

**ORGANIZATION MEETING
JANUARY 5, 2015**

The Reorganization Meeting of the Eldred Township Board of Supervisors was held at 7:30 p.m. on Monday, January 5, 2015, at the Eldred Township Municipal Building.

ATTENDANCE

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Michael Kaspszyk

Temporary Chairman: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Gretchen Gannon Pettit as Temporary Chairman.** (3-0)

Chairman: Gretchen Gannon Pettit called for nominations for Chairman. Mary Anne Clausen made a motion, seconded by Sharon; it was voted to appoint **Gretchen Gannon Pettit as Chairman.** (3-0)

Vice-Chairman: Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was voted to appoint **Mary Anne Clausen as Vice-Chairman.** (3-0)

Secretary-Treasurer: Mary Anne Clausen made a motion, seconded by Gretchen Gannon Pettit; it was voted to appoint **Sharon Solt as Secretary-Treasurer.** (3-0)

Solicitor: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Michael Kaspszyk as Township Solicitor at his rate of \$140.00 per hour.** (3-0)

Township Engineer: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Hanover Engineering Inc., specifically Brien Kocher and Chad Peters as Township Engineers,** at the rate specified in their professional fee schedule. (3-0)

Alternate Engineer: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Russ Kresge of Gilmore & Associates as Alternate Township Engineer at the rate in his professional fee schedule.** (3-0)

Roadmaster: Mary Anne Clausen made a motion, seconded by Sharon Solt; it was voted to appoint **Keith Kuehner as Roadmaster.** (3-0)

Sewage Enforcement Officers: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Hanover Engineering, specifically Jacob A. Schray, Scott J. Brown, Jeffrey T. Huff, Christopher A. Taylor and Austin A. Young as Township Sewage Enforcement Officers,** at the rates specified in their professional fee schedule. (3-0)

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Administrative Assistant: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Darcy Gannon as Administrative Assistant, with Hajnalka (Dawn) Barankovich as a temporary assistant while Mrs. Gannon is out of the office.** (3-0)

Zoning and Codes Officer: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Ellerslie Helm as Zoning and Codes Officer.** (3-0)

Building Code Official: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Marilyn Ludwig (or other designated person) of Hanover Engineering as Building Code Official (BCO) at the rate on their professional fee schedule.** (3-0)

UCC Inspection Officers: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **any certified third party inspector to administer the UCC inspection.** (3-0)

CJERP Joint Board of Appeals Officer: Gretchen Gannon Pettit made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Bruce Gower as CJERP Joint Board of Appeals Officer.** (3-0)

Earned Income Tax Collector: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Berkheimer Associates, via the Monroe County Tax Collection Committee, as the Earned Income Tax Collector.** (3-0)

Earned Income Tax Collection Liaisons: Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was voted to appoint **Mary Anne Clausen as Earned Income Tax Collection Liaison.** (3-0)

Earned Income Tax Appeals Officer: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **the Monroe County Tax Collection Committee Appointee as Earned Income Tax Appeals Officer.** (3-0)

Emergency Management Coordinator: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Gary Hoffman as Emergency Management Coordinator.** (3-0)

Vacancy Board Chairman: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Gary Hoffman as Vacancy Board Chairman.** (3-0)

Planning Commission Members: Mary Anne Clausen made a motion, seconded by Sharon Solt; it was voted to appoint to the planning commission **Helen Mackes to a four year term** expiring December 31, 2018. (2-0) Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint to the planning commission **Kevin Silliman to a four year term** expiring December 31, 2018. (3-0)

Planning Commission Solicitor: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Daniel Lyons as Planning Commission Solicitor at his rate of \$110.00 per hour.** (3-0)

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Treasurer's Bond: Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was voted to secure a Treasurer's Bond in the amount of **\$500,000.00** from **Traveler's Casualty and Surety Company of America, from H.A. Thompson.** (3-0)

Administrative Assistant Bond: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to secure a **Public Employee Bond** from **Traveler's Casualty and Surety Company of America, from H.A. Thompson.** (3-0)

Zoning Hearing Board Member: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Albert Aumack as Zoning Hearing Board Member, with the term to expire 12/31/2017.** (3-0)

Zoning Hearing Board Solicitor: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Chad Martinez as Zoning Hearing Board Solicitor,** at a rate of \$125.00 per hour. (3-0)

Voting Delegate to PSATS State Convention: Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was voted to appoint **Mary Anne Clausen as Voting Delegate to PSATS State Convention.** (3-0)

Employee - Full-Time/Part-Time Wages/Benefits: During the 2015 budget process, it was decided to give the township employees a wage increase of 2%. It was noted that the working supervisors' wages are subject to the auditors' approval. Sharon Solt made a motion, seconded by Mary Anne Clausen to give the employees each a 2% increase, which was unanimously approved. (3-0)

The 2015 wages are as follows:

Roadmaster' rate at \$19.28 per hour.

Full Time Road Crew Employee #1 rate at \$17.02 per hour.

Full Time Road Crew Employee #2 rate at \$17.02 per hour.

Part Time Road Crew Employee #1 rate at \$14.99 per hour.

Part Time Road Crew Employee #2 rate at \$14.99 per hour.

The suggested wage for the Secretary/Treasurer (Working Supervisor) is \$19.28 per hour, but is set by the Board of Auditors.

Zoning Officer rate at \$14.99 per hour.

Administrative Assistant rate at \$14.48 per hour.

Indoor Maintenance rate at \$14.48 per hour.

Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to **retain the benefits** as outlined in the **employee policy handbook.** (3-0)

Health care – Retain the current Aetna Insurance health care for eligible employees

13 Holidays

Sick Days – 4 days per year (increase of 2 days); can be carried over to the following year(s).

Vacation - as designated in the Employee Policy Handbook.

Pension Plan – For qualified employees as designated in the Employee Policy Handbook.

Bereavement Days - as designated in the Employee Policy Handbook.

All other benefits - as designated in the Employee Policy Handbook.

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Mileage Rate: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to use the IRS mileage rate of **57.5 cents per mile as the Mileage Rate.** (3-0)

Volunteer Fire Company Covering Eldred Township: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint the **Kunkletown Volunteer Fire Company** as the **Primary Designee**, subject to the 9-1-1 Center assessment of need to cover Eldred Township. (3-0)

Emergency Ambulance Covering Eldred Township: Sharon Solt made a motion, seconded by Mary Anne Clausen; it was voted to appoint the **West End Ambulance** as the **Primary Designee** to cover Eldred Township, subject to the 9-1-1 Center assessment of need. (3-0)

Monthly Meeting Dates And Times: Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was voted to keep the **first Wednesday** as meeting date, with the meetings to begin at **7:30 p.m.**, held in the municipal building. (3-0)

Depositories For Eldred Township Funds: Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was voted to deposit the **township funds** in **First Niagara Bank and PLGIT.** (3-0)

Open Records Officer: Gretchen Gannon Pettit made a motion to appoint Sharon Solt, seconded by Mary Anne Clausen; it was voted to appoint **Sharon Solt** as the **Open Records Officer.** (3-0)

Security Officer(s): Sharon Solt made a motion, seconded by Mary Anne Clausen; to appoint **Constable Rich Salter and Deputy Constable Virginia Salter as Security Officers** for meetings at a rate of \$20.00 per hour. (3-0)

Pocono Mountains Council of Governments (COG): Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; to appoint **Mary Anne Clausen as the 2015 COG representative.** (3-0)

CJERP Regional Comprehensive Plan Committee: Gretchen Gannon Pettit made a motion, seconded by Mary Anne Clausen; it was voted to appoint **Sharon Solt** as supervisor member of the **CJERP Regional Comprehensive Plan Committee.** (3-0) Gretchen Gannon Pettit made a motion, seconded by Sharon Solt; it was voted to appoint **Kevin Silliman** as planning commission member of the **CJERP Regional Comprehensive Plan Committee.** (3-0)

Walter W. Mock Park Committee: Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was voted to table these appointments. (3-0)

Eldred Township Community Center Director: Gretchen Gannon Pettit made a motion, seconded by Sharon; it was voted to appoint **Carey Krum** as the volunteer **Community Center Director.** (3-0)

Eldred Township Community Center Advisory Committee; Sharon Solt made a motion, seconded by Gretchen Gannon Pettit; it was unanimously voted to appoint **Carey Krum, Shirley Krum, Darcy Gannon, William Solt, Debra Watts, John Kile, Linda Kile, and Sharon Solt** (as the Supervisor representative) to the **Eldred Township Community Center Advisory Committee.** (3-0)

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Adjournment:

There being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen; to adjourn the reorganizational meeting at 7:51 p.m.

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Eilerslie Helm

SUPERVISORS MEETING
January 5, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:52 p.m.

Public Comments Pertaining to the Agenda Vernon Barlieb questioned when he would be allowed to voice his opinion on item 13 on the agenda. He was told that he can discuss that when we get to that topic.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Sharon Solt; it was unanimously voted to approve the December 3, 2014 meeting minutes. (3-0) On motion by Sharon Solt and with a second by Mary Anne Clausen; it was unanimously voted to approve the December 29, 2014 budget workshop meeting minutes. (3-0)

Treasurer's Report On motion by Mary Anne Clausen, seconded by Sharon Solt; it was unanimously voted to approve (3-0) the January 5, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 261,349.25	
First Niagara Bank State Money Market	40,434.02	
First Niagara Bank State Checking	1,210.69	
First Niagara Bank Business Checking	2,551.47	
First Niagara Bank Fire Escrow Account		9,830.75
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,358.23
PLGIT - General Fund	20,114.92	
PLGIT - Payroll	3,927.45	
PLGIT - Parks/Land		9,762.08
PLGIT - Building Maintenance & Repairs		1,525.36
Petty Cash	21.53	
Total	<u>\$ 329,609.33</u>	

Approval of Bills On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **General Fund Bills** dated **1/09/15** in the amount of **\$18,443.47**. (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **State Fund Bills** dated **1/09/15** in the amount of **\$6,448.61**. (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **12/24/14 Form 941 payment** in the amount of **\$1,804.92**, the **1/8/15 Form 941** payment in the amount of **\$1,981.28**. (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **12/1/14 - 12/15/14 State Withholding Payment** in the amount of **\$347.22** and the **12/16/14 - 12/31/14 State Withholding Payment** in the amount of **\$229.74**. (3-0)

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Approval of Payroll On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending December 13, 2014** in the amount of **\$7,550.21**, and the **payroll for the period ending December 27, 2014** in the amount of **\$8,249.72**. (3-0)

Road Master Report The Roadmaster reported that the road crew has been dealing with runoff problems, snow and ice. He stated that we are having a problem with people dumping tires and that we will be looking into prosecuting those dumpers. He added that we are in the process of looking for a bucket truck. The Roadmaster said that the township is accepting Christmas trees from 6:30 a.m. until 3:00 p.m. as long as they are free of debris. This will be sent out to our email list.

Zoning Officer Monthly Report The zoning officers report for the month of December 2014:

- He issued no building permits.
- He had 2 inquiries on property improvement regulations.

Resolution 2015-1 Adopting A Base Real Estate Tax Rate, Discount Rate and Penalty Rate for 2015 Solicitor Kaspszyk explained that generally neither this township nor any other Monroe County townships adopt a resolution such as this, unless they are changing the tax rate. However, the tax law can be interpreted in different ways; therefore he has prepared a resolution to adopt the current rates; which are 9.5 mills for the base rate, a 2% discount if paid on or before April 30, 2015, and a 10% penalty if paid after June 30, 2015 but before December 31, 2015. On motion by Sharon Solt with a second by Mary Anne Clausen, unanimous approval was given to adopt **Resolution 2015-1 Adopting A Base Real Estate Tax Rate, Discount Rate and Penalty Rate for 2015**.(3-0)

2015 General Fund Budget Having worked on the budgetary process for 2 months, the board held a budget workshop on December 29, 2014. On motion by Gretchen Gannon Pettit with a second to the motion by Sharon Solt, the board unanimously voted to adopt the **2015 General Fund Budget in the amount of \$877,053.00**. (3-0)

2015 State Fund Budget Similarly, the board at the budget workshop on December 29, 2014 discussed the State Fund Budget. On motion by Gretchen Gannon Pettit with a second to the motion by Sharon Solt, the board unanimously voted to adopt the **2015 State Fund Budget in the amount of \$171,408.94**. (3-0)

Eldred Township Community Center

Solicitor Kaspszyk reported the closing for the Eldred Elementary School from PVSD to Eldred Township was held in December 2014. The only costs were for the title insurance for the assessed value of the properties and the deeds are now being recorded in the Monroe County Recorder's Office.

Sharon reported that we do have various people who are interested in renting some of the rooms. Information concerning leases will not be discussed until such time that they are established. Sharon Solt made a motion to change the name from Eldred Elementary School to **Eldred Township Community Center**. Mary Anne Clausen made a second to the motion, which was unanimously approved. (3-0)

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Zoning Ordinance Request to Amend the Ordinance

Mary Anne Clausen stated that we received a written request on Thursday, December 18, 2014 to change the zoning for the RR zone to allow an outdoor shooting range, which is currently not allowed in that zone. Mary Anne Clausen made a motion to deny any action to amend/change the current zoning ordinance to include/allow for a Private Commercial Outdoor Shooting Range in the RR district. Therefore, no hearing was scheduled for February 4, 2015. Sharon Solt made a second to the motion, which was passed unanimously. (3-0)

Vernon Barlieb asked for clarification of what was just discussed. Gretchen Gannon Pettit explained that the request was denied and there would be no hearing at the February meeting. Leon Barlieb, Curt Bush and Robert Bush stated their concerns about the shooting range. Mary Anne Clausen said that all we received was a request, with no additional information. There was additional discussion concerning this request and denial of the request. Vernon Barlieb also stated that there is only a 25 foot right of way through Leon Barlieb's property in order to get access the property in question. Gretchen Gannon Pettit again stated it was already voted to deny the request.

Zoning Workshop to Discuss Possible Amendments

On motion by Sharon Solt and with a second by Mary Anne Clausen, the board voted to hold a Zoning Amendment Workshop (that had been previously scheduled) at the municipal building on Monday, January 19th at 10:30 a.m. (3-0)

Discussion Concerning the Proposed PennEast Pipeline

The township received a request on Tuesday, December 2, 2014 to survey a small portion of an Eldred Township owned parcel 06-93792, that lies adjacent to a proposed pipeline through Lower Towamensing Township. The survey would be of civil, cultural and environmental conditions on that parcel. The board members have reviewed the request over the past month. Gretchen Gannon Pettit read the survey request. This information was posted on our website and in email, but no one has contacted the township to give input. Frank O'Donnell stated he opposes the survey. Gretchen Gannon Pettit made a motion to allow the survey, with a second to the motion by Sharon Solt. Upon voting, Mary Anne Clausen abstained because she wished she had heard from other property owners; nevertheless the motion passed. (2-0)

Emergency Road Crew Hire

The township advertised for a temporary Road Crew worker to be used only in case of emergency. There was only one applicant, Rick Gower, who has his CDL license. Sharon Solt made a motion to hire Rick Gower; Mary Anne Clausen made a second to the motion which was passed unanimously. (3-0) Dale Weidman said that in his opinion the township should have more road crew workers for safety reasons. Roadmaster Keith Kuehner explained that we follow protocol that has been successful in our township.

Other

Mary Anne Clausen asked if Gary Hoffman was able to get contact information to the secretary concerning a health provider. He did, and the secretary received it but hasn't had time to make contact.

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Solicitor Kaspszyk said that in reference to the cell tower built (through a conditional use) on Leon Barlieb's property, he has received another request from Verizon for additional contract terms. He has responded to their attorney.

Solicitor Kaspszyk reported that the board held an executive session prior to the meeting to discuss personnel issues. Additionally, there will be another executive session held after the meeting to discuss Fire Protection in Eldred Township.

Public Comments There were no public comments.

Adjournment: Being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen, to adjourn the meeting at 8:45 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
February 4, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:35 p.m.

