the minutes of June 15, 2022. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Treasurer's Report as presented, the balance in the Pligit, first Northern and Petty cash accounts being \$1,099,160.98. Motion carried (3-0).

Unpaid Bills Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the bills for ratification and payment (as presented) from the General fund in the amount of \$ 48,759.54. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payment and ratification of bills from the State funds (as presented) in the amount of \$17,099.43. Motion carried (3-0).

Payroll:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payrolls for the weeks ending 6/4/2022 in the amount of \$10,378.83, 6/18/2022 in the amount of \$10,930.41 and 7/02/2022 in the amount of \$14,254.14 and a payment to NCR for the quarterly tax liability for a total of \$35,580.39 including all withholding and taxes. Motion carried (3-0).

Reports:

Public Works Supervisor Report: New Public Works Supervisor Jonathan Gula was introduced to the assembly.

Mr. Gula reported that the Public Works Dept. spot oil and chipped Smale Ln, Butternut, Red Oak, and Linden Dr., stoned, oiled and chipped the swale on Bollinger, removed 3 fallen trees, cut shoulders, cleaned ditches n Getz Dawl and Greenzweig Rds., hauled electronics to the Waste Authority, serviced several vehicles. Mowed, cleaned out pipes, and other maintenance items.

Mr. Gula Reported that repairs are required on the Ford F550 Dump. The cost to replace the fuel tank and fuel pump; outsourced, the costs will be approximately \$1,000.00. The Dodge Pickup also needs body work, cost to be determined.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve listing the Gradeall on Municibid with a minimum bid of \$15,000.00, as well as other miscellaneous surplus equipment. Motion carried (3-0).

The Township is on the schedule to have the line striping done in August. We submitted our requirements to COG to have Midlantic Line Stripping perform the work.

Due to an area of Eldred and Polk Townships where there is not a good source of water for fire protection, Eldred and Polk Townships will be sharing the cost of installing a dry hydrant on Getz Dawl Rd. The PW crews will do the installation The anticipated cost will be \$1950.00, plus approx.. \$40.00 for a PNDI Permit from MCCD. An agreement will be required and has been prepared.

- There was a motion by Gary Hoffman and seconded by Scott Clark to approve the substantial form of the Standpipe License Agreement subject to additional modification approved by the Chairman in consultation with the Solicitor. Motion carried (3-0).

Planning Commission: There was no PC Meeting in July. The PC will be revising and reviewing the proposed Fireworks Ordinance due to the change in the PA State Law.

CJERP: Mr. Boileau did not attend this month's CJERP meeting.

Zoning: There was no Zoning Report.

Historic Society: Jalene Keiser reported that the basement floor has been poured and the work detailed in the last grant has been completed.

Ms. Keiser also reported that a grant to replace the front porch has been approved and that work is expected to begin soon.

Parks: Gary Hoffman announced that Mary Anne Clausen has resigned the chairmanship of the committee, and Lydia Boileau also has resigned from the Committee. Mr. Joseph Pucci will be replacing Ms. Clausen.

Mr. Pucci reported that the Committee now has 5 members. Diana Pucci has prepared drawings showing some proposals for the development of the Village Square. The drawings will be reviewed by the MCCD for compliance with regulation concerning the areas within the floodplain. Mr. Hoffman suggested the Parks Committee arrange a site visit with a representative of the MCCD, and include PW Supervisor Gula in the meeting.

Blaine Silfies added that this is the time for any residents who may be interested or have any concerns to come forward and bring their ideas to the Committee.

ETCC: WEP Event:

- There was a motion by Gary Hoffman and seconded by Scott Clark to approve the West End Pantry to hold its annual Fall Fest at the Community Center. Motion carried (2-0). (Mr. Silfies abstaining due to a familial relationship with Ms. Thek.)

Donna Deihl and Doug Borger presented a preliminary plan to improve the grounds and facilities on the Community Center grounds. Some of the components are Removal and replacement of the Jungle Gym, adding a basketball court, 2 pavilions, a (perhaps) composting toilet facility, and other miscellaneous items. They would like to apply for a DCED Grant for the improvements

The Supervisors responded that they were in favor of the project and gave approval for Ms. Deihl and Mr. Borger to proceed with the planning.

Ms. Deihl asked for 2 large signs to direct people to the appropriate location for the delivery of donations.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the purchase of two signs for the ETCC.) Motion carried (3-0).

Shirley Krum asked for permission to purchase 2 toddler swings for the ETCC Playground.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the purchase of the swings. Motion carried (3-0). Ms. Krum will be reimbursed for the purchase.

Mr. Silfies said he is continuing to replace the lights at the ETCC with LED bulbs.

Emergency Propane Fired Generator Project Concept: Mr. Hoffman asked that \$40,000.00 of the anticipate ARP Funds be reserved and dedicated to the joint proposed program with the local
(01041915)

Fire Companies and the County to upgrade and replace the Radio Communications equipment used by emergency services. The proposal is that the County, the Fire Companies and the Townships will each pay 1/3 of the cost.

Mr. Hoffman also asked that monies from the fund be reserved to cover the cost of updating the PWD two-way radio equipment, (Price to be determined) and to cover cost to hire two new PWD employees for the remainder of 2022, and an emergency Propane Generator for municipal complex.

Since these monies have not yet been received, no action was taken at this time.

Resignation of Temporary Public Works Supervisor/Hire as Part-time PW Crew:

- There was a motion by Gary Hoffman and seconded by Scott Clark to accept the resignation of Blaine Silfies as the Temporary PW Supervisor and to rehire Mr. Silfies as a part-time, PW employee with a maximum of 24 hours/week at a salary of \$19.36/ hour, with no other benefits, as approved by the Township Board of Elected Auditors. Motion carried (2-0). (Mr. Silfies abstaining).

Public Comment: There was no Public Comment .

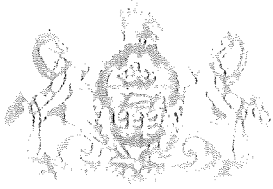
Adjournment: There being no further business:

- There was a motion by Scott Clark and seconded by Blaine Silfies to adjourn. Motion carried (3-0). Meeting adjourned at 8:30 P.M.

Respectfully submitted,



E. Ann Velopolcek, Secretary
Eldred Township



Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman
Blaine Silfies
Scott Clark



Board of Supervisors Minutes June 15, 2022

On Wednesday June 15, 2022 at 7:00 P.M. the Eldred Township Board of Supervisors met in a regular meeting at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown PA. The meeting was held in person and virtually through the Microsoft Teams application.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order by Chairman Gary Hoffman at 7:00 P.M. followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: Mr. Hoffman announced that the meeting was being recorded and that the Board met in executive session on June 6th and June 11th for personnel matters and immediately prior to the meeting with the Solicitor for personnel and pending legal matters.

Public Comment on Non-Agenda Items: There were no public comments.

Approval of Revised Agenda (As Required): There were no additional agenda items.

Approval of Minutes:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the minutes of May 18, 2022. Motion carried (3-0).

Eagle Scout Recognition: Chairman Gary Hoffman read a congratulatory letter and delivered a certificate of achievement to Brian Patrick Rogers, a local resident who recently attained the rank of Eagle Scout.

Treasurer's Report:

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the Treasurer's Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts being \$ 1,100,152.33. Motion carried (3-0)

Unpaid Bills Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the bills for ratification and approval from the General Fund in the amount of \$67,867.97. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the ratification and payment of bills from the State Fund in the amount of \$8,585.13. Motion carried (3-0).

Payroll:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the payrolls for the weeks ending May 7, 2022 in the amount of \$11,413.88 and May 21, 2022 in the amount of \$15,254.33 (a total of \$26,668.21) including all withholding and fees. Motion carried (3-0).

Reports: Public Works:

Mr. Silfies reported that the Grade-All has a valve leak and he feels it would be unwise to invest any more money into the machine. Upon his suggestion:

- There was a motion by Gary Hoffman and seconded by Scott Clark to move forward with selling the Grade-All, instead of keeping it. Motion carried (3-0).

Material Bids: The Township received one bid for materials from Lehigh Asphalt Paving and Construction Co. as follows

Item	Quantity (up to)	FOB Price	Delivered Price
PA-2A subbase	600 T(ons)	\$13.75	\$23.50
#8 Stone	800 T	\$25.00	\$34.75
#57 Stone	200 T	\$16.50	\$26.25
AASHTO No. 1	300T	\$16.20	\$25.95

Only the stone was included in this bid.

