

Minutes
December 27, 2019

On Thursday, December 27, 2019 the Eldred Township Supervisors met in a special meeting at 10:00 A.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown PA. 18058. The purpose of the meeting was to approve the 2020 proposed budget and any other business that came before the Board.

Call to Order: The meeting was called to order at 10:15 A.M. by Chairman Mary Anne Clausen.

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman; JoAnn Bush, Supervisors and Michael Gaul, Solicitor.

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive session on December 6, with the Solicitor for pending legal matters, on December 9 for personnel matters and an Interview, on December 12 for administrative matters and immediately prior to this meeting with the Solicitor for pending legal matters.

Announcement of Recording of Meeting: Ms. Clausen announced that the meeting was being recorded.

Public Comment: Ms. Clausen announced that there would be public comment throughout the meeting and prior to any action taken by the Board.

Approval of Minutes:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the minutes of December 4, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by JoAnn Bush 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 \$337,770.70. Motion carried (3-0).

Payment and Ratification of Bills:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment and ratification of bills from the General Fund in the amount of \$16,353.90. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment of the quarterly truck payment in the amount of \$2,272.35. Motion carried (3-0). (this invoice came in after the report was completed.)
- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the payment of bills from the State Fund in the amount of \$2080.02. Motion carried (3-0).

Payroll:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the Payroll for the week ending 12/7/2019 in the amount of \$10,127.73 including all withholding and Jet Pay fees. Motion carried (3-0).

New Hires:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the hiring of Vickie Fehlinger as a temporary custodian for the Municipal Building at a rate of \$15.00/hour for 4 hours/ week. (D. Borger being on disability following surgery) Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the hiring of Edward Tanczos as a non-bargaining unit temporary employee to help with snow plowing, at a rate of \$19.34/hr, on an as needed basis, and contingent upon Tanczos passing the required drug test. Motion carried (3-0).

Kunkletown Volunteer Fire Company:

- There was a motion by Gary Hoffman, and seconded by Mary Anne Clausen, to approve the appointment of Brian Stankovich as the new Chief of the Kunkletown Volunteer Fire Company. Motion carried (3-0).

Resolution 2019-06: A Resolution Determining Initial Tax Rates After Countywide Reassessment

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve Resolution 2019-06 setting the initial tax rate after County-wide reassessment at 1.264 mils on each dollar of valuation. Motion carried (3-0).

Resolution 2019-07: A Resolution of the Township of Eldred, County of Monroe, Commonwealth of Pennsylvania, Adopting the 2020 Budget and Fixing the Tax Rate for the Year 2020.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to adopt Resolution 2019-07. The Resolution imposes and levies a real estate tax for the 2020 calendar year, for general municipal purposes, at the rate of the sum of 1.38 mills on each dollar of assessed valuation, or the sum of 13.8 Cents on each one hundred dollars of assessed valuation. Motion carried (3-0).

Authorization of Truck Purchase:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to authorize the Township to order a 2020 Mack Granite GR64BR Cab and Chassis and Beau Roc Body at a purchase price of \$203,511.30 from Trans Edge Truck Center in Allentown, PA., under a Co-Stars contract, and enter into a lease purchase agreement with Municipal Finance Inc. at an interest rate of 3.39% with a term of 5 years, for the costs of the truck. Motion carried (3-0).

Vacating T-391, Old Stone Arch Bridge Rd.:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to authorize the solicitor to prepare a proposed Ordinance vacating the section of Old Stone Arch Bridge Rd. (T-391), from the Stone Arch Bridge north to Kunkletown Rd, and to advertise notice of a public hearing and possible enactment of the proposed Ordinance. Motion carried (3-0).

Other: Ms. Clausen asked about barring the use of brake retarders. The Secretary will speak to Jeff Roback from PennDot for more information.

Dieter Metzger asked if safety was the main concern of this issue. The Supervisors answered that safety and noise reduction are the main concerns.

Letter to Retiring Supervisor: This being the last meeting of retiring Supervisor Mary Anne Clausen, JoAnn Bush read the following letter into the minutes:

Dear Mary Anne,

Gary and I want to thank you for your invaluable 6 years of service to our Township. As newly appointed Supervisors, we relied upon you for information, instruction and guidance in every aspect of running the Township. Where would we be without you on our team?

In addition to keeping us on track for each of our meetings, your attention to detail, impressive memory and follow-up on every detail of the day to day business that keeps things moving forward has been instrumental in our success and we will miss you very much.

The list of projects and changes in office procedures that you instituted will make the process of running Eldred Township easier and more effective for (we hope) decades to come. To say that you have left your mark is a gross understatement.

Future residents will be able to enjoy Mock Park because of your persistence in pursuing your goal of a park trail and picnic area. The rail trail, still unfinished, may turn out to be a major gateway to other partnerships with our neighbors. The Town Square, once completed, will bring a fresh face to the Township and present us to the world in a new light. Defeating Nestle Waters and preserving our water for the use of our residents was a monumental task that communities much larger than ours have not been able to achieve. The new vehicles and the capitol funds to replace them eventually were a desperately needed change to Township policy. Keeping the budget in line and seeing that all the needs of the Township residents were met, being responsive to concerns and putting together a new staff that can work together to improve the Township's impact on the lives of each of its residents are all a part of your legacy. This and so much more.

In short, Eldred Township is and will continue to be a better place because of your efforts.

So, thank you Mary Anne Clausen, for all that you have done. We hope you will continue to be involved in the affairs of Eldred Township and look forward to working with you in the future. Enjoy your new-found time at home.

Very truly yours,

Gary Hoffman presented Ms. Clausen with a silver Gavel and Block.

Adjournment: There being no further business the meeting was adjourned at 11:00 A.M.

Respectfully Submitted,

E. Ann Velopolcek, Secretary

BOS Minutes
November 20, 2019

On Wednesday, November 20, 2019, the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Kunkletown Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

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

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

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive session immediately prior to this meeting with the Solicitor for pending legal matters.

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

HEARING FOR ORDINANCE 2019-03-AN ORDINANCE RESCINDING ORDINANCE 93-1, REMOVING THE RESTRICTION OF THE MEMBERS OF THE BOARD OF SUPERVISORS OF ELDRED TOWNSHIP FROM SERVING ON OR BEING APPOINTED TO MULTIPLE TOWNSHIP BOARDS, COMMISSIONS OR ADVISORY PANELS

Ms. Clausen asked Solicitor Gaul to conduct the hearing.

Solicitor Gaul Explained the Ordinance and the reasons to rescind it (as stated in the Ordinance). The following exhibits were entered:

T-1 /the Solicitors letter to the Times News

T-2 A copy of the Public Notice

T-3 The Secretary's Affidavit of Posting

T-4 Proof of Publication

T-5 A copy of the Ordinance

Ms. Clausen then gave a brief history of the ordinance being rescinded. There was no Public Comment.

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

Enactment of Ordinance 2019-03:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to adopt Ordinance 2019-03: rescinding Ordinance 93-1, removing the restriction of the members of the Board of Supervisors of Eldred Township from serving on or being appointed to multiple township boards, commissions or advisory panels. Motion carried (3-0).

Approval of the Minutes:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the minutes of October 16, 2019, October 21, 2019, October 22, 2019 and November 7, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the Treasurer's Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts being \$421,998.63. Motion carried (3-0).

Bills for Approval: Ms. Bush stated that a check was made out to her which should have been made out to the Kunkletown General Store in the amount of \$46.27. She has voided the check and it will be rewritten to the General Store. The total of the bills remains the same.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the bills listed for approval from the General Fund in the amount of \$22,328.38. Motion carried (3-0).

State Fund: A discrepancy was noted on the Report. The State Fund list of bills for approval was \$2,302.88 and on the Treasurer's Report , \$2,102.86 a difference of \$135.79, which was the second invoice for New Enterprise (Salt/Anti Skid).

- Therefore, there was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payment if bills from the State fund in the amount of \$2,302.88. Motion carried (3-0).

Payroll:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the Payroll for the period ending October 26, 2019 in the amount of \$10,981.28, including all withholding and Jet Pay fees. Motion carried (3-0).

Additional: The invoice for the final grant project for the ETCC (Flooring and Painting) was delivered too late to be included in the list of bills for approval.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payment to Spectrum of Floors in the amount of \$46,795.00. (to be reimbursed by the Grant) Motion carried (3-0).

Public Works Supervisor Report: Mr. Fehlinger has investigated the Point Phillips Rd. situations and reported that he believes addition signage is warranted. There was a lengthy discussion about which signs would be most effective to reduce the danger on the road.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the purchase of hazard signs in an amount not to exceed \$2,500.00 for Point Phillip Rd. Motion carried (3-0).

Planning Commission Report: Mr. Boileau reported that the Planning Commission would be reviewing a proposed Short-Term Rental Ordinance at tomorrow's meeting.

Zoning Officers Report: The Zoning Office submitted a written report which was available for public review.

Community Center Report: JoAnn Bush reported that in the process of removing existing flooring from certain rooms in the Center, asbestos floor tiles were adhered to the carpeting being removed and an asbestos abatement was needed in those rooms. She has one estimate of that work for \$9,300.00. there was a discussion about the problem. It was suggested that another estimate be acquired, and that the Food Pantry might be willing to contribute to the abatement.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the expense of up to \$9,500.00 for an asbestos abatement at the ETCC for the affected floors subject to the additional quote and a consultation with Karena Thek (WEFP). Motion carried (3-0).

There was a discussion about applying a rent waiver to Boyles Massage and Therapy for the disruption of the use of the room during the improvements.

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve a Rent waiver for Boyles Massage in Therapy of the October Rent in consideration of the loss of use of the room during the painting and flooring project. Motion carried (3-0).

Karena Thek (WEFP) has requested use of the gym on the Thursdays and Fridays before the Food Pantry Distribution days. Solicitor Gaul suggested this be done by an addendum to the lease to record this use for insurance purposes. The secretary will prepare the addendum.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the daily lease of Searfass on December 7, 2019 at the regular rate. Motion carried (3-0).

Planning Commission Appointment:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the appointment of Mary Anne Clausen to fulfill the term of Archie Craig on the Planning Commission until the end of 2019. Motion carried (2-0). Mary Anne Clausen abstaining.

Advertising for the Hiring of an Accountant to Audit the 2019 Township Accounts:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the advertising required for the hiring of an account firm to audit the Township 2019 accounts. Motion carried (3-0).

Treasurer's Bond:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the renewal of the Treasurer's Bond from Traveler's Insurance for 2020 at a cost of \$830.00. (included in the Bills for approval) Motion carried (3-0).

Contribution:

- There was a motion by and seconded by Gary Hoffman to approve the second annual contribution to the Kunkletown Volunteer Fire Company in the amount of \$12,500.00. Motion carried (3-0).

Other: Ms. Clausen requested funds to purchase “No Trespassing” signs for Mock Park Fiddletown.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the purchase of plastic signs for Mock Park not to exceed \$500.00. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman the purchase of one metal sign for Mock Park not to exceed \$100.00. Motion carried (3-0).

Gary Hoffman requested the approval of the PW crew to build a form at the Cell Tower site for a concrete pad to be used by MC Emergency management, Eldred Township and the Kunkletown Volunteer Fire Company. It was agreed to do so.

Ms. Clausen announced that a mirror has been installed at the Correll Rd/ Kunkletown Rd. intersection for safety purposes.

Public Comment: Keith Searfass asked that “No Commercial Vehicles, Local Deliveries Only” signs be placed on Country View Lane. Solicitor Gaul responded that the decision to place new signs requires a series of steps such as a traffic study, an Ordinance etc. and briefly explained the applicable laws regarding the restriction of traffic on public roads. Mr. Searfass asked how a permit could be issued for a business in a residential Zone. Solicitor Gaul explained the process of acquiring various types of permits. Solicitor Gaul asked if the use was new or might be grandfathered? There was a brief discussion about non-conforming use and when and how it be expanded. The solicitor referred the Mr. Searfass to the Zoning Office.

Adjournment: Ms. Clausen announced an Executive Session to take place immediately after this meeting with the Solicitor for pending legal matters.

- There was a motion by Gary Hoffman and Seconded by Mary Anne Clausen to adjourn. Meeting adjourned at 9:05 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
November 7, 2019

On November 7, 2019 the Eldred Township Supervisors met in a special meeting at 6:30 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman; JoAnn Bush, Supervisor; Donna Mikol, Supervisor-Elect and James Phillips, Treasurer.

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in Executive Session on October 16, 2019 with the Solicitor for pending legal matters and on October 22, 2019 for personnel matters.

New Hire:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to hire George Resh as a part-time Public Works Employee, pursuant to the current Collective Bargaining Agreement with Teamsters Local 773, subject to a 180-day probationary period. Motion carried (3-0).

Draft Ordinance 2019-03: An Ordinance Rescinding Ordinance 93-1, Removing the Restriction of the Members of the Board of Supervisors of Eldred Township From Serving On or Being Appointed to Township Boards, Commissions or Advisory Panels:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the advertising of Ordinance 2019-03, subject to attorney review. Motion carried (3-0).

Community Center Business:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve/ratify the daily leases of:
 - Slaza, 11/24/2019, Private Party, Regular Rate
 - Lasso, 12/2/2019, Private Party, Regular Rate
 - Barlip, 11/24/2019 Private Party, Regular Rate
 - Bentley, 12/14/2019 Private Party, Regular Rate
 - Borger, 10/27/2019, Meeting. Hourly Rate

Motion carried (3-0).

Treasurer's Report:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the Treasurer's Report as presented, the balance in the Pligit, first Northern and Petty Cash accounts being \$431,807.83 Motion carried (3-0).

Unpaid Bills:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the bills from the General Fund for ratification in the amount of \$17,035.05 and for payment in the amount of 20,408.08 for a total of \$37,443.13. Motion carried (3-0).
- There was a motion by and seconded by Gary Hoffman to approve the bills from the State fund in the amount of \$3,278.94. Motion carried (3-0).

Payroll:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payrolls for the weeks ending 9/28/2019 in the amount of \$8,398.22 and 10/12/2019 in the amount of \$10,038.02 including all withholding and Jet Pay fees. Motion carried (3-0).

USDA Spotted Lanternfly Cooperative Eradication Program Release Form: The Secretary reported that the USDA has visited the office and requested the Supervisors sign a release to permit the USDA to enter Township owned properties with the intention of destroying any Spotted Lanternflies discovered and remove or destroy any ailanthus trees (the host trees) they find.

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the signing of the Release enrolling Eldred Township in the Eradication Program. Motion carried (3-0).

Executive Session:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to convene an executive session to discuss public safety issues. Meeting adjourned at 7:10 P.M.
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to reconvene the meeting. Motion carried (3-0). Meeting reconvened at 7:15 P.M.

Other: Donna Mikol asked authorization to attend the PSATS Supervisors Boot Camp at a cost of \$140.00

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the expense of up to \$200.00 for Ms. Mikol to attend the training session. Motion carried (3-0).