Public Comments Pertaining to the Agenda There were no comments at this time.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Sharon Solt; it was unanimously voted to approve both the January 5, 2015 reorganization minutes and the January 5, 2015, meeting minutes. (3-0)

Treasurer's Report On motion by Sharon Solt, seconded by Mary Anne Clausen; it was unanimously voted to approve (3-0) the February 4, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 264,058.80	
First Niagara Bank State Money Market	33,986.78	
First Niagara Bank State Checking	1,210.69	
First Niagara Bank Business Checking	2,038.47	
First Niagara Bank Fire Escrow Account		9,830.75
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,358.97
First Niagara Bank Community Center Account		9,991.50
PLGIT - General Fund	9,396.95	
PLGIT - Payroll	4,155.60	
PLGIT - Parks/Land		9,762.23
PLGIT - Building Maintenance & Repairs		1,525.38
Petty Cash	22.93	
Total	<u>\$ 314,870.22</u>	

Approval of Bills On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated **2/06/15** in the amount of **\$9,716.75**. (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **State Fund Bills** dated **2/06/15** in the amount of **\$7,161.63**. (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **Community Center Bills** dated **2/06/15** in the amount of **\$1,369.73**. (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **1/22/15 Form 941 payment** in the amount of **\$1,817.08**, the **2/05/15 Form 941** payment in the amount of **\$1,967.06**. (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **1/1/15 - 1/15/15 State Withholding Payment** in the amount of **\$249.47** and the **1/16/15 - 1/31/15 State Withholding Payment** in the amount of **\$233.62**. (3-0)

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Approval of Payroll On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending January 10, 2015** in the amount of **\$7,516.36**, and the **payroll for the period ending January 24, 2015** in the amount of **\$8,320.36**. (3-0)

Road Master Report The Roadmaster reported that the road crew has been dealing with and fixing equipment as needed. Gretchen Gannon Pettit mentioned that she has heard compliments about the condition of Eldred Township roads.

Zoning Officer Monthly Report The zoning officers report for the month of January 2015:

- He issued one building permit for a pole barn.
- He had 13 site surveys; 7 were inspections, 4 were complaints on burning and 2 were about dumping tires along Gower Road.

Elected Auditors Report

The Board received the Elected Auditors report concerning setting the wages for working supervisors. The rate for Secretary Sharon Solt as Supervisor/ treasurer was set at \$19.28 per hour. The Auditor Board positions are Chair – Ilene Eckhart, Vice-Chair – Joanna Russell, and Secretary – Donna Deihl.

CJERP Update

Addendum: On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, the board unanimously voted to add to the CJERP comprehensive plan the following: “When the regional comprehensive plan is updated, and when Zoning and SALDO amendments are ready for review, these amendments shall be forwarded to the Township Planning Commission and the County Planning Commission and other agencies as required by the MPC.” (3-0)

Public Hearing: Sharon Solt reported that the date of April 23, 2015 has been set for the hearing for the CJERP Ordinance Amendment. This concerns any changes to the ordinance and also the inclusion of Polk Township uses into the Comprehensive Group. The hearing will be held at the Chestnuthill Township Fire Company Hall.

Eldred Township Planning Commission

Bruce and Wanda George The planning commission recommended that the board approve a Planning Waiver and Non-Building Declaration for the Bruce and Wanda George Minor Subdivision. Appropriate Perc Tests have been completed on the lots and this is consistent with previous past practices. This will be forwarded to DEP. After review and discussion, Sharon Solt made a motion to approve the **Planning Waiver and Non-Building Declaration for the Bruce and Wanda George Minor Subdivision Plan** and with a second to the motion by Mary Anne Clausen, the board unanimously voted to approve the request. (3-0)

The planning commission also recommended that the board of supervisors conditionally approve the Bruce and Wanda George Minor Subdivision. The condition is that the new language concerning the access drive being exclusive, be inserted onto the plan and the deed contain the same language. After discussion, Sharon Solt made a motion to **conditionally approve the Bruce and Wanda George Minor Subdivision Plan**, and with a second to the motion by Mary Anne Clausen, the board unanimously voted to approve the request. (3-0) A copy of the deed should be provided to the township.

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Kenneth Faust Minor Subdivision Mr. Faust submitted an extension request until May 30, 2015. The planning commission recommended that the board of supervisors accept and approve this request. On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, approval was made to accept and approve the extension request to expire May 30, 2015. (3-0)

Health Insurance

Mary Anne Clausen made a motion to table the Health Insurance, with a second to the motion by Sharon Solt. The motion passed unanimously. (3-0)

Community Center Update

Solicitor Kaspszyk stated that he has drawn an agreement and it is ready to be sent to the YMCA for their consideration. They will be allowed to use certain portions of the building.

Clean up Carey Krum reported that the clean-up was completed last weekend. The committee has met and is looking for direction from the Board of Supervisors.

Jam session Every Monday at noon there will be a jam session in the music room at the end of the west hallway. Musicians are welcome and those who want to listen are also welcome.

West End Ambulance The report for January ambulance service was sent to us via email. Eldred Township had 7 ALS 1 calls, no ALS 2 calls, 2 BLS emergency calls, and 4 no data calls, for a total of 13 calls in January.

Kunkletown Volunteer Fire Company

Ray Miller said they had a total of 5 calls, one was mutual aid with Polk Township and one was mutual aid with Blue Ridge. They signed up 6 new members, for an approximate total of 11 members.

Rural Resource Change of Use Informational Plan

Planning Commission Solicitor Daniel Lyons represented Eldred Township, since Solicitor Kaspszyk has a conflict of interest. Solicitor Lyons stated that there has not been a formal application and that our zoning ordinance does not allow an outdoor commercial shooting range at this time. He explained that Attorney Joseph Hanyon, representing RTSP, has requested that the Board of Supervisors (BOS), in their legislative powers, amend the existing ordinance to allow a private member only outdoor shooting range in the RR zone and Attorney Hanyon wants to present why they believe it is appropriate. If the BOS thinks the use is appropriate, they will have to go through the formal steps of amending the ordinance which would be scheduled for a public hearing. Notice would be given to the Eldred Township Planning Commission and the Monroe County Planning Commission of the ordinance amendment and it would have to be advertised as a public meeting. This change would affect the entire RR zone.

Attorney Joseph Hanyon represented RTSP, a group that wishes to purchase the Tanzosh property of approximately 170 acres in Eldred Township. He stated their objective is to have a shooting range, which currently is not an accepted use in the Rural Resource Zone in Eldred Township. He said that 8 months ago, before the most recent Zoning Ordinance was adopted, the outdoor shooting range was allowed in the zone. After there had been an agreement of sale signed for the property in question, it was then realized that the outdoor shooting range was no longer allowed. He presented a map of the property, showing the distance of housing structures to the Tanzosh property and shooting range; he stated the closest home was ½ mile. Mrs. Bush's Personal Care Home is 3,200 feet.

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Attorney Hanyon also displayed another map, showing a blowup of the proposed shooting range. He said there would be (3) three 50 yard ranges and (3) three 25 yard ranges, each having a structure with abatement material. He said each 4 sided enclosure would have a roof, a floor and 3 walls. The board asked what percentage will be covered by the abated material and what safety measures would be taken to contain sounds. Attorney Hanyon stated both the 25 yard and 50 yard areas would also be completely abated with dirt berms 24' thick and 12' high, as well as the first 100 feet of the 100 yard, 300 yard and 600 yard ranges.

Attorney Hanyon detailed are there should be a minimum of 50 acres but this number could be increased to limit other ranges. He said the wooded area must be preserved within 100' from the property line and the range is to be located in the meadow area. Additionally the development will be consistent with NRA guidelines, and served by NRA certified safety officers.

The Board of Supervisors asked questions concerning the range and the proposed change back to the pre-May 2014 Zoning ordinance. Residents who spoke about concerns were Gary Hoffman, Curt Bush, Vernon Barlieb, Leon Barlieb and Frank O'Donnell. Among items discussed were:

1. Would changes set a precedent in other zones? No
2. Do all 5 townships in CJERP comprehensive plan need to approve this change? No
3. What would the decibel level be at the property line? Attorney Hanyon said currently it is 62 Db, according to tests taken.
4. Would this change affect this one property or the whole Rural Resource (RR) zone? The whole RR zone.
5. What are the standards for the shooting range? They would be outlined in the zoning amendment and would comply with our SALDO and national and statewide regulations.
6. What is the effect on the access road? Solicitor Lyons stated as part of the land development plan, a driveway permit application would need to be submitted and approved.
7. What caliber projectile was used to measure the Db level? It was unknown.
8. Who would be using the facility? Attorney Hanyon said this private range will be open to all law enforcement officers.
9. Would a land development plan need to be submitted and approved? Attorney Hanyon said there would have to be a full land development plan, and an NPDES permit would be required from the Monroe County Conservation District to address the amount of earthen material moved for the berms, as well as meeting all state regulations.
10. What safety precautions would be taken? Attorney Hanyon said that the 24' wide and 12' high earthen berms have been designed for safety issues. The berms must be 50 yards long or 20% of the length, whichever is greater and would not involve taking down trees in the wooded area.
11. Is lead disposal an issue? There would be cleanup of the lead periodically.

There was discussion concerning holding a hearing, having a workshop, and writing the ordinance. Solicitor Lyons stated that before a hearing is held, there must be an ordinance written (99.9% correctly written) that addresses the issues. Sharon Solt asked if once a final ordinance is written, would the applicants have an opportunity to come before the board or would they have to wait until the hearing. Solicitor Lyons said that the ordinance must be drafted to meet whatever recommendations the board of supervisors would make.

Supervisor's Meeting February 4, 2015... page 5 of 5

Gretchen Gannon Pettit made a motion to hold a workshop in February to decide if the board would want to draft an ordinance, and to have a second meeting at the Tanzosh property to view the layout. The date of Wednesday, February 18th at 10:00 a.m. was suggested. Sharon Solt made a second to the motion, all agreed unanimously and the motion passed. (3-0) The secretary will advertise in the Pocono Record, information will be sent to those on the email list, it will be posted on the township's website and Facebook page.

Other

Mary Anne Clausen made a motion to have the Roadmaster apply for the permits for the Gower Road bridges. Sharon Solt made a second to the motion, which was passed unanimously. (3-0)

Mary Anne Clausen asked if there is a book of procedures. The township does not have one, since it follows the Pennsylvania MPC (Municipality Planning Code).

Sharon Solt stated that Representative Jack Rader or his assistant will begin to hold office in the township building starting on March 11 from 10 a.m. to 2 p.m. These sessions will be held the second Wednesday of every month and the public is invited to attend to have questions answered.

Sharon Solt stated that the West End Park and Open Space Commission will be awarding two \$1,000 Dave Fleetwood Scholarships. Applicants can apply [to bkozen@weposc.org](mailto:to_bkozen@weposc.org) before April 15, 2015.

Sharon Solt also mentioned that the YMCA located in the Eldred Township Community Center has holiday memberships still available.

Public Comment

Resident Dale Weidman questioned the Dual Dispatch procedure for the fire company. Gretchen Gannon Pettit said that the system was activated at the January meeting and will run 24 hours a day, seven days a week until March 4th, when it will be reviewed. There has been a dual dispatch system in place for many years from the hours of 6 a.m. until 6 p.m. This has been extended to 24 hours for the time period mentioned.

Resident Gary Hoffman said the township road crew has been doing a great job keeping the roads plowed and cindered.

Adjournment: Being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen, to adjourn the meeting at 9:12 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Michael Kaspszyk
Engineer Chad Peters
Zoning Officer Ellerslie Helm

SUPERVISORS WORKSHOP
February 18, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Township Engineer: Brien Kocher

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 10:00 a.m. The Pledge to Allegiance to the flag was spoken.

Discussion Regarding Adding Outdoor Shooting Range to Rural Resource Zone

In addition to the board the workshop was attended by about 30 residents, Attorney Robert Kidwell representing the Mrs. Bush's Personal Care Home, Attorney Joseph Hanyon representing RTSP, and Peter Miscia, President of RTSP.

There was a step by step review of the new draft ordinance amendment presented by Attorney Joseph Hanyon. Among items discussed were:

1. The definition of a private outdoor members' only shooting range.
2. The length, width, height and placement of the proposed earthen berms.
3. The design of the firing range and firing stations.
4. Proper posting of the range.
5. Meeting and not exceeding the township zoning ordinance decibel (Db) levels.
6. Types of fire arms to be approved for the range.
7. Hours and days of the week for the operation of the range.
8. Minimum lot size.
9. Preservation of the wooded areas.
10. Limited an outdoor shooting range to the Rural Resource zone by either Special Exception or Conditional Use.
11. Placement of the sound abating material in the shooting stall areas.
12. Condition of the access road.
13. Ambiguity and issues with the proposed amendment.
14. Impact on Mrs. Bush's Personal Care Home residents, specifically noise and safety.
15. Shared uses in the CJERP Comprehensive Plan
16. Safety of neighboring property owners.
17. Types of fire arms and number of users at any given time.
18. Protocol for lead abatement and recovery, as per EPA.
19. Construction of shooting range, and NRA and NSSF safety designed ranges.
20. Other approved uses within the RR zone could be noisier.
21. Criteria to become a member.

Commenters on the items discussed were the three supervisors, township engineer Brien Kocher, Attorney Hanyon, Attorney Kidwell, David Tanzosh, Curt Bush, Vernon Barlieb, Frank Hall, and Peter Miscia.

There were no decisions made at this workshop. The board of supervisors will continue to explore the possibility of an amendment.

Adjournment: Being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen, to adjourn the meeting at 12:15 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Michael Kaspszyk
Engineer Chad Peters
Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
March 9, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:40 p.m.

Public Comments Pertaining to the Agenda There were no comments at this time.

Approval of Minutes There was discussion on the minutes as presented. Mary Anne Clausen made a motion to amend the minutes presented. She asked that a statement made by Attorney Hanyon be included in the minutes. In the opinion of Gretchen Gannon Pettit and Sharon Solt the comment was made sarcastically. There was no second to the motion, therefore the motion died for lack of a second. Mary Anne Clausen asked that her written statement regarding the minutes be included verbatim; it is as follows:

“I believe that the minutes should not be adopted as proposed. They include a statement by Attorney Hanyon, representing RTSP, that the decibel level at the Tanzosh property line is currently 62 dB, according to tests taken; however they omit his second statement to the effect that there is a gun large enough that, if fired on the Tanzosh property, it could probably be heard in Chestnuthill regardless of the abative material. To include one statement while omitting the other does not accurately reflect what occurred at the meeting, which our minutes are required to do. Further, I would ask that my statement regarding this be included verbatim in the minutes for tonight’s meeting. To facilitate that, I have brought a written copy of my statement for my colleagues here on the Board.”

Additionally, Mary Anne Clausen asked for a second written statement to be included in the minutes for tonight’s meeting. It is as follows:

“This is not a request to amend the minutes. However, I feel it should be pointed out that one statement which the minutes accurately report is extremely misleading. That is the statement by Attorney Hanyon, representing the New Jersey business which has asked us to change our zoning to allow it to build an outdoor shooting range, that the distance from the Tanzosh property and shooting range he proposes to Mrs. Bush’s Personal Care Home is 3200 feet. In fact, the Tanzosh property and the Bush property abut. They share a common boundary. Further, the ordinance which Mr. Hanyon proposed at our February 4 meeting provided for setbacks of 250’ from residential property lines. Accordingly, if we were to adopt the ordinance he presented, there could be a shooting station within 250’ of the Bushes’ property. That is very different from 3200 feet. I would ask that my comment be included verbatim in the minutes for this meeting, and I have brought written copies of my statement for my colleagues here on the Board.”

Gretchen Gannon Pettit stated that she believes what he said was that it was the distance from the proposed shooting range to Mrs. Bush’s Personal Care Home, not from the property line to the home. There was additional discussion concerning this topic.

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit; it was voted to approve the **February 4, 2015 meeting minutes** without adding the amendment proposed by Mary Anne Clausen. Mary Anne Clausen voted against the approval. (2-1)

Supervisor's Meeting March 9, 2015... page 2 of 5

On motion by Mary Anne Clausen and with a second by Sharon Solt; it was unanimously voted to approve the **February 18, 2015 Supervisors Workshop minutes.** (3-0)

Treasurer's Report On motion by Sharon Solt, seconded by Mary Anne Clausen; it was unanimously voted to approve (3-0) the March 4, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 269,350.18	
First Niagara Bank State Money Market	160,380.99	
First Niagara Bank State Checking	1,210.69	
First Niagara Bank Business Checking	3,000.00	
First Niagara Bank Fire Escrow Account		9,830.75
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,359.30
First Niagara Bank Community Center Account		9,991.77
PLGIT - General Fund	31,167.56	
PLGIT - Payroll	3,736.11	
PLGIT - Parks/Land		9,762.35
PLGIT - Building Maintenance & Repairs		1,525.40
Petty Cash	13.18	
Total	<u>\$ 468,858.71</u>	

Approval of Bills On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated **3/06/15** in the amount of **\$12,248.05**, making note of the separate line item for the solicitor's work on the leases. (3-0) Additionally it was decided to run a separate year to date cumulative report of the community center income and expenses, since the bills are not paid out of the General Fund, and therefore cannot be part of the QuickBooks profit and loss report.