- There was a motion by Blaine Silfies and seconded by Scott Clark to accept the bid of Lehigh Asphalt Paving and Construction Co. as above. Motion carried (3-0).

ETCC Roof Repairs: Mr. Silfies reported that the roof repairs at the ETCC have been completed but that there are still some areas that will require attention soon, where there are penetrations into the roofing system. He will be getting an estimate of those repairs as soon as possible.

Generator(s): There was a brief discussion about getting a generator for the Municipal Building. Mr. Silfies will get a few estimates and evaluation of the site, the scope of the work and pricing estimates.

New Hire: The Supervisors reported that a New Supervisor for the Public Works Dept. has been hired.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the hiring of Jonathan Gula at a rate of \$31.00/hr. with full benefits. Motion carried (3-0). His employment will begin on June 20, 2022.

Equipment Disposal: In examining the equipment currently at the building, Mr. Silfies reported that two old pieces of Equipment are not in use and he suggested the Township dispose of them.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the sale of an unused Tiger Mower and an old out of service snowplow. Motion carried (3-0). They will be placed on Muncibid and advertised in the Times News.

Planning Commission: PC Recording Secretary Ann Velopolcek reported that the Planning Commission met on June 8, 2022 and had further discussion about the proposed fireworks Ordinance. Solicitor Gaul explained that the Planners decided to remove some language regarding Display (professional) Fireworks and use the language in the State Law. The Planners will again review the document at their next meeting. Ms. Velopolcek also reported that the Planners will be reviewing possible revision of our Zoning Ordinance to reflect the increased Buffer Zones for streams in accordance with the DEP regulation, because the Aquashicola and a portion of the Buckwha have recently been upgraded to EV Streams.

CJERP: Mr. Silfies reported that the Fireworks Ordinance was the topic of discussion at the recent CJERP meeting.

Zoning: Dangerous Structures; The Supervisors received three Dangerous Structures Reports from the Zoning office.

556 Correll Rd. Pin 06623500068830
237 Gower Rd. Pin 06624600290715
T361 Gower Rd. Pin 06624600069859

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the solicitor to proceed with title searches and Notices to Show Cause and to notify the property owners in accordance with our Ordinance. Motion carried (3-0).

Historical Society: There was no report from the Historical Society

Parks: Mary Anne Clausen asked if the Township made any headway in the bridge repairs. Mr. Silfies reported he had not looked into the matter yet. He then reported that the Gates had been removed and rocks placed to block any vehicular traffic. There was discussion about the development plans for the Village Center. The Supervisors, after having a casual discussion with a few Committee members, feel that the site can be developed with the resources we have available without involving Hanover Engineering nor applying for a grant. Ms. Clausen objected. She feels a professional landscape design is required.

Doug Borger asked if anyone who lives in the village was contributing opinions regarding the Village Center. The Supervisors responded that no one who lives in the village expressed any interest in serving on the Committee nor has anyone attended the advertised Parks meetings to do so.

Arlene Dunkelberger said the smell of the dumpsters is off putting and the dumpsters should be moved if the Supervisors expect anyone to use the site. She also asked if the Supervisors had discussed any potential uses for the Smale house.

Donna Deihl asked if there was any plan to install streetlights and/or sidewalks in the village area, as she believes this would enhance the area. There is no such plan.

- There was a motion by Scott Clark and seconded by Blaine Silfies to seek estimates on the bridge repairs in accordance with the Hanover Engineering Report. Motion carried (3-0).

ETCC: Donna Deihl asked about improving the exterior grounds of the ETCC. She noted that as a Community Center, the playground gets a good amount of use and some new equipment, especially handicapped accessible equipment, would be a welcomed addition. More benches in different areas would be nice. The secretary responded that those recommendations should come from the Committee and that a plan should be submitted for review with specific recommendations and costs. The Secretary offered to help create a plan, research equipment and get ideas and input from the Committee.

Ms. Deihl reported that the corner beads in the building need to be repaired or replaced.

Ms. Deihl also said she would like the petty cash at the ETCC increased.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the increase of Petty Cash available to the Community Center to \$200.00. Motion carried (3-0).

Petty Cash:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the increase in the Township Office's Petty Cash fund to \$200.00. Motion carried (3-0).

Public Comment: Doug Borger asked if there was any new information about the Rail Trail. Mr. Hoffman responded that the Supervisors and the Solicitor have been in discussion about the Trail and possible actions that may be taken. Mr. Hoffman added that the Board is not prepared to take any action at this time.

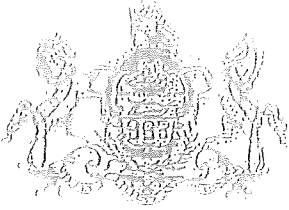
Gary Hoffman reported that the Supervisors are seeking a meeting with representatives of the Fire Company to discuss the details of the Fireman's Tax Relief Ordinance.

Adjournment: There being no further business;

- There was a motion by Scott Clark and seconded by Blaine Silfies to adjourn. Motion carried (3-0). Meeting adjourned at 8:45 P.M.

Respectfully,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice Chairman
Scott Clark, Supervisor

Board of Supervisors Minutes May, 18, 2022

On Wednesday, May 18, 2022 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 in person and virtually through the Microsoft Teams application.

In Attendance: In attendance were Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and by phone, Gary Hoffman, Chairman.

Call to Order: The meeting was called to order by Vice-Chairman Blaine Silfies at 7:00 P.M. followed by the Pledge of Allegiance.

Announcement of Executive Sessions: Vice-Chairman Silfies announced that the Board had met in executive session on May 5, 2022 for administrative matters and immediately before this meeting for personnel matters.

Public Comment on Non-Agenda Items: Wieslaw Fila (120 Sandstone Court) reported that he has contacted MCCD about getting the NPDES Permit for Kuehner Fields amended to allow him to place and cover a drainage pipe at the road (to replace a ditch that is too deep to maintain). He received a violation notice and is working to remedy any issues. Secretary Ann Velopolcek said she would update the Zoning office on his progress.

Chris and Marietta Barlieb reported to the Supervisors that they have been having problems at the Rail entrance that is on their property, vandalism, loose dogs, trespassing, illegal parking and people behaving disrespectfully. They again asserted that the property easement is no longer in effect and that they intend to close off access to the Trail.

Dave Tanzosh said he is having similar issues on his property with 4 wheelers from the Palmerton side leaving trash, being disrespectful and generally creating a nuisance.

Mr. Silfies said Mr. Barlieb should protect his property from trespass and vandalism and he and Mr. Clark encouraged him to report any incidents to the State Police to create a set of incident reports. The Supervisors agreed to discontinue mowing on the trail until some issues could be resolved.

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Mary Anne Clausen asked the Board to restore the request to CJERP to change the definition of Agricultural Products Processing (to remove tanneries and slaughterhouses) and add this use back into the Eldred Township Zoning Ordinance Schedule of Uses in the Industrial zone. Mr. Boileau said this topic is on the agenda for the next CJERP meeting.

Dale Weidman asked if the Township would remove a walnut tree from the Old Mill site to prevent the mess it creates. Mr. Silfies will look at the tree to see if it should be removed.

Approval of Revised Agenda (As Required): By consensus, the Board added to the agenda, for reasons of expediency, the Planning Commission's letter to the Supervisors and the proposed draft Ordinance regarding fireworks.

Approval of Minutes :

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the minutes of April 20, 2022. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Treasurer's Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts being \$1,122,264.05. Motion carried (3-0).

Unpaid Bills Report:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the ratification and payment of bills from the General Fund in the amount of \$51,595.04. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the ratification and payment of bills from the State Fund in the amount of \$4,269.67. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payrolls for the weeks ending 4/9/2022 in the amount of \$11,401.81 and 4/23/2022 in the amount of \$12,320.16, respectively, including all withholding and fees. Motion carried (3-0).

Reports:

Public Works:

- There was a motion by Scott Clark and seconded by Gary Hoffman to approve the appointment of Blaine Silfies as Temporary Part-Time Public Works Supervisor. In accordance with the Second Class Township Code, Mr. Silfies

rate of pay would be determined by the Board of Auditors, since he is a Township Supervisor. Motion carried (2-0). (Blaine Silfies abstaining).

Dale Weidman asked how Mr. Silfies intended to proceed with only 3 personnel available. Mr. Silfies responded that, if necessary, roads would be closed while work was being done until replacement personnel could be hired.

Doug Borger asked about the Public Works Departments duties as relates to property maintenance on various Township owned properties.