ETCC: Ms. Bush announced that there had been a donation to the Community Center Thrift Store in excess of \$80,000.00 worth of wedding and prom gowns from a single vendor. She asked consent for a \$100.00 gift card to be sent to the vendor as a symbol of appreciation.

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the expense of a \$100.00 gift card in recognition of appreciation for a very large donation to the Community Center. Motion carried (3-0).

Ms. Bush spoke to the Supervisors about the idea of renting out for Private Parties at the ETCC only the Community Room to limit the amount of cleaning required and the number of monitors necessary. The new policy will begin with the new year.

The Supervisors received a thank you call for the exceptional work done by the Road Crew on Church Road. A culvert was replaced and some paving done to divert water from a problem area.

Gary Hoffman reported that Mr. Dave Manento of Royal Security/Altronics would be stopping by to evaluate the security systems at the Municipal building and the ETCC.

Mr. Hoffman also reported on his attendance at a meeting for the proposed Joint emergency Operations Center. The EMS coordinators from each Township will be meeting with the Public works Supervisors to begin a joint training for emergency events.

Budget: The proposed 2020 Budget was reviewed and revised.

Adjournment:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to adjourn. Meeting adjourned at 9:15 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
October 22, 2019

On Tuesday, October 22, 2019 the Eldred Township Board of Supervisors met in a special meeting at 5:30 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown Pa. for the purpose of a budget workshop and any other business that might have come before the Board.

Call to Order: The meeting was called to order at 5:40 P.M.

Budget: The anticipated expenses for the year 2020 were discussed.

New Hires:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to hire Peter Trudich as a full time Public Works employee with benefits, pursuant to the current Collective Bargaining Agreement with Teamsters Local 773, subject to a 90-day probationary period. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Gary Hoffman to hire Gerald Villa as a part time Public Works employee without benefits, pursuant to the current Collective Bargaining Agreement with Teamsters Local 773, subject to a 180-day probationary period. Motion carried (3-0).

Adjournment:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to Adjourn. Motion carried (3-0). Meeting adjourned at 7:55 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
October 16, 2019

On October 16, 2019 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.

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

Call to Order: The meeting was called to order at 7:10 by Chairman Mary Anne Clausen.

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met immediately after the last meeting with the Solicitor for pending legal matters, on Monday, October 14 for interviews and personnel matters and immediately before this meeting with the Solicitor for pending legal matters.

Also, Ms. Clausen and Mr. Hoffman met with representatives of Penn Dot on October 10 to provide Penn Dot with information requested in connection with preliminary plans for the replacement of the bridge near Barry Greenzweig's house.

Ms. Clausen then thanked the volunteers who helped with trail clearing at Mock Park, Joyce Blaskow, Annette Heist, Cindy Lindell and Dieter and Maggie Metzger.

Conditional Use Hearing: Ms. Clausen turned the meeting over to Solicitor, Michael Gaul to conduct the hearing. Donna Kenderdine was engaged as transcriptionist.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to open the Conditional Use Hearing. Motion carried (3-0).

Solicitor Gaul briefly explained the purpose of the conditional use category of the Zoning Ordinance.

The Conditional Use application of Don Ballou for his property (PIN 06623400788879) on Lower Smith Gap Road for relief from Section 704.1 of the Eldred Township Zoning Ordinance of 2015, steep slopes.

The following Township documents were entered into evidence:

- T-1: Notice of Public Hearing
- T-2: Application for a Conditional Use Waiver
- T-3: Correspondence from Solicitor Gaul to the Times News re: advertising Public Notice
- T-4: Proof of Publication
- T-5: Hanover Engineering review letter of September 13, 2019
- T-6 : Planning Commission Letter of Recommendation
- T-7: Copy of the Deed
- T-8: Certificate of Posting
- T-9 Correspondence from the Zoning Office to adjacent property owners and a list of the owners contacted
- T-10: The project narrative submitted by Crossroads Group LLC on behalf of Mr. Ballou

Mr. Jeremiah Hoagland (The Crossroads Group, LLC) and Mr. Don Ballou were sworn in.

Solicitor Gaul asked if there was anyone else requesting standing. There was not.

Mr. Hoagland explained the project to the assembly and pointed out the areas of slope which require an approval.

The applicant presented into evidence:

A-1: a set of plans for the project.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the Conditional Use of Mr. Don Ballou for relief from Zoning Ordinance 704.1 with the following conditions:

- a. The completion of a stormwater management plan acceptable to the Township's Engineers.
- b. an Erosion and Sediment Control Plan
- c. An Operation and Management Agreement covering Construction and Post Construction with the applicant paying all costs of engineering, reviews, inspections and legal fees
- d. A variance from the Zoning Hearing Board (if applicable)
- e. a Highway Occupancy Permit from PennDot
- f. Compliance with all applicable zoning regulations

Motion carried (3-0).

Solicitor Gaul stated that he would prepare the agreement (c.) and provide a written decision.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to close the hearing Motion carried (3-0).

Approval of the Minutes:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the minutes of September 18, 2019. Motion carried (3-0).

Treasurers Report:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the Treasurers Report as presented, the balance in the Pligit, First Northern and Petty Cash accounts being \$421,487.16. Motion carried (3-0)

Bills for Approval:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment and ratification of bills from the General Fund in the amount of \$28,088.67. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the ratification of bills from the State Fund in the amount of \$978.60. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by to approve the payrolls for the weeks ending 9/14/2019 in the amount of \$9,933.65 and 9/28/2019 in the amount of \$11,122.24 including all withholding and Jet Pay fees. Motion carried (3-0).

Historical Society Report: Jalene Keiser reported that the Historic Post office has been painted. The Historical Society had their annual bingo event and it went very well.

Planning Commission Report: There was no Planning Commission report.

Zoning Report: The Zoning Office submitted a written report of activities.

Community Center Report: Ann Velopolcek reported that Trick or Treat night this year will be on Thursday October 31 from 5-7 P.M.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the daily leases of Meckes on October 20, Ziegler on December 14 and White on November 23, all at the regular rate. Motion carried (3-0).

Municibid Items: The following items were advertised for sale on the Municibid site.

The tabulation of the bids is as follows:

2000 International 4900 DT466E Dump Truck

Town Line	\$ 3000.00
Keith Hough	\$ 3900.00
Ultra1965	\$ 3200.00
dbgraybeal	\$ 5600.00
towtruck85	\$ 100.00
nextgen	\$ 110.00
Mamst	\$ 545.00
Joe040163	\$ 1000.00

1996 Ford New Holland 9030 Tractor w/ Tiger Rotary Boom Mower

RMetzger	\$10,255.00
Jacksson	\$ 1,000.00
leviaurand	\$ 1,250.00
chaschid	\$ 4,100.00
The farm	\$ 2,350.00
Beech17201	\$ 3,200.00
umrilic	\$ 10,355.00
Ken Fahnestock	\$ 8,100.00

1997 Wildcat Mfg. Model 8600AR Snowblower

Josephb8384	\$ 1,500.00
nickmatt2	\$ 160.00
diesall	\$ 915.00
mrgrain	\$ 1,200.00
beech17201	\$ 1,600.00
jgas	\$ 4,769.00
metcoex	\$ 4,669.00

jrotharmel	\$ 380.00
Marmst20	\$ 125.00
umrlc	\$ 390.00

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the sale of the advertised items to the high bidders. Motion carried (3-0).

Other: Ms. Clausen announced a change in the dates of the Budget workshops. They will be October 21,22 and 23 at 5:30 P.M. at the Municipal Building and November 7 at 6:30, same location.

New drawings of the proposed parking at the Town Square from Hanover Engineering are available for review.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to post the Mock Park Rules and the letter from Mrs. Mock in the message board at the Fiddletown Site and the sign and map of the trail in the message board at the Wes Flo Site. Motion carried (3-0).

Ms. Clausen asked if anyone knew of a person(s) interested in serving as an auditor to please let the Supervisors know.

Public Comment: Doug Borger asked about the Correll/ Kunkletown intersection. Ms. Clausen replied that the Supervisors and Public works Supervisors are looking into possible solutions.

Solicitor Gaul Reported on a letter from Hanover engineering regarding the Letter of Credit for Kuehner Fields. Some of the improvements have been made and the amount of the security can be lowered.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the change in the amount of the required Letter of Credit from \$173,557.02 to \$112,623.62. Motion carried (3-0).

Dr. Steven Molo spoke to the Board about the Nestle Hill subdivision. He feels that if any development begins tat that site, there will be serious water runoff issues for the downslope neighbors. Since the Subdivision was approved many years ago, the Supervisors have no direct knowledge of the details. They advised Dr. Molo that they will look into the situation.

Ms. Clausen asked the Secretary to send out an update for the November 11 Veterans Day Ceremony.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to adjourn. Motion carried (3-0). Meeting adjourned at 8:50 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
September 18, 2019

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Call to Order: The meeting was called to order at 7:00 P.M. by Chairman Mary Anne Clausen, followed by the Pledge of Allegiance.

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

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive session on September 10 for personnel and administrative matters.

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Historical Society Update: Jalene Keiser reported that the Historical Society has applied for an LSA Grant for siding, and a new basement door for the Historic Post Office. Also, the building will be power washed and painted soon. Ms. Keiser attended the recent Founders Day event at the Frantz Schoolhouse and reported a very enjoyable visit. The bingo fundraiser will be October 13, 2019.

ETCC Flooring and Painting Contract: Solicitor Gaul, having read the bids, stated they were acceptable. There were 2 bids:

Cope Flooring: \$59,985.00

Spectrum of Floors: LLC \$46,795

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to award the contract to Spectrum of Floors, LLC conditioned upon receipt of the Payment and Performance Bonds, a Certificate of Insurance, an e-verification and the approval of MCIDA. Motion carried (3-0).

Approval of Minutes:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the minutes of August 7, 2019 and August 21, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the Treasurer's Report as presented for August 21, 2019, the balance in the Pligit, First National and Petty Cash accounts being \$605,826.27. Motion carried (3-0). (This having been deferred at the last meeting.)
- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the Treasurer's Report as presented for September 18, 2019 the balance of the Pligit, First Northern and Petty Cash accounts being \$548,361.97. Motion carried (3-0).

Unpaid Bills:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the payment and ratification of the bills from the General Fund in the amount of \$89,977.84. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the payment and ratification of the bills from the State Fund in the amount of \$105,295.59. Motion carried (3-0).

Payroll:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the payroll for the period ending August 17, 2019 in the amount of \$11,651.78 and for the period ending August 31, 2019 in the amount of \$10,223.43 including all withholding and fees for a total of \$21,875.21. Motion carried (3-0).

ETCC Business:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the daily lease of Teri Buerkle for sip and paint classes on October 16, 2019 and November 13, 2019 at the regular rate. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve a purchase order for equipment and supplies for the ETCC Thrift Store in the amount of \$1,676.00. Motion carried (3-0).

Security:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the purchase of 4 Trail Cams at a cost of up to \$350.00 for additional security at Mock Park and other places in the Township. Motion carried (3-0).

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve to purchase of four safety signs for use at Mock Park at a cost of up to \$500.00. Motion carried (3-0).

Electric Contract: The Township has received quotes from several suppliers of electric:

PPL-.0620

Kinect-.0587

AES- .0507

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve a contract for electric supply to AES for a 24-month period. Motion carried (3-0).

Letters of Support:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve Letters of Support for the Eldred Township Historical Society for an LSA Grant for work at the Historic Post Office, the West End Pantry for an LSA grant for air conditioning at the ETCC and one for Polk Volunteer Fire Company for a new air cascade system. Motion carried (3-0).

Photo Contest:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve an Eldred Township Photo Contest to operate from September 23, 2019-September 14, 2019, rules and prizes to be determined a later date. Motion carried (3-0).

Fuel Tank:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the purchase of a new fuel tank and other related work to the lowest quoted price (based on any quotes received) contingent upon the usual documents (Insurance etc.) up to \$16,515.45. Motion carried (3-0).

Conditional Use Hearing:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to schedule a hearing for a conditional use for October 16, 2019. Motion carried (3-0).

Other: The schedule for budget workshops will be October 15, 17 and 21 at 5:00 P.M.

Ms. Clausen announced that the next CJERP meeting will be September 26, 2019. Donna Mikol will be in attendance for the Township.

Audit:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve receipt of the 2018 annual audit from Kirk Summa. Motion carried (3-0).

Public Comment: Mr. Paul Shook asked about the results of a complaint at his address. He is not satisfied with the response from the Zoning Office. Solicitor Gaul advised him that he may be able to appeal that decision and directed him to the Zoning Officer for that information.

Dieter Metzger asked if the Supervisors could place more signs on Point Phillip Rd. A recent fatal accident has highlighted the steep and dangerous nature of the road. Mr. Metzger asked if the road could be straightened or graded differently to make the road safer. Ms. Clausen suggested the Township consult with our engineers.

Doug Borger asked what could be done about the burned-out building at Fiddletown and Kunkletown Roads. He said there is a strong odor (of smoke) that is very unpleasant to the surrounding neighbors.

Susan McGinty reported that there is a blocked drainage pipe near her driveway.

Executive Session: Ms. Clausen announced that the Board would be meeting with the Solicitor in executive session immediately after the meeting for pending legal matters.

Adjournment:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to adjourn. Motion carried (3-0). Meeting adjourned at 8:30 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
August 21, 2019

On August 21, 2019 the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Kunkletown Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

Call to Order: The meeting was called to order at 7:05 P.M. by Chairman Mary Anne Clausen.

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

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive session on August 7, 2019 for personnel matters and immediately preceding this meeting, with the Solicitor, for personnel and pending legal matters.

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Presentation: Madison Scarfaro appeared as an advocate for Marsy's Law, a victim's rights law, which will be on the ballot this year as an amendment to the Pennsylvania Constitution. As elected officials the Supervisors were asked for their support.

Approval of the Minutes: August 7, 2019- Deferred

Treasurers Report: Deferred

Approval/Ratification of the Unpaid Bills:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the payment and ratification of the bills from the General Fund in the amount of \$15,706.80. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment of bills from the State Fund in the amount of \$47,814.60. Motion carried (3-0).

Approval of Payroll:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payroll for the week ending August 3, 2019 in the amount of \$12,074.69 including all withholding and JetPay fees. Motion carried (3-0).

Zero Waste Letter of Support: Ms. Bush read a letter from Zero Waste, who are proposing various ideas for reducing single use plastics to the State Legislature. They have asked for a letter of support from the Supervisors.

Arlene Dunkleburger asked if this would entail any change for the residents in what they are doing now. Ms. Clausen answered no, this is only a letter of support for proposing legislation, mainly impacting manufacturers of single use plastic products.

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve signing the letter of support for Zero Waste. Motion carried (3-0).

ETCC:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to ratify the one time use of the ETCC Gym for the Cubs Cheerleaders due to bad weather. Motion carried (3-0).

Donations: The Township has received requests for donations from several groups.

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve a donation to the Eldred Township Historical Society in the amount of \$200.00, \$100.00 for a gift card for the Bingo Fundraiser in memory of Vernon Barlieb and \$100.00 for the Historical Society. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve a donation of \$100.00 to the Monroe County Historical Society. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve a donation of \$250.00 to the West End Jaycees. Motion carried (3-0).