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **State Fund Bills** dated **3/06/15** in the amount of **\$13,989.25.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **Community Center Bills** dated **3/06/15** in the amount of **\$6,940.20.** (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **2/19/15 Form 941 payment** in the amount of **\$1,992.88**, the **3/05/15 Form 941** payment in the amount of **\$2,612.76.** (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **2/1/15 - 2/15/15 State Withholding Payment** in the amount of **\$251.64** and the **2/16/15 - 2/28/15 State Withholding Payment** in the amount of **\$247.00.** (3-0)

Approval of Payroll On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to approve the **payroll for the period ending February 7, 2015** in the amount of **\$8,168.65**, and the **payroll for the period ending February 21, 2015** in the amount of **\$10,912.96.** (3-0)

Road Master Report The Roadmaster reported that the road crew has been taking care of the snow, ice and freezing rain on the roads. He stated that he will be meeting with the township engineer on Wednesday to examine and discuss three bridges that need to be repaired.

Supervisor's Meeting March 9, 2015... page 3 of 5

Zoning Officer Monthly Report The zoning officers report for the month of February 2015:

- He issued no building permits.
- He had 7 site surveys; 2 dog complaints, 2 complaints on burning and 3 property inquiries.

Dual Dispatch for Kunkletown Volunteer Fire Company

Solicitor Kaspzyk stated that in January, The Eldred Township Board of Supervisors changed the dual dispatch for the Kunkletown Volunteer Fire Company from 6 am to 6 pm (12 hours) to be increased to 6 am to 6 am (24 hours). The other fire companies on dual dispatch were Polk Twp. Fire Company, Blue Ridge Hook and Ladder, and West End Fire Company.

Currently the Kunkletown Volunteer fire Company has increased their membership. The Board of Supervisors met with Gary Hoffman, Emergency Management Coordinator and found that it would be appropriate to go back to status quo of 6 am to 6 pm. Gary brought the board data and said he did not find that they failed to respond to any call and that they assisted other companies to calls. He stated that the dynamics of the volunteer fire service have changed dramatically in the 37 years he has been involved in emergency services. Leon Frable provided a list of all the 13 trained current membership, which included previous membership. Sharon Solt asked for a list of all the activities to be turned into the insurance company; Leon said he will provide the information.

Solicitor Kaspzyk asked if any of the other membership wanted to add anything. Polk Township Fire Chief asked for a list of all the officers; KVFC line officer Leon Frable said they will provide a list of all the officers to the township and the other fire companies. They all agreed that daytime fire fighters are sparse because many are working, so sometimes it takes 3 or 4 companies just to fight a fire. Blue Ridge Chief Leon Clapper asked that the "probies" be identified in a way that they are easily distinguished from trained firefighters.

Gary Hoffman suggested a workshop between the fire companies be scheduled to discuss strategies, so everyone understands what is expected of them at fire scenes. Once that is held, then there should be a workshop between the board of supervisors and the fire company to discuss strategies and other pertinent information. Gary Hoffman will facilitate the workshops.

Authorization for Advertisement for the Public Hearing scheduled for April 23, 2015 at 7:00 p.m. for the CJERP Ordinance Amendment Possible Adoption.

Sharon Solt stated that Polk Township is in the process of joining the Regional Comprehensive Planning Committee. In order for Polk Township to join, the shared uses and each township's Zoning ordinance and SALDO need to be updated. The CJERP Committee has scheduled April 23, 2015 at 7:00 p.m. for the public hearing to discuss and voted on these amendments. Rather than each township placing an advertisement in the newspaper, the committee would like to have their attorney, Jim Fareri, place the ad for all 5 townships; however each board of supervisors must authorize the joint advertisement.

Mary Anne Clausen mentioned that Eldred Township requested that a slaughterhouse be removed from Eldred's Shared Uses at the December meeting. Since it was part of the Agricultural Products Processing Use, the entire use was eliminated from Eldred's Shared Uses. She said that she spoke at length with Chestnuthill Township Supervisor Chuck Gould and Zoning Officer Matt Neeb to become better informed about this process, but still had some questions. Mary Anne Clausen said that Chuck Gould stated that if we want to add something back into the uses, we can amend our ordinance to add something back into the ordinance so it can become what we want it to be.

Supervisor's Meeting March 9, 2015... page 4 of 5

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, authorization for Attorney Jim Fareri to place the **advertisement for the CJERP hearing on April 23, 2015** was made and approved. Mary Anne Clausen abstained because she said when she doesn't understand something she feels she needs to acknowledge that. (2-1)

Kunkletown Volunteer Fire Company

Leon Frable gave a report with a list of the current members and junior members. He stated they had 7 calls in February.

Community Center Report

Linda Kile reported that the members are Cary and Shirley Krum, John and Linda Kile, William Solt, and Darcy Gannon. Sharon Solt is the Supervisor liaison and reports back to the Supervisors. The Internet cables have been laid, but there is more work to be done. The water has been tested and is acceptable. Kunkletown Volunteer Fire Company donated some chairs, but they need work, the committee is looking into purchasing tables, as well. The building has been cleaned; there is furniture in the office. An extra township printer and laptop has been moved to the office.

Currently the YMCA and a jam session music room are renting spaces and there are some others who are interested in renting space. The Little League wants to continue to utilize the ball field. Advertising, rental agreements, donation boxes, and other items were discussed.

There will be an Open House on Sunday May 3rd with a theme of Eldred School Reunion; people can bring in photos to be posted on the bulletin boards on the walls. The township secretary sent an email to those on the email list, looking for other volunteers.

There was discussion concerning the 501c(3) and the truck parking issue; the Board of Supervisors will hold a workshop on Tuesday, March 24, 2015 at 6 p.m. with the community center committee to discuss all the issues mentioned at tonight's meeting. On motion by Sharon Solt and with a second by Mary Anne Clausen, authorization for the advertisement of the workshop was approved (3-0). It was noted that committee meetings are held every Tuesday at 6 pm at the center.

West End Ambulance February Report

The West End Ambulance said that the call volume has gone up about 20% this year. A list of the 24 calls in February was provided to the board.

Other

Sharon Solt said she received an email about a Self-Protection and Crime Prevention Seminar called "**Refuse to Be a Victim**" to be held at Blue Ridge Cherry Valley Rod and Gun Club on Saturday, April 25th. She said she has information in case anyone is interested.

Mary Anne Clausen said we were contacted by a **Deer Park hydro-geologist**; they are possibly interested in doing water extraction on a property in the township and he wanted to meet with the board individually; noting he already met with Gretchen Gannon Pettit and Sharon Solt individually.

Sharon Solt reported that starting on Wednesday, March 11, 2015, **State Representative Jack Rader**, or one of his associates, will be at the municipal building from 10:00 a.m. until 2:00 p.m. to help the citizens with any questions, problems or concerns they might have. This schedule will be every second Wednesday of each month in the same time period. Representative Rader also said his local office at the Carriage House on Rt. 115 is also open to help the citizenry.

Supervisor's Meeting March 9, 2015... page 5 of 5

Public Comments

One person complimented the road crew on the excellent snow removal on the roads. Other people concurred.

Adjournment: Being no further business, Mary Anne Clausen made a motion, with a second by Sharon Solt, to adjourn the meeting at 8:30 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
April 1, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:35 p.m.

Public Comments Pertaining to the Agenda There were no comments at this time.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Sharon Solt; it was unanimously voted to approve the **March 9, 2015 Supervisors meeting minutes.** (3-0)

Treasurer's Report On motion by Sharon Solt, seconded by Mary Anne Clausen; it was unanimously voted to approve (3-0) the April 1, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 299,106.51	
First Niagara Bank State Money Market	146,391.74	
First Niagara Bank State Checking	1,210.69	
First Niagara Bank Business Checking	4,850.95	
First Niagara Bank Fire Escrow Account		9,830.75
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,359.30
First Niagara Bank Community Center Account		4,606.57
PLGIT - General Fund	26,357.12	
PLGIT - Payroll	9,013.95	
PLGIT - Parks/Land		9,762.35
PLGIT - Building Maintenance & Repairs		1,525.40
Petty Cash	55.46	
Total	<u>\$ 486,986.42</u>	

Approval of Bills On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **General Fund Bills** dated **4/03/15** in the amount of **\$9,175.48.** (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **State Fund Bills** dated **4/03/15** in the amount of **\$1,628.27.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **Community Center Bills** dated **4/03/15** in the amount of **\$986.08.** (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **3/19/15 Form 941 payment** in the amount of **\$2,112.80** and the **4/02/15 Form 941** payment in the amount of **\$1,832.50.** (3-0)

Supervisor's Meeting April 1, 2015... page 2 of 5

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **3/1/15 - 3/15/15 State Withholding Payment** in the amount of **\$331.25** and the **3/16/15 - 3/31/15 State Withholding Payment** in the amount of **\$256.80**. (3-0)

Approval of Payroll On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending March 7, 2015** in the amount of **\$8,488.53**, and the **payroll for the period ending March 21, 2015** in the amount of **\$7,486.97**. (3-0)

Road Master Report The Roadmaster reported that the road crew has been taking care of the snow, patching the roads, and installed a culvert. He mentioned that road sweeping will be done later this month and that there will be some bridge work done during the next 6 months. Mr. Kuehner stated that the electronic recycling will begin May 1st and run through October 2015.

Zoning Officer Monthly Report The zoning officers report for the month of March 2015:

- He issued 3 building permits; 1 accessory storage shed and 2 wood shelters.
- He had 6 site surveys; 3 for building permits, 1 complaint on burning and 2 tire dumping complaints.
- He reported that the cameras have been placed to stop tire dumping.

CJERP Update Sharon Solt reported that the Public hearing for the CJERP amendments and ordinances will be held on Thursday, April 23, 2015 at 7:00 pm at the West End Fire House in Brodheadsville. Polk Township will be joining the regional comprehensive plan and committee.

Kenneth and Judith Faust Minor Subdivision The Eldred Township Planning Commission reviewed and recommended approval of the Kenneth and Judith Faust Minor Subdivision plan to separate one parcel into 2 parcels. They also reviewed and recommended approval of the planning waiver and non-building declaration; noting that the perc tests were completed as per the townships mandated procedure. Mr. Faust was in attendance for this meeting and presented 2 Mylar and 2 paper copies of the subdivision plans. After discussion, Sharon Solt made a motion to approve the planning waiver and non-building declaration for the plan; Mary Anne Clausen made a second to the motion, which passed unanimously. (3-0) Sharon Solt then made a motion to approve the Kenneth and Judith Faust Minor Subdivision plan; Mary Anne Clausen made a second to the motion, which also passed unanimously. (3-0)

David J. Tanzosh and Timothy J. Tanzosh Zoning Request David Tanzosh, Timothy Tanzosh and Attorney John Molnar were present for this item. Attorney Molnar gave a brief summary of the history of property ownership, right of way ownership through private condemnation, and the 2004 vs. 2014 Zoning Ordinance as they pertain to the Rural Resource district. He said that in both ordinances, the Rural Resource Schedule of Uses Intent paragraph's last sentence reads "Currently, a number of other limited non-agricultural uses are permitted to enable owners of large parcels of land to realize reasonable income from their land, thereby forestalling its sale for development." He said the Tanzosh's have been there since 1967. About 1994 the Tanzosh's went through the courts to obtain a private condemnation through Judge Vican, and obtained the 25 foot private road access to their 170 acre property. Attorney Molnar said that the users would be shooting into the mountain and would not affect adjoining property owners. He requested that the board consider returning to the 2004 use of outdoor shooting ranges as a special exception use for the Rural Resource District, since the use was deleted in the 2014 zoning ordinance update.

Supervisor's Meeting April 1, 2015... page 3 of 5

Attorney Lyons stated that Attorney Joseph Hanyon, representing RTSP, had also sent a letter requesting that the Board of Supervisors adopt an amendment to the 2014 zoning ordinance, to allow outdoor shooting ranges back into the RR district. There was a work session on February 18 to provide information to the board concerning the request. Following that workshop, the board ran an unscientific test to hear gun shots on the Tanzosh property and to determine the Db level on a property aside of Mrs. Bush's PCH.

Gary Hoffman, Eldred Township Emergency Management Coordinator, said that he contacted West End Ambulance and the Kunkletown Volunteer Fire Company and asked them to look at the driveway (access road) to the Tanzosh property to determine if it is wide enough for two emergency vehicles to pass each other on the road.

Further discussion points included:

- Attorney Lyons - If there is a change to add the use back into Rural Resource (RR) zone, it would be through a Zoning Ordinance Amendment. The use currently is a shared use in Chestnuthill and Ross townships. If there is a change it would be reflected in the entire RR zone.
- Attorney Molnar - The road width could be expanded to utilize the entire 25 feet width of the road. He wants to work with the Board in any way they want to.

Gretchen Gannon Pettit made a motion to review the previously proposed plan and amendment in a workshop session, and make additional restrictions based on input from the Board, Solicitor Lyons, Attorney Wolf, Attorney Molnar, and Attorney Hanyon. Sharon Solt made a second to the motion. Mary Anne Clausen said 1) Everyone should be treated equally. 2) The secretary has already spent a lot of time on the subject. 3) Would this be setting a precedent? 4) What is the effect on the neighboring properties, in terms of the automatic weapons? Mary Anne then presented two 50 caliber shells as show and tell items.

Solicitor Lyons stated that holding a workshop or adding an amendment does not set precedence; he said it is a legislative decision and it made through the Board of Supervisors discretion. Attorney Molnar said he would like a full discussion and dialogue concerning the issue. Mary Anne Clausen stated we already had one workshop, so why have a second one? She stated having a shooting range will be a nuisance and in her opinion would be would be damaging to Mrs. Bush's PCH. Attorney Molnar re-read the sentence about the reasonable use of land. Vernon Barlieb asked what was the benefit to the township and what would the impact be on the township. Solicitor Lyons stated we have to balance private property rights versus the best interests of the township. Lyons questioned whether it is ok to take away a property owner's rights and the board must weigh everything carefully. Since it isn't a clear decision, it would be good to have a public workshop. There was additional discussion concerning possible restrictions in the amendment, non-conforming use, and the proximity to the Kunkletown Rod and Gun Club property.

Attorney Molnar stated he would like the opportunity to have the discussion with the board in a workshop. Gretchen Gannon Pettit said that she heard that the residents at Mrs. Bush's PCH generally do not have outside activities (relative to noise issues); however Mr. Bush said that there are outside activities for the residents. Sharon Solt said she would like to hear some expert testimony on the Db readings and noise levels on surrounding properties. Based on the previous motion to hold a workshop made by Gretchen Gannon Pettit and seconded by Sharon Solt, a vote was taken. Gretchen Gannon Pettit and Sharon Solt voted in favor of the workshop, Mary Anne Clausen voted against the workshop. The motion passed. (2-1) Attorney Molnar said he will contact Attorney Hanyon and Solicitor Lyons to set a date for the workshop. Sharon Solt asked if changes to any proposed amendment could be made by the Board of Supervisors; Solicitor Lyons said that was possible.

Supervisor's Meeting April 1, 2015... page 4 of 5

The Zoning Officer, Ellerslie Helm, asked if requiring the driveway to specifically resort to 25' wide access; would this then change every driveway in the township. Solicitor Lyons said it would not; this would be for this conditional use only. Additionally the setbacks and other restrictive regulations would be part of the conditional use requirements. Diane Costenbader voiced her concern over the effect of the noise on Mrs. Bush's PCH.

Eldred Township Community Center Report and Appointments

Committee member Linda Kile reported:

- Meetings are held every Wednesday at 6:00 pm at the community center.
- The organization will fall under the township, and not be a separate 501C3.
- The West End Little League parents will help clean the outside grounds.
- A Table fund has been started to purchase tables for the center.
- Phone and Internet still need to be installed.
- Rentals at this point are the YMCA and the Music Room; other rooms are available on a monthly or daily basis.
- The Committee is accepting donations for tables, chairs, and many other much needed items.
- The Open House will be held on Sunday, May 3rd from 10:00 a.m. until 4:00 p.m. There will be supervisor candidates, representatives from Rep. Jack Rader's and Sen. Mario Scavello's offices, a photographer shooting mini-sessions, baked goods, and lots more! The theme is Eldred's School Reunion.
- We are in need of donated AED's.
- The office coordinator is Darcy Gannon and can be reached at the township building.