Mr. Clark responded that the duties of the department are no longer just roads. That the parks and other properties are the Township's responsibility and will be maintained accordingly. He mentioned the seasonal aspect of various duties such as mowing, plowing etc. and that with a vacancy in the PW supervisor position, road maintenance is limited until the position is filled.

Planning Commission: Robert Boileau announced the letter the Planning Commission sent to the Supervisors recommending the Draft Fireworks Ordinance be sent to the solicitor for final edit and review.

- There was a motion by Scott Clark and seconded by Blaine Silfies to forward the Proposed Draft Fireworks Ordinance to the Solicitor for final edit and review. Motion carried (3-0).

CJERP Report: Mr. Boileau announced that the upcoming agenda included COG, the advanced radio system, Fireworks and Ag. Products Processing.

Zoning: Secretary Velopolcek reported that the Zoning Office is completing the Dangerous Structures reports on the structures listed in the March minutes.

Historical Society: The Historical Society submitted a written Report.

Parks: Mary Anne Clausen submitted several items for the Boards approval.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Parks Committee to solicit estimates for the bridge repairs consistent with the Chase Engineering Bridge Inspection Report of April 14, 2022. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the removal of the gate on the north side of the bridge. Motion carried (3-0).

Ms. Clausen asked that Brien Kocher be given permission to consult with Christine Dettore (DCNR) regarding requirements for the proposed grant application specifically the parking requirements. Mr. Hoffman will check with Mr. Kocher about this.

The Supervisors agreed to have the PW Dept. do some grading and leveling at the Village Center site and seed the area.

Ms. Clausen asked about having the dumpsters removed to the General Store lot. She asked that a letter be sent to Ms. Heffelfinger (Weidman) giving a time frame to accomplish this task. Mr. Silfies expressed a concern about the emptying of the dumpsters and the safety of pedestrians (and vehicles) during the emptying. He suggested contacting County Waste to see if they could arrange pick up on off hours when few people would be at the business.

Mr. Clark strongly believes the dumpsters should not be on township property for liability reasons. Mr. Silfies will revisit the issue with the owners.

Ms. Clausen asked if an email Update could be sent to request volunteers to help with the gardening project planned for the Village Center. The Supervisors had no objection.

Arlene Dunkelberger asked if there was a plan in place for the Village Center. Mr. Silfies responded that one was in progress.

Donna Deihl asked about the labor costs for the PW Dept.'s part of the project. Mr. Hoffman answered that there is a line item in the budget for Parks Maintenance and Development.

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the addition of a link on the Township's website to the Mock Park website recently created by Mr. Joe Pucci. Motion carried (3-0).

ETCC: Mr. Silfies announced that the fluorescent fixtures in the building will be gradually replaced with flat LED Panels.

Roof Repairs: Since a few new leaks have developed in the roof,

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the cost of the additional repairs up to \$1500.00. Motion carried (3-0).

Mr. Silfies also stated that while inspecting the roof with the roofers it was determined to be in good overall condition but that the areas where there are penetrations into the roof system there is some breakdown of the materials.

Request for Rental: Rev. Deborah Watts requested the use of a room at the Community Center for a program of grief counseling for persons who have lost a pet. She works with several veterinarians for referrals and has a backlog of applications.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve Ms. Watts to rent a room at the ETCC (details to be finalized) for the purpose stated above. Motion carried (3-0).

Appoint Auditor:

- There was a motion by Gary Hoffman and seconded by Scott Clark to appoint Doug Borger to the vacant office on the Township Board of Auditors until the first Monday in January after the next municipal election. Motion carried (3-0).

Kuehner Fields: Moyer Stormwater Agreement:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Moyer Stormwater Agreement in the form prepared by the Solicitor, and to authorize the Chairman or Vice Chairman to sign on behalf of the Township. Motion carried (3-0).

Schedule Auditor Meeting: Deferred

Public Speaking Policy: Deferred

Altronics: Upgrade of Service and Equipment: Deferred, Altronics will be providing a revised estimate to include equipment.

Public Comment: Shirley Krum asked if the Township could paint the lines in the ETCC parking lot. Mr. Silfies said it is on the PW list.

Gary Hoffman reported that the ARP reports had been completed and filed and the second installment of the Township's ARP monies should be arriving in the next few weeks.

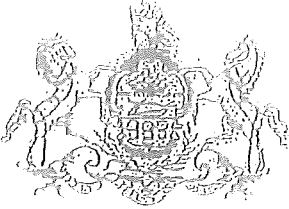
Mr. Fila mentioned the broken convex mirror at Correll Rd. The mirrors have been consistently damaged whenever replaced. It will be replaced as funds allow.

Adjournment:

- There was a motion by Scott Clark and seconded by Blaine Silfies to adjourn. Motion carried (3-0). Meeting adjourned at 8:45 P.M.

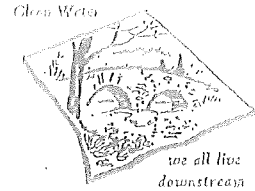
Respectfully submitted,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice Chairman
Scott Clark, Supervisor

Board of Supervisors Minutes April 20, 2022

On Wednesday, April 22, 2022, 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. The meeting was held both in person and virtually.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order at 7:00 P.M. by Chairman Gary Hoffman followed by the Pledge of Allegiance.

Announcement of Executive Sessions: Chairman Hoffman reported that the Supervisors met in executive session on Wednesday, April 13, 2022 for personnel matters and immediately preceding this meeting with the Solicitor for pending legal matters.

Public Comment on Non-Agenda Items: There was no public comment on non-agenda items.

Approval of Revised Agenda (As Required):

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the addition of two agenda Items, an update on the Post Office and a discussion about a generator for the Municipal Building, for reasons of expediency.

Motion carried (3-0).

Approval of Minutes :

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the minutes of March 16, 2022.

Motion carried (3-0).

Treasurer's Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Treasurer's Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts (the General Fund) being \$884,777.45.

Motion carried (3-0).

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Unpaid Bills Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payment and ratification of bills from the General Fund in the amount of \$82,567.18.
Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payment and ratification of bills from the State Fund in the amount of \$13,798.14.
Motion carried (3-0).

Payroll:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the payrolls for the weeks ending 3/12/2022 in the amount of \$16,706.85 and 3/26/2022 in the amount of \$13,522.63, including all withholding and fees.
Motion carried (3-0).

Resolution 2022-05: Price Escalator Clause for Materials Bids

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve Resolution 2022-05 (as of this meeting no bids for bituminous materials had been received.)
Motion carried (3-0).

Materials Bids: Two bids were received for CRS2P:

Shiffer Bituminious: 50,000 gal at \$3.87/ gallon, Total \$193,500.00
AMS: 50,000 gal at \$3.24/gallon, Total \$162,000.00

- There was a motion by Blaine Silfies and seconded by Scott Clark to award the Materials bid for CRS2P to AMS pending consultation with the Treasurer regarding the budgeted amount for seal-coating.
Motion carried (3-0).

Reports: **Public Works:** Frank Fehlinger reported that he received an estimate from Superheat to replace the wall hung heat pumps in the modulars at the Community Center in the amount of \$13,911.70. Solicitor Gaul stated that this would require 2 additional quotes. Mr. Fehlinger will work on getting those quotes.

- There was a motion by Blaine Silfies and seconded by Scott Clark to table this topic.
Motion carried (3-0).

Mr. Fehlinger also received quotes for an automatic gate opener and locking system for the Municipal building in the amount of \$15,000-\$20,000. No action was taken on this topic.

Three quotes were obtained for a machine to use for the clean-up in the back of the building (dumping).

Bruce George: machine and operator for 2 weeks- \$12,000.
Hertz: Two week rental - \$11,745.00

Best Line: 4 week rental

- \$ 6,368.00

After some discussion as to whether our PW could operate the machinery:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the rental of a machine from Best Line for a term of 4 weeks at a cost of \$6,368.00.
Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the purchase of 4 replacement LED panels for the Municipal building.
Motion carried (3-0).

Planning Commission: Fireworks: Robert Boileau reported that the Planning Commission met and discussed at great length a possible Ordinance regulating the use of fireworks in the Township. Mr. Boileau will be presenting a proposed Ordinance to the Planning Commission then to the Board of Supervisors at a later date.

CJERP: There was no CJERP meeting.

Zoning: There was no Zoning Report.

Historical Society: There was no Historical Society Report.

Parks: The Parks Committee submitted a written report. Mary Anne Clausen asked if \$500.00 could be approved for use at the Village Square for flowers for the site.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the expenditure of up to \$500.00 for the Parks Committee for the beautification of the Village Square.
Motion carried (3-0).