The Supervisors also agreed to permit the Eldred Township Public Works crew to use our boom mower (and an operator) to trim a walking path, recently installed, at the Jaycees Park (with Polk Township) a few times each summer.

Ms. Bush asked if the Supervisors would consider a donation to the Frantz Schoolhouse, since it is open to the public often. The request was deferred.

Other:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the installation of the paving of a swale on Church Rd. to prevent

future sediment build-up which has been clogging a drainage pipe and causing an unsafe condition, at a cost of up to \$2,200.00. Motion carried (3-0).

There was a brief discussion about the traffic problem at Kunkletown and Correll Rds. An old springhouse is blocking the view and creating a traffic hazard. The Supervisors will reach out to PennDot to see if a solution can be found.

Ms. Clausen asked the Supervisors if they would support the idea of an Eldred Township Photo Contest (rules, etc. to be determined) with the goal of asking the Historical Society to produce a calendar as a fundraiser, using the winning photos. She would like to make an announcement soon so that photos from all seasons could be included. The Supervisors thought this was a very good idea.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the signing of a Letter of Support for Marsy's Law by the Eldred Township Board of Supervisors. Motion carried (3-0). The Secretary will produce a Letter of Support from the Supervisors.

Public Comment: There was no further Public Comment.

Adjournment:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to adjourn. Motion carried (3-0). Meeting adjourned at 8:55 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
August 7, 2019

On August 7, 2019 the Eldred Township Board of Supervisors met in a regular session at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

In Attendance: In attendance were Mary Anne Clausen, Chair; Gary Hoffman, Vice-Chair and JoAnn Bush, Supervisor.

Call to Order: The meeting was called to order at 7:08 P.M. by Chairman Mary Anne Clausen followed by the Pledge of Allegiance.

Announcement of Executive Sessions: Ms. Clausen announced that the Board had met in Executive Session immediately after the meeting on July 17, 2019 with the Solicitor for pending legal matters, and immediately prior to this meeting for personnel and security matters.

Presentation: Cindy Fair presented a brief description of the Sherriff's "Deputy Phil" program to the assembly and presented the Township with a Certificate of Appreciation for its past support.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve an advertisement in the Deputy Phil literature for 2020 of \$199.00. Motion carried (3-0).

Hearing for Ordinance 2019-02: An Ordinance Renewing the Franchise Contract between Eldred Township and Blue Ridge Cable.

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

Ms. Clausen described the content of the Ordinance, the renewal of the Township's Contract with Blue Ridge Cable for cable services and disclosed the fee the Township collects from Blue Ridge (2%). The total annual revenue from this source is approximately \$16,500.00.

Ms. Clausen ordered into the record the following exhibits:

- T-1 A Copy of the Ordinance
- T-2 Public Notice of the Hearing
- T-3 Proof of Publication of the Public Notice
- T-4 The Secretary's Affidavit

Ms. Clausen asked for Public Comment. There was no Public Comment.

Ms. Clausen asked for Supervisors Comment. There were no comments from the Supervisors.

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

Enactment of Ordinance 2019-02:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to enact Ordinance 2019-02 as described above. Motion carried (3-0).

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the minutes of July 17, 2019. Motion carried (3-0).

Treasurers Report:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the Treasurer's Report as presented, the total in the Pligit, First Northern and petty cash accounts being \$613,860.77. Motion carried (3-0).

Approval and Ratification of Bills:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment and ratification of the bills as presented the total from the General Fund being \$23,126.32. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment of bills from the State Fund in the amount of \$1,780.50. Motion carried (3-0).

Approval of Payroll:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payroll for the weeks ending 07/06/2019 in the amount of \$11,419.94 and 07/20/2019 in the amount of \$11,164.51 (including all withholding and Jet Pay fees). Motion carried (3-0).

Zoning Officers Report: Ms. Clausen announced that there was a Zoning Officer's Report available for public viewing.

Public Works Report: Frank Fehlinger reported that the PW crew has been working at Mock Park, installing concrete pads and picnic tables and clearing the path to the creek. The contractor has delivered the boulders for the retention wall.

Community Center Report: Ann Velopolcek reported that the Community Center has had a request from Penn State Extension to host its "LIFT" strength training program. The program will cost \$60.00. Classes will begin on September 10 and end on October 31, Tuesdays and Thursdays from 6-7 with 2 free assessments before and after. The fee to the Community Center will be \$5.00/class (\$80.00).

The Community Center has also received a request from PSATS to host a Flagger Certification Class on September 23 from 9-noon.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve these uses. Motion carried (3-0).

Ms. Velopolcek announced that the Flooring and Painting Project bid must be advertised again due to no bids being received the last time.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve re-advertising the ETCC Painting and Flooring Project. Motion carried (3-0).

Mock Park: Ms. Clausen gave a brief update on Mock Park. She again explained the use of parking placards to help residents identify users of the Park. The placards will be available in the Township Office at no cost and will be required, although enforcement and penalties have not been assigned.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the issuance of parking registration placards for Mock Park. Motion carried (3-0).

Memorial Bench/Tree Program: There was a brief discussion about instituting a memorial Bench/Tree program in Eldred Township. Mr. Fehlinger has some experience with a program of this sort. He will investigate pricing etc. and report back at a later date.

Dr. Leiding commented that there are two purposes to having such a program, to obtain the Benches/Trees and to raise the money for the program.

Security Cameras:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the purchase of two trail cameras at a cost of up to \$150.00 to provide additional security at the Mock Park, Fiddletown Site. Motion carried (3-0).

Clean-Up Day: The Supervisors had a brief discussion about another clean-up day in the Township. Ms. Clausen noted that the same people volunteer each time we do this and she feels badly about imposing upon them again. Mr. Hoffman added that he received information about a program some county agencies have teamed up to do that helps homeless people re-enter the workforce, in which teams of people go into

communities to clean up the roads. He added that our recycling/clean-up efforts have been very successful and would like to see them continue.

The Supervisors asked the Secretary to find more information about the program and to see if we could coordinate this with the County's Clean-Up the Poconos event date of September 28, 2019. The Secretary will arrange a dumpster and tire recycling on that date. Volunteer road clean-up will be scheduled for the spring of 2020.

Planning Commission Report:

Robert Boileau reported that the Planning Commission has been preparing and reviewing several draft ordinance proposals for short term rentals and wells. They have contacted the Supervisors with a recommendation that an Ordinance for Short Term Rentals should be considered. Mr. Boileau then expressed his opinion that the well Ordinance should be reviewed by our engineers. He asked the Supervisors if they would prefer the Planning Commission have that review done or if the Supervisors would like to forward that document. It was decided that the Planning Commission could send the proposed ordinance to the engineers for review.

Ms. Clausen explained the Township's Regional Planning group, CJERP, and its purpose. Ms. Clausen requested action on the Planning Commission's recommendation that the Township ask CJERP to amend the language of our multi municipal zoning ordinance so that the shared use of agricultural products processing is restored to Eldred Township, but without slaughterhouses or tanneries, which are included within the definition of that term. Ms. Clausen explained that Agricultural Products Processing was one of the shared uses assigned to Eldred Township when the multi-municipal ordinance was adopted, but Eldred asked to be relieved of the obligation to provide for slaughterhouses. The other CJERP members agreed.

However, as subsequently revised, the ordinance removed all agricultural products processing from the Township. Some of those uses, such as sawmills and dairies, are uses that are appropriate to the Township. To request that agricultural products processing uses other than slaughterhouses and tanneries be restored to Eldred Township, CJERP requires the Supervisors to vote to request the change, to propose specific amendments to the zoning ordinance to effectuate it, and to explain why the requested change is consistent with comprehensive plans.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve communicating the proposed changes to CJERP as a request from Eldred Township. Motion carried (3-0).

P.W. Supervisor Compensation:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve a compensation increase for Public Works Supervisor from \$25.00/ hr. to \$28.00/hr. and an increase in benefits to include Spouse coverage for the Geisinger Employee Health Insurance Plan. Motion carried (3-0).

Credit Card Policy:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve revisions to the Eldred Township Credit Card Policy (all Township policies available for public review at the Township Building during normal office hours.). Motion carried (3-0).

Schaffer Rd. Signs:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the cost of speed limit signs for Schaffer Rd. in the amount of \$1587.00. Motion carried (3-0).

Farm Leases: Ms. Clausen explained that the Township has two properties currently being farmed, one at Mock Park and one behind the Township Building. For reasons of concise understanding and continuity, the Supervisors felt that having a formal lease agreement for these properties was in the best interest of all parties.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the farm leases of David Anderson and the Serfass brothers, Donald and Stephen, at a cost of \$20.00/acre for the properties mentioned above for a period of one year with two automatic renewal periods of one year. The Leases may be terminated by either party with written notice with 30 days in advance of any current years expiration date. Motion carried (3-0).

Workers Compensation Insurance Renewal:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the renewal of the Township's workers compensation insurance with AmTrust Insurance for a cost of \$20,106.00, a reduction of \$3,378.00 from last year's cost. Motion carried (3-0).

Other: Donation Request

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to donate \$100.00 to the Annual COG Golf Tournament. Motion carried (3-0).

Penn Environment Letter of Support: Deferred

Secretary Hours:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve and increase in hours for Secretary Ann Velopolcek from 33/week to 35/week. Motion carried (3-0).

Public Comment: There was no Public Comment.

Executive Session: Ms. Clausen announced that the Board would be meeting immediately in an executive session.

Adjournment:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to adjourn. Motion carried (3-0). Meeting adjourned at 8:15 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
July 17, 2019

On Wednesday, July 17, 2019 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

Call to Order: The meeting was called to order by Chairman Mary Anne Clausen at 7:15 P.M., followed by the Pledge of Allegiance,

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman; Solicitor Michael Gaul and by telephone, JoAnn Bush, Supervisor.

Recognition of Service: Archie Craig; Planning Commission

Ms. Clausen announced the resignation from the Planning Commission of Archie Craig. She read into the minutes the following letter:

The Supervisors accept your resignation from our Planning Commission with regret; we are grateful for your many years of service to the Township.

You have been an active member of our Planning Commission for 8 years, working hard to serve the Township well when Nestle sought to extract water in the heart of Kunkletown, as well as in the many other, less high-profile matters that have come before the Commission in that time. You have served the Township in other ways as well – including on our road crew. You are one of the dedicated people who have been out on cold nights, clearing our roads of snow so that the rest of us could get around, even after big storms. You serve on our Veterans' Commission and help arrange the Memorial Day and Veterans' Day celebrations at our Veterans' Memorial.

We also want to acknowledge and express our appreciation for your regular attendance at Township meetings, offering information and opinions which have helped this Board in its decision making. We hope to continue to see you at those meetings.

Thank you for all you have done for our Township.

Robert Boileau, Chairman, Planning Commission also read the following letter into the minutes:

On behalf of the Eldred Township Planning Commission I am pleased to offer this letter and gift as a gesture of our appreciation for your service to Eldred Township.

Archie Craig served as a valued member of the Eldred Township Planning Commission for many years. Service has always been a part of Archie's life. As a young man he enlisted in the United States Army. Archie was involved with the Kunkletown Veteran's Memorial from conception, to planning, and seeing the project through to completion. The most recent renovation of the memorial was spearheaded by Archie. Archie continues to serve on the Eldred Township Veterans Commission.

He was an active participant in offering information resulting in Nestles withdrawing their application - an event that unified the Planning Commission and the Township.

As a small token of our appreciation, we offer you a reusable insulated water bottle with the Township's insignia - "Clean Water - We All Live Downstream" as a reminder of our Township's commitment to clean and plentiful water and your service to the great Township of Eldred.

We have had the unique privilege to have Archie's knowledge and perceptions on the commission. We were also fortunate to have his matchless ability to "tell it like it is". Many of his comments bring a smile to our faces, however reflect an opinion that is spot on. I recollect the "there's a skunk in the wood pile" comment which was certainly unpredictable, but we all wished we had said it.

Archie - It was a great run and it ain't over. We look forward to your continued presence and comments at future Township meetings.

In gratitude,
The Eldred Township Planning Commission

Planning Commission; Medical Marijuana: Ms. Clausen reported that the Planning Commission advertised and held a public meeting and invited public comment regarding a possible change in the Eldred Township Zoning Ordinance to include Zoning for grower/processors and dispensaries for Medical Marijuana. The outcome of that meeting was a letter to the Supervisors (from the Planning Commission) recommending that the Supervisors consider amending the Zoning Ordinance to include these uses in Eldred Township. Ms. Clausen announced that the CJERP attorney, Jim Ferrari, met today with the Zoning Officers of the five Townships and that our Zoning Officer, Shawn McGlynn, has not yet had an opportunity to report about that meeting. No action was taken at this time.

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the minutes of June 19, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the Treasurer's Report as presented, the balance of the Pligit, First Northern, and petty cash accounts being \$653,754.83. Motion carried (3-0).

Approval/Ratification of Bills:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the payment and ratification of bills From the General Fund in the amount of \$33,592.67 and from the State Fund in the amount of \$483.40. Motion carried (3-0).

Payroll:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payrolls for the weeks ending June 8, 2018, in the amount of \$11,900.88 and June 22, 2019, in the amount of \$11,986.22 including all withholding and Jet Pay fees. Motion carried (3-0).

Hearing Ordinance 2019-01: An Ordinance to Lower the Speed Limit on Schaffer Rd. T-351, and Other Miscellaneous Matters.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to open the hearing for Ordinance 2019-01. Motion carried (3-0).

Solicitor Gaul summarized the Ordinance and presented the following exhibits:

- Exhibit 1- The Ordinance
- Exhibit 2-A copy of the Public Notice
- Exhibit 3- a copy of the Proof of Publication
- Exhibit 4- A secretary's affidavit of exact copy

Solicitor Gaul mentioned that there will be required signage on Schaffer Rd. He then asked for comment by the Supervisors. There was none. He then asked for public comment. There was none.

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

Enactment of Ordinance 2019-01:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to enact Ordinance 2019-01. Motion carried (3-0).

Historical Society: **Historic Post Office Update:** Jalene Keiser submitted a proposal to the Supervisors with plans for the renovation of the Historic Post Office over the next 6 years that will restore the building within the time frame of the current lease. She indicated that the Historical Society has plans to apply for grants for some of the work beginning in 2020.

There was a brief discussion with the Supervisors about grants in general, and the restored Post Office being an asset to the central part of Eldred Township.

ETCC: Flooring and Painting Contract Award: No bids were received for the project. The award was deferred.

Purchase: The Thrift Store submitted a Purchase Order for a U-Boat, the price exceeding the \$300.00 limit for purchases in the regular course of business.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the purchase of a u-boat from U-line in the amount of \$331.00 plus shipping. Motion carried (3-0).

Assessment: Ms. Clausen announced the recent reassessment amount for the Community Center of \$1,538,310.00. She believes the value is excessive. She stated that although the Township is tax exempt, this assessed value could impact the Township's ability to rent or sell the building in the future. After a brief discussion it was decided to take no action at this time.