On motion by Sharon Solt and with a second to the motion, Dora Tartar and E. Ann Velopolcek were appointed to the Eldred Township Community Center Committee. The motion passed unanimously. (3-0)

Constable Richard Salter announced he has his office in the community center building and will be present for the open house. They will possibly have child safety seat inspections, child fingerprinting, CPR classes and information about the Gang Task Force.

West End Ambulance March Report The March Report was submitted to the Board of Supervisors.

Kunkletown Volunteer Fire Company March Report Ray Miller gave a report of the Fire Company activities and calls for the month of March 2015. There were 3 calls and 2 new members for a total of 16 members.

Mock Park Update Solicitor Kaspszyk reported that the board held an executive session prior to the meeting to discuss the Mock Park and the board hopes to have an agreement within the next few months.

Heath Insurance On motion by Mary Anne Clausen and with a second by Sharon Solt, a motion was made to change health insurance from Aetna to Blue Cross, effective May 1, 2015, at a lower premium. The motion passed unanimously. (3-0)

Supervisor's Meeting April 1, 2015... page 5 of 5

Other

Sharon Solt made a motion to send a letter of Support for a DCNR Grant that Chestnuthill Township is applying for. Gretchen Gannon Petti made a second to the motion; the motion passed unanimously. (3-0)

Mary Anne Clausen made a motion to add a line item to the Chart of Accounts for **Community Center Payroll**. Sharon Solt made a second to the motion; the motion passed unanimously. (3-0)

Sharon Solt made a motion to advertise for a **special meeting** between the Board of Supervisors and the **local fire fighters** to be held on Monday, April 13 at 7:00 p.m. at the Eldred Township Community Center. Gretchen Gannon Pettit made a second to the motion; the motion passed unanimously. (3-0)

Public Comments

Gary Hoffman said there will be a **Hazmat Recognition Class** held at the Kunkletown Volunteer Fire Company on Thursday, April 23, 2015 from 6:30 to 10:30. He said the Road Crew is welcome to attend.

Tyler Day, an assistant to Representative Jack Rader Jr., reminded the public that every **second Wednesday of the month, from 10:00 a.m. until 2:00 p.m.**, there will be a staff member from the Rader office in the municipal building to answer questions or help solve issues of the Eldred residents. Any other questions can be made to Rep. Rader's staff at 570.620.4341.

Adjournment: Being no further business, Mary Anne Clausen made a motion, with a second by Sharon Solt, to adjourn the meeting at 9:15 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
May 6, 2015

Attendance

Supervisors: Mary Anne Clausen, Sharon Solt
Solicitor: Michael Kaspszyk
In absentia: Gretchen Gannon Pettit

Meeting Called to Order Mary Anne Clausen called the meeting to order at 7:35 p.m.

Public Comments Pertaining to the Agenda There were no comments at this time.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Sharon Solt; it was unanimously voted to approve the **April 1, 2015 Supervisors meeting minutes.** (2-0)

Treasurer's Report On motion by Mary Anne Clausen, seconded by Sharon Solt; it was unanimously voted to approve (2-0) the May 6, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 333,189.48	
First Niagara Bank State Money Market	144,763.47	
First Niagara Bank State Checking	1,210.69	
First Niagara Bank Business Checking	3,715.47	
First Niagara Bank Fire Escrow Account		9,831.73
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,359.67
First Niagara Bank Community Center Account		4,606.57
PLGIT - General Fund	20,075.07	
PLGIT - Payroll	3,736.30	
PLGIT - Parks/Land		9,762.68
PLGIT - Building Maintenance & Repairs		1,525.45
Petty Cash	31.42	
Total	<u>\$ 506,721.90</u>	

Approval of Bills On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **General Fund Bills** dated **5/08/15** in the amount of **\$19,528.31.** (2-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen Sharon Solt, it was voted to pay the **State Fund Bills** dated **5/08/15** in the amount of **\$2,090.00.** (2-0)

Sharon Solt reported that there is a discrepancy on the CSI invoices. On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **Community Center Bills** dated **5/08/15**, however holding back payment to CSI until the discrepancy can be corrected, in the amount of **\$2,914.66.** (2-0)

Supervisor's Meeting May 6, 2015... page 2 of 5

On motion by Sharon Solt and with a second by Mary Anne Clausen Sharon Solt, it was voted to pay the **4/16/15 Form 941 payment** in the amount of **\$1,711.24**, the **4/30/15 Form 941 payment** in the amount of **\$1,786.00** and the **5/14/15 Form 941 payment** in the amount of **\$2,168.68**. (2-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **4/1/15 - 4/15/15 State Withholding Payment** in the amount of **\$226.05** and the **4/16/15 - 4/30/15 State Withholding Payment** in the amount of **\$435.05**. (2-0)

Approval of Payroll On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to approve the **payroll for the period ending April 4, 2015** in the amount of **\$7,274.67**, the **payroll for the period ending April 18, 2015** in the amount of **\$7,014.09**, and the **payroll for the period ending May 2, 2015** in the amount of **\$8,757.89**. (2-0)

Road Master Report The Roadmaster reported that the road crew has been seeping the roads, patching potholes, placed rock protection along various shoulders, fixed separated concrete pipes and installed bridge delineators and street signs. Currently they are cleaning shoulders on Pt. Phillips Rd and will continue on other roads. Electronics recycling has started, the hours for drop off are 6:30 a.m. to 3:00 p.m.

Zoning Officer Monthly Report The zoning officers report for the month of April 2015:

- He issued 4 building permits; 2 porches with roofs, 1 timber harvest and 1 driveway.
- He had 8 site surveys with complaints; 4 for building permits, 2 complaints on burning and 2 dog complaints.
- He reported that the cameras have been placed to stop tire dumping.

A resident questioned the garbage at the Knowles property and asked why it has not been cleaned up. Mr. Helm said that he has been in contact and that Knowles is in the process of cleaning up the debris.

CERP Update Sharon Solt reported that the CJERP Committee and all 5 Supervisor Boards held a joint hearing on April 23, 2015 at the West End Fire Company in Brodheadsville. At the hearing, all 5 townships adopted the following Resolution and Ordinances. The resolutions below pertain only to Eldred Township; however similar resolutions were adopted by each township with their information on the documents. All three Eldred Supervisors voted unanimously to adopt the following documents:

Resolution 2015-2 A Resolution Authorizing the Adoption of the 2015 Update to the Joint Comprehensive Plan for Chestnuthill, Jackson, Eldred, Ross and Polk Townships.

Ordinance 2015-1 An Ordinance of the Township of Eldred, Monroe County, Pennsylvania, Pursuant to the Intergovernmental Cooperation Act, to (I) Authorize and Approve the Execution of a Restated and Amended CJERP Intergovernmental Cooperative Implementation Agreement Among the Townships of Chestnuthill, Jackson, Eldred, Ross and Polk, and Establish the Effective Date of Such Agreement; (II) Provide for Implementation Resolutions; (III) Provide for the Severability of the Provisions of the Ordinance; (IV) Repeal or Rescind All Ordinances or Resolutions or Parts Thereof Which are Inconsistent Herewith; and (V) Establish the Effective date of the Ordinance.

Supervisor's Meeting May 6, 2015... page 3 of 5

Ordinance 2015-2 An Ordinance Amending the Eldred Township Zoning Ordinance of May 1, 2014.

Ordinance 2015-3 An Ordinance Amending the Eldred Township Subdivision and Land Development Ordinance of May 1, 2014 to Update Off-Street Parking Requirements.

Special Eldred Township Board of Supervisors meeting – April 23, 2015 On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, the Special meeting minutes were approved as submitted. (2-0)

Community Center Report

Open House Mary Anne Clausen said that the Community Center Open House was a great day, well attended and there was a lot of community support. Sharon Solt stated there were between 350 and 400 people at the event, and they toured the facility throughout the day. ETCC Committee member E. Ann Velopolcek added that the committee worked hard to bring the event to fruition. The activities included were a live band (Last One Standing), the Community Creations Art Room, Jam Session Music Room, Deer Park Water office, and the Community room. Individual tables included the three candidates for supervisor, Representative Jack Rader and Mario Scavello table, and many others. Committee member Linda Kile said that Rep. Jack Rader donated 2 flags to the Center.

Mission Statement On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, the board approved the Mission Statement as written. (2-0) It is:

“Our mission is to provide a central base for educational, recreational, and public safety programs for our residents. Our goal is to promote community awareness and good citizenship through community events and public services. We want to enhance the quality of life in our Township by developing inclusive community participation. Finally, we hope to instill pride in our community by reviving local traditions, culture and history.”

Leases Three leases were approved by the board:

1. On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, the lease for the ball field with the West End Little League was approved. (2-0)
2. On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, the lease for the office room rental with Deer Park – Nestle Waters was approved. (2-0)
3. On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, the lease for the YMCA rooms was ratified and approved. (2-0)

Authorization to Advertise for Roads Bids; Seal Coating and Materials On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, authorization was given to advertise for the 2015 road materials and for the seal coating bids. (2-0) The roads to be seal coated are Christman Rd., 57 Rd., 57 Dr., Kuehner Dr., Birdie Way, Eagle Rd Cul-De-Sac, and Greenzweig Rd. The sealed bids will be opened at the June 3rd Supervisors meeting.

Resolution 2015-3 A Resolution for Price Adjustment of Bituminous Materials for Small Quantities On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, the adoption of Resolution 2015-3 was approved. (2-0)

West End Ambulance April Report The West End ambulance reported they had 8 ALS calls, 4 BLS Emergency calls, and 2 no data calls during the month of April.

Supervisor's Meeting May 6, 2015... page 4 of 5

Kunkletown Volunteer Fire Company President Ray Miller reported they had a total of 9 calls in April; 3 were in Eldred and 6 were mutual aid.

Phone Service for the Community Center On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, approval was made to execute the contract with Blue Ridge Communications to bundle the phone and internet service for the Eldred Township Community Center as per their submitted proposal. (2-0)

Resolution 2015-3 A Resolution Adopting A Temporary Outdoor Burning Ban On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, the Supervisors ratified a temporary burning ban that was made on April 30, 2015 due to the extreme dry conditions. The ban shall end on May 14, 2015, unless it is extended due to dry weather conditions. (2-0)

Executive Session: Potential litigation The Board of Supervisors and Solicitor Kaspszyk met in Executive Session to discuss a potential litigation issue. On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, authorization was given to have Solicitor Kaspszyk draft a proposed alcohol policy for consideration by the KVFC. (2-0)

Mock Park Update At the supervisors request to finalize the agreement with a neighbor of the Mock Park, Solicitor Kaspszyk reported he sent Attorney McManus an email letter identifying the 3 minor amendments that are outstanding and requesting a response to finalize the agreement. The board is hoping to execute this agreement quickly and satisfactorily. The next step would be an amended land development plan and an amended special exception plan. The major change is to move the parking lot from the front lot to a portion behind the tree line.

Other

ATM Timber Harvesting Restoration Agreement On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, approval was made to sign the ATM Timber Harvesting Restoration Agreement to allow them to utilize the trail lands easement owned by Eldred Township, as a means to get to the Kunkletown Rod and Gun Club land that is being harvested. There are specific terms as to the maintenance of the trail bed, leaving it in the same or better condition as when they began the harvesting.

Eldred School Deeds Solicitor Kaspszyk gave the Board the original deeds for both the Eldred School (now Community Center) and the ball field. The Deeds have been recorded and Title insurance was issued.

Candidates Forum Mary Anne Clausen reported that all three candidates for Supervisor have agreed to a candidate's forum to be held at the Eldred Township Community Center on Wednesday, May 13, 2015 at 7:00 p.m. All three were in attendance and Mary Anne Clausen introduced each one: Cathy Martinelli, JoAnn Bush and Kevin Silliman. The public is invited to attend.

Gretchen Gannon Pettit letter in response to the Bush's letter to the Board of Supervisors

A letter from Mrs. Bush's Personal Care Home was received by the board criticizing Chairman Gretchen Gannon Pettit's statement about her information about the residents' outdoor activities. Unfortunately, Gretchen Gannon Pettit was unable to attend this meeting, however Sharon Solt read a letter from Gretchen Gannon Pettit explaining her statement, apologizing for any misunderstanding, and outlining some of her accomplishments during her term as supervisor.

Supervisor's Meeting May 6, 2015... page 5 of 5

Public Comments

Richard Zilmer said he thought Gretchen Gannon Pettit should have read her statement herself; Sharon Solt stated that it was not possible since she had a workplace emergency.

Robert Bush asked if there was anything new about the shooting range and how long could it go on. Mary Anne Clausen said that there has been nothing new submitted to the township. Solicitor Kaspszyk stated there has not been a request for a hearing. Rep. Jack Rader suggested that the township could call Mr. Bush if something should come in. Sharon Solt stated that she had already told Curt Bush that she would do so, but there hasn't been any activity on that subject.

Constable Richard Salter said there will be a CPR class held at the Community Center at an approximate cost of \$35. There is a sign-up sheet on the bulletin board at the Community Center. Also the Sheriff's Department is offering to hold classes on Neighborhood Watch teams.

Terry Van Buskirk stated he is not in favor of an outdoor shooting range because of the proximity to Mrs. Bush's PCH, the Rails Trail, the fishing in the stream and also to other homes in the area.

JoAnn Bush asked how the violators of the burn ban are dealt with. The Zoning Officer will give a warning, and upon subsequent burning will issue a violation notice with a fine.

Adjournment: Being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen, to adjourn the meeting at 8:45 p.m. (2-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

**SUPERVISORS MEETING
June 3, 2015**

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen
Solicitor: Michael Kaspszyk
In absentia: Sharon Solt

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:35 p.m.

Public Comments Pertaining to the Agenda Mary Anne Clausen stated that she was recording the meeting. There were no other comments at this time.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, it was unanimously voted to approve the **May 6, 2015 Supervisors meeting minutes, with the correction that Gretchen Gannon Pettit did not call the meeting to order, that was done by Mary Anne Clausen.** (2-0)

Treasurer's Report On motion by Mary Anne Clausen, seconded by Gretchen Gannon Pettit; it was unanimously voted to approve (2-0) the May 29, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 410,988.08	
First Niagara Bank State Money Market	142,678.30	
First Niagara Bank State Checking	1,210.69	
First Niagara Bank Business Checking	3,666.47	
First Niagara Bank Fire Escrow Account		9,831.73
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,360.02
First Niagara Bank Community Center Account		5,456.08
PLGIT - General Fund	20,344.06	
PLGIT - Payroll	3,736.30	
PLGIT - Parks/Land		9,762.68
PLGIT - Building Maintenance & Repairs		1,525.45
Petty Cash	27.20	
Total	<u>\$ 582,651.10</u>	

Approval of Bills On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, it was voted to pay the **General Fund Bills** dated **5/29/15** in the amount of **\$28,760.17.** (2-0)

On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, it was voted to pay the **Community Center Bills** dated **5/29/15** in the amount of **\$1,175.41.** (2-0)

On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, it was voted to pay the **5/28/15 Form 941 payment** in the amount of **\$2,618.48** and the **6/11/15 Form 941** payment in the amount of **\$2,672.54.** (2-0)

Supervisor's Meeting June 3, 2015... page 2 of 5

On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, it was voted to pay the **5/1/15 - 5/15/15 State Withholding Payment** in the amount of **\$265.02** and the **5/16/15 - 5/31/15 State Withholding Payment** in the amount of **\$311.73**. (2-0)

Approval of Payroll On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending May 16, 2015** in the amount of **\$10,279.22**, and the **payroll for the period ending May 30, 2015** in the amount of **\$11,086.34**. (2-0)

Road Master Report The Roadmaster reported that the road crew has been cleaning shoulders and pipes along the roads, the boom mower has gone down again, and they are replacing signs that needed replacing. They have begun patching where possible. The update on the Gower Bridge replacements is that all the environmental studies have been completed and are scheduled for submission for permits by the end of next week. DEP will issue the permits but the township doesn't know when work will begin until the permits and structural designs have been approved.