NEPA Alliance Membership:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the membership dues for the NEPA Alliance organization.
Motion carried (3-0).

Proposed Volunteer Firefighter / EMS Tax Credit Ordinance:

Solicitor Gaul presented a preliminary proposed Ordinance and Resolution for tax relief for volunteer firefighters and EMS providers. Proposed are both Earned Income and Property Tax credits. No action was taken at this time.

Public Speaking Policy: Tabled

Borger Extension:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve a 180 day extension of the Sterling Sr. and Frances Borger Minor Subdivision conditional approval. Motion carried (3-0).

Dollar General Extension:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve an extension of the Kunkletown DG conditional approval until October 31, 2022. Motion carried (3-0).

Audit Report (Kirk Summa) :

- There was a motion by Scott Clark and seconded by Blaine Silfies to accept the 2021 Audit and Financial Report. Motion carried (3-0).

Solicitor Gaul stated the audit needed to be filed with the County and DCED, and an advertisement concerning the Township's audit and financial statements should be published. The Solicitor stated that Township officials should follow up with the Township auditor, to make sure those matters are being completed.

Geisinger Insurance Plan:

- There was a motion by Blaine Silfies and seconded by Scott Clark to ratify the contract with Geisinger for employee's health care benefits. Motion carried (3-0).

Authorize Trip and Housing Expense for PSATS Conference: Supervisor Silfies will be attending the PSATS Conference from April 25 to April 27. The township will be reimbursing his meals and accommodations as approved in January.

Post Office:

Blaine Silfies spoke to the Postmaster. The Post Office will not be requesting an addition to the building; however, there are some improvements that will need to be made. There was a general discussion about what improvements are needed and who will bear the costs. Solicitor Gaul recommended that Township officials first review the lease, before making any agreements about who will pay the costs, as there could be provisions in the lease that govern who pays the costs.

Generator:

For several year there has been discussion about getting a generator(s) for the municipal Building and the Post Office. Jack Rader and Congresswoman Wild have both agreed to sponsor future grant requests for that purpose.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve obtaining several estimates to determine the type of generator units the Township needs and their costs, in order to prepare a grant applications later this year or next.

Motion carried (3-0).

Public Comment: Donna Deihl asked if some flowers could be planted at the Community Center and if she could have some petty cash to make change for the upcoming wedding dress sale. The Supervisors agreed to both requests.

Gary Hoffman announced the resignation of Public Works Supervisor Frank Fehlinger.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to accept, with regret, the resignation of Frank Fehlinger, effective May 13, 2022.

Motion carried (3-0)

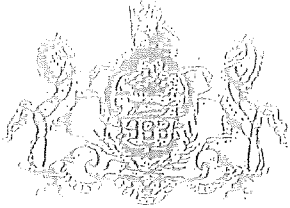
Adjournment: There being no further business:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn.

Motion carried (3-0). Meeting adjourned at 8:40 P.M.

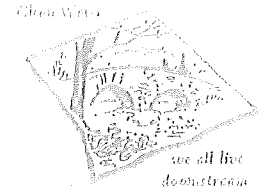
Respectfully submitted,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice Chairman
Scott Clark, Supervisor

Board of Supervisors Minutes March 16, 2022

On Wednesday, March 16, 2022 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 in person and virtually through the Microsoft Teams Application.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order by Chairman Gary Hoffman at 7:00 P.M. followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording : Mr. Hoffman announced that the Supervisors met in executive session immediately prior to this meeting for personnel matters and that the meeting was being recorded.

Public Comment on Non-Agenda Items: Doug Borger reported that he and a few other residents did not receive the letters/survey concerning the Village Overlay Zoning District announcement. The Secretary will provide letters to any residents who would like one and did not receive one.

Solicitor Gaul explained that the reason for Zoning is to keep compatible uses near each other and to separate incompatible uses from each other. He said the Village Overlay is an idea the Supervisors are considering, that it has not been decided yet, and that it will be some time before any decision is made or any Ordinance is enacted. He expressed the Board's interest in getting comments from the public.

Approval of Revised Agenda (As Required):

- There was a motion by Scott Clark and seconded by Blaine Silfies to revise the agenda to include the following items, for the reason of expediency:

Emergency Generator -Research Requirements and Grant Opportunity
DEP- Violation/Dumping

Intern Program

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Replace CDL Position
Approve Hanover Survey/ Install Pins/ Old Mill and Smale Properties
Motion carried (3-0).

Approval of Meeting Minutes:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the meeting minutes of February 16, 2022 and of March 2, 2022.
Motion carried (3-0).

Treasurer's Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Treasurer's Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts being \$670,652.32.
Motion carried (3-0).

Unpaid Bills Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the ratification and payment of bills from the General Fund in the amount of \$ 34,144.66.
Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Scott Clark to approve the payment of bills from the State Fund in the amount of \$20.00.
Motion carried (3-0).

Payroll:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the payroll for the week ending 2/26/2022 in the amount of \$13,854.98 including all withholding and fees.
Motion carried (3-0).

Reports:

Public Works: Frank Fehlinger reported that the PW Dept. has been doing maintenance work on the vehicles, and cleaning up the dumping that occurred behind the building. He stated that, to get to the site to do an effective job of cleanup, he will need a larger machine or will need to cut and build a path to the site from below.

There was a brief discussion since dumping of construction materials, tires and furniture generated a Violation from DEP. It was decided to install "NO DUMPING" signs, to lock the gate and no longer allow dumping of brush in the rear of the building.

The Supervisors asked Mr. Fehlinger to look into the cost of an automatic gate opener with remotes.

Planning Commission: Meeting cancelled (due to weather)

CJERP: No meeting

Zoning: There was a request by the Zoning and Codes Office to approve the Zoning Office to proceed with investigations to declare the following structures unsafe:

254 Gower Rd.; Craig Mager
122 Roth Rd.; Craig Mager
556 Correll Rd.; Jason Green
237 Gower Rd.; Jeffrey Long
T361 Gower Rd.; Matthew Hoskings
T375 Molasses Valley Rd. Lee Costenbader Credit Shelter
Trust

Donna Deihl asked if the house that burned down on Chestnut Ridge Rd. could be added to that list. The Supervisors agreed. (305 Chestnut Ridge Dr.)

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Zoning Office to proceed with its investigations.
Motion carried (3-0).

Historic Society: Jalene Keiser Reported that the Historic Society met on March 15 for the first meeting since March of 2020 (due to Covid-19) and 3 new members joined the meeting.

Gary Hoffman said he asked the Codes Officer (Shawn McGlynn) to inspect the building, especially the porch. Ms. Keiser replied that the Society is seeking an LSA Grant for the restoration of the porch next year, as soon as the grant opportunity opens again.

Parks: The Parks and Recreation Committee submitted a report from its last meeting on March 8. Mary Anne Clausen, speaking for the Committee, had several items for discussion.

Mr. Silfies stated that, after reviewing Township documents, he believes there is room on the south side of the Old Stone Arch Bridge for several parking spots, perhaps as many as 10. Hanover has been tasked with an inspection of the bridge. Once that is completed, decisions concerning the bridge can be made.

The Committee is asking that the gates be removed (as they are unsightly) and replaced with a different barrier system on the north side of the bridge.

The Committee would also like to request that Brien Kocher (Hanover Engineering) discuss with Christine Dettore (DCNR) the requirements for the concept plan for the grant. Since it is not yet decided if the Smale house will be demolished, there is a concern that any work being planned not be later disturbed by that activity.

Mr. Silfies stated that he was not able to locate all the pins from the Hanover survey of the Old Mill Property.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the expense of Hanover placing the missing pins.

Motion carried (3-0).

Ms. Clausen made a request that the Board authorize, in advance, and without the need for further approval at a public meeting, the Township Secretary to send out thank-you letters on behalf of the Committee, in order to eliminate delay in sending out the letters. A review by the Supervisors would still be obtained. The Supervisors agreed.

The Committee would like some log benches to be placed along the trail at Mock Park. Mr. Fehlinger stated that the PW Dept. could make the benches.

Ms. Clausen gave the Supervisors a handout from the PSATS publication "Township News" about the benefits of parks and open spaces.

First Responder Tax Relief: The Supervisors asked Solicitor Gaul to begin the paperwork for a Program of tax relief for qualified First Responders. The details will be worked out at a future date.

Pick Up the Poconos:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve Eldred Township's participation in the annual Pick Up the Poconos event to be held on April 23, 2022.

Motion carried (3-0).