Veteran's Commission; Appointment:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to appoint Kevin Silliman to the Veteran's Commission for a term of 5 years. Motion carried (3-0).

Job Description; Crew Chief: Ms. Clausen explained the duties of the new position, which includes being responsible for operation of the Public Works Dept. should the Supervisor be unavailable. Mr. Hoffman pointed out that a discussion with the Teamsters 773 is necessary as the person chosen will still be under its representation.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the job description and in concept the new position of Crew Chief, pending the outcome of the discussions with the Teamsters. Motion carried (3-0).

Permit Fee Schedule; Signs:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve an amendment to the Eldred Township Fee Schedule to eliminate the permit fee when an identical replacement sign is being installed. (Permit required). Motion carried (3-0).

Eldred Township Purchase Guidelines Policy:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve a Policy for the purchase of goods and services for Eldred Township. Motion carried (3-0). (policy available for public viewing in the Eldred Township Policy Book)

Other:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the repair of the entrance to Mock Park, Fiddletown site by Shiffer Bituminous at a cost of \$1200.00. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the donation of \$12,500.00 to the Kunkletown Volunteer Fire Company. Motion carried (3-0).

Ms. Clausen congratulated the Fire Company on a very nice event, the joint Fireman's Festival held in June with the surrounding Fire Companies.

Ms. Clausen reported that a resident who recently visited the Wes Flo trail said the trail is a bit overgrown. She asked the Secretary to reach out to the previous Park Committee members to see if volunteers can be solicited to refresh the trail.

Ms. Clausen stated that the Township has been replacing our fleet of PW vehicles and one will need to be replaced next year and a second may well need to be replaced the following year. She asked if the PW supervisors could look for used vehicles for those replacements. Mr. Hoffman will speak to Mr. Fehlinger.

Ms. Clausen announced that the Board would be meeting with the Solicitor for pending legal matters immediately after the meeting.

Public Comment: There was no public comment.

Adjournment:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to adjourn. Motion carried (3-0). Meeting adjourned at 8:00.

Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township

Minutes
June 19, 2019

On June 19, 2019 the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Kunkletown Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

Call to Order: The meeting was called to order at 7:10 P.M. by Chairman Mary Anne Clausen.

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

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive session immediately preceding this meeting, with the Solicitor, for pending legal matters.

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Resignation; Planning Commission: Ms. Clausen announced the resignation of Charles Phillips and read the following letter into the minutes:

“We accept your resignation with regret and, above all, with appreciation for all you have done for the Township.

Your deep understanding of our land development ordinances and how they can be used has helped our Planning Commission immeasurably: you always found ways to protect the quality of life in our Township while allowing individuals to make good use of their property. In addition, you are the epitome of a good colleague- some one with whom it is always a pleasure to work.

For ourselves and on behalf of all our Township residents, we thank you for your many years of outstanding service. “

Robert Boileau, Planning Commission Chairman also read a letter onto the minutes as follows:

On behalf of the Eldred Township Planning Commission I am pleased to offer this letter and gift as a gesture of our appreciation for your service to Eldred Township.

Our friend Charles (Chas) Phillips has been a contributing and influential member of the Eldred Township Planning Commission for almost twenty years. He brought to the Commission a sense of fairness combined with an in-depth knowledge of not only our Zoning and SALDO ordinances but details of The Pennsylvania Municipalities

Planning Code, The Pennsylvania Code and the workings of the Pennsylvania State Association of Township Supervisors, known as PSATS as well. Chas is a man of few words. But when he speaks, be certain to listen closely. His experience and knowledge often reveals another side of the story - something that I or my colleagues failed to know or see.

Nestles' attempt to extract water from our Township gave cause for the Planning Commission to employ all its resources to have the Zoning Hearing Board reject Nestles' application and thwart their efforts. Chas' contribution to this victorious endeavor was substantial. We were fortunate to have his contributions and his wisdom.

Our gift, appropriately, is a reusable insulated water bottle with the Township's insignia - "Clean Water - We All Live Downstream" to be filled with the pristine waters of the great Township of Eldred.

We hope for your continued presence at our meetings as a concerned citizen willing to contribute to make and keep our Township a splendid place to live.

Thank You, Friend!

In gratitude,
The Eldred Township Planning Commission

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the minutes of June 5, 2019 Motion carried (3-0).

Treasurer's Report:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the Treasurer's Report as presented, the balance of the General Fund, including the Pligit, First Northern and petty cash accounts being \$648,009.09. Motion carried (3-0).

Donna Deihl asked about the Thrift Store income and expense reporting. She received a recent profit/loss report and found it confusing. The Secretary or Treasurer will go over the report with Ms. Diehl to clarify the numbers.

Approval of Bills:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the bills for approval and ratification from the general fund in the amount of \$20,603.23. Motion carried (3-0).

There were no expenses from the State Fund.

Approval of Payroll:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payroll for the week ending May 25, 2019 in the amount of \$11,918.96, including withholding and Jet Pay fees. Motion carried (3-0).

ETCC:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the daily lease of Gearhart on June 29, 2019 at the regular rate. Motion carried (3-0).

JoAnn Bush announced that County Waste will be adding an additional pick-up of trash (as a donation), to resolve the trash issue.

Donna Diehl announced that she found a place to donate random glassware to a “rage room”.

Planning Commission Resignation: Mary Anne Clausen announced that Archie Craig has offered a letter of resignation from the Planning Commission.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to accept the resignation of Archie Craig from the Planning Commission “with regret”. Motion carried (3-0).

Kuehner Lot Joinder:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the lot improvement subdivision of Daryl and Amber Kuehner for the combination of lots 06/4/1/10, 06/4/1/10-2 and 06/92060 and to waive the Saldo requirement of Section 308 in accordance with Resolution 2018-05. Motion carried (3-0).

Disposal of Surplus Property:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the advertising of surplus Township property through various sources including Municibid. Motion carried (3-0).

The property available is:

1999 International 4900 DT466E Single Axle Dump Truck (60,580. Miles)

1986 Ford F-350 4x2 Bucket Truck (239,787. Miles)

1996 New Holland 9030 With Boom Mower and Attachments:

Sweeper Attachment w/extra broom Bristles

Front Bucket Attachment

WildCat 8600/A, Snow Blower Attachment

Snow Plow Attachment

Old Rim/New Rim and Tire/New Insert for Rim

Trailer Hitch

Lots of Nuts/Bolts/Hose

Military Water Tank

Voting Machine

Two Moon Pavers

6 Sets of Dual 1100 Snow/Tire Chains

Personnel: New Hire

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the hiring of Michael Froelich as a non-union, part time, seasonal worker for the Public Works Department at a rate of \$15.00/hr. Motion carried (3-0).

Other: Jalene Keiser reported that Little Gap Landscaping is preparing to do some work at the Historic Post Office to shore up the foundations of the porch, pending suitable weather.

Ann Velopolcek reported on the plan for the Township to provide parking passes to registered vehicle owners for the users of Mock Park to alleviate some the concerns of the residents of Wes Flo Court.

Ms. Clausen reported on the Neighborhood Watch meeting with the State Police. She said the meeting was well attended, Trooper Maglulio answered many questions from the audience. He told the crowd that one of the best ways for the Community to help is to become a good witness, try to see the driver, get a description of the car and the license number if possible.

West End Food Pantry Lease:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the lease for the West End Food Pantry Lease for the 2019/20 period at a rate of \$200.00/ month.

The Supervisors broke for Executive Session at 7:50 P.M.

The meeting reconvened at 8:15.

ETCC Flooring and Painting Bid Award: After consultation with the Solicitor:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to reject both bids as unresponsive. Motion carried (3-0).

Adjournment:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to adjourn. Motion carried. (3-0). Meeting adjourned at 8:20 P.M.

Respectfully submitted,

E. Ann Velopolcek

Minutes
June 5, 2019

On June 5, 2019 the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Kunkletown Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman; JoAnn Bush, Supervisor.

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive sessions on June 4, 2019 for personnel and administrative matters, and immediately preceding this meeting for an Interview and personnel matters.

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Approval of the Minutes:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the minutes of May 15, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the Treasurer's Report the balance in the Pligit, First Northern and Petty Cash accounts being \$684,438.43. Motion carried (3-0).

Bills For Approval:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve or ratify the bills for approval from the General Fund in the amount of \$50,743.23. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the Bills for approval from the State fund in the amount of \$3,673.83. Motion carried (3-0).

Approval of Payroll:

➤ There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the payroll for the week ending May 11, 2019 in the amount of \$14,012.32 including all withholding and fees. Motion carried (3-0).

P.W. Supervisors Report: Frank Fehlinger reported that the new tractor and mower have been delivered.

Planning Commission Report: Robert Boileau reported that the Planners are looking at Short Term Rentals and at the August 15th meeting of the Commission there will be public discussion of this topic invited. Mary Anne Clausen added that Dr. Leiding suggested the Commission identify specific issues relating to this topic.

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the appointment of Scott Clark to replace Charles Phillips as a member of the Planning Commission. Motion carried (3-0).

Zoning Report: A written zoning report was available for public view.

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the cost of \$75.00 for a seminar for Zoning Hearing Board member Megan Leblond. Motion carried (3-0).

ETCC Report: JoAnn Bush reported that a final project for the ETCC with the LSA grant is in process. This involves painting and flooring.

CJERP Report: Mary Anne Clausen announced that there was a presentation at the CJERP meeting regarding the Spotted Lanternfly, an invasive and destructive pest which has been seen in Eldred Township. The County is under a quarantine and is asking for the cooperation of the township and our residents in helping to contain this infestation. Ms. Clausen asked if the Secretary could send out another update and put a link on the website.

There was a discussion about Zoning regarding Medical Marijuana and to which Zoning district this use should be assigned. Ms. Clausen related that the consensus is that this should be in the Industrial zone since the law requires all growing and processing be indoors.

Mock Park:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve a contract for landscaping to Little Gap Landscaping in accordance with its proposal for the work in the amount of \$8,218.00. Ms. Clausen added that a date of September 18, 2019 for completion and acceptance should be included in the Contract. Motion carried (3-0).

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve to purchase of 3 picnic tables and one bench from Reading Precast in the amount of \$3,660.00 including delivery and set-up. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by Joann Bush to approve the purchase of two message boards at a cost of not to exceed \$1500.00 for the Fiddletown and Wes-Flo sites. Motion carried (3-0). These are a donation from Jacqueline Mock, who will reimburse the Township for the purchase price.

Resolution 2019-05:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve Resolution 2019-05, a Resolution for a Price Adjustment of Small Quantities of Bituminous Materials in conjunction with the 2019 roads bid. Motion carried (3-0).

Ordinance 2019-01: Speed Limit Reduction on Schaffer Rd.:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the advertising and possible enactment of Ordinance 2019-01 an Ordinance to reduce the speed limit on Shaffer Rd. based on the recommendation of P.W. Supervisor Frank Fehlinger. Motion carried (3-0).

Road and Materials Awards:

Road and Materials bids were opened at noon by P.W. Supervisor] Frank Fehlinger and Secretary Ann Velopolcek. A tabulation was prepared.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the awarding of Materials, Rentals and Paving as follows:

	FOB	DEL.
Hanson Aggregates:		
400T# 2a	\$7.75/\$3,100.00	\$12.45/\$4,980.00
100T R-7	\$18.30/\$1,830.00	\$28.30/\$2,830.00
350T Gabion	\$15.90/\$5,565.00	\$20.60/\$7,210.00
Lehigh Asphalt:		
100T #57	\$12.50/\$1,250.00	\$18.75/\$1875.00
300T #4 (pick-up only)	\$12.50/3750.00	
300T Superpave 9.5mm	\$59.36/\$11,872.00	\$70.36/\$14,072.00

100 T Superpave 19mm	\$54.15/\$5,415.00	\$65.15/\$6,515.00
100T Superpave 25mm	\$48.95/\$4,895.00	\$59.95/\$5,995.00

Asphalt Maintenance Solutions: Rental of Truck -Mounted Road Sealer with Operator at a cost of \$7.700 plus \$350.00 Delivery Fee.

Lehigh Asphalt and Construction: Paving (Gower Rd. leveling course) at a cost of \$92,522.45.

Motion carried (3-0).

Other:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to ratify the placing of various ads for Summer Help. Motion carried (3-0).

Mary Anne Clausen announced again that the Township will be hosting a seminar about beginning and operating a Town Watch with a representative of the State Police on June 12,2019 at the Municipal Building at 7:00 P.M.

MS. Bush asked about the status of the idea to pave an area at the ETCC for additional parking. Mr. Fehlinger will meet with Karena Thek to discuss his plan.

Mr. Hoffman announced that he went to a meeting today at the Assessment Board and the Smale property will be tax exempt from today forward.

Public Comment: Marianne Nichols asked if the Township has installed the Trail Cameras and where they will be. Ms. Clausen said a camera will be installed at the entrance to the trail. Mr. Fehlinger responded that he has not installed the camera yet but has received the camera. Ms. Nichols stated that she believes this will be helpful in mediating crime in that area. She also stated that the neighbors have no way of knowing, when people park at the end of the road, who is there to visit the park and who might be there for other purposes. The Supervisors will look into a way to make it possible for the residents to make that determination.

Adjournment:

There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to adjourn. Motion carried (3-0). Meeting adjourned at 7:45 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
May 15, 2019

On Wednesday May 15, 2019 the Eldred Township Supervisors met in a regular session at 7:00 P.M. at the Eldred Township Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

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

Executive Sessions: Ms. Clausen announced executive sessions twice on May 14, 2019, first for information and later, a phone session for administrative matters and personnel and immediately prior to this meeting with the solicitor for pending legal matters.

Tribute: Ms. Clausen read into the minutes the following:

“Before going farther, we want to express our condolences to the family and friends of Vern Barlieb, who passed away recently.

Vern served our Township in many ways over a long period of time. He was a Planner for 17 years, during four of which he was the Planning Commission’s Chair. He also served as Supervisor beginning in 1990. Among other things, he was Chairman of the Board when this building was dedicated, his name is on the plaque at the back of this room. Probably his greatest contribution, however, was simply as a dedicated private citizen extraordinaire. Committed to protecting Eldred’s natural resources, he played a leading, determined and most effective role in opposing Nestle, something of which I am sure no one here needs to be reminded. Most recently, as auditor, he went far beyond what was required of the position to keep a close eye on township expenditures and to let everyone know when he thought we were going astray. He didn’t hold back when he was concerned about something, he wasn’t afraid to ruffle feathers – and the Township is the better for it.

I have a personal reason to be grateful to Vern. The day I was elected Supervisor I was approached at the polls by this feisty, elderly gentleman who peppered me with questions. I’d been attending Township meetings for a year, reading and doing whatever else I thought I could do to prepare for the position, but for the most part I couldn’t answer. So, I asked his name and said that if I were elected, I would call him to pick his brain. I did call Vern and the first time I left a message he didn’t respond. The second time he did and said he would be glad to talk with me but if I let anyone know I was talking to him, I would quickly find I was persona non grata in the community. He shared his knowledge and experience in Township matters and I

benefitted from it greatly. But, as for him staying behind the scenes, that certainly changed over the next year or so, and it became obvious to everyone what a champion for the Township he was.