Zoning Officer Monthly Report The zoning officers report for the month of May 2015:

- He issued 4 building permits; 1 porch with roof, 1 replacement of old trailer and 2 accessory sheds.
- He had 9 site surveys with complaints; 4 for building permits, 3 complaints on burning and 2 fence complaints.
- He reported that the cameras have been placed to stop tire dumping.
- He reported that many people are ignoring the burning ban and continuing to burn. Gretchen Gannon Pettit said that there is some discussion about drafting an ordinance that would require that burning containers be covered with suitable lids, to prevent accidental fires. There was discussion about controlled burns.
- He reported that DEP called him regarding the collapsing barn on Gower Road. There is an ongoing investigation. Mary Anne Clausen mentioned we have a dilapidated structure ordinance that could be used to help with this problem. However, the property is in bankruptcy and the correct contact person has been difficult to find.

Planning Commission

Subdivision of Lands of Gower Estates, LLC Time Extension

Rick Gower submitted an extension form for 120 days, which would extend his plan submission until September 28, 2015. On motion by Mary Anne Clausen with a second to the motion by Gretchen Gannon Pettit, approval to accept the extension until September 28, 2015 was given; noting that it will be back on the agenda for the September 2, 2015 meeting.

CERP Update There was nothing new to add to the CJERP update.

Community Center Report Ann Velopolcek reported that the committee has scheduled a yard sale for June 27, 2015. Mary Anne Clausen made a motion to approve the yard sale; Gretchen Gannon Pettit made a second to the motion and it was approved. (2-0)

Gretchen Gannon Pettit reported that we were awarded an LSA grant in the amount of \$110,340 to be used for renovations such as air conditioning. The township should receive about \$95,000 of the gaming money grants; the rest will go to pay for the administration of the grant.

Supervisor's Meeting June 3, 2015... page 3 of 5

There was discussion about what authority the committee has to make decisions. Solicitor Kaspszyk said that the community center committee can make most decisions but they should be ratified by the board of supervisors at their next meeting.

Mary Anne Clausen reported that other community center leases that have been approved are as follows: YMCA - \$475 per month for 6 months (ending 6.30.2105), Little League for the ball field at no charge, Nestle Waters - \$400 per month for one year (ending 4.1.2016), music room on a daily basis via a hold harmless agreement, and the constables have a room at no charge. Mary Anne Clausen stated that the lease agreement with Community Creations, at a monthly charge of \$400, from May 1, 2015 to August 1, 2015, has been signed and will be ratified at the next meeting.

Kunkletown Volunteer Fire Company May Report

Ray Miller said they had 6 calls, 4 of which were mutual aid. Most were brush fires, but one was a building.

West End Ambulance May Report

A report was not available at this time.

2014 Materials Bid Openings

The Township advertised in the Pocono Record for sealed bids for materials and received four sealed bids which were opened at the meeting. The bids are as follows:

Eureka Stone Quarry:

- 300 Tons #2A - FOB plant - \$7.00 per ton, Total \$2,100.00
Delivered - \$11.75 per ton, Total \$3,525.00
- 100 Tons #3 - FOB plant - \$12.50 per ton, Total \$1,250.00
Delivered - \$17.25 per ton, Total \$1,725.00
- 50 Tons Bituminous Cold Patching - FOB plant - \$115.00 per ton, Total \$5,750.00
Delivered - \$119.75 per ton, Total \$5,987.50
- 1,000 Tons #8, 1% loss by wash – FOB plant - \$14.00 ton, Total \$14,000.00
Delivered - \$18.75 ton, Total \$18,750.00
- 100 Tons #57, 1% loss by wash – FOB plant – \$10.00 ton, Total \$1,000.00
Delivered – \$14.75 ton, Total \$1,475.00
- 100 Tons #67, 1% loss by wash – FOB plant - \$10.25 per ton, Total \$1,025.00
Delivered - \$15.00 per ton, Total \$1,500.00
- 100 Tons #4 - FOB Plant - \$12.50 per ton, Total \$1,250.00
Delivered - \$17.25 per ton, Total \$1,725.00
- 100 Tons Gabion – FOB Plant - \$13.00 per ton, Total 1,300.00
Delivered - \$17.75 per ton, Total \$1,775.00
- 12,000 Gallons E-3M Oil – no bid

Hanson Aggregates, Inc.

- 300 Tons #2A - FOB plant - \$7.75 per ton, Total \$2,325.00
Delivered - \$12.25 per ton, Total \$3,675.00
- 100 Tons #3 - FOB plant - \$11.00 per ton, Total \$1,100.00
Delivered - \$15.50 per ton, Total \$1,550.00
- 50 Tons Bituminous Cold Patching - FOB plant - \$97.00 per ton, Total \$4,850.00
Delivered - \$101.50 per ton, Total \$5,075.00
- 1,000 Tons #8, 1% loss by wash – FOB plant - \$15.00 ton, Total \$15,000.00
Delivered - \$19.50 ton, Total \$19,500.00

Supervisor's Meeting June 3, 2015... page 4 of 5

Hanson Aggregates (continued)

- 100 Tons #57, 1% loss by wash – FOB plant – no bid
Delivered – no bid
- 100 Tons #67, 1% loss by wash – FOB plant - \$13.25 per ton, Total \$1,325.00
Delivered - \$17.75 per ton, Total \$1,775.00
- 100 Tons #4 - FOB Plant - \$12.25 per ton, Total \$1,225.00
Delivered - \$16.75 per ton, Total \$1,675.00
- 100 Tons Gabion – FOB Plant - \$15.00 per ton, Total 1,500.00
Delivered - \$19.50 per ton, Total \$1,950.00
- 12,000 Gallons E-3M Oil – no bid

Lehigh Asphalt

- 300 Tons #2A - FOB plant - \$9.50 per ton, Total \$2,850.00
Delivered as directed- \$15.00 ton, Total \$4,500.00
- 100 Tons #3 - FOB plant - \$10.50 per ton, Total \$1,050.00
Delivered as directed- \$16.00 per ton, Total \$1,600.00
- 50 Tons Bituminous Cold Patching - FOB plant – no bid
Delivered - no bid
- 1,000 Tons #8, 1% loss by wash – FOB plant - \$14.50 ton, Total \$14,500.00
Delivered as directed- \$20.00 ton, Total \$20,000.00
- 100 Tons #57, 1% loss by wash – FOB plant – \$11.00 ton, Total \$1,100.00
Delivered as directed – \$16.50 ton, Total \$1,650.00
- 100 Tons #67, 1% loss by wash – FOB plant - \$12.00 per ton, Total \$1,200.00
Delivered as directed- \$17.50 per ton, Total \$1,750.00
- 100 Tons #4 - FOB Plant - \$10.50 per ton, Total \$1,050.00
Delivered as directed- \$16.00 per ton, Total \$1,600.00
- 100 Tons Gabion – FOB Plant – no bid
Delivered – no bid
- 12,000 Gallons E-3M Oil – no bid

Shiffer Bituminous Service Co ... no bid except for oil

- 12,000 Gallons E-3M Oil - \$3.00 gallon, Total \$36,000.00

2015 Seal Coat Bid Openings

The Township advertised in the Pocono Record for sealed bids to seal coat a total of 45,295 square yards of roads. Sealed bids were received and opened at the meeting from:

- Shiffer Bituminous Service Co. at \$2.85 per square yard, total cost \$129,090.75.
- Asphalt Maintenance Solutions at \$2.54 per square yard, total cost \$115,049.30.

2015 Bid Awards

No decision was made at this time concerning the awarding of the bids. Gretchen Gannon Pettit made a motion to table the awards, pending review by the Roadmaster. The announcement will be made at the next meeting. Mary Anne Clausen made a second to the motion, motion carried. (2-0)

Mock Park Update

Solicitor Kaspszyk stated he is waiting to hear back from Attorney McManus regarding the adjoining property owner's agreement to the township's proposal.

Lifting of the Temporary Outdoor Burning Ban

Gretchen Gannon Pettit announced that due to the rainfall in recent days, the burning ban has been lifted, and there is no need to extend the burning ban.

Resolution 2015-4 Authorizing Entering Into An Agree To Purchase Electricity From ThinkEnergy for an 18 Month Term

Gretchen Gannon Pettit stated the board reviewed electric rates and has determined that through "Think Energy" we can lower the rate to 8.4 cents per kilowatt hour, which will save the township approximately \$1,000 per year on the electric bill. The rate is locked in for 18 months. Solicitor Kaspszyk prepared a Resolution to that effect. Mary Anne Clausen made a motion to adopt the Resolution; Gretchen Gannon Pettit made a second to the motion, the motion carried. (2-0) Darcy Gannon will contact the Think Energy supplier tomorrow and have everything finalized.

Other There was discussion about having one packet of the information that the board of supervisors has for the meeting, to be made available next to the sign in sheet, so that if someone wants to peruse the packet before the meeting they would be able to. Under consideration, it was determined that the public could request to see the information after the meeting; either immediately after by speaking to a supervisor or by Right To Know Request the following day.

Gretchen Gannon Pettit announced that:

1. Monroe County Municipal Waste Management has set the date of June 6th (9 a.m. to 1 p.m.) for e-cycling at the Monroe County Administrative Building. The Township also has e-cycling of electronics to the rear of the township garage.
2. State Police Fines -\$1,196.65 will be paid to the township on June 1, 2015.

Solicitor Kaspszyk said that he wished to hold a quick executive session after the meeting.

Public Comments

Some attendees were present to discuss the water extraction issue; however nothing has been presented to the municipality at this time. Those residents who spoke of their concerns included Kay Greenzweig Frable, Vernon Barlieb, Archie Craig, Randy Sheagley, Gary Hoffman and others who did not give their name. There was discussion concerning the issue.

Gretchen Gannon Pettit stated that Eric Andreus from Nestle Waters has reported that he will have a public information session at some point this summer to answer any questions about the project.

Adjournment: Being no further business, Mary Anne Clausen made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 9:10 p.m. (2-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Michael Kaspszyk
Engineer Chad Peters
Zoning Officer Ellerslie Helm

**SUPERVISORS SPECIAL MEETING
June 16, 2015**

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
In absentia: Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 10:35 a.m., followed by the Pledge of Allegiance.

Public Comments Pertaining to the Agenda There were no comments at this time.

YMCA Lease at the Eldred Township Community Center The Board of Supervisors led a lengthy discussion with Matt Rumph, CEO of the Pocono Family YMCA in regard to their lease at the Eldred Township Community Center. Sharon Solt made a motion to extend the lease for another 6 months, ending on December 31, 2015 at the current rate of \$475.00 and re-visit the next lease term in early December. Gretchen Gannon Pettit made a second to the motion, which was passed unanimously. (3-0) It was also noted that the gym would be available on Sundays for township activities, since it is not being used by the YMCA on Sundays.

Possible Kitchen leases Anastasios Kalomiris said he would like to rent the kitchen space as is, indicating he would furnish it with any missing appliances. His goal would be to utilize it as a commissary, and to package food for pick up.

Karena Thek also expressed an interest in utilizing the kitchen space to be used for Feeding Families, a community outreach to feed low income and families in need of assistance. She is looking for a room or space to be donated for the use. Mr. Kalomiris suggested he would be willing to help and perhaps they could work together.

Bid Awards for Materials

Sharon Solt made a motion to award the 2015 materials bids to the low bidders as follows:

- Eureka – 300 tons of #2A at a unit price of \$7.00 per ton.
- Eureka – 100 tons of #57 at a unit price of \$10.00 per ton.
- Eureka – 100 tons of #67 at a unit price of \$10.25 per ton.
- Eureka – 100 tons Gabion at a unit price of \$13.00 per ton.
- Hanson Aggregates – 100 tons of #3 at a unit price of \$11.00 per ton.
- Hanson Aggregates – 50 tons of patching at a unit price of \$97.00 per ton.
- Hanson Aggregates – 1,000 tons of #8 at a unit price of \$15.00 per ton. (Although not the lowest bidder, Hanson does a better job of washing their material which results in a better process of adhering the material to the roadway.)
- Hanson Aggregates – 100 tons of #4 at a unit price of \$12.25 per ton.

Supervisor's Special Meeting June 16, 2015... page 2 of 2

- Shiffer Bituminous – 12,000 gallons of E-3M oil at a unit price of \$3.00 per gallon. Gretchen Gannon Pettit made a second to the motion, which passed unanimously. (3-0)

Bid Award for Seal Coat

Sharon Solt made a motion to award the 2015 bid of 45,295 SY of seal coat to Asphalt Maintenance as the lowest bidder. Gretchen Gannon Pettit made a second to the motion, which passed unanimously. (3-0)

Other

Mary Anne Clausen said there will be a community center committee workshop with the board of supervisors most likely to be held on June 29th at 6 pm, unless there is a conflict for any of the supervisors.

Public Comments

Diana Laudenslager expressed a complaint about the name of Sandy Hill Path adjacent to her home. Gary Hoffman said that if a road or driveway leads to 2 or more homes, there should be a road name for 9-1-1 services. There was discussion on procedures and road names.

Eric Andreus from Deer Park Water announce there will be a public information session on July 22, 12015 from 6:30 to 8:30 pm held at the Kunkletown Fire Hall. Public is invited.

The township Emergency Management Coordinator, Gary Hoffman, commented that the township burning ban was worthwhile.

Adjournment

Being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen, to adjourn the meeting at 12:15 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Michael Kaspszyk
Engineer Chad Peters
Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
July 1, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:37 p.m.

Public Comments Pertaining to the Agenda Judy Dolgos-Kramer of the Times News stated that she was recording the meeting. Leon Barlieb said that he has a statement regarding Agenda item 15.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, it was unanimously voted to approve the **June 3, 2015 Supervisors meeting minutes.** (2-0) Sharon Solt abstained since she was not present at the meeting.

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was unanimously voted to approve the **June 16, 2015 Special Supervisors meeting minutes.** (3-0)

Treasurer's Report On motion by Gretchen Gannon Pettit, seconded by Sharon Solt; it was unanimously voted to approve (3-0) the July 1, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 468,984.38	
First Niagara Bank State Money Market	142,680.59	
First Niagara Bank State Checking	1,210.69	
First Niagara Bank Business Checking	3,666.47	
First Niagara Bank Fire Escrow Account		9,831.73
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,360.36
First Niagara Bank Community Center Account		6,431.47
PLGIT - General Fund	35,543.79	
PLGIT - Payroll	3,736.30	
PLGIT - Parks/Land		9,762.77
PLGIT - Building Maintenance & Repairs		1,525.46
Petty Cash	25.05	
Total	<u>\$ 655,847.27</u>	

Approval of Bills On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 7/3/15 in the amount of **\$9,860.11.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **State Fund Bills** dated 7/3/15 in the amount of **\$1,148.89.** (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **Community Center Bills** dated 7/3/15 in the amount of **\$897.72.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **6/25/15 Form 941 payment** in the amount of **\$2,512.30** and the **7/09/15 Form 941** payment in the amount of **\$2,465.22.** (3-0)

Supervisor's Meeting July 1, 2015... page 2 of 4

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **6/1/15 - 6/15/15 State Withholding Payment** in the amount of **\$337.43** and the **6/16/15 - 6/30/15 State Withholding Payment** in the amount of **\$301.44**. (3-0)

Approval of Payroll On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to approve the **payroll for the period ending June 13, 2015** in the amount of **\$9,944.25**, and the **payroll for the period ending June 27, 2015** in the amount of **\$9,826.79**. (3-0)

Road Master Report The Roadmaster reported that the road crew has been patching the roads and they will begin mowing, now that the boom mower has been repaired. Seal coating of various township roads was completed today.

Zoning Officer Monthly Report The zoning officers report for the month of June 2015:

- He issued 4 permits; 1 driveway, 1 demo, 1 accessory shed and 1 pool permit.
- He had 10 site surveys with complaints; 4 for building permits, 4 complaints on burning, 1 fence complaint, 2 dog issues and 1 house fire escrow.
- He reported that the cameras have been placed to stop tire dumping.

CJERP Update There was no update since the June CJERP meeting was cancelled.

Community Center Report Linda Kile reported that there was an election of officers; President-Carey Krum, Vice-president - Dora Tartar, Secretary - Darcy Gannon, Financial Secretary - Linda Kile. The first yard sale was a success; new events include future yard sales, a craft fair, a car show, dances. WiFi and AED purchases are being researched. Darcy has drafted lease agreements and they have been forwarded to the solicitor for review.

The Board of Supervisors and the ETCC Committee have been reviewing policy and procedures, which will also be sent to the solicitor for review.

Bookkeeping procedures were discussed.

Kunkletown Volunteer Fire Company June Report President Ray Miller reported that KVFC had 4 calls, 2 of which were mutual aid. On motion by Sharon Solt with a second to the motion Gretchen Gannon Pettit, the Board of Supervisors authorized a meeting between the board and the KVFC to be held at some time in July at the Community Center.