The Secretary reported that the Pleasant Valley School District is resuming its community service requirement for seniors. There was a brief discussion about having a Senior intern in the Township office.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the hiring of an intern for the summer to do some record maintenance in the office. Motion carried (3-0).

Public Comment: Donna Deihl asked if funds could be used to provide small gifts for the purchasers of prom gowns at the event on March 26. She would also like to have some funds available for a lunch for the volunteers on that day. There was a lengthy discussion about how to fund these endeavors.

Solicitor Gaul could not give a legal opinion because he is not aware of any similar operation of a township. Several residents offered donations.

Ms. Keiser asked who to call to complain about target shooting without a sufficient backstop. The Supervisors referred her to the Game Commission.

Mr. Hoffman, after speaking the Representative Jack Rader, suggested the Township apply for an LSA grant for a generator(s) for the Township building. Some research and estimates will need to be obtained.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the project of obtaining the required documents and information and applying for the LSA grant for a generator for the Municipal Offices and Post Office in the next grant round. Motion carried (3-0).

Due to a recent resignation,

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve placing an ad in the Times News and Pocono Record to hire two (2) Part-time public works employees. Motion carried (3-0).

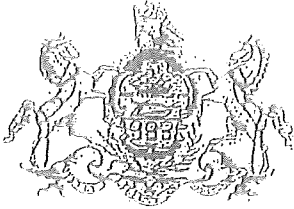
Adjournment: There being no further business:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0).

Meeting adjourned at 8:40 P.M.

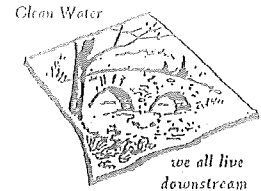
Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
Special Meeting
March 2, 2022

On Wednesday, March 2, 2022 the Eldred Township Supervisors met in a special meeting at 6:00 P.M. at the Eldred Township Municipal Building , 490 Kunkletown Rd. Kunkletown, PA. The meeting was held in person and virtually via the Microsoft Teams application.

Call to Order: The meeting was called to order at 6:00 P.M. by Chairman Gary Hoffman followed by the Pledge of Allegiance.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Announcement of Executive Sessions: There were no executive sessions.

Public Comment on Non-Agenda Items: There was no Public Comment on Non-agenda items.

Approval of Revised Agenda:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to add the following Items to the agenda for reasons of expediency:
 - a. Revise Eldred Township Mask Mandate
 - b. Volunteer Emergency Responders Tax Credit Program
 - c. Stone Arch Bridge Inspection; Approve Hanover Quote
 - d. Attendance of Zoning Officer at Planning Commission MeetingMotion carried (3-0).

Treasurer's Report:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Treasurer's Report, the balance in the PLIGIT, First Northern and Petty Cash accounts being \$733,763.76. Motion carried (3-0).

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Ratification and Payment of Accounts Payable:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the ratification and payment of the accounts payable from the General Fund in the amount of \$31,450.67. Motion carried (3-0).

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payment of accounts payable from the State fund in the amount of \$13,649.26. Motion carried (3-0).

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the payroll for the week ending 2/12/2022 in the amount of \$12,707.26 (including all withholding and fees). Motion carried (3-0).

ETCC: Roof Repair:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the proposal of Bernard and Sons to repair the roof at the Community Center in the amount of \$3,900.00, one half down and ½ upon completion of the job. Motion carried (3-0).

Letter of Support: Polk Township

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the ratification of a Letter of Support for Polk Township's application to the Open Space Grant Program for the purpose of developing Polk Township's Walking Park. Motion carried (3-0).

Joint Radio Project: Mr. Hoffman reported on the ongoing project to upgrade the Local and County-wide Emergency Radio System. The County has proposed that the Townships pay for one third (1/3) of the cost of upgrading the Volunteer Fire Company's radio system. The cost is anticipated to be up to \$60,000.00. The radios would be placed in the building, the equipment and would also include handheld units for the responders. CJERP has asked for some relief from the cost. No action was necessary at this time.

Public Works: Purchase of Gradall:

After some discussion about the equipment, its use and value and how replacement parts would be acquired,

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the purchase of a 2000 Gradall XL 2300 4X4 at a cost not to exceed \$16,000.00 delivered from GovDeals, contingent upon the research into replacement parts and the assurance that the machine was in compliance. The GovDeals quote represented the lowest of the three quotes obtained. Motion carried (3-0).

Farm Leases: The Secretary explained the changes in the proposed Serfass Brothers farming Lease for Mock Park. The Serfass Brothers agreed to mow the Mock Park trails at set intervals during the summer for a reduced Rental fee (one half of the previous fee of \$20.00/acre). The Anderson Lease (Township owned property) remained the same. After a brief discussion:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the farming leases for the year 2022 (with 2 one-year renewal periods). Motion carried (3-0).

PennEnvironment; Wildlife Corridors Letter : PennEnvironment asked the Township to sign a letter of Support for their cause, which is creating safe corridors for wildlife to cross over man-made obstacles, such as roads, bridges and other barriers, in an attempt to reduce the number of related traffic collisions.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Township to sign the letter of support for the Penn Environment Organization. Motion carried (3-0).

Alzheimers Care: Request for inclusion on Website: An Alzheimer's Placement Agency asked if it could place a link to their website on the Township's Website. After a brief opinion from Solicitor Gaul, the Supervisors declined to approve this request.

Office Equipment:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the purchase of a replacement Microwave oven in the Staff break room, as the old one (25 yrs. old) stopped working. At a cost of up to \$350.00. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the Staff to begin researching new phones for the building as some of the current phones are malfunctioning. The current phones are original to the building (25 yrs. old). Quotes will be received for review at a later date. Motion carried (3-0).

Revise Mask Mandate: Based on the changes of the status of the Covid 19 epidemic and the relaxation of some mandates:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the revision of the Eldred Township mask mandate to be consistent with the County's policy. Motion carried (3-0).

First Responder Tax Credit: Having reviewed the program of other Townships:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the Solicitor to prepare the documents for Eldred Township to implement a program of tax relief for responding Volunteer First responders in Eldred Township. Motion carried (3-0).

Stone Arch Bridge Inspection: In preparation for submitting an application for a Grant for the Village Square:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Hanover Engineering's proposal for the inspection of the Old Stone Arch Bridge in the amount of \$1500.00. Motion carried (3-0).

Zoning Officer Attendance Request: The Planning Commission will be reviewing a proposed Fireworks Ordinance at its next meeting on March 9, 2022. Mr. Hoffman requested consent to have the Zoning/Codes Officer at the meeting for input on enforcement capabilities/issues related to the proposed ordinance. The Supervisors all agreed.

Public Comment: Mary Anne Clausen asked about the Letter to Residents regarding the proposed Village Overlay Zoning District. The Secretary has prepared a letter and is waiting for a date to schedule another presentation of the PowerPoint to include in the letter.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve a date of April 8, 2022 at 2:00 P.M. for another PowerPoint presentation of the concept of a Village Overlay Zoning District to the local residents and to send out a letter announcing the meeting. Motion carried (3-0).

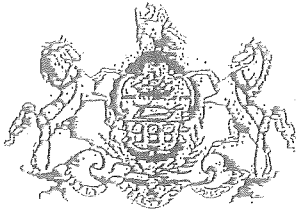
Adjournment: There being no further business:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0).

Meeting adjourned at 7:05 P.M.

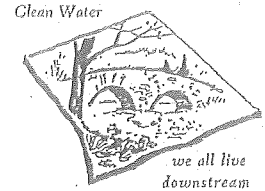
Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
February 16, 2022

On February 16, 2022 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. 18058

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; Scott Clark, Supervisor and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order at 7:10 by Chairman Gary Hoffman followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: Mr Hoffman announced that the supervisors met in executive session immediately before this meeting for personnel and Real Estate matters and that the meeting was being recorded

Approval of Agenda, and any Amendments: There were no amendments to the posted Agenda.

Public Comment on Non-Agenda Items: There were no Public Comments.

Approval of Minutes:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the minutes of January 27, 2022. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve the Treasurer's Report as presented, the balance in the PLIGIT, First Northern and petty cash accounts being \$694,839.30. Motion carried (3-0).

Approval and Ratification of Accounts Payable:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the ratification and payment of the unpaid bills in the amount of \$20,668.43. Motion carried (3-0).

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Payroll:

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the Payroll for the week ending January 29, 2022 in the amount of \$16,406.22 including all withholding and fees. Motion carried (3-0).