We all owe him a debt of gratitude.”

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the minutes of April 17, 2019. Motion carried (3-0).

Treasurer’s Report:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the Treasurer’s Report as presented, the balance in the PLIGIT, 1st Northern and petty cash accounts being \$615,249.78. Motion carried (3-0).

Approval and Ratification of Bills:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the bills to be ratified and paid from the General Fund in the amount of \$23,881.92. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the adjustment of the State Fund in the amount of \$1,674.60 due to a bill paid from this fund which should have been paid from the General Fund and a payment from the State Fund in the amount of \$387.51. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the payroll for the week ending 4/13/2019 in the amount of \$13,002.68 and the week ending 4/27/2019 in the amount of \$12,410.70 including all fees and withholding. Motion carried (3-0).

Clean-up Day: Ann Velopolcek reported that Clean-up Day (May 5, 2019) went well. sixty tires were collected, two 20 yd. dumpsters filled and approximately sixty bags of litter were picked up from Church, Turkey Hill, Princess Run and Getz Dawl Rds.

Dr. and Mrs Leiding commented that there is a continual littering problem on Church Rd.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the amendments to the State Fund budget as proposed. Motion carried (3-0).

Letter of Support:

There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to ratify a letter of Support for Chestnuthill Township's Greenways Grant application to construct improvements at the Historic Merwinsburg Hotel. Motion carried (3-0).

Other:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to accept \$17,500.00 to satisfy a judgement against property owned by Paul Wingert provided payment is made within 60 days and by cash or certified check. Motion carried (3-0).

Ms. Clausen explained that the Township has had a long-standing lien against the property of Mr. Wingert, which exceeds the actual value of the property. The settlement amount exceeds the costs the Township has expended in pursuing the liens and the Supervisors feel it is a fair amount in relation to the value of the property. In addition, Solicitor Gaul explained that there are tax issues that could have left the Township with no recovery of our costs.

Schaffer Rd.: Responding to a complaint from a resident, the Township sent letters to all the residents of Schaffer Rd. asking for feedback regarding lowering the speed limit. Of the 14 responses, 13 responses were in favor, one opposed due to lack of enforcement ability.

Public Works Supervisor Frank Fehlinger reported that the signage to make the change would cost approximately \$1,600.00 (including posts). He has recommended a speed limit of 30 MPH.

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the creation and advertisement of an Ordinance to lower the speed limit on Schaffer Rd. Motion carried (3-0).

ACM Proposal:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the proposal of ACM to remove asbestos at the former Smale house at a cost of \$2,900.00. Motion carried (3-0).

There was a brief explanation that the monies for the removal exist in the budget and that costs for removal of hazardous materials may rise so this was a good time to move forward with the project.

Gary Hoffman announced that Polk Township Fire Company is having a 50th anniversary celebration and Polk is requesting a letter of support for its application to PennDot to close a section 209 and Carney Rd. in Eldred Township for a parade.

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to send a letter of support for this application. Motion carried (3-0).

Mr. Hoffman also commended the Public Works Department for all its work on the garage and the lighting and on clean-up day.

Ms. Bush requested public input on a proposal to increase parking at the Community Center by decreasing the little league ballfield. The Little League has not used the field for the past 2 years. Ms. Clausen stated her opposition to the proposed plan. She thinks this is not in the best interest of the Township.

Ms. Bush would also like to improve the playground area to make the it more attractive to broader range of age groups, increase accessibility and have a track around the perimeter of the property for walking.

Lorie Zilmer commented that she likes the idea of a track that could be used by Seniors.

Public Comment: James Leiding asked about a letter he received about Town Watch. Ms. Clausen announced that the Township is planning to host a seminar about organizing a Town Watch with the State Police. When she receives verification of a date and time that announcement will go out. The proposed date is June 12.

Lorie Zilmer asked the Public Works Supervisor about the accumulation of dirt and stones on her driveway, which she does not know how to dispose of. Mr. Fehlinger will look into the matter.

Archie Craig said he was happy to see Representative Rader to the meeting.

Mr. Hoffman asked Representative Rader about a proposed fee to each resident of Pennsylvania for State Police coverage. Mr. Rader stated he did not think the proposal would go through this year, but he could not guarantee that.

Adjournment:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to adjourn. Motion carried (3-0). Meeting adjourned at 8:00 P.M.

Respectfully submitted,

E. Ann Velopolcek

BOS Minutes
April 17, 2019

On April 17, 2019 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.

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

Call to Order: The meeting was called to order at 7:07 P.M. by Chairman Mary Anne Clausen, followed by the Pledge of Allegiance.

Announcement of Executive Sessions: Ms. Clausen announced that the Board met in executive session on April 11 for personnel and administrative matters, on April 17 for personnel and administrative matters and immediately preceding this meeting with the Solicitor for pending legal matters.

Public Comment: Ms. Clausen announced that public comment on agenda items would be taken throughout the meeting, prior to any official action by the Board, and at the end of the meeting on any subject.

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the minutes of April 3, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by and seconded by Mary Anne Clausen to approve the Treasurer's Report as presented, the balance in the Pligit, First Northern and petty cash accounts being \$448,630.18. Motion carried (3-0).

Approval/Ratification of Bills:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payment/ratification of bills from the General Fund, as presented, in the amount of \$8,428.77. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the payment/ratification of bills from the State Fund in the amount of \$1,674.60. Motion carried (3-0).

Approval of Payroll:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payroll for the week ending 3/30/2019 in the amount of \$13,704.54 including all withholding and JetPay fees. Motion carried (3-0).

Community Center:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve up to \$1000.00 for grounds and playground spring maintenance for the ETCC. Motion carried (3-0).
- There was a motion by Mary Anne Clausen JoAnn Bush to approve revisions to the Eldred Township Community Center Purchase Policy originally adopted in September 2016. Motion carried (3-0).

Potential Zoning and SALDO Amendments: After reviewing the current Zoning and SALDO Ordinances, Ms. Clausen proposed a list of potential reviews and/or amendments.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to forward the list of potential amendments to the Eldred Township Zoning and SALDO Ordinances of 2015 to the Planning Commission for review. Motion carried 3-0.

Biosolids: The Supervisors considered a response to the Planning Commission's letter of recommendations regarding the use of BioSolids in the Township and the possible adoption of an Ordinance related to this topic.

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to forward the correspondence to the Planning Commission. Motion carried (3-0).

Credit Card Policy: Deferred

Parks Surveillance Camera: Based upon a recommendation from PW Supervisor, Frank Fehlinger:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the purchase of a trail camera in an amount up to \$200.00 to be used to monitor activities at the Mock Park Wes Flo Site and other areas. Motion carried (3-0).

Resolution 2019-04: A Resolution to modify the Eldred Township Agricultural Security Area by the addition of the property of Brian Beidleman (Parcel 06/6/1/21-4, 80.24 acres) to the Township ASA based upon a deemed approval of his application dated 12/16/2000.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the adoption of Resolution 2019-04. Motion carried (3-0).

Other: Ms. Clausen announces that she has received a tentative commitment from Trooper Maglulio to present an informational session regarding the formation of a Town Watch for May 28, 2019 (no time set yet), provided we get enough residents interested in attending the meeting.

The Township has received an offer to donate a message board for use at Mock Park instead of the sign the Supervisors had been considering. The board would allow additional notices to be placed at the park and will be more in keeping with the aesthetics of the park. The Secretary will look into available products.

The Historical Society, which normally holds its Tricky Tray fundraiser at the Carnival which will not be held this year, has asked if it may use the Community Center for that purpose.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the Historical Society's use of the Community Room at the Community Center for the week of June 17- June 22 to hold its tricky tray fundraiser. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve waiving the normal fee for the use of the Community Center for the above event. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to amend the Eldred Township Community Center Rental Guidelines to waive the normal rental fee for any Eldred Township group (Fire Company, Historical Society, Veteran's Committee, Senior Group etc.) for the use of the Community Center for events including fundraisers. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to amend the Eldred Township Community Center Rental Guidelines to waive the normal rental fee for any fundraising event for the benefit of a Township resident at the discretion of the Township Supervisors. Motion carried (3-0).

JoAnn Bush presented to the Board a proposal to pave the area that is currently a ballfield, which has not been in use for the past two years, for use as additional parking at the Community Center. Karena Thek of the West End Food Pantry believes she could acquire a grant for that purpose. No action was taken at this time.

Ann Velopolcek reminded the audience that May 4 will be the Eldred Township Clean-up Day and an Open House at the Township Garage. She encouraged people to sign up to do litter collection on several township roads.

There was a brief discussion about the issue of blighted buildings in the Township. Ms. Bush reported on a seminar she attended at the PSATS Conference in Hershey Pa. last week on this subject. Solicitor Gaul added some information about the pitfalls of the Township acquiring blighted buildings, such as the cost of demolition, the possibility of any liens being discharged in a tax sale etc.

Gary Hoffman announced that the four local Volunteer Fire Departments are hosting a Carnival at the West End Fairgrounds on June 27, 28 and 29 to bring attention to the plight of the Fire Companies having difficulties recruiting volunteers.

Public Comment: Resident Dave Tanzosh asked if the Supervisors would look into having the speed limit on Shaffer Dr. reduced for the current default of 55 MPH. He said he had a close call coming out of his driveway and he feels that the speed limit is too high. Ms. Clausen replied that the Supervisors have reduced speed on several Township roads, she explained the procedure and agreed to have the Secretary send out a letter polling the residents, which begins the process.

Archie Craig asked about a new U.S flag for the Community Center. Gary Hoffman said he would investigate it.

Mary Anne Clausen announced that Judith Delagos Kramer, who has been reporting Eldred Township news and events for the Times News, will be leaving the area and this was the last time she would be in attendance at an Eldred meeting. The Supervisors thanked her for her dedication to reporting for our community.

Resident Brian Rogers was in attendance to complete the requirement for a class.

Adjournment:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to adjourn. Motion carried (3-0). Meeting adjourned at 7:50 P.M.

Respectfully submitted,

E. Ann Velopolcek

BOS Minutes
April 3, 2019

On April 3, 2019 the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Kunkletown Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman; and JoAnn Bush, Supervisor.

Announcement of Executive Sessions: Ms. Clausen announced that the Board met in Executive Session on Tuesday, April 2 for personnel and administrative matters.

Presentation: Ms. Clausen made a special presentation to resident Charles William Smith II, who recently obtained the rank of Eagle Scout. Mr. Smith received a letter of commendation and an award Certificate.

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the minutes of March 20, 2019. Motion carried (3-0).

Treasurers Report:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the Treasurers Report as presented, the balance in the First Northern, Pligit and petty cash accounts being \$441,840.44. Motion carried (3-0).

Approval/Ratification of Unpaid Bills:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the payment and ratification of the bills from the General Fund in the amount of \$24,595.10. Motion carried (3-0).
- There was a motion by Mary Anne Clausen Gary Hoffman to approve the payment of bills from the State Fund in the amount of \$2,015.11. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the payroll for the week ending March 16,2019 in the amount of \$10,484.45 including all withholding and Jet Pay fees. Motion carried (3-0).

Public Works Report: PW Supervisor Frank Fehlinger reported that the crew has been continuing to work on building maintenance and installing the apron (pavement) at the Mock Park Fiddletown site.

Planning Commission Report: Donna Mikol reported that the Planning Commission has been working on a proposal for a Well Ordinance. She also reported that it presented a letter and proposed Ordinance to the Board regarding Biosolids.

Zoning Report: A written report was submitted by the Zoning Office and was available for public review.

Community Center Report: Ann Velopolcek reported that there were several leases to be approved. The Art Exhibition will be on Friday the 12th and Saturday the 13th. Ms. Velopolcek asked the Supervisors to release funds in the amount of \$100.00 for food and miscellaneous expenses related to the event.

- There was a motion by JoAnn Bush and seconded by Ms. Clausen to approve \$100.00 for expenses related to the Art Exhibition. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the daily leases of Buchiane, 4/27/2019, Zito 4/7/2019 and Schaffer, 4/20/2019 all at the regular rate. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the appointment of Eugene Borger as an additional part-time housekeeper at the ETCC at a rate of \$14.00/hr. Mr. Borger has been assisting his wife, Sandi Borger. Engaging him reflects the current situation. No increase of hours is involved. Motion carried (3-0).

Mock Park Rules:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to adopt the rules for Mock Park, based on the rules imposed by the Zoning Hearing Board. They are:
 - Hours: ½ hour after dawn to ½ hour before dusk
 - Prohibited: Alcoholic Beverages
 - Bicycles
 - Fires
 - Horses
 - Hunting
 - Littering
 - Motorized Vehicles
 - Smoking
 - All Pets Must Remain Leashed
 - Carry Out What You Carry InMotion carried (3-0).

Lorie Zilmer asked if these rules could be revisited once they are in place for a time, if there are any issues that arise. Ms. Clausen responded that, yes, the Township is willing to revisit these rules should there be any problems.

Ms. Clausen then announced that the Supervisors wish to post the rules at the park.

- There was a motion by Ms. Clausen and seconded by Gary Hoffman to authorize the purchase of a sign stating the Park Rules at a cost not to exceed \$100.00 and to also authorize a second sign which will be a warning sign for the Fiddletown site at a cost of not to exceed \$100.00. Motion carried (3-0).

Ms. Zilmer asked if the sign would be recognized by a small child. Ms. Clausen stated that the area where the path ends is very shallow and that to get to the area where the sign would be, where the water may sometimes be turbulent, is quite a distance downstream, where children are not likely to be, and certainly not unattended.

Ms. Bush said she would like the Board to consider “no swimming” signs.

Dieter Metzger said he believes that would be an unpopular decision because people have used that area for swimming for many years.

The Supervisors will take this under advisement.

James Leiding suggested some signage stating that children should be supervised. Again, the Supervisors will take this under consideration.

Archie Craig again stated his concerns about the water being dangerous.

Ms. Zilmer brought up the issue of liability. Ms. Clausen stated that the Township has discussed that with its insurance provider and has received assurance that the Township is covered under our current policy. Ms. Clausen also said all these are good points and they will be looked into.

Frank Fehlinger would like to move the Mock Park sign to a different area where it would be more visible. He suggested creating a planting around the base of the sign. the Supervisors gave approval for him to move forward with that plan.

CJERP Report: Mary Anne Clausen reported that CJERP has been looking into amending our current Ordinance on agri-tourism. Some townships have been seeing the definition being stretched to include uses that are questionable under that category. Some model ordinances were discussed, and she expects this to continue to be a subject of interest in the future. Ms. Clausen stated that another use that was discussed at the meeting was medical marijuana, which our Planning Commission has reviewed. She feels that this will become a shared use. She reported that where local municipalities have adopted Ordinances pertaining to its zoning most have located it in the industrial zone.