West End Ambulance July Report There were 11 calls in Eldred Township for the month of June, bringing the yearly total to 76.

Mock Park Update Solicitor Kaspszyk noted that the agreement is ready to be signed by Mr. Zilmer. The item in question was the location of the parking lot.

Report on Status of Testing Reflectivity of Road Signs Sharon Solt reported that she has found pricing for the meters, but will continue to search for lower cost units.

Supervisor's Meeting July 1, 2015... page 3 of 4

Retention of Hydrogeologist

Mary Anne Clausen made a motion to retain Mr. Philip S. Getty of Boucher & James, Inc. as a hydrogeologist to examine the Nestle Waters findings. There was not a second to the motion. Gretchen Gannon Pettit made a motion to table this until the next meeting in an effort to get more information (through an interview process) about the candidates for the position. Sharon Solt made a second to the motion, which passed. (3-0)

Proposed Amendments to COG Constitution and By-laws

Mary Anne Clausen distributed to the other board members, a list of proposed amendments to the Articles of Incorporation to the Pocono Mountain Council of Governments. Since she will be unable to attend the July meeting, Sharon Solt will attend instead.

Planning Commission Request to Reverse 2014 Amendment of Water Extraction

Mary Anne Clausen made a motion to schedule a hearing to consider the planning commission's recommendation to change the May 1, 2014 Zoning Ordinance definition of water extraction and bottling in subchapter 303, to "this should be considered industry for the purposes of regulation by this ordinance." Before vote, Sharon Solt explained in detail the procedure and timeline that was used and voted upon for the May 1, 2015 hearing, when the ordinance was adopted. It is as follows:

1. 3.28.14 email from D. Gannon to email list concerning the 3.27.15 CJER Hearing results.
2. 3.31.14 email from S. Solt to the Eldred BOS and Planners, with all the proposed changes as attachments.
3. 4.17.14 Eldred Planning minutes with recommendation for approval of the proposed changes.
4. 4.28.14 Planning Secretary letter to BOS in regard to Eldred planners recommendation for approval.
5. 4.28.14 email from S. Solt to BOS in regard to MCPC Technical Review #65-14.
6. 4.29.14 email from MCPC acting director C. Meinhart to CJER planners and Monroe County Commissioners.
7. 4.30.14 email from Robert Boileau to CJER reps and BOS regarding the proposed amendments.

There was discussion regarding the procedure and timeline. Mary Anne Clausen's motion died for lack of a second.

Other

Appalachian Trail Signs

On motion by Sharon Solt with a second to the motion by Mary Anne Clausen, unanimous approval was made to have our road crew install signs provided by the Appalachian Trail Council, on either side of Point Phillips Road at the trail crossing. (3-0)

Mary Anne Clausen reported:

- PSATS has voted to recommend the state pass a law to allow townships to lower speed limits on secondary roads without an expensive traffic study.
- Our Roadmaster has taken a course in regard to speed limits and regulations concerning the same.
- The planning commission has requested to review the last comment letter from Hanover Engineering concerning the Gower Estates plan.

Supervisor's Meeting July 1, 2015... page 4 of 4

Gretchen Gannon Pettit made a motion to buy 100 chair bumpers for chairs that were donated to the community center at a cost of \$.94 each. Sharon Solt made a second to the motion, which carried. (3-0)

Public Comments

- Vernon Barlieb commented about the possible Deer Park water extraction.
- Donna Deihl announced that she has organized a Guinness Book of World Records attempt, to be held on July 25, 2015 at the Blue Mt. Ski Area. There needs to be 317 active players at one time to beat the record.
- Curt Bush questioned the timber harvesting on the Gun Club property south of the Buckwha Creek trail.

Adjournment Being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 8:35 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
August 5, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
In Absentia: Solicitor Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:35 p.m.

Public Comments Pertaining to the Agenda There were no comments at this time.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Sharon Solt, it was unanimously voted to approve the **July 1, 2015 Supervisors meeting minutes.** (3-0)

Treasurer's Report On motion by Sharon Solt, seconded by Mary Anne Clausen; it was unanimously voted to approve (3-0) the August 5, 2015 Treasurer's Report as follows:

First Niagara Bank General Money Market	\$ 496,760.02	
First Niagara Bank State Money Market	142,685.51	
First Niagara Bank State Checking	61.80	
First Niagara Bank Business Checking	3,406.52	
First Niagara Bank Fire Escrow Account		9,831.73
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,361.09
First Niagara Bank Community Center Account		6,998.26
PLGIT - General Fund	21,151.40	
PLGIT - Payroll	3,868.01	
PLGIT - Parks/Land		9,763.25
PLGIT - Building Maintenance & Repairs		1,525.54
Petty Cash	98.58	
Total	<u>\$ 668,031.84</u>	

Approval of Bills On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated **8/7/15** in the amount of **\$63,827.23.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **State Fund Bills** dated **8/7/15** in the amount of **\$113,548.41.** (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **Community Center Bills** dated **8/7/15** in the amount of **\$2,215.99.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **7/23/15 Form 941 payment** in the amount of **\$2,728.10** and the **8/6/15 Form 941** payment in the amount of **\$2,779.40.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **7/1/15 - 7/15/15 State Withholding Payment** in the amount of **\$297.82** and the **7/16/15 - 7/30/15 State Withholding Payment** in the amount of **\$316.87.** (3-0)

Supervisor's Meeting August 5, 2015... page 2 of 5

Approval of Payroll On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to approve the **payroll for the period ending July 15, 2015** in the amount of **\$10,446.74**, and the **payroll for the period ending July 25, 2015** in the amount of **\$10,032.73**. (3-0)

Road Master Report The Roadmaster reported that the road crew has been patching and mowing the roads, now that the boom mower has been repaired. Seal coating of various township roads was completed. We are still waiting for the permits for repairs on the two Gower Road Bridges.

Zoning Officer Monthly Report The zoning officers report for the month of July 2015:

- He issued 4 permits; 2 accessory sheds, 1 pole barn and 1 alteration.
- He had 13 site surveys with complaints; 4 for building permits, 2 complaints on burning, 3 trash complaints, 2 dog issues, 1 driveway issue and 1 barn collapse.
- He reported that the cameras have been placed to stop tire dumping.

PennDOT Silver Spring Blvd. Bridge Replacement over Chapple Creek

Timothy Bolden, Chris Cooper and John Nagle were present to discuss the project. They will be installing a 75 foot box culvert replacement over Chapple Creek. They expect to begin the project in the fall of 2016 or the Spring or Summer of 2017. An alternate route for traffic during the 2 to 4 weeks that Silver Spring Boulevard will be closed has been proposed as: Molasses Valley Road to Fiddletown Road to Kunkletown Road. There was discussion concerning the safety of large truck traffic on these roads; the representatives were urged to physically drive the roads to check safety issues. There will be a follow-up meeting to re-evaluate the alternate route.

Eldred Township Planning Commission

Gower Estate Land Development Plan Extension Mary Anne Clausen reported that she reviewed the Gower Estate Land Development Plan file. She asked whether any future extensions might also ask for update on the status and when activity on that submission might presume. Sharon Solt explained that according to the MPC, it is actually the applicant who allows the supervisors to have an extension to review the plan. She gave a brief history of the supervisors' traditions of accepting extensions from 2008 until the present: including 6 extensions for Mrs. Bush's Land Development Plan, 11 extensions for Vernon Frable Minor Subdivision Plan, 5 extensions for Hunter's Ridge Land Development Plan, 8 extensions for Blaine Silfies Land Development Plan and 10 extensions for Ricky Gower Land Development Plan. Additionally, Mr. Gower submitted a request for his Land Development Plan to be withdrawn, with the understanding that the plan may be resubmitted, with the proper fees and plan, at a later date. On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, the Supervisors unanimously approved the withdrawal of the plan with the conditions attached. (3-0)

Water Extraction Meeting Request Sharon Solt said she did not have a request before the board, but heard that it was mentioned at the last Planning Commission meeting. Mary Anne Clausen reported that the request was made at the last Planning Commission meeting to have a public meeting to discuss the views, support, concerns, whatever concerning proposed water extraction plan. On motion by Mary Anne Clausen, and with a second to the motion by Sharon Solt, the supervisors unanimously voted to approve to table the meeting, until such time the hydrogeologist can be in attendance. (3-0)

CJERP Update There was no update since the Sharon was not in attendance of the July CJERP meeting.

Supervisor's Meeting August 5, 2015... page 3 of 5

Community Center Report Linda Kile reported on the scheduled Community Center activities:

- Yard Sale on 8/15 from 8 am – 2 pm
- Car show on 9/12 from 9 am - 2:30 pm
- Craft/vendor show on 10/24
- Computer Talk with Ally Buskirk on 9/19 at 2 pm and 9/23 at 7 pm
- Pinochle day on 9/8 at 9 am

On motion by Sharon Solt and with a second by Mary Anne Clausen, these activities were unanimously approved. (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, the Board of Supervisors (BOS) scheduled a workshop to discuss the ETCC Policy with the Eldred Township Community Center Committee (ETCCC) to be held at the Municipal Building on Monday, August 17th at 6 pm. The motion passed unanimously. (3-0) Solicitor Kaspszyk cautioned that since the ETCC is not a 501C3 organization, all approvals must go through the BOS.

On motion by Sharon Solt and with a second by Mary Anne Clausen, the lease for Nana Jean's Attic (thrift shop) was approved at a rate of \$400.00 per month. Ms. Mirales will clean the Community Center building at a rate of \$50.00 per week, with that to be deducted from her monthly rent.

There was no one present concerning the Food Bank, more information will follow.

The items needed to be completed should be prioritized at the workshop.

Kunkletown Volunteer Fire Company July Report

KVFC President Ray Miller reported there were 3 fire calls during the month of July. He also said that membership has been increasing.

The Board will try to re-schedule a meeting between the Board and KVFC after the West End Fair.

West End Ambulance July Report

The West End ambulance reported they had 18 calls in Eldred Township during the month of July.

Mock Park Update

Solicitor Kaspszyk reported that Richard and Lorie Zilmer have signed the agreement between them and the township in regard to the Mock Park parking and screening issues. The board was given copies which they will review and it will be on the agenda for the September meeting.

Status of Testing Reflectivity of Road Signs

Sharon Solt reported she has found some units and has emailed and called Dennison Avery for prices, but has not yet received any response.

Retention of Hydrogeologist

Gretchen Gannon Pettit, Mary Anne Clausen and Solicitor Michael Kaspszyk met with 2 possible candidates to be considered as hires for the position of hydrogeologist; Philip S. Getty of Boucher and James, Inc. and Christopher Taylor of Hanover Engineering, Inc.. Sharon Solt did not attend the interviews. On motion by Mary Anne Clausen and with a second by Gretchen Gannon Pettit, the board approved the hiring of Philip S. Getty as the hydrogeologist to represent the

Supervisor's Meeting August 5, 2015... page 4 of 5

township concerning water extraction issues, at a rate of \$97 per hour, starting at the time he leaves the Stroudsburg office. Sharon Solt abstained since she was not present for the interviews. The secretary will contact Mr. Getty to schedule workshops (meetings) with the board and the public to keep the township updated on the water extraction processes and conditions.

After public input on questions about traffic patterns on PennDOT roads, Nestle's possible reimbursement for some of the costs for hydrogeologist Philip Getty, and procedures, Mary Anne Clausen made a motion to submit to CJERP a question on including water extraction as a shared use in the CJERP region. Sharon Solt made a second to the motion, which passed unanimously. (3-0)

Blue Ridge Communications Phone Service

Sharon Solt made a motion to change the municipal building and fire company building phone service from Palmerton Telephone Co. to Blue Ridge Communications for a 3 year period (which includes free installation). This is estimated to save the township about \$100.00 per month. Mary Anne Clausen made a second to the motion, which was approved unanimously. (3-0)

Residents Visibility Concerns about the Intersection of Correll Road and Kunkletown Road

Some residents have complained about the safety of the intersection of Correll Road and Kunkletown Road, citing un-mowed tall grass and buildings that obstruct the view of oncoming traffic from the west. Residents gave suggestions on remedying the situation. On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, the board unanimously voted to send the property owner a letter asking for the property to be kept mowed to insure safety for motorists. At this time, there will be no discussion on forcing the buildings to be taken down.

Gypsy Moth 2016 Suppression Program

Monroe County Planning Commission has submitted information to each municipality concerning the spraying for gypsy moths for the 2016 year. Forms were made available at the meeting for anyone interested in applying to be included in the program.

Proclamation: Donna and Hunter Deihl Monopoly Record Week

The Board of Supervisors issued a proclamation for the week of August 2 to 8, 2015 as the Donna and Hunter Deihl Monopoly Record Week, to Donna Deihl and her son Hunter Deihl, who investigated, formed, and created an event to have the largest amount of people playing Monopoly at one time, in order to break the Guinness World Record of 316 people. They held the event at the Blue Mountain Ski Area Adventure Center on Saturday, July 25, 2015 and had a total of 448 people who played for over 30 minutes (the minimum time limit) and therefore broke the old record. They also brought in donations of \$1,555.65 which was donated to the Animal Welfare Society of Monroe.

Historic Office Insurance Renewal

There was discussion on dropping the insurance on the historic post office due to the rate versus the amount that would be repaid in the event of a catastrophe. Upon research, it was found that when the Board of Supervisors leased the building and grounds to The Eldred Township Historical Society, there is a clause that the Board must maintain insurance for the length of the 25 year lease. Dug Borger asked how much taxpayer money has been spent on the renovations of the building. Helen Mackes responded that not one taxpayer dollar has been spent on the renovations, it has been funded solely by fund raisers and grants, totaling approximately \$112,000.00. Ms. Mackes added that it will be a museum of Eldred Township, as well as a meeting place for The Eldred Township Historical Society when it is finished with renovations.

Supervisor's Meeting August 5, 2015... page 5 of 5

Road Signs Questions

On motion by Mary Anne Clausen and a second to the motion by Sharon Solt, the issue of road signs was unanimously voted to be tabled. (3-0)

Other

Gretchen Gannon Pettit referred to a request made by resident John Stempa in regard to the Appalachian Trails Council to post 2 "**Hiker Crossing**" signs on the top of Point Phillips Road. There was interest in perhaps it becoming an Eagle Scout project; however 2 township residents offered to pay for the signs. The Roadmaster will order the signs and posts.

The board discussed attending the August 31, 2015 **COG Picnic**; at least one Supervisor will attend the picnic to represent Eldred Township.

Public Comments

State Representative Jack Rader suggested reaching out to all township residents concerning any issues they might have within township boundaries.

Adjournment Being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 8:55 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
September 2, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Solicitor Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:40 p.m., followed by The Pledge to Allegiance to The Flag.

Public Comments Pertaining to the Agenda Mary Anne Clausen reported she was recording the meeting.

Approval of Minutes On motion by Sharon Solt and with a second by Mary Anne Clausen, it was unanimously voted to approve the **August 5, 2015 Supervisors meeting minutes.** (3-0)

Treasurer's Report On motion by Mary Anne Clausen, seconded by Sharon Solt; it was unanimously voted to approve (3-0) the September 2, 2015 Treasurer's Report as follows:
Balances at September 2, 2015

First Niagara Bank General Money Market	\$ 375,248.46
First Niagara Bank State Money Market	27,112.86
First Niagara Bank State Checking	2,074.00
First Niagara Bank Business Checking	3,210.82
First Niagara Bank Fire Escrow Account	9,832.22
First Niagara Bank Capital Reserve Account	.22
First Niagara Bank DCNR (Parks) Account	21,361.45
First Niagara Bank Community Center Account	6,589.17
PLGIT General Fund	82,062.22
PLGIT Payroll	11,364.27
PLGIT Parks/Land	9,763.47
PLGIT Building Maintenance & Repairs	1,525.57
Petty Cash	<u>92.19</u>
Total	<u>\$ 550,236.92</u>

Approval of Bills On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **General Fund Bills** dated **9/4/15** in the amount of **\$46,731.62.** (3-0) Mary Anne Clausen mentioned that the bill for PIRMA has not been classified to what is for the township and what is for the community center; there has been a request made for those exact figures.

