

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 PLIGIT 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.

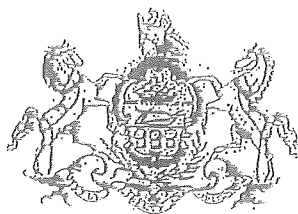
Motion carried (3-0).

Adjournment:

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

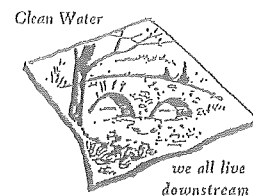
Respectfully submitted,

E. Ann Velopolcek, Secretary



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 legislation 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).

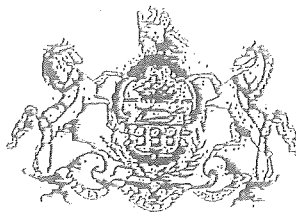
Public Comment: There was no further Public Comment.

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.

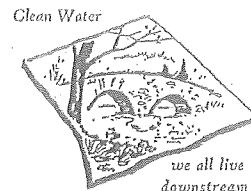
Respectfully submitted,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



Gary Hoffman, Chairman
Blaine Silfies, 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 Treasurers 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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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.

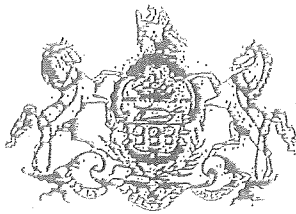
Public Comment: Mary Anne Clausen asked about the location of the septic tanks near the Village Square. Mr. Silfies responded that he was able to locate 2 tanks. One or two of the boulders placed will have to be moved to allow access to those tanks.

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.

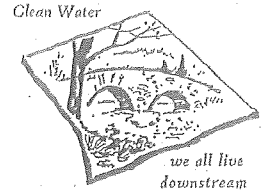
Respectfully submitted,

E. Ann Velopolcek, Secretary



Eldred Township Supervisors

MONROE COUNTY, PENNSYLVANIA



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

Board of Supervisors Minutes 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 septs 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 quincentennial, (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.

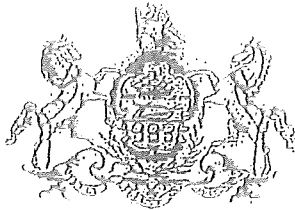
The signs are available at the Township Building during regular Business hours (9 am-4 pm). The cost is \$25.00, and the proceeds benefit the Fire Company.

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.

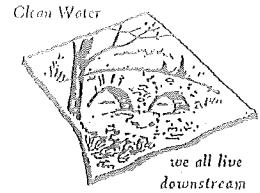
Respectfully submitted,

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 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 Meeting

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, the balance in the PLIGHT, 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).

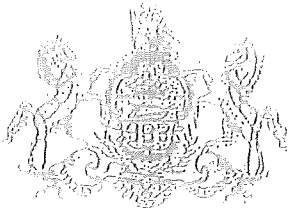
Adjournment: There being no further business:

- 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.

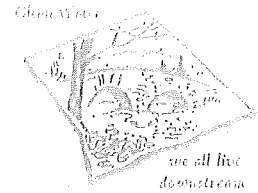
Respectfully submitted,

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 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.
- 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).

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