- There was a motion by Ms. Clausen and seconded by JoAnn Bush to ratify a Letter of Support for Chestnuthill Township for a grant for a bridge replacement.
- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the Township's participation in the CJERP ad to be placed in the West End Happenings related to winter notices about plowing etc., at a cost not to exceed \$150.00. Motion carried (3-0).

Employee Health Insurance: Ms. Bush explained that the premium for the current plan the Township provides is increasing by almost 20%. Our insurance company has found another plan from Geisinger that would be comparable and more cost effective. After Ms. Bush researched the plan and finding it acceptable:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the Geisinger Platinum PPO 10-20-0 insurance plan for the Township's employees to be in effect May 1, 2019. Motion carried (3-0).

Other:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the ratification of the extension of the contract with Sensible Solution Technologies for IT services for 1 year. Motion carried (3-0).

Ms. Clausen announced that due to some recent reports of crime in the Township, she has spoken to a State Police Trooper who will come to the Township to give a seminar about Crime Watch programs. The Supervisors agreed that this is a good idea. Ms. Clausen will reach out to find what dates would be available.

Richard Salter said the County Sheriff's office would also be willing to do a similar program upon the Supervisors request.

Clean-up Day: Clean-Up Day is Saturday, May 4, 2019. Ann has been in touch with J. Lambert at the Waste Authority. Eldred is signed up with the Great American Clean-up, so we are eligible for free gloves etc. Ann will continue to look for a dumpster.

Ms. Bush reports that the Pocono Vacation Bureau has yard signs that say "No Littering" which are free.

Ms. Clausen announced that there is a shredding event on May 11 at the Pocono Raceway sponsored by Jack Rader.

Ms. Zilmer asked about using the recycling center in Polk Township. There was some confusion about whether non-residents could use the recycling center. Ms. Clausen suggested calling to find out.

Judith Leiding asked if the Parks and Recreation Committee would be reappointed. Ms. Clausen said not at this time. The Supervisors are just beginning to discuss this.

Charles Smith suggested Eldred come up with a list of projects that could be assigned to Eagle Scout candidates for the future.

Doug Borger asked about the reporting of Thrift Store income. Ms. Clausen announced the totals from 2018.

Mr. Borger then asked about the Smale house. Mr. Hoffman replied that the house was purchased. Mr. Borger asked what the Township would be doing with the house. Mr. Hoffman answered that the wells on the house could provide water in an emergency and Ms. Clausen announced that the property could also be used to enhance the town center. She would like to see plans for a beautification project that includes the Old Mill property, the Smale house property and working with the Historical Society, the Old Post Office. She sees great value in creating and preserving an Historic Town Square as a quality of life improvement for all the residents of Eldred.

There was some discussion about blighted properties in the Township. There are some buildings that burned partially, have junk in their yards, and other buildings that are in serious disrepair. Dieter Metzger explained that those properties have adverse impacts on neighboring properties. Ms. Clausen said she will have a discussion with our Solicitor to see what if anything can be done.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to ratify the purchase of a conference phone at a cost of \$129.00. Motion carried (3-0).

Adjournment: There was a motion by JoAnn Bush and seconded by Gary Hoffman To adjourn. Motion carried (3-0). Meeting adjourned at 8:12 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Minutes
March 20, 2019

On Wednesday, March 20, 2019, 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.

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman; Michael Gaul, Solicitor and (by telephone) JoAnn Bush, Supervisor.

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

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive session on March 11, for interviews and personnel matters, on March 13 by telephone for personnel matters, on March 16 for personnel and administrative matters and immediately preceding this meeting with the Solicitor for pending legal matters.

Public Comment on Agenda Items: Ms. Clausen announced that there would be public comment throughout the meeting prior to any official action and at the end of the meeting on any subject.

Approval of the Minutes:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the minutes of March 6, 2019 with a change in language (pg.7 pp.2) to read “she realized that there was already an opening in the cul-de-sac, which has been used in the past, for entry into the woods beyond it. Mr. Moore researched boundaries and elevations etc., to determine the best possible route through the woods, but the route that has been cleared and marked as a result of that does not create any new opening onto Wes Flo Court, it merely connects to the opening that already exists. She added...” Motion carried. (3-0).

Treasurer’s Report:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the Treasurer’s Report as presented, the balance in the Pligit and First Northern accounts being \$243,144.66. Motion carried (3-0).

Approval/Ratification of Bills:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the payment/ratification of bills from the General Fund in the amount of \$17,048.41. Motion carried (3-0).

There were no bills from the State fund.

Approval of Payroll:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the payroll for the week ending 3/2/2019 in the amount of \$10,310.14 including all withholding and fees. Motion carried (3-0).

Mock Park: Wes Flo Access: Ms. Clausen made a lengthy statement about the use of Township funds for Parks as follows:

The Township acquired Mock Park in 2006 with grant funds at about half its appraised value, the remainder being a gift from Jacqueline Mock to the Township.

The Park has special features which make it unique including fields with a view to the Delaware Water Gap, native woodlands, a beautiful segment of the Princess Run including a 2+ story rock formation, and in the future it will include a pathway traversing 4 waterfalls and additional rock formations.

Some Township monies have been used for engineering expenses, mainly for a Master Site Plan which has been approved and is available to anyone to review, some legal fees and settling a lawsuit by a neighbor. All these expenses were paid many years ago.

Responding to the concerns she heard after the last Township meeting that expenditures on parks might be interfering with the Township's ability to make other necessary expenditures, Ms. Clausen stated:

In the past 3 years a total of \$12,503.08 has been invested in park development which amounts to .037% of the Townships revenues over that time, mainly for required engineering and legal fees related to the Fiddletown Site project and the Town Square project. Most of that was spent in 2018, but even if you look at that year alone, expenditures for park development was only about 1% of the total budget.

She reviewed some of the investments that have been made in plant over the past few years. a list of recent improvements in those areas as follows:

New Garage Doors Replacement
Replacement of Exterior doors
Labor and Industry required improvements

Security Cameras
Painting the building interior
Refurbishing the downstairs
Exterior lighting
New Computers
Replacement Interior lighting
Wi-fi installation

In addition, the Township has purchased two new trucks and is entering into a 5-year lease purchase for a new boom mower.

Ms. Clausen also pointed out that about \$140,000.00 has been spent on the Community Center for grant related improvements, about \$45,000.00 of which were Township funds, and an additional \$70,000.00 was spent on a roof repair, all but \$5000.00 of which came from insurance.

She ended by summing up her findings, stating that in the 2019 budget, \$10,000.00 is reserved for Park improvements, about half of which will be for engineering and legal expenses and half to develop the Fiddletown Rd. site and the Town Square. She stated that the Township has not been ignoring vital improvements in plant and security in favor of Park development and will continue on this path in the future.

Ms. Clausen added that the essential services of roads, administration and public safety remain the priority of the Supervisors and that will not change but that the Township has the resources to have open a park that we already own.

Jo Ann Bush added that she believes that the Township must continue moving forward, look to create conditions that will encourage growth and development and enhance the quality of life in the Township for future families that will reside here, while continuing to keep pace with the necessary infrastructure of the administration of Township duties.

Mr. Hoffman then spoke about the timeline of the due process of the Mock Park approval and development.

In 2010, the Zoning Hearing Board held a hearing to determine the use and purpose of Mock Park. He indicated that all required notifications and postings were made. The hearing was attended by several residents including some residents of Wes Flo Court, as the transcript indicates.

The conclusions of the Zoning Hearing Board (ZHB), including the opening and parking at Wes Flo Ct. and Fiddletown Rd. (included in the deliberations and decision) were that no evidence was presented that indicated any negative impact on those neighborhoods.

He read the ZHB's requirements for the rules of the park.

In March of 2013 a Land Development Plan for the Park was submitted for review to the Planning Commission, which at its April 2013 meeting, unanimously approved the plan. The Supervisors conditionally approved the plan on June 5, 2013.

He added that of the 11 homes on Wes Flo Court, 7 were owned by the present owners prior to the acquisition of the Park. He stated the process of notifications required by law that were carried out by the Township. He concluded that the complaint that due process notification was not adhered to was incorrect. The Township gave proper notice to the residents.

He added that there is no decision to be made about whether there will be a Mock Park, that decision was made long ago. The decision before the Board currently is what direction the Board will take with the Park.

Mr. Hoffman added that there are many potential improvements already approved that this Board is not pursuing. Currently the improvements are limited to creating a small parking area off Fiddletown Rd. and a few parking spaces at the end of Wes Flo Court, with proper signage and rules in place.

Mr. Hoffman added that the Township must follow the rules that apply to make these improvements, just as any resident would have to follow.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to declare the access off Wes Flo Court to Mock Park (that has been used by the public for many years) “open” for use by the public with parking on the Cul-de-Sac.

Public Comments: Marianne Nichols (Wes Flo Court) stated that she thinks there have been some misunderstandings about comments that were made regarding the surveying of residents in 2006. She stated that the residents at that time were aware of the proposed park but not surveyed. She also feels that there is an erroneous idea that the residents do not want a park. Her concern is that the access from Wes Flo Court is not desirable. She still has concerns about safety.

Danielle Serfass (Wes Flo Court) reported what she believes was criminal activity and that the State Police, when called, took 1 hour and 45 minutes to respond. She has safety and security concerns as well. She indicated that the neighbors have created a neighborhood watch, which they have not, in the past, felt the need for.

Denise Hyde (Wes Flo Court) asked if there would be any assurance from the Board of a response to complaints should there be issues.

Guy Hyde (Wes Flo Court) complained that cars of persons that do not live on the street do not drive safely on Wes Flo. He is concerned that this may increase

James Dickens (Wes Flo Court) agreed with the other speakers.

Joyce Blaskow spoke in favor of opening the access. She indicated that she has seen traffic increase on her road (Borger) since the homes on Wes Flo Court were built. Development and increased traffic are not unique to Wes Flo. She added that in response, she installed a fence to provide additional safety/security for her children.

Lydia Boileau stated that the problems that exist now are not related to the Park and these are separate issues. She pointed out that having more people using the access may discourage any illegal activity.

Diana Pucci reported that illegal activity is not limited to Wes Flo Court, that she has seen similar activity on Borger Rd. by the antenna.

Joe Pucci broke down the issues to three items, the Park, the parking and the crime issue. He stated that he has witnessed illegal activities and he confronted the culprits. He added that this may not be a wise course of action, but he feels inaction is also unwise.

Doug Borger related that, as it pertains to the drug activity, there are several areas in the Township that are being used in this way and he doesn't see a solution to the problem. He hopes the Park will not be another spot that attracts this type of activity.

Gary Hoffman spoke about the State Police, Lehigh Barracks that cover Eldred Township. He said reporting is vital and that often, time elapses before any action (by the police) can take place, requiring due diligence on their part.

Dieter Metzger stated that there are 3 access points to Mock Park, Fiddletown (unusable due to steep terrain), Church Rd. (requires additional funds to develop), and Wes Flo Ct. which is the easiest to access and requires little or no cost. He stated his support for the park and a viable access.

Diana Pucci asked if the problem could be helped by having security cameras at the site.

Mary Anne Clausen responded to the public comment. She stated that she recognizes the concerns of the residents. She reminded the audience that the Township does not have policing authority. She added that this action is the least obtrusive way of having the park open. No new opening is being created, no parking lot installed. The only thing happening now is that the Township is allowing the public to use a trail, the opening to which has been there, and used, for many years. No advertisement will be made. If there are any issues, the Supervisors will respond to those as they occur.

Archie Craig suggested that a sign be placed that says "security cameras in use".

- Ms. Clausen called for a vote on the motion. Motion carried (3-0).

Letter of Support:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to ratify a letter to Chestnuthill Township in support of a grant application to replace a roof on its Park building. Motion carried (3-0).

Caboose:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the proposals of Warnick Welding and Fabrication and JJJ Martin to sand blast and paint the Caboose at a cost not to exceed \$9,400.00. Acceptance is conditioned on the two coordinating so that painting occurs on the same day as the sandblasting. Motion carried (3-0).

Clean-Up Day: The Supervisors decided that Clean-Up Day will be Saturday, May 4, 2019 from 9-12. Volunteers will arrive at 8:30. Refreshments will be provided. Residents can nominate the roads.

Some roads that were suggested are Kunkletown Rd., Princess Run (in Eldred) and Cedar Hollow.

Ann will call the County to see if Waste Management will be providing containers.

Ms. Serfass asked about electronics. The Secretary responded that the Township's electronics recycling program begins on May 1, 2019 and continues until September 30, 2019. A list of acceptable and unacceptable items is on our website, www.eldredtwp.org.

Gary Hoffman announced that on the same day (5.4.2019) the Township's updated garage will be open for public view.

Public Works Hire:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to hire John Myers for the Public Works Department, part- time, with hours as needed, at a rate of \$16.81 during his 180-day probationary period and \$17.70 afterward. Motion carried (2-0). Gary Hoffman abstaining as Mr. Myers is personally known to him.

Custodian Hire: Deferred

Other:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve \$500.00 for additional paint for the garage. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve up to \$4000.00 for the paving of the apron leading to the parking lot area being constructed at the Mock Park, Fiddletown Rd. site as required by PennDot. Motion carried (3-0).

Mary Anne Clausen asked Mr. Boileau if the Township should consider participating in an ad that CJERP places in the West End Happenings. The Supervisors decided not to participate.

Paul Shook asked about the zoning complaint for the property on S. Joshua Lane. Solicitor Gaul told Mr. Shook that the Board approved the filing of a civil suit at last month's meeting. Mr. Gaul explained the process of filing a complaint and explained that the law requires certain procedures to be followed.

Marianne Nichols remarked about some comments that were made at last months meeting that she felt were inappropriate.

Mr. Boileau announced that the Planning Commission was meeting the following evening and would be reviewing biosolids and well ordinances.

Gary Hoffman reported that there would be a meeting on March 24, 2019 of the Monroe Tax Collection Committee which he intends to attend.

Adjournment:

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

Respectfully submitted,

E. Ann Velopolcek
Secretary

BOS Minutes
March 6, 2019

On March 6, 2019 the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Kunkletown Municipal Building, 490 Kunkletown Rd. Kunkletown, PA.

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman; Michael Gaul, Solicitor, and by phone, JoAnn Bush, Supervisor.

Announcement of Executive Sessions: Ms. Clausen announced that the Supervisors had met in executive sessions on January 30 for personnel and administrative matters, on February 8 for security and administrative matters, on February 25 for personnel and immediately prior to this meeting with the Solicitor for pending legal matters.

Cancellations: The meetings scheduled for February 6, February 20 and February 25, 2019 were cancelled (due to inclement weather).

Public Comment: Mary Anne Clausen announced that public comment will be available throughout the meeting prior to any action by the Board and at the end of the meeting.

Approval of the Minutes:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the minutes of January 16, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the Treasurer's Report as presented, the total in the Pligit and First Northern accounts of the General Fund and State Fund being \$350,609.23. Motion carried (3-0).

Bills for Approval:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the bills for approval and ratification from the General Fund in the amount of \$84,360.57. Motion carried (2-0). Gary Hoffman abstaining from the vote for the bills from the Control Center and two reimbursement checks to him. Motion carried (2-0).