Presentation: Mixed Used Village Overlay Zoning District: Ann Velopolcek presented a Power Point presentation introducing the idea of a Mixed-Use Village Overlay Zoning District to the Supervisors and assembly. After the presentation Susan McGinty suggested that letters go out to the residents whose homes are in the area proposed to be in the Overlay District. The Supervisors agreed and asked Ms. Velopolcek to prepare a letter.

Public Works Supervisors Report: Public Works Supervisor Frank Fehlinger reported that the crew has been busy with snow removal and culvert cleaning. Having met with the Supervisors to discuss the purchase of a new piece of equipment, Mr. Fehlinger presented information about an available Grade-All in Allentown for \$15,900.00. After a discussion about the availability of funds:

Mr. Boileau suggested that this item should have been included in the annual budget.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the purchase of the Gradall for a cost not to exceed \$18,000.00, subject to getting three quotes in accordance with the Second Class Township Code, and purchasing from the lowest cost seller.

Historical Society Report: Jalene Keiser corrected the name of the grant program from which the Historical Society received a grant. The grant was from the Hotel Allocation Tax.

Ms. Keiser asked if the Historical Society could receive a refund of a building permit fee for improvements to their building, which is owned by the Township and leased to the Historical Society.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to refund the building permit fee paid by the Historical Society. Motion carried (3-0).

Ms. Keiser asked Mr. Fehlinger about flags. Mr. Fehlinger said he will give any damaged flags to Ms. Keiser and report how many new flags are needed.

ETCC Report: Blaine Silfies reported that in 2021 the West End Pantry handed out a total of 688,517 lbs. of food totaling \$1,177,634 in value, and that approximately 40% of the recipients are seniors. He reiterated the need for the food pantry and the excellent job Ms. Thek and her volunteers are doing.

Mr. Silfies also listed the community outreach the volunteers at the Thrift Store, Donna Deihl, director, have established.

Some of those are :

Having two groups of special needs residents participate in the Thrift Store operations
Providing medical equipment (walkers, canes etc.) to persons in need
Providing blankets to a Women's Resource group
Providing unsalable blankets to a pet rescue
Providing business attire to persons in need to help with job interviews, etc.
Having a Christmas gift giveaway for children of clients (allowing children to choose a gift for a family member free of charge and wrapping the gift.)
The annual Prom Dress Sale and Wedding Dress sale

In addition to meeting after hours to help residents that may be embarrassed about asking for help.

Mr. Silfies commended Ms. Deihl and her staff of volunteers for their compassion and outstanding work at the Thrift Store.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve the increase of daily start up monies in the Thrift Store to \$300.00 (a \$100.00 increase). Motion carried (3-0).

Zoning Report: There was no Zoning Report.

Planning Commission Report: Robert Boileau reported that the Planning Commission did not meet in January. The Planners will be continuing to review and investigate a possible Ordinance related to fireworks. Mr. Boileau asked that an email update be sent out to inform residents of this discussion.

CJERP Report: Mr. Boileau reported that CJERP has not met.

Open Spaces Report: Mary Anne Clausen reported that the Open Space Committee submitted a written report to the Supervisors. The Committee met with Township Engineer Brien Kocher to develop a site plan for the proposed Village Square. Mr. Kocher was unsure a plan could be ready for a grant submission by the April deadline so the committee voted to delay the grant submission until 2023.

Some of the things that came up in regard to the plan are:

An inspection of the Stone Arch Bridge is recommended
The location of the septics and wells on the property need to be determined
The fate of the structure remaining on the site should be resolved
Determine the cost and feasibility of moving one of the poles in the front of the site
Determine the necessary parking requirements
Relocate the dumpsters servicing the General Store.

The committee received an estimate of the cost of the site plans from Hanover.

- There was a motion by Blaine Silfies and seconded by Scott Clark to approve Hanover Engineering to proceed with developing the site plan at a cost not to exceed \$5000.00. Motion carried (3-0).

Mr. Hoffman asked Ms. Clausen to send to Mr. Kocher copies of the Committee minutes, so Mr. Kocher could be kept up to date on the topics of discussion regarding the Village Center and the Committee's plans.

Bridge Replacement, Lower Smith Gap Rd., Kunkletown Rd.: Mr. Hoffman reported that the Township received letters about the replacement of two bridges in the Township, one from the Game Commission, which is planning to replace a bridge on Lower Smith Gap Rd. west of Schaffer Rd. in late summer of 2022, and one from Penndot, which is planning to replace a bridge on Kunkletown Rd. near Fiddletown Rd. beginning in 2024.

Public Speaking Policy: The Supervisors are considering instituting a Public Speaking Policy for Township meetings. Mr. Hoffman asked the Secretary to post this on the website and send out an email update on the subject to elicit public comment.

GFL: The Supervisors met with the representatives of GFL (formerly County Waste) about complaints the Township has been receiving about poor service. Mr. Clark reported that the company representatives stated they are aware of the problems and are working to resolve the issues. As with many companies during the pandemic, they have been having a problem hiring and retaining drivers.

Spring Clean-Up Day: After a brief discussion, a date was set for spring Clean-up days for April 22 and 23, 2022.

Resolution 2022-04: The Pennsylvania Commission for the United States Semi quincennial, (PSATS Request): The year 2026 being the 250th Anniversary of the United States, Pennsylvania is establishing a program called E.P.I.C., to Educate, Preserve , Innovate and Celebrate, the contributions of all Pennsylvanians. The Township was asked by PSATS to support the program with a resolution.

- There was a motion by Scott Clark and seconded by Blaine Silfies to approve Resolution 2022-04 supporting the America 250 Pa. Program. Motion carried (3-0).

Public Comment: Mindy Miller asked the Township Supervisors to consider implementing the provisions of Act 172 of 2016-Tax Credit for Volunteer Firefighters. The Supervisors agreed to take it into consideration. Solicitor Gaul will provide some model language and ideas.

Melissa Meckes asked the Supervisors for permission to use of the Community Center Gym for a one day Cut-a-Thon fundraiser for a cancer patient she works with. The supervisors had no objection. Mr. Silfies instructed Ms. Meckes to work out the details (dates etc.) with Ms. Deihl and the Secretary.

Mr. Hoffman reported that there are quite a few residences in the township that are not in compliance with our Township Ordinance requiring 911 signs to be posted . Within the next few weeks, the Secretary will begin sending out letters to the homes that are not in compliance.

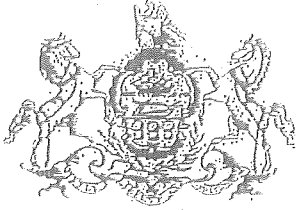
The signs are available at the Township Building during regular Business hours (9 am-4 pm). The cost is \$25.00, and the proceeds benefit the Fire Company.

Adjournment:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. Motion carried (3-0). Meeting adjourned at 8:55 P.M.

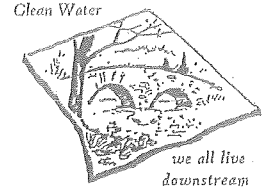
Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
Special Meeting
January 27, 2022

The Eldred Township Supervisors met in a Special Meeting on Thursday, January 27, 2022 at 5:00 P.M. at 490 Kunkletown Rd. Kunkletown PA.

In Attendance: In attendance were Gary Hoffman, Chairman; Blaine Silfies, Vice-Chairman; James Leiding, Vacancy Board Chair and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order by Chairman Gary Hoffman at 5:00 P.M.

Announcement of Recording and Executive Sessions: Mr. Hoffman announced that the meeting was being recorded and there had been no Executive Sessions.

Interviews: Due to the resignation of Donna Mikol, a vacancy existed for a Supervisor. The Township advertised the position and 5 people sent letters of interest. The following were interviewed:

Cathy Martinelli Edwin Mier Kevin Kuehner Ray Miller Scott Clark

Appointment of New Township Supervisor; Resolution 2022-02:

After some deliberation:

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve Resolution 2022-02 appointing Scott Clark as the new Supervisor. Motion carried (2-0).

Treasurer's Report:

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the Treasurer's Report as presented, the balance in the First Northern, Pligit and Petty cash accounts being \$728,074.54. Motion carried (2-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to ratify and approve the bills from the General Fund in the amount of 28,631.35 and

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610 381-4252 • ((fax) 610 381-4257 • www.eldredtp.org

the bills from the State Fund in the amount of \$22,331.82. Motion carried (2-0).

Payroll:

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the payrolls for the weeks ending January 1, 2022 and January 15, 2022 in the amounts of \$12,304.84 and \$13,507.86, respectively, including all withholding and fees. Motion carried (2-0).