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **State Fund Bills** dated **9/4/15** in the amount of **\$1,012.20.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **Community Center Bills** dated **9/4/15** in the amount of **\$2,820.43.** (3-0)

Supervisor's Meeting September 2, 2015... page 2 of 9

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **8/20/15 Form 941 payment** in the amount of **\$2,496.78** and the **9/3/15 Form 941** payment in the amount of **\$2,482.00**. (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen , it was voted to pay the **8/1/15 - 8/15/15 State Withholding Payment** in the amount of **\$308.89** and the **8/16/15 - 8/30/15 State Withholding Payment** in the amount of **\$300.75**. (3-0)

Approval of Payroll On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending August 8, 2015** in the amount of **\$9,907.23**, and the **payroll for the period ending August 22, 2015** in the amount of **\$10,347.92**. (3-0)

Road Master Report The Roadmaster reported that the road crew has been patching and mowing the roads. They will begin the process of bridge repairs on the two Gower Road Bridges.

Sweeper Purchase - Roadmaster Keith Kuehner had inspected 2 used road sweepers to find out if either would be an acceptable purchase for our township. He reported that they are not in good condition; therefore we will continue to search for another.

Mary Anne Clausen mentioned that we had had a presentation by PennDOT concerning the Bridge over Chapple Creek on Silver Spring Boulevard, and asked if the Roadmaster had any follow-up. Mr. Kuehner said he has not heard anything at this time.

Mary Anne Clausen made a motion to change our reflectivity policy under the enabling provisions already enacted to determine road sign reflectivity to have someone over the age of 65 to drive with the Roadmaster to check their ability to see the reflectivity of the township road signs. Sharon Solt made a second to the motion, which was passed unanimously. (3-0)

Zoning Officer Monthly Report The zoning officers report for the month of August 2015:

- He issued 4 permits; 2 accessory sheds, 1 pole barn and 1 alteration.
- He had 13 site surveys with complaints; 4 for building permits, 2 complaints on burning, 3 trash complaints, 2 dog issues, 1 driveway issue and 1 barn collapse.
- He reported that the cameras have been placed to stop tire dumping.
- There is a sewage issue on a property along Silver Spring Boulevard; Mr. Helm took photographs and turned the information over to the township SEO.
- There is a property on Butternut Road that was occupied by a hoarder; she has cleaned up the outside of the property and is in the process of cleaning up the inside.
- There was discussion concerning people dropping tires along the township roads. The township will call Jim Lambert at Monroe County Municipal Waste Management Authority to see what they would charge us to take them there. Solicitor Kaspszyk said perhaps we have to take legal action against the property owner.

Eldred Township Planning Commission

Gretchen Gannon Pettit stated that long time planning commissioner Philip Marano has passed away. There is now a vacancy to fill his seat. Applications are being taken for the vacancy.

CJERP Update Sharon Solt reported the August CJERP meeting was cancelled due to the West End Fair.

Supervisor's Meeting September 2, 2015... page 3 of 9

Community Center Report Vice-Chairman Dora Tartar reported that upcoming events are:

- * A Monarch Butterfly presentation on September 5th
- * Pinochle Card event on September 8th
- * An Old & New Car Show on September 12th
- * Tech Talk on September 19th and 23rd
- * Stained Glass classes, Craft Fair, Story Hour and lending library are others scheduled

Mary Anne Clausen asked that there be an attendance sheet at each event. The other supervisors concurred.

Report from Board of Supervisors re: ETCC Committee Policy

1. **ETCCC Policy Adoption** Mary Anne Clausen stated that the Committee is an Advisory Board that can assume some matters on a day to day basis as directed by the Board of Supervisors; and made a motion to add that as an amendment to the purpose statement. Mary Anne Clausen made a motion to change the number of committee members from 7 to (up to) 9 members; however that motion died for lack of a second. Both Gretchen Gannon Pettit and Sharon Solt stated they preferred the number of members to remain at 7 members. On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, the ETCCC Policy was unanimously adopted; adding the amendment to the purpose statement. (3-0)

2. **ETCCC Guidelines for Use of Outdoor Facilities Adoption** Mary Anne Clausen made a motion to table the Outdoor Facilities Guidelines, with a second to the motion by Sharon Solt. The motion to table passed unanimously. (3-0)

3. **Daily Use Policy Discussion** The Board of Supervisors asked the ETCC Committee to discuss policy for fees, a fee schedule and what rooms are available for daily use and report back to the Board of Supervisors with suggestions. There was nothing available at this time. Therefore Mary Anne Clausen made a motion to table the Daily Use Policy, with a second to the motion by Sharon Solt. The motion passed unanimously. (3-0)

4. **Preparation of Leases** All leases should be submitted to the solicitor for correctness. There should be a point person to determine when the rooms are available for rent. It was suggested that the point person should be the township secretary. The Committee should prepare the information for the lease and give it to the secretary who prepares the lease, sends it to the Board of Supervisors and to the solicitor who reviews it and returns to the secretary. Mr. Kalomiris suggested that the leases be a simplified lease. Solicitor Kaspszyk stated he has prepared a basic lease that is only 3 pages long and the last paragraph can be used to add specific conditions for the lease.

One day events should need only a Hold Harmless Agreement. If the event is an ongoing event, there should be a regular lease, which would include the Hold Harmless Agreement.

5. **Authority to Occupy a Room** There was discussion that the Committee should submit to the Board of Supervisors the list of the proposed leases, be they one day or monthly, and the Board of Supervisors would have final say as to the contract (lease) and the authority to occupy a room. If the rental is between meetings, it would need to be approved by at least 2 of the Supervisors and would be ratified at the next meeting.

Supervisor's Meeting September 2, 2015... page 4 of 9

6. ETCC Committee and Event Insurances There was discussion concerning an insurance rider to make sure the event is covered by insurance. The one day renter should have to pay the cost of the rider.

7. Petty Cash It was agreed to have \$100.00 as Petty cash to buy small items such as cleanings supplies, postage, etc. When the amount gets down to \$30.00, they can submit a request for additional money to get it back to \$100.00.

Lease Requests, Approvals and/or Ratifications

- Nana Jean's Attic – Sandy Mireles is the proprietor of Nana Jeans' Attic, a thrift store that is set up in the community center. Some changes to the lease are that the lease should be in her name, not the stores name, and in paragraph 18 it should be considered "in kind work". Ms. Mireles needs to review the lease and sign it. Since some rent has been paid, she will be treated as a month to month tenant until the lease is signed. Mary Anne Clausen made a motion to table this lease until next month, with a second to the motion by Sharon Solt, and it was unanimously approved to table. (3-0)
- Karena Thek: Food Bank – Karena Thek asked for a one year lease to begin the third week of October 2015. She stated she would need a key and code to enter the building and would like to be there from 9 a.m. until 8 p.m. Mrs. Thek said she may need to utilize 6 tables on the distribution days, which would be the first and third Saturdays of each month. The time would be 9 a.m. to noon. Mrs. Thek stated she is looking into getting donated (or buying) a commercial refrigerator and commercial freezer, but would like to use the existing refrigerator and freezer in the kitchen to start. She requested the use of the shelving units that are currently in the kitchen area storage room. Mrs. Thek also asked that an escape clause be included in the contract. Gretchen Gannon Pettit made a motion to authorize Solicitor Kaspszyk to draft this lease, and with a second by Sharon Solt, the motion was passed unanimously. (3-0)
- Anastasios Kalomiris Kitchen Rental - There was discussion on the conditions that Mr. Kalomiris wanted, including but not limited to a five year lease, the use of propane for cooking, grease traps, garbage, use of pots, pans, slicer, and refrigerator, one locked bathroom for his employees and an option on using the gym one day per month. Also discussed was what appliances that are there now are in working order – it is believed that the dishwasher, hood, cooler and freezer are working. There was no decision concerning Mr. Kalomiris request to rent the kitchen.
- Engaged Enrichment Learning Center/Academy – No one was present, therefore Sharon Solt made a motion to table this request; Mary Anne Clausen made a second to the motion, which was unanimously approved. (3-0)

Supervisor's Meeting September 2, 2015... page 5 of 9

- Carola Sauers' Storytime/Lending Library – Former Eldred Elementary School Teacher Michael Sauers explained that he wants to set up a lending library from his collection of over 11,000 books and story time hour on the second and fourth Saturday of each month from 9 a.m. to noon in Room 136. He would like to name it in honor of his wife, also a former teacher, who has passed away. He has agreed to make that room available on other days for a compatible use; Solicitor Kaspszyk stated it was Engaged Enrichment Learning Center/Academy who would use it during the week, as opposed to his weekend use. On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, unanimous approval was given to approve the use and draft a contract with Mr. Sauers for one day usage. (3-0)

Approval for RFP (Request For Proposal) for heat pump/air conditioning units for certain rooms in the center and other RFP requests.

There was discussion concerning this proposal. On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, approval was given to proceed with the RFP for the heat pump/air conditioning units for certain rooms in the community center. (2-1) Mary Anne Clausen voted no to give more time for an energy audit and to see a list of all the items that the center needs.

Carey Krum requested that the community center furnaces be serviced and for Siemens to be contacted concerning computerizing the furnaces. On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, unanimous approval was given to allow Mr. Krum to contact Siemens for purchase and installation information to computerize the furnaces. (3-0) On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, unanimous approval was made to get a quote to inspect and service (maintain) the furnaces. (3-0)

Trunk or Treat with St. Matthew's UCC

Members of St. Matthew's UCC Church asked if their annual Trunk or Treat program could be held at the Community Center on October 31, 2015 from 2 to 4 pm. They will have cider, donut holes, face painting and car trunks filled with candy treats for the children. Both individuals and businesses can donate and/or participate. It will be an outdoor event as long as the weather cooperates; if not it would be moved indoors. On motion by Gretchen Gannon Pettit with a second to the motion by Sharon Solt, unanimous approval was given to hold the Trunk and Treat program at the Community Center. (3-0) The contact person is Connie Moretz.

Contact the Monroe County Technical School to Work on Modular Units It has been suggested that perhaps students at the Monroe County Technical School could work on the Modular Units as a classroom project. Mr. Krum will contact the school for availability. Sharon Solt made a motion to table until the next meeting with a second to the motion by Mary Anne Clausen; which passed unanimously. (3-0)

Storage Room Shelves Relocation It was noted that the YMCA was using storage shelves that were in a room that was not under their rental contract. The secretary will call the director of the Stroudsburg YMCA to inform him of this plight.

Keys for Committee Members It was noted that there should be a policy regarding who gets keys and pass cards, but that has not been set up now. On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, this was tabled unanimously. (3-0)

Supervisor's Meeting September 2, 2015... page 6 of 9

YMCA There was no one in attendance, therefore Sharon Solt made a motion to table, Mary Anne Clause made a second to the motion, which was passed unanimously. (3-0)

Ordering and Repair Procedures There was some discussion concerning the current ordering procedure for items at the Community Center. It was discussed and agreed that the ETCC committee can prepare a request but that the Board of Supervisors must approve the order.

There was discussion concerning background checks on renters, however Solicitor Kaspszyk indicated that it is not common practice to do so.

Kunkletown Volunteer Fire Company

- August Report President Ray Miller reported that there were 7 calls during August, 2 of which were mutual aid.
- Re-schedule Meeting - Their board will meet to get possible dates for a meeting between their board and the Board of Supervisors.

West End Ambulance August Report

Gretchen Gannon Pettit reported there were 18 calls in the month of August for a total of 118 for this year.

Mock Park

Settlement Agreement

Solicitor Kaspszyk submitted a Settlement Agreement to the Board of Supervisors, where the parking lot is moved to the east of the property line, behind the tree line screening; this is consistent with Mrs. Mock's agreement. Solicitor Kaspszyk stated that this land development plan fell under the Special Exception laws and was submitted to the Zoning Hearing Board. The parties involved were Mrs. Jacqueline Mock, the Monroe County Open Space program the PA Department of Conservation and Natural Resources, and the Board of Supervisors. Since there was a move of the previously approved parking area, a new land development plan must be submitted to the township.

On motion by Sharon Solt and with a second to the motion by Gretchen Gannon Pettit, the proposed Settlement Agreement with Richard and Lorie Zilmer was approved. Mary Anne Clausen abstained because this issue goes back several years and she said she is not up to speed to vote on the settlement. (2-0)

DCNR Extension Request for 1 Year

On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, the board unanimously voted to request a one year extension for the DCNR grant (which currently expires December 31, 2015). (3-0)

The Eldred Township Historical Society October Bingo Donation Request

The Eldred Township Historical Society will hold a Gift Card Bingo on Sunday, October 11, 2015 and has requested a donation from the Board of Supervisors. On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, it was unanimously approved to have a \$50 donation made, in honor of and in memory of Planning Commissioner Philip Marano. (3-0)

2015-4 Ordinance Authorizing The Participation of Eldred Township In The PSATS Unemployment Compensation Group Trust Pursuant To The Pennsylvania Intergovernmental Cooperation Law On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, unanimous approval was made to adopt Ordinance 2015-4. (3-0)

2015-5 Ordinance Authorizing The Participation of Eldred Township In The Pennsylvania Townships Health Insurance Cooperative Trust Pursuant To The Pennsylvania Intergovernmental Cooperation Law. On motion by Sharon Solt and with a second to the motion by Mary Anne Clausen, unanimous approval was made to adopt Ordinance 2015-4. (3-0)

Request for Hydrogeologist Public Meeting Gretchen Gannon Pettit stated there has been a request to hold a meeting with Phil Getty, the township's hydrogeologist, to explain procedures concerning the tests for the proposed water extraction. The date and time are being set through mutual agreement with Mr. Getty and the Board of Supervisors and will be announced as soon as the date is set.

Request for Public Meeting with DEP There has been a request to hold a public meeting and invite personnel from PA DEP and the Delaware River Basin Commission to give us more information on the water extraction processes. There were a few dates in mind and it was hoped to have an evening meeting, perhaps on September 23rd at 7:30 p.m. Mary Anne Clausen will contact DEP to confirm day and time. Mary Anne Clausen questioned who would be invited to attend at the township's expense, specifically the township engineer, solicitor, and planning commissioners. Sharon Solt stated they should be invited as well as the public, because this is an important issue.

Administrative Assistant Resignation Darcy Gannon, our Administrative Assistant has submitted a letter of resignation, effective September 25th. On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, Mrs. Gannon's resignation was accepted unanimously. (3-0) There was discussion about the job description and Mary Anne Clausen asked that the section regarding the requirement about attending ETCC meetings be deleted. On motion by Sharon Solt and with a second to the motion by Gretchen Gannon Pettit, the job description will be advertised with the deletion of ETCC weekly meeting attendance, keep building coordinator as in the description, change treasurer to financial secretary, and adding that the person must be able to be bonded. (3-0)

2016 Budget Workshop Date

It was decided to hold a Budget Workshop on Tuesday, October 13th at 9:30 a.m. to discuss the General Fund, State Fund and Capital Budgets will be discussed.

Other

Berkheimer Sharon Solt said that Berkheimer has sent an email concerning an email that is going out telling people that the Berkheimer EIT (1%) notices are not valid. This is a scam and is not true, since the 1% EIT tax is a state mandated tax.

Dave Fleetwood Memorial Run Sharon Solt reported that the Dave Fleetwood Memorial Run will be held in October; more information is available through the secretary.

Supervisor's Meeting September 2, 2015... page 8 of 9

Eldred Township Trick or Treat

The Committee would like to hold meetings at the community center. Gretchen Gannon Pettit requested that a KVFC firetruck is driven through town. On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, it was unanimously approved that Trick or Treat Night will be held on Saturday, October 31, 2015 from 4:00 to 8:00 pm. (3-0) On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, it was unanimously approved to request that KVFC drive one of their trucks through town with lights flashing, in a safety manner. (3-0)

Linda Kile Letter Linda Kile sent an email letter in regard to the job description for the Administrative Assistant position, and asked that it be read at the meeting. Since this was already discussed tonight, there was no further discussion.

Eldred Township Halloween Parade

It was noted that the parade is scheduled for Sunday, October 18th starting at 1:00 pm with a rain date of Sunday, October 25th. On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, the board unanimously authorized approval for KVFC to drive a truck through town for the event. (3-0)

Public Comments

There was discussion concerning the Nestle Water (Deer Park) water extraction process on Rick Gower's property along Chestnut Ridge Road. Eric Kleintop, Terry Kleintop, and Robert Boileau were among residents who have concerns about the proposed water extraction.

- Concerns about water rights on a deed.
- Concerns about environmental impact.
- Concerns about test well drillings and a dump within the property.
- Concerns about administrative procedure.
- Concerns about truck traffic.