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the bills for approval and ratification from the State Fund in the amount of \$62,770.34. Motion carried (3-0).

Approval of Payroll:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the payroll as follows:
 - Week ending January 19, 2019 in the amount of \$10,889.96
 - Week ending February 2, 2019 in the amount of \$10,424.16
 - Week ending February 16, 2019 in the amount of \$9,622.33

Including all withholding and JetPay expenses. Motion carried (3-0).

Public Works Report: PW supervisor Frank Fehlinger submitted a written report that the PW has been plowing snow, storing salt, prepping vehicles and doing upgrades to the garage lighting.

Zoning Report: The Zoning Officer submitted a written report of recent permits and activities.

Planning Commission Report: Robert Boileau reported that the Planning Commission has been reviewing Biosolids. The Commission has been in touch with other states and the Attorney General's office and that the Planners received a letter from the Supervisors requesting they draft a Well Ordinance.

CJERP Report: Robert Boileau reported that CJERP has been discussing Governor Wolf's proposed plan which would assess a per capita fee for police services to all municipalities that do not have police departments. Eldred Township residents would be charged approximately \$25.00/person. CJERP wrote a letter to our legislators in opposition to this bill.

ETCC Report: Ann Velopolcek reported that there are 2 regular daily leases at the normal rate. There was a proposal by DoTerra representatives regarding teaching about healing oils, wellness workshops and educational seminars. This would fall into the fee waiver category as a public benefit program.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the recurring daily lease with fee waiver for DoTerra. Motion carried (3-0).
- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the daily leases of Smith, March 3, 2019 and Zimmerman, June 8, 2019 at the regular rate. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the extension of the LSA grant, provided it is needed, pending more information. Motion carried (3-0).

Historical Society Update: Jalene Kaiser reported that she spoke to Eric Costenbader (Little Gap Landscaping) and he will be shoring up the porch and repairing the porch roof (of the Historic Post Office) as soon as weather permits. Bruce Gower and Harry Kohler are getting estimates from various contractors for other work that needs to be done with a focus on applying for an LSA grant. Ms. Keiser has spoken to Michelle Bisbing (MCIDA) regarding the grant application. Mary Anne Clausen offered to help if she could and advised Ms. Keiser to discuss the project with Ms. Bush for information about the grant administration.

Solicitor Gaul advised that the Historical Society would have to comply with the State's bidding requirements.

Personnel:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve a rate increase for the Municipal Building custodian Debra George from \$15.25 to \$15.40/hr. retroactive to January 1, 2019. Motion carried (3-0).

Procurement Cards: There was some discussion about the Township obtaining procurement cards. Since the administrative issues with the current credit cards have been resolved, it was decided to defer any decision at this time.

Security Upgrades: Mr. Fehlinger received quotes for materials to upgrade security at the municipal building. Based on those quotes:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve an expense up to \$12,500.00 to purchase bulletproof glass, security doors and reinforcement for certain walls. Motion carried (3-0).

Well Ordinance:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve ratification of a letter to the Planning Commission requesting they draft a proposed Ordinance for well drilling regulations. Motion carried (3-0).

Clean-Up Day: There was a discussion about the Township participating in a spring Clean-up Day. The Pocono Vacation Bureau is again pairing with PennDot to do a road cleaning project. The date has not yet been chosen. Through the West End Pantry, the Pleasant Valley High School has inquired whether this could be a volunteer opportunity for its students, who are required to complete a number of hours of service for graduation. The Secretary will stay in touch with the School District representative to discuss the details and arrangements.

Shredding Event: Due to the expense, the Township has decided not to have a shredder, however, Representative Jack Rader is organizing a shredding event May 11 at the Pocono Raceway, the Township will advertise that event.

Mr. Hoffman suggested having an open house event on the same day as the clean-up day to highlight the improvements made by the PW department.

Kuehner Fields Extension: Solicitor Steven Hartz representing S&D Land Development has sent a letter requesting an extension through September 1, 2019.

There are some conditions that need to be imposed.

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to grant the extension for Kuehner Fields Estates contingent upon:
 - a. an extension of its line of credit through at least December 31, 2019
 - b. any outstanding engineering or professional fees being paid
 - c. the execution of a second addendum, reflecting the terms of the extension satisfactory to the Township Solicitor

Motion carried (3-0).

Letters of Support:

- There was a motion by and seconded by Gary Hoffman to ratify the letters of support to Chestnuthill Township and the West End Regional Park for its park and for Polk Township for its park. Motion carried (3-0).

Mock Park:

- There was a motion by Gary Hoffman and seconded by MaryAnne Clausen to ratify a commitment letter from the Township for its grant application, committing \$8,444.00 of in-kind services and cash to complete our 50% of the project costs. Motion carried (3-0).

Archie Craig asked if the whirlpool area is on the Township property. Ms. Clausen replied that it is. She also said that the Township has consulted with our insurance company and they do not have an issue with the proposed trail.

Don Moore announced that the Parks Committee has discussed rules for the park. He then reviewed the Site's Master plan approved in 2010 including the access from Wes Flo Court. He explained that there is a 200 foot elevation change from Fiddletown Rd. to the plateau above the Mock House making it inaccessible for most people, while the elevation change to the same area from Wes Flo Court is approximately 20 feet, making it more accessible. He also reported on his meeting with Robert Beers (surveyor) who surveyed the property in the past and they were able to find the remaining pin and the filches on the trees that were made during that survey. This resolves the property line issues.

Ms. Clausen thanked Mr. Moore for all his work and asked the assembly to remember that Mr. Moore's comments are not those of the Board.

Other: Ms. Clausen announced that the Zoning and Codes Officer (Shawn McGlynn) is seeking authorization to file a civil complaint against the owner of 210 S. Joshua Lane for Zoning violations.

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to authorize the Codes Officer to proceed with the filing of a civil action in regard to the above zoning violation. Motion carried (3-0).

Gary Hoffman requested a thank you letter go to the following:

The Kunkletown, Polk, Towamensing, Blue Ridge, West End and Lower Towamensing Fire Companies and the West End Ambulance Association for their assistance at a recent local fire. The house was a loss, but no adjacent structures were damaged.

Mary Anne Clausen announced that the Community Center has been assessed at a market value of 1.8 million dollars. She asked the secretary to set an appointment with the assessment company (Tyler Technologies) to see if that could be reduced.

Public Comment: Ms. Clausen announced that public comment will be limited to three minutes per person.

Doug Borger asked the status of the Smale house. Gary Hoffman replied that the sale has closed, and the property has been posted with no trespassing signs. Mr. Borger asked what the plans are for the house. Mr. Hoffman replied that nothing is planned for now, that eventually the house would probably be demolished. He also stated that the reasons for the purchase were to add to the public park area adjacent and to provide an emergency source of water should the need arise since there are 2 wells on the property.

James Dickens commented about the proposed Highway Patrol Bill and he agreed that the Township should oppose the bill. Mr. Dickens also stated that he would like to apply for a place on the Parks and Recreation Committee to act as representative for the residents of Wes Flo Court.

Don Moore showed the Board a diagram of Mock Park that compared the original Master Site Plan with the current proposed uses of the Park. He reviewed the previous decision of the Zoning Hearing Board regarding the use of the property as a park, the conditional approval of the Master Plan and the Conditional Use approval for the access from Church Rd.

He explained that all of the current proposals for accesses and uses have already been approved at duly convened hearings which were attended by various residents who were heard at that time. He also stated that over \$700,000.00 has been expended and that at this time no access is available.

Solicitor Gaul asked if Mr. Moore located a signed land development plan. Mr. Moore has not. The approved Plan has conditions and it is not known at this time if those conditions have been met. Mr. Moore believes they have.

Mr. Moore also stated that the property was purchased for the purpose of being a park with passive recreation as its use, with public monies and that it is time for that to happen.

Marianne Nichols spoke again in opposition to an access and parking area from Wes Flo Court. She asked what recommendations the Committee has made.

Solicitor Gaul advised that this Board is open to receive public comment before making any proposals, but its obligation is to receive public comment on proposals. He stated that as of now, there is no proposal from the board. Mr. Gaul also stated that he does not want the residents to believe that in the future, there will be no impact on nearby residents. He said that any time a new use such as a park is put in place, there are impacts on those residents.

Cindy Smith spoke in favor of developing the park. She made the point that the park has been here for over 10 years and she is disappointed that there is not viable access to the areas in question. She stated that Wes Flo Court is a public (not private) street and that all public streets are open to all public traffic. She added that the park is intended to be a resource for all the 3000 residents of Eldred, not a private reserve for 10 homes. She further stated her opinion that the parking area should be installed so this area of the park can be opened.

Dr. Leiding asked if the Committee was still in recess. He again stated that there is an access to the park from Fiddletown Rd. and that only Mrs. Mock need be disturbed by this solution.

Joyce Blaskow spoke in favor of developing the park. She stated that a large investment of money and time has been made. She would like to see both the Wes Flo and Church Rd. accesses be developed.

Ms. Clausen then responded to several points. She stated that the Committee is currently suspended in order that there be less confusion about the information coming from the Committee versus information coming from the Board. She reminded the assembly that it is the Supervisors, by majority vote, that are the decision makers and that those decisions are discussed and approved at public meetings.

She then stated that she is concerned that some people have said they were not informed about park related issues. She reiterated that the park has been in existence since 2006 and that there have been several public hearings. The Committee, in 2016, sent letters to the residents, held a special public meeting and joint workshop with the Parks Committee and made every effort to inform the residents including those on Wes Flo Court. Also, the Master Site plan, hearing transcripts and all other related

documents have been available, at the Township building, for anyone to review, that all the meetings are advertised and public and anyone can attend and participate.

Ms. Clausen then clarified what has been done so far. She indicated that when the Supervisors and Committee visited the site she realized there was already a path there. Mr. Moore then researched the boundaries and elevations etc. to determine that the existing path does not encroach on any other properties, which he determined it does not. She added that there has been no earth disturbed, no fill brought in, no trees removed, just a clean-up of fallen branches and brush from the existing path.

Ms. Clausen then stated clearly that the duty of the Board is to balance the interests of all the residents of the Township. She stated that the Board is always interested of any concerns of any residents, but that the Board must look at the overall interests of the residents of the Township. She then read a letter from Annette Heist in favor of the development of the park. In the letter Ms. Heist reiterated the opinions of Mr. Moore, Ms. Blaskow and Ms. Smith. She emphasized the fact of Wes Flo Court being public road. She asked that the accesses to the park be developed in 2019.

Ms. Clausen stated that the park was acquired in 2006 to be a public park. She added that enough time has passed, and further delay is not in the Township's best interest. She stated that she does not see a compelling reason for any additional delay. She does not believe that the local community on Wes Flo Court will be greatly disturbed by an access there.

She then stated that there have not been funds set aside in this year's budget for a parking lot, and that the Supervisors are working to stay within the budget.

Shirley Krum spoke and asked if Ms. Mock's opinions have been considered. She believes that Ms. Mock is upset by the contentious nature of the debate.

Ms. Clausen thanked Ms. Krum for her remarks but added that the Township cannot always gain the approval for every neighboring property owner before making decisions about the uses of Township owned properties.

Gary Hoffman made a statement about public services. He explained that the Fire Company is in distress, needing volunteers, and that the Township building has no generator and that there are other such expenses related to public safety that need to be addressed. He feels that these are the most pressing issues facing the Township that require the attention of the Supervisors.

JoAnn Bush commented that she agrees that the Supervisors need to balance and prioritize financial, safety and other Township business and all these things will be completed over time, that there will be changes and not everyone will be happy with

the decisions, but that the changes will be positive overall, and the Supervisors are looking to the future.

Adjournment:

There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to adjourn. Motion carried (3-0). Meeting adjourned at 9:10 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township Board of Supervisors

Minutes
January 16, 2019

On January 16, 2019 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.

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

Call to Order: The meeting was called to order at 7:00 P.M. by Chairman Mary Anne Clausen, followed by the Pledge of Allegiance.

Announcement of Executive Sessions: Ms. Clausen announced that the Board had met in executive sessions on January 11th for personnel, security and a possible legal issue, January 13th for administrative matters, security and personnel. Ms. Clausen announced that the January 13th meeting was interrupted by two residents requesting information about the Old Mill property. She asked that residents please not interrupt executive sessions. She stated that that is not an appropriate place for public comment. There was a third executive session prior to this meeting with the Solicitor for pending legal issues.

Public Comment: Ms. Clausen announced that public comment would be available throughout the meeting as items come up.

Approval of the Minutes:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the minutes of the regular meeting on January 7, 2019. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to approve the Organizational Minutes of January 7, 2019. Motion carried (3-0).

Treasurer's Report:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to rescind the approval of the NEPA bill inadvertently approved at the January 7, 2019 meeting. Motion carried (3-0).

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the Treasurer's Report, the total in the Pligit and First Northern accounts being \$382,840.86. Motion carried (3-0).

Unpaid Bills:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the payment of the unpaid bills in the amount of \$6115.61 from the General Fund. Motion carried (3-0).

There were no bills from the State Fund.

Approval of Payroll:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the payroll for the week ending January 5, 2019 in the amount of \$9,607.51 including all fees and withholding. Motion carried (3-0).

ETCC Report: Eldred Township Community Center Committee: Ms. Bush explained that the passage of time has resulted in some changes necessary to the ETCCC policy. The title of financial director is no longer required and some job duties have been revised.

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to approve the revised ETCCC Policy. Motion carried (3-0).

Leases:

There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the daily leases of Leininger 2/17/2019, Ulrich, 1/26/2019, and Feen, 2/3/2019, all at the regular rate. Motion carried (3-0).

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the recurring lease of Penn State Extension for a Strong Women's program beginning 3/25/2019 and ending 5/1/2019 at a rate of \$60.00 for the series. Motion carried (3-0).

Employee Handbook/ Benefits: Gary Hoffman explained that the Supervisors wish to bring the non-bargaining Unit Employees benefits in line with the Union Employees as regards Holidays, Vacation Time and Personal Days for better continuity of services.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the new paid time-off days for the Non- Bargaining Unit Employees to make those days consistent with the Bargaining Unit contract of 2018. Motion carried (3-0)

New Hire/Advertising:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve an advertisement for a Part-Time Public Works employee at a rate of \$17.70/ hour. Motion carried (3-0).

It was agreed that the advertising would be in the Times News, West End Happenings, Eldred Township Update and a notice posted on the door.

Other:

- There was a motion by Gary Hoffman and seconded by Mary Anne Clausen to appoint Frank Fehlinger (PW Supervisors) as a Deputy Emergency Management Coordinator. Motion carried (3-0).
- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve Sensible Solutions LLC to install a booster for the Township's WiFi at a cost not to exceed \$535.00 to improve the WiFi access to the garage. Motion carried (3-0).

In preparation for a grant application:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the use of boulders at the Fiddletown Road site of Mock Park, based on the estimate from Little Gap landscaping. (\$8,100.00, the contract is not being approved, just the use of this material.) Motion carried (3-0).