Approval of Minutes:

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the minutes of the January 3, 2022 Organizational meeting and the January 3, 2022 regular meeting. Motion carried (2-0).

Parks and Recreation Report:

Mary Anne Clausen referenced a letter the Board received from the Parks and Recreation Committee requesting an approval to have Township Engineer Brien Kocher (Hanover Engineering) create a site plan and Landscape Design Plan for the Village Square. The Committee would like to apply for a DCNR Grant this year and the plans are required to be submitted with the Grant application. The grant deadline is April 4th 2022.

Mr. Hoffman said that he spoke to Mr. Kocher. He is not convinced that the plans can be ready in time to apply for the grant this year. He suggested that the Committee meet with Mr. Kocher to discuss the project and the scope of the work. After a brief discussion a date was tentatively set for Tuesday, February 1, 2022 for the meeting to take place.

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the expense of the meeting with the Township Engineer. Motion carried (2-0).

(The swearing in of Scott Clark to the office of Township Supervisor took place. Mr. Clark then joined the meeting.)

Business with Other Townships; Resolution 2022-03; Ratify Tax Collector Agreement (Ross Township)

Due to the unexpected death of the Ross Township Tax Collector, Ross Township requested that Eldred Township agree to a Joint Tax Collection District and Agreement. Laura Hoffman, the elected Tax Collector for Eldred Township, is willing to collect taxes for Ross Township in accordance with the proposed Joint Tax Collection District. Solicitor Gaul reviewed and approved the agreement and prepared a Resolution.

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve Resolution 2022-03 Approving a Joint Tax Collection Agreement between Ross and Eldred Townships. Motion carried (3-0).

Extension of Approved Subdivision: Borger

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve a 90-day extension of the Kocher/Borger Subdivision to allow time for the parties to finalize their business. (Motion carried (3-0).

Rail Trail, Memorandum of Agreement : Feasibility Study

The Wildlands Conservancy has requested the Township to sign a Memorandum of Agreement (MOA) confirming the Township's commitment of \$1000.00 for its portion of the cost of the feasibility study formerly agreed upon. There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the MOA, subject to Solicitor review. (Motion carried (3-0).

Public Works Report: There was a discussion about the dumping policy which has existed for many years in Eldred. Brush and other compostable material generated by tree trimming etc. have been permitted to be dumped behind the Municipal Building. Recently, other materials were dumped there that are not permitted and the Township received a violation notice from the DEP. The site has since been cleaned up. The Secretary was instructed to write a letter to the DEP to respond to the Notice of Violation and schedule a follow up visit.

Historical Society Report: Jalene Keiser reported that the Historical Society received a grant, the funds from gaming in the State.

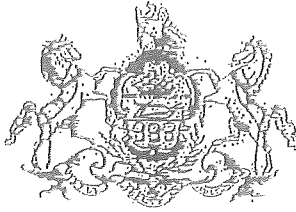
Public Comment: Mary Anne Clausen asked about the location of the septic tanks near the Village Square. Mr. Silfies responded that he was able to locate 2 tanks. One or two of the boulders placed will have to be moved to allow access to those tanks.

Adjournment:

- There was a motion by Blaine Silfies and seconded by Scott Clark to adjourn. (Motion carried (3-0). Meeting adjourned at 6:40 P.M.

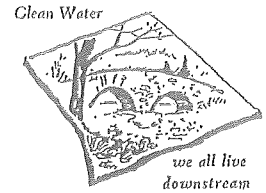
Respectfully submitted,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, Vice-Chairman
Scott Clark, Supervisor

Board of Supervisors
Minutes
January 3, 2022

On Monday, January 3, 2022 the Eldred Township supervisors met in a regular meeting (following its Organizational meeting) at 5:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

Call to Order: The meeting was called to Order by Chairman Gary Hoffman

Announcement of Executive Sessions, Recording and Any Other Agenda Items: The Meeting was recorded and also via the Microsoft Teams Application.

Approval of Revised Agenda (if required):

- There was a motion by Gary Hoffman and seconded by Donna Mikol to amend the agenda by adding a request for a thank you letter to the Monroe County EMA for sanitizing the equipment in the garage after a positive Covid incident, and to confirm a mask mandate for the Community Center. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Donna Mikol to approve a thank you letter to be sent to the MCEMA for the sanitization service they provided. Motion carried (3-0).

Public Comment on Non-Agenda Items: Mary Anne Clausen had some questions regarding the approved budget. She feels that creating the Capitol Equipment Fund while there is still a debt balance is not advisable.

Dale Weidman emphasized that regarding the vehicles, maintenance, especially salt removal is critical to protecting the longevity of the vehicles.

Approval of Minutes:

- There was a motion by Donna Mikol and seconded by Gary Hoffman to approve the minutes of December 15, 2021. Motion carried (2-0). Blaine Silfies abstaining as he did not attend this meeting.

Treasurer's Report:

- There was a motion by Donna Mikol and seconded by Blaine Silfies to approve the Treasurer's Report as amended, the balance in the Pligit, First Northern and Petty Cash accounts being \$786,034.64. Motion carried (3-0).

Approval and Ratification of Accounts Payable:

- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve the payment and ratification of bills from the General Fund in the amount of \$61,322.94. Motion carried (3-0).

There were no bills from the State fund.

Payroll:

- There was a motion by Donna Mikol and seconded by Blaine Silfies to approve the payroll for the week ending December 18, 2021 in the amount of \$11,918.24 including all withholding and fees. Motion carried (3-0).

Public Works Supervisors Report: Frank Fehlinger reported that the PW Dept. has been trimming trees and placed the rocks at the parking lot of the Village Square. They will be working on 57 Road next week and preparing for the arrival of snow.

Open Spaces Report: Mary Anne Clausen reported that the Parks Committee is moving forward with getting a design for the landscaping at the Village Square and reviewing what will be needed to apply for a grant from DCNR.

JoAnn Bush reported that some time ago she and Mr. Fehlinger met with Rachael (Heffelfinger) Weidman and Lori Heffelfinger at the site to go over proposed development. The only change for the General Store will be that they need to have the dumpsters moved off the Township property. The secretary was instructed to write a letter to the General Store requesting they be moved before the end of February to facilitate parking lot improvements.

There was a brief discussion about the septic that exists on the site. Mr. Silfies said he would go out with a metal detector to confirm the location of the tank determine if any adjustments needed to be made.

Historical Society Report: There was no report from the Historical Society

ETCC Report: No new meeting schedule has been determined.

- There was a motion by Gary Hoffman and seconded by Donna Mikol to approve the ratification of a new mask mandate for the ETCC in order for the Store to remain open during the current Covid surge. Motion carried (3-0).

Zoning Report: There was no Zoning Report.

Planning Commission Report: Robert Boileau reported that the Planning Commission did not meeting in December. He also reported that the State is holding hearing on proposed legislatin to limit the use of fireworks in the State.

CJERP Report: CJERP did not meet.

Resignation: Mr. Hoffman read a letter from Ms. Mikol resigning her positions in the Township due to increased demands of her work.

Mr. Hoffman thanked Ms. Mikol for her service .

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to accept the resignation of Donna Mikol as Supervisor and Planning Commission member effective immediately. Motion carried (3-0).

Other:

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to approve the following appointments to the Parks Committee:

Mary Anne Clausen
JoAnn Bush
Joyce Blaskow
Joseph Pucci
Diana Pucci
Lydia Boileau
Annette Heist

for the year 2022. Motion carried (2-0).

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the appointment of Ellie Sanchez to fulfill the term of Donna Mikol to the Planning Commission. Motion carried (2-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to approve the advertising (by Solicitor Gaul) of the vacancy on the Board of Supervisors requesting resumes and letters of interest. Motion carried (2-0).

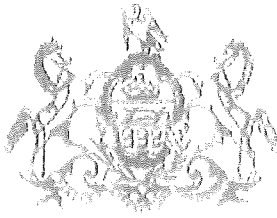
Public Comment: There was no further Public Comment.

Adjournment:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to adjourn. Motion carried (2-0). Meeting adjourned at 7:05 P.M.

Respectfully submitted,

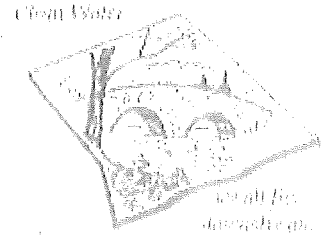
E. Ann Velopolcek, Secretary



Eldred Township Supervisors

Monroe County, Pennsylvania

Gary Hoffman; Chairman
Blaine Silfies; Supervisor



BOS Minutes
Organizational Meeting
January 3, 2022

On Monday, January 3, 2022 the Eldred Township Board of Supervisors met for its annual Organizational Meeting at 5:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

In Attendance: In attendance were Gary Hoffman, Supervisor; Donna Mikol, Supervisor; Blaine Silfies, Supervisor and Michael Gaul, Solicitor.