The Secretary was also advised to acquire estimates for picnic tables and signage for various purposes in order to prepare a grant application.

Security:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve moving forward to get estimates for enhanced security in the Township Building as suggested by the Pennsylvania State Police during a walk-thru with the supervisors. Motion carried (3-0).

The secretary read a note from Mrs. Jacqueline Mock in which she clarified her position on the Parks and Recreation Committee as an ex-officio member and the fact that she was approached by the then Supervisors to accept such a position.

Public Comment:

Paul Shook brought a complaint about a neighbor to the Supervisors. He stated that this has been an ongoing issue and that he believes a permit was issued incorrectly. The Supervisors said they would ask the Zoning Officer to investigate the matter and report back to them.

Dr. Leiding thanked the Supervisors for permitting him to deliver a mattress that had been left on the side of the road to the Township Building for disposal.

There was a brief discussion about having a clean-up day in the spring as well as in the fall.

Broglia Subdivision:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve a letter requested by Keystone Engineering (excess land waiver) explaining the reasoning for excess of 2 acres being removed from Act 319. Motion carried (3-0).

Adjournment:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to adjourn. Motion carried (3-0). Meeting adjourned at 7:50 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary
Eldred Township Board of Supervisors

Minutes
January 7, 2019

On Monday, January 7, 2019 the Eldred Township Board of Supervisors met in a regular meeting at 7:30 P.M. at the Eldred Township Municipal Building, 490 Kunkletown rd. Kunkletown, PA.

In Attendance: In attendance were Mary Anne Clausen, Chairman; Gary Hoffman, Vice-Chairman and JoAnn Bush, Supervisor.

Call to Order: The meeting was called to order at 7:30 P.M. by Chairman Mary Anne Clausen.

Approval of Minutes:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the minutes of December 28, 2018. Motion carried (3-0).

Treasurers Report:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the Treasurers Report as presented. The total balance in the General fund accounts being \$296,178.05. Motion carried (3-0).

Unpaid Bills:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the payment and ratification of the bills from the General Fund in the amount of \$20,925.00 and in the State Fund \$44.66. Motion carried (3-0).

Payroll:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the payroll for the period ending 12/22/2018 in the amount of \$8,773.48 including all withholding and fees. Motion carried (3-0).

Public Works Supervisors Report: There was no P.W. Supervisors report, however Gary Hoffman commended the P.W. workers for the outstanding job they have been doing painting, cleaning and organizing the garage. Mr. Hoffman suggested an open house tour of the garage when the work is complete.

ETCC Report:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the daily Lease of Stockman at the regular rate. Motion carried (3-0).
- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to approve the salary of the ETCC Monitors at \$8.00/hr. Motion carried (3-0).

Garage Lighting: Gary Hoffman explained that the Township has received several estimates to replace the lighting in the garage with LED fixtures and lights. Our P.W. Supervisor, Frank Fehlinger, being a licensed electrician, looked into what was proposed and determined that he could order the fixtures and the P.W. crew could do the work themselves at a much lower cost.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the purchase of materials to replace and upgrade the garage lighting at a cost not to exceed \$5000.00. Motion carried (3-0).

Resolution 2019-01: A MOTION TO APPOINT KIRK SUMMA, ACCOUNTANTS TO AUDIT THE TOWNSHIP ACCOUNTS FOR THE YEAR ENDING 2018.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve Resolution 2019-01, appointing the accounting firm of Kirk Summa to audit the Township's accounts for the year 2018 at a cost not to exceed \$5000.00. Motion carried (3-0).

The Supervisors broke for an executive session at 7:41 and resumed at 7:46

Resolution 2019-02: A RESOLUTION AUTHORIZING THE TOWNSHIP'S ACQUISITION REAL PROPERTY COMMONLY KNOWN AS 594 KUNKLETOWN ROAD, APPROXIMATELY .4018 ACRE IN AREA, MORE OR LESS, AND OTHER RELATED MISCELLANEOUS MATTERS.

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve Resolution 2019-02, entering into a agreement of sale in the amount of \$46,000.00. Motion carried (3-0).

Lorie Zilmer asked what the Supervisors plan was for the house. Ms. Clausen stated Although no decision has been made, that at some future date, she expects that the house may be razed.

Robert Boileau asked if this was the proper procedure for the Township to acquire a property. Ms. Clausen announced that it is.

Ms. Zilmer asked the cost of the removal of the house. Ms. Clausen said that the Township has received a few estimates but since no final decision has been made, it is too early to provide an actual amount.

Mr. Leiding asked if the purchase should be delayed until there could be more public input. Ms. Clausen stated that there are reasons that Real Estate purchases are one of the few things in the Sunshine Law that can be discussed privately in executive session and that all proper procedures were followed.

Resolution 2019-03: A RESOLUTION TO APPROVE THE INDEBTEDNESS OF THE TOWNSHIP BY ACCEPTING A LOAN IN THE AMOUNT OF \$41,937.50, WITH AN INTEREST RATE OF 2%/ YEAR FROM DCED, TO BE REPAID WITHIN 5 YEARS, FOR ONE HALF OF THE PRICE FOR THE PURCHASE OF A BUCKET TRUCK.

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve Resolution 2019-03. Motion carried (3-0).

Other: Due to a necessary repair to the Township's front-end loader:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to approve the cost of repairing the front-end loader and renting a temporary replacement at a cost not to exceed \$8,000.00 from the Plasterer Company. Motion carried (3-0).

Ms. Bush stated that she is noticing a large amount of litter on the Township's roads recently. She does not know what accounts for the increase but finds it disturbing and encouraged anyone witnessing anyone littering to report them to the State Police. She also said that the Township would be participating again in the fall in the county wide clean-up day.

Public Comment: Diane Pucci stated that she has witnessed trash blowing off the trash pick-up trucks and thinks that may be responsible for some of the trash recently.

James Leiding commended the Supervisors on the purchase of the property on Kunkletown Rd. He thinks that is a wise move. He asked about how the Parks and Rec committee members are working independently. Ms. Clausen answered that the members who were currently working on projects are continuing to work on those projects and when the Committee reconvenes, will bring the results back to the Committee.

Judith Leiding asked what the grant that Don Moore is working on is for. Ms. Clausen replied that the grant currently being worked on is for the Mock Park Fiddletown site for creating a path, signage and a picnic area.

Janet Dickens thanked the Supervisors for delaying the committee appointments. She asked if the Supervisors were able to answer any of her questions from her e-mail. Ms. Clausen replied that she feels a meeting might be in order. She suggested that Ms.

Dickens schedule a meeting or a phone call with one of the Supervisors. Mr. Hoffman stated that currently, the Supervisors have no plans in place to do any projects at the Wes Flo

site. He stated that he feels any proposed projects should come from the Committee and that it needs to be more cohesive about its proposals.

Ms. Nichols stated that she believed Mr. Moore said he would be applying for a grant for the Wes Flo Parking Lot. She asked if she would be notified if such a grant was being applied for. Ms. Clausen said no, and any discussion about grant applications or projects would occur at public meetings.

Randy Serfass asked if there would be any income from the Park. Ms. Clausen answered that there would not be. She indicated strongly that the benefit of a public park is a quality of life issue and that going forward in time, it is not reasonable to expect the Township to remain the same, but it will become developed. Future generations will benefit by having this natural resource preserved in Eldred Township.

Lorie Zilmer agreed that the area that comprising Mock Park is a beautiful site and a great resource.

Joe Pucci agreed that the Park is a wonderful asset to the Community as did Ms. Nichols who stated her reservations are only about an access off Wes Flo.

Ms. Pucci asked of there could be an alternate access.

Earl Smale again brought up the hazard at the creek.

Adjournment:

- There was a motion by Gary Hoffman and seconded by JoAnn Bush to adjourn. Motion carried (3-0). There being no further business, the meeting was adjourned at 8:30 P.M.

Respectfully submitted,

E. Ann Velopolcek, Secretary

Organization Minutes
January 7, 2019

On January 7, 2019 the Eldred Township Board of Supervisors met for its annual organizational meeting at 7:00 P.M. at the Eldred Township Municipal Building 491 Kunkletown Rd. Kunkletown, Pa.

In Attendance: In attendance were Supervisors Mary Anne Clausen, JoAnn Bush and Gary Hoffman.

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

Temporary Chairman:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to appoint Mary Anne Clausen temporary chairman. Motion carried (3-0).

Announcement of Executive Sessions: Ms. Clausen announced that the Board had met in executive session immediately after the Supervisors meeting on December 28, 2018 with the Solicitor for pending legal and real estate matters, on January 2, 2019 for personnel matters and immediately before this meeting for personnel and real estate matters.

Public Comment: Ms. Clausen announced that public comment would be taken throughout the meeting prior to any official action and at the end of the meeting.

Chairman:

- There was a motion by JoAnn Bush and seconded by Gary Hoffman to appoint Mary Anne Clausen, Chairman. Motion carried (3-0).

Vice-Chairman:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to appoint Gary Hoffman Vice-Chairman. Motion carried (3-0).

Appointments:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to appoint E. Ann Velopolcek, Secretary and Administrative Assistant: James Phillips, Treasurer and Frank Fehlinger, Public Works Supervisor. Motion carried (3-0).

Salaries:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve the following hourly rates:

Secretary \$17.00/ hr.
Treasurer: \$20.00/ hr.
PW Supervisors \$25.00/hr.

Also:

Full time Collective Bargaining Unit employees \$18.77/ hr.
Part Time Collective Bargaining Unit Employees \$17.70/ hr.
(Both Pursuant to the Collective Bargaining Agreement)

Municipal Building Custodian \$15.25/hr.
ETCC Custodian \$14.00/hr.

Motion carried (3-0).

Other Benefits:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to approve the benefits pursuant to the Collective Bargaining agreement for the Union employees and pursuant to the Employee handbook for the non-union employees. Motion carried (3-0).

Other Appointments:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to appoint as follows:

Township Solicitor: King Spry, Herman, Freund and Faul LLC, Michael Gaul representing at a rate of \$155.00/ hr.

Engineer: Hanover Engineering Associates Inc., Brien Kocher P.E. representing, at the rate set pursuant to the fee schedule submitted. Senior Engineer Rate \$114.00/Hr.

Sewage Enforcement Officer: Hanover Engineering Associates Inc, Jacob Schray Representing, at a rate of 72.00/hr. In addition, the following certified SEO's from Hanover Engineering, at the same rates:

Christopher Taylor

Gregory Gray

Scott Brown

Zoning and Codes Officer: SFM Consulting, Shawn Mc Glynn representing, at a rate of \$65.00/hr., pursuant to the contract dated August 9, 2016.

Building Code Official: SFM Consulting, Shawn McGlynn Representing, at a rate of 70 % of the fee schedule set in Resolutions 2016-09 and 2016-10.

UCC Inspector: SFM Consulting Shawn McGlynn Representing, at a rate of \$65.00/hr.

Flood Plain Manager: SFM Consulting, Shawn McGlynn representing, at a rate of \$65.00/hr.

Planning Commission Members: James Leiding, Term 4 years

Donna Mikol, Term 4 years

Planning Commission Solicitor: King Spry, Herman, Freund and Faul, LLC, Michael Gaul representing at a rate of \$125.00/hr.

Zoning Hearing Board Members: Charles Ogle, term 3 years, Dieter Metzger and Scott Clark, Alternates, terms 3 years each.

Zoning Hearing Board Solicitor: Chad Martinez as Zoning Hearing Board Solicitor at a rate of \$150.00/ hr.

Eldred Township Community Center Members: 1 year terms

Coordinator: Ann Velopolcek

Director of Plant, Grounds and Maintenance: Carey Krum

Secretary: Dora Tarter, Alternate Itsy Sweeney

Thrift Shop Coordinator: Donna Deihl

Assistant Thrift Shop Coordinators- Shirley Krum

Volunteer Coordinator: Dora Tarter, Ann Velopolcek Alternate

Committee Member: Pauline Roseo

UCC Joint Board of Appeals Member: Bruce Gower

Vacancy Board Chairman: Mike Kaspszyk

Supervisor Liaison to the Eldred Township Community Center: JoAnn Bush

Pocono Mountains Council of Governments Representatives: JoAnn Bush

Non-voting member Frank Fehlinger

Voting Delegate to the State Convention: JoAnn Bush

Delegate to the Monroe County Tax Committee: Gary Hoffman

Emergency Management Coordinator: Gary Hoffman

Deputy Emergency Management Coordinator: Kevin Silliman

Open Records Officer: Ann Velopolcek

Security Officers: Richard and Virginia Salter

CJERP Regional Planning Committee Voting Member: Robert Boileau

CJERP Regional Planning Committee, Second Member: Mary Anne Clausen

Earned Income Tax Liaison: Gary Hoffman

Kunkletown Volunteer Fire Company, Fire Chief Approval: Kevin Silliman

Kunkletown Volunteer Fire Company, President Approval: Ray Miller

Kunkletown Volunteer Fire Company, Primary Designation: Kunkletown Volunteer Fire Company

Emergency Ambulance Covering Eldred Township: West End Ambulance Association

Motion carried (3-0).

Ms. Clausen announced that appointments to the Parks and Recreation Committee is deferred.

Monthly Meeting Dates and Times:

- There was a motion by Mary Anne Clausen and seconded by Gary Hoffman to set the following meeting dates and times:

Board of Supervisors: First and Third Wednesdays of each month at 7:00 P.M. excepting January, at the Municipal Building

Planning Commission: Third Thursday of each month at 7:00 P.M., at the Municipal Building

Eldred Township Community Center Committee: Third Thursday of each month at 3:00 P.M. at the Community Center.

Parks and Recreation Committee: When the Committee is appointed will meet on the fourth Wednesday of each month at 7:00 P.M. excepting December when they will meet on the 27th instead of the 25th at the Municipal Building.

Also, that the secretary will advertise those meeting dates and times.

Motion carried (3-0).

Depositories for Township Funds:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve First Northern Bank and Pligit as depositories for Township Funds. Motion carried (3-0).

Mileage:

- There was a motion by Mary Anne Clausen and seconded by JoAnn Bush to approve mileage reimbursement at the rate set by the IRS. Motion carried (3-0).

Public Comment:

Judy Leiding asked why the Parks and Recreation Committee appointments were deferred. Ms. Clausen responded that there has been some confusion about information coming from the committee with regard to Mock Park. The Supervisors want to make sure the information residents are receiving is accurate. Also, certain issues have been raised and the Board has not had time to take a position on those issues. This break will allow time for that to happen.

Robert Boileau indicated that discussion will continue with Mrs. Mock during the hiatus. Ms. Clausen added that in addition to the Boileaus working with Mrs. Mock on an inventory, Annette Heist and Joyce Blaskow are working on a website and Don Moore is working on a grant application.

Adjournment:

- There was a motion by JoAnn Bush and seconded by Mary Anne Clausen to adjourn. Motion carried (3-0). Meeting adjourned at 7:30 P.M.

Respectfully submitted,

E. Ann Velopolcek
Secretary