Temporary Chairman:

- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint Gary Hoffman as Temporary Chairman. Motion carried (3-0).

Call to Order: The meeting was called to order at 5:00 P.M. by Gary Hoffman, followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: There were no executive sessions and the Township recorded the meeting.

Public Comment on Agenda Items: There were no public comments.

Election of Officers:

- There was a motion by Blaine Silfies and seconded by Donna Mikol to elect Gary Hoffman as Chairman for the year 2022. Motion carried (2-0). (Mr. Hoffman abstaining)
- There was a motion by Donna Mikol and seconded by Gary Hoffman to elect Blaine Silfies as Vice-Chairman. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to appoint E. Ann Velopolcek as Township Secretary/Administrative Assistant. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint James Phillips as Township Treasurer. Motion carried (3-0).

- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint Frank Fehlinger as Public Works Supervisor. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to appoint E. Ann Velopolcek as Township Right-To-Know Officer. Motion carried (3-0).

Legal:

- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint King, Spry, Freund and Faul, LLC, Michael Gaul, Esq., Primary Representative as Township Solicitor at a rate of \$165.00/hour. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to appoint King, Spry, Freund and Faul, LLC, Michael Gaul, Esq., Primary Representative as Township Solicitor at a rate of \$145.00/hour.
- There was a motion by Blaine Silfies and seconded by Donna Mikol to appoint Chad Martinez as Zoning Hearing Board Solicitor at the current rate. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Donna Mikol to engage Flamm, Walton, Heimbach, Thomas Heimbach (Primary) as Special Counsel for Labor Matters at the rate of \$265.00/hr. Motion carried (3-0).

Engineering:

- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint Hanover Engineering Associates, Inc., Brien Kocher (Primary) as Township Engineer at rates consistent with the submitted fee schedule. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to appoint Hanover Engineering Associates, Inc., Brien Kocher (Primary) and the following:

Jacob Schray-03134
Justin Robbins- 04079

Scott Brown-01716
Luke Eggett-04090

as approved Township Sewage Enforcement Officers at the rate of \$79.50/hour. Motion carried (3-0).

Zoning and Codes:

- There was a motion by Blaine Silfies and seconded by Gary Hoffman to appoint SFM consulting, LLC, Shawn McGlynn (Primary) as Township Zoning Officer. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to appoint SFM consulting, LLC, Shawn McGlynn (Primary) as Township Building Code Official, and Code Enforcement Officer. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint SFM consulting, LLC, Shawn McGlynn (Primary) as Township Uniform Construction Code Official. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint SFM consulting, LLC, Shawn McGlynn (Primary) as Flood Plain Administrator. Motion carried (3-0).

Resolution 2022-01: A Resolution appointing Kirk Summa & Co. LLP certified public accountants, to make an examination of all the accounts of the Township for the fiscal year 2021, pursuant to 53 P.S. 65917(b)(1); resolving that the compensation paid to Kirk Summa and Co. LLP for such services shall not exceed \$6500.00, without further resolution of the Board of Supervisors; and further resolving that pursuant to 53 P.S. 65917 (c) the elected Board of Auditors of Eldred Township shall not audit, settle or adjust the accounts of Eldred Township, audited by Kirk Summa & Co. LLP for the fiscal year 2021.

- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve Resolution 2022-01 (as above) at a fee not greater than \$6,500.00. Motion carried (3-0).

Other Appointments: (one year appointments)

- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint Bruce Gower as UCC Joint Board of Appeals Member. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint James Leiding as Vacancy Board Chairman for the year 2022. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint Gary Hoffman as Representative, and all other Eldred Township Supervisors as Alternate Representatives to the Pocono Mountain Council of Governments. Motion carried (3-0).

- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint Blaine Silfies as Eldred Township's delegate to the PSATS State convention. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to appoint Gary Hoffman as the Eldred Township delegate to the Monroe County Tax Committee. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve Virginia Salter, Eldred Township Constable, for security at Township meetings and other matters. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint Robert Boileau as the Township's voting member to CJERP and Blaine Silfies as the Township's alternate member. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint Blaine Silfies as the Eldred Township Earned Income Tax Liaison. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint Blaine Silfies as the Eldred Township Earned Income Tax Appeals Officer to the Monroe County Earned Income Tax Collection Committee. Motion carried (3-0).

Auditor: Deferred (one vacancy exists for a term of 2 years).

Planning Commission and Zoning Hearing Board:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to reappoint Robert Boileau to the Eldred Township Planning Commission for a term of 4 years. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint Alycia Grieco Mier to the Eldred Township Planning Commission for a term of 4 years. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to reappoint Charles Ogle to the Eldred Township Zoning Hearing Board for a term of 3 years. Motion carried (3-0).

Emergency Services:

- There was a motion by Blaine Silfies and seconded by Donna Mikol to appoint Gary Hoffman the Eldred Township Emergency Management Coordinator. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Blaine Silfies to appoint Brien Stankovich, Frank Fehlinger and Ricky Sherer as Deputy Emergency Management Coordinators. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Gary Hoffman to designate the Kunkletown Volunteer Fire Company as Primary Fire Protection for Eldred Township. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve Brian Stankovich as the Kunkletown Volunteer Fire Company Fire Chief. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve Ray Miller as the elected President of the Kunkletown Volunteer Fire Company. Motion carried (3-0).
- There was a motion by Blaine Silfies and seconded by Donna Mikol to designate the Lehigh Valley Hospital Network Emergency Services as Primary ALS/BLS service provider for Eldred Township and for subsequent calls when LVHN-EMS is not available, 911 will use the next closest available licensed and most appropriate EMS provider to the call. Motion carried (3-0).

Community Center:

- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint Blaine Silfies as the Supervisor liaison to the Eldred Township Community Center. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint JoAnn Bush as an alternate liaison to the Eldred Township Community Center. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to appoint E. Ann Velopolcek as the Township Administrator and Volunteer Coordinator to the Eldred Township Community Center Board. Motion carried (3-0).

There was a motion by Gary Hoffman and seconded by Donna Mikol to appoint the Eldred Township Public Works Director (Frank Fehlinger) as the first

- contact for any issues related to Plant, Grounds or Maintenance for the Eldred Township Community Center. Motion carried (3-0).
- There was a motion by Donna Mikol and seconded by Blaine Silfies to designate Donna Diehl as the Eldred Township Community Center Volunteer Thrift Store Manager. Motion carried (3-0).

Township Employee Salary Increases;

- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve cost of living increases of 2 % for all Township employees.

Blaine Silfies requested the Supervisors increase the salary of the Secretary to \$20.00/hour. Gary Hoffman explained that the Secretary was hired as a Part-time employee and when that position became Full time the associated increase of salary was not applied.

With that change, Motion carried (3-0).

Mileage:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to use the IRS reimbursement rate of \$.58/mile. Motion carried (3-0).

Legal Advertisements:

- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve the Times News of Lehighton as the media of choice for the Township's public and legal notices for 2022 (except when required by law to use a newspaper within Monroe County). Motion carried (3-0).

Financial and Banking:

- There was a motion by Donna Mikol and seconded by Blaine Silfies to approve PLGIT and First Northern Bank and Trust as the Township's Depositories. Motion carried (3-0).

Treasurer's Bond:

- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve Travelers Surety and Casualty as the bonding agent for the Township Treasurer and Secretary in the amounts of \$500,000.00 and \$250,000.00 respectively. Motion carried (3-0).

Meeting Dates and Times:

- There was a motion by Blaine Silfies and seconded by Donna Mikol to approve the following meeting dates and times and the required advertising of the meetings.

Board of Supervisors: Third Wednesday of each month at 7:00

Planning Commission: Second Wednesday of Each Month at 7:00 P.M.

Parks and Recreation Committee: Second Tuesday of each Month at 7:00 P.M.

Eldred Township Community Center: 2nd Thursday of each month at 3:00 P.M.

Motion carried (3-0).

Adjournment:

- There was a motion by Gary Hoffman and seconded by Blaine Silfies to adjourn.
Motion carried (3-0).

Respectfully submitted,

E. Ann Velopolcek, Secretary