Mr. Kleintop asked Supervisor Mary Anne Clausen to make a motion to change the zoning back to previous zoning (before May 1, 2014) so that the use would not be allowed on that property and for planning to review it again. Mary Anne Clausen replied that there is a division of opinion on the board and she would not make a motion in that regard. She stated that under Pennsylvania law, a township cannot exclude a zoning use unless the regional group would have it as a shared use. She said that water extraction is not a shared use. Mary Anne Clausen also said she would like to devote her energy to establishing conditions in order to protect the residents in the vicinity of the well as well as the region. She said this can be accomplished through the watershed conservancy and also through regional planning at CJERP. There was additional discussion concerning the planning commission and their procedure about shared uses.

Mary Anne Clausen stated she has contacted other municipalities where there is water extraction in the northeast part of Pennsylvania. She reiterated her stance to devote energy to establish good conditions during the Conditional Use process. She said that she would second a motion to amend the zoning ordinance so water extraction was defined as industry and she would vote for that. There was no motion made to satisfy the request of Mr. Kleintop.

Supervisor's Meeting September 2, 2015... page 9 of 9

Adjournment

Being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 10:10 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Michael Kaspszyk
Engineer Chad Peters
Zoning Officer Ellerslie Helm

SUPERVISORS SPECIAL MEETING
September 21, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Solicitor Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:40 p.m., followed by The Pledge of Allegiance to The Flag.

Public Comments William Ziegler, Curt Bush and Judy Dolgos-Kramer of the Times News said they were taping the meeting.

Discussion Gretchen Gannon Pettit introduced Mr. Phil Getty, hydrogeologist of Boucher and James, whom the township has hired to serve as the township's hydrogeologist. This meeting was in reference to Nestle Deer Park Waters proposal to extract water for bottling from a site along Chestnut Ridge Road in Eldred Township. Mr. Getty led a discussion covering these main points;

1. There are regulatory agencies that will be reviewing all the information regarding water extraction that Deer Park submits for permits. They are Pennsylvania Department of Environmental Protection (DEP) who will check the water quantity and quality before a permit would be issued, and the Delaware River Basin Commission (DRBC) whose concerns are the 4 states in the region where they protect natural resources, well and streams. He added that the FDA (Food and Drug Administration) allows the water to be called Spring Water, even if it is pumped from wells.
2. In regard to monitoring of private wells while they are conducting the aquifer tests, Mr. Getty said that Nestle is not obligated to do so, they are doing this because they want to. He said this time of year is the best time, since it is the driest time of the year. This monitoring process will show what effects of the pumping will be on properties that are off the proposed site, yet within one thousand feet of the wells. Mr. Getty said there are two proposed production wells on the site and that the Buckwha Creek acts as a natural buffer to the well site.
3. Mr. Getty explained that an EarthRes mailer was sent to a number of homes in close vicinity to the well site, requesting permission to allow those residents' wells to be monitored during the aquifer test. This would be done by lowering a wire down into the well with a device on the end that would take automated recordings during the test to see if the water line in the well would drop at any point. This information would be used to send to DEP and DRBC in the permitting process and is important information that is used to protect residents' concerns.

Supervisor's Meeting September 21, 2015... page 2 of 4

Questions from the public:

1. *Does Nestle need permits to test the wells?* Mr. Getty said they do not need permits. *Who checks to make sure that Nestle tests are done correctly?* Mr. Getty stated that DEP and DRBC check the data and since it is electronically sent out it can't be fudged. *Who is responsible for wells if they go dry?* Mr. Getty said that the regulatory agencies will enforce their rules and order Nestle to stop if there is a problem. He also stated that there is a circle to mark the lowering of water, if any, and Nestle would be guilty until proven innocent, if there is a problem.
2. *Could Mr. Getty do his own testing, rather than accept the results from Nestle?* Mr. Getty explained that he will be part of the testing process and will be monitoring the data and results to make sure that the township has complete information.
3. *Where does the water that is pumped from the wells end up?* Mr. Getty said it is pumped into the Buckwha Creek and goes downstream. *Is that water contaminated?* Mr. Getty said that Nestle will continue to check water quality to make sure it is not contaminated.
4. *Was Mr. Getty aware there was a dump on the site years ago?* Mr. Getty said that both he and Nestle are aware of that information and it is continuing to be researched.
5. *Some of the EarthRes questionnaires were delivered late; therefore could there be a 60 day extension of time to get a response back to EarthRes?* Mr. Getty again explained that this is the driest time of the year and therefore the best time of the year to test, and to delay another 60 plus days would not be in the best interest of the township and the residents.
6. *Who owns the water in the Buckwha Creek and the watershed?* Mr. Getty said it is a first come, first serve; however the regulatory agencies keep on top of it.
7. *How big is the aquifer?* Mr. Getty said that there is water in the fractured rocks and the water flows underground from the east to the west. He added that the monitoring wells are 50 feet apart.
8. *What is the benefit to the people?* Mr. Getty said that people have the right to pull water from their property. He said it is his, DEP's, and DRBC's obligation to make Nestle do the best job they can and to make them follow all the rules.
9. *How do we know the test results are accurate and can we trust them?* Mr. Getty explained that since the data is transmitted electronically, it's hard to fiddle with the numbers. *In regard to only monitoring the wells for 3 days, how can that be accurate?* Mr. Getty said that there are precise calculations that are done and thoroughly reviewed by the regulatory people. If there is a problem, these regulatory agencies will shut them down.
10. *Could the Buckwha Creek also be monitored for a longer period of time, perhaps a year or more?* Mr. Getty said that the township could insist on that as part of the conditions, he said the base flow numbers would be what they are currently at this time of year, and that it will be in his review.
11. *How can the residents be informed of the process?* David Kovach from DRBC said that there will be a comment period for the draw down test results, where all information can be reviewed by the public. He said to email the DRBC for both more general information and for permit information. (DRBC.net) Mr. Kovach stated that the DRBC is a multi-state federal agency that consists of Pennsylvania, New York, New Jersey, and Delaware, as well as the Army Corp of Engineers.
12. *Can private springs be monitored?* Mr. Getty said that both springs and wetlands can be monitored.

Supervisor's Meeting September 21, 2015... page 3 of 4

13. *Is there any recourse to have a well monitored if it is over the 1,000 feet distance from the wells?* Mr. Getty said that most problems, if any, occur within 1,000 feet; however a resident could ask Nestle to monitor their well, but realize that DEP regulations say they don't have to monitor those over 1,000 feet. *Does every surrounding well need to be monitored?* Mr. Getty said that two wells next to each other would probably not be monitored, that they would be spaced apart a bit more.
14. *Can a person buy their own monitoring test kit and what is the cost?* Mr. Getty said that can be done at a cost of approximately \$100 for the kit.
15. *Where are the wetlands?* Mr. Getty said that EarthRes has mapped some and that they will need to hire someone to complete a wetlands delineation.
16. *Can the Board of Supervisors restrict the number of gallons that are taken out per day?* Mr. Getty stated that only DEP and DRBC regulate the flow that is withdrawn.
17. *Are there studies on source, recharge and rainfall?* Mr. Getty stated that Nestle will have to present that information to DEP and DRBC in the permit requesting phase. When they have that information, it will be submitted in a report.
18. *Is there a tax on ground water and could the township enact such a fee or tax?* Mr. Getty said that ground water cannot be taxed and cannot enact an extraction fee.
19. *Can DEP really regulate a large company as Nestle?* Mr. Getty said yes, and that there is a DEP fact sheet about understanding drinking water and wells, which can be obtained through DEP.
20. *In regard to a well protection agreement, why is there an approved list of vendors that people have to use?* Mr. Getty stated that DEP and DRBC hold the upper hand, and also regulate that list of vendors. He said that there will be (if approved) an escrow account set up by Nestle in the event there would be a problem in the area of concern.
21. *How close to the Buckwha Creek can they put in wells?* Mr. Getty said there are no regulatory restrictions on that. *Why are there markers in the wetlands?* Mr. Getty said they study the wetlands to make sure that they don't dry up.
22. *What is a community well as it applies to this project?* Mr. Getty explained that DEP has jurisdiction and that they look at the water supply as a community well. He added that FDA also regulates this aspect.
23. *How does the Zoning Environmental Impact Study affect this?* Mr. Getty said that an Environmental impact Study is part of the entire application.
24. *Why should a resident allow Nestle to monitor their well, or can they pay themselves to have their wells monitored?* Mr. Getty said that the tests are done in such a way they cannot be altered and that if a resident doesn't want nestle to monitor their well, the resident would have to pay for someone else to monitor their well.
25. *Has any environmental audit been done on the property?* Mr. Getty said that Nestle has done that and has evaluated the site.

People who spoke about the questions above included, but are not limited to, Rich Conklin, Donna Deihl, Dawn Barankovich, Eric Kleintop, Joanna Russell, George Russell, Mike Kolba, and Bob Boileau.

Supervisor's Meeting September 21, 2015... page 4 of 4

Gretchen Gannon Pettit asked Deer Park hydrogeologist Eric Andreus when the first date of the aquifer test would be. Mr. Andreus stated it is scheduled for October 5th, pending any weather challenges. The testing will take about 3 weeks to complete. He said they will extend the return date for the survey form until the end of the week (September 25th); he added that he will be in his office in the community center on Wednesday, September 23rd from 11 a.m. until 1 p.m., and on Friday, September 25th from 1 p.m. until 3 p.m. Mr. Andreus said residents can either send in their completed survey form or bring it to him at the center.

Adjournment

Being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen, to adjourn the meeting at approximately 9:30 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

SUPERVISORS MEETING
October 7, 2015

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Solicitor Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:35 p.m., followed by The Pledge to Allegiance to The Flag.

Public Comments Pertaining to the Agenda Vernon Barlieb asked what the First Priority bill was (in the list of Bills For Approval); Sharon Solt told him that it was for 2 months of employee health insurance for the 4 covered employees, of which the township pays 100%. He also asked what the pension (PMRS) bill was for. Sharon Solt explained that the payment covered the 2015 Minimum Municipal Obligation and for the 3rd quarter employees contribution to the pension.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Sharon Solt, it was unanimously voted to approve the **September 2, 2015 Supervisors meeting minutes.** (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was unanimously voted to approve the **September 21, 2015 Special Supervisors meeting minutes.** (3-0)

Treasurer's Report On motion by Sharon Solt, seconded by Mary Anne Clausen; it was unanimously voted to approve (3-0) the October 7, 2015 Treasurer's Report as follows:

Balances at October 7, 2015

First Niagara Bank General Money Market	\$ 411,224.05
First Niagara Bank State Money Market	27,112.86
First Niagara Bank State Checking	1,061.80
First Niagara Bank Business Checking	2,623.98
First Niagara Bank Fire Escrow Account	9,832.22
First Niagara Bank Capital Reserve Account	.22
First Niagara Bank DCNR (Parks) Account	21,361.45
First Niagara Bank Community Center Account	5,078.74
PLGIT General Fund	35,379.64
PLGIT Payroll	3,736.56
PLGIT Parks/Land	9,763.47
PLGIT Building Maintenance & Repairs	1,525.57
Petty Cash	<u>35.60</u>
Total	<u>\$ 481,174.49</u>

Approval of Bills On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **General Fund Bills** dated **10/9/15** in the amount of **\$67,073.17.** (3-0) Mary Anne

Supervisor's Meeting October 7, 2015... page 2 of 6

Clausen asked for the Community Center liability insurance to be separated from the township liability and that attorney fees also be separated from General Fund and Community Center Fund.

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **State Fund Bills** dated **10/9/15** in the amount of **\$145.05**. (3-0)

There was a question about the Heller's Gas bill. After discussion, and on motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **Community Center Bills** dated **10/9/15** in the amount of **\$1,632.69**, but to determine if the Heller's bill is appropriate and pay only if appropriate. (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **9/17/15 Form 941 payment** in the amount of **\$2,319.38**, the **10/1/15 Form 941 payment** in the amount of **\$2,337.40**, and the **10/15/15 Form 941 payment** in the amount of **\$1,974.62**. (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **9/1/15 - 9/15/15 State Withholding Payment** in the amount of **\$313.83** and the **9/16/15 - 9/30/15 State Withholding Payment** in the amount of **\$277.19**. (3-0)

Approval of Payroll On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending September 5, 2015** in the amount of **\$9,154.49**, the **payroll for the period ending September 19, 2015** in the amount of **\$9,155.50**, and the **payroll for the period ending October 3, 2015** in the amount of **\$8,208.06**. (3-0)

Road Master Report The Roadmaster reported that the road crew has repaired the north bridge on Gower Road, and there is a need for additional rock protection. The south bridge on Gower Road was also going to be repaired, but the inspection found there needs to be a reevaluation of the bridge to determine what work needs to be done. Currently the road crew is continuing to patch the roads. The electronic recycling will continue until the end of October. Nothing has been heard from PennDOT concerning the bridge over Chapple Creek on Silver Spring Boulevard.

Zoning Officer Monthly Report The zoning officers report for the month of September 2015:

- He issued no building permits.
- He had 13 site surveys with complaints; 1 house fire escrow, 2 dog complaints, 1 timber harvesting from Lehigh Portland where the survey was corrected and approved, 1 grass and trash complaint, that is being cleaned up, 1 water runoff issue at Knot's Lake on Princess Lake Road, 1 site inspection for a house trailer replacement, 1 site inspection for an in-law suite on Pine Grove Road, 1 site inspection for an addition on Bollinger Road, 1 fence setback site inspection, 1 site review for an in-law addition on Sycamore Street, 1 meeting with T-Mobile" about additional receivers on Borger Road, and 1 meeting with DEP about a bridge on the Casper property.
- He reported that the cameras have been placed to stop tire dumping, but no one has been prosecuted yet.

Eldred Township Planning Commission Due to a vacancy on the planning commission, Sharon Solt made a motion to appoint Michael Kolba to fill the remaining 3 months of the 2015 term, Gretchen Gannon Pettit made a second to the motion, which passed unanimously. (3-0)

Supervisor's Meeting October 7, 2015... page 3 of 6

CJERP Update Sharon Solt reported that the CJERP Committee met on September 24th and discussed proposed CJERP Region Plans, Polk Township Zoning Ordinance Amendments, the 715 Medical Professional Building, Gypsy Moth Spraying and Traffic Counts.

Community Center Report Linda Kile reported there is a 5 week stained glass class starting on October 12th at a cost of \$50 plus tools, a craft fair on October 24th with spaces still available, and a free scissor art demonstration class on November 7th taught by Constance Andrews. There were two Tech Talk classes to teach people how to use their phones, I-pads or similar electronic devices, but they were not well attended. That class will be open again. Linda Kile said that there are 2 community rooms available for rent for parties, etc. She asked for approval to get petty cash for the craft fair and was given unanimous approval through a motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt. (3-0)

Karena Thek reported that the West End Food Pantry was given approval by the state inspectors today. Distribution will be the first and third Saturday from 9 a.m. until noon. The inspectors have gauged that they will feed approximately 60-80 families per month. She distributed a sheet on ways to help get the West End Food Pantry up and going, as well as a volunteer sign up sheet; it depends on the community effort to succeed. All food is donated food and the West End Food Pantry falls under the headship of PVEN (Pleasant Valley Ecumenical Network). On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, unanimous approval was made for 2 food drop off boxes for non-perishable items to be placed in the township building and in the community center. (3-0) On motion by Gretchen Gannon Pettit and with a second to the motion by Sharon Solt, unanimous approval was made to authorize Solicitor Kaspszyk to draft a lease agreement no later than November 1st, with the provisions that the solicitor and Karena Thek will discuss. (3-0)

Other Community Center topics discussed were:

1. The state of the oven and dishwasher in the kitchen.
2. A way to monitor utilities.
3. The furnace cleaning and repairs.
4. Guidelines for outdoor events and daily rentals.
5. Hold harmless and/or 1 day rental agreements.
6. Liability riders for renters.
7. The lease to Mike Sauers for the Carola Sauers Children's Library.

Kunkletown Volunteer Fire Company Report No one was present for this report.

West End Ambulance Report During the month of September there were a total of 14 ambulance calls in Eldred Township.

New Hire - Administrative Assistant On motion by Sharon Solt with a second to the motion by Mary Anne Clausen, unanimous approval was made to hire E. Ann Velopolcek as part time administrative assistant and planning commission secretary at a rate of \$14.20. (3-0)

Budget Workshop It was decided to hold a budget workshop in the meeting room on Tuesday, October 13th at 9:30 a.m.

Supervisor's Meeting October 7, 2015... page 4 of 6

MMO The Minimum Municipal Obligation for the 2016 Pension Fund is \$4,544. This was authorized to be paid through the General Fund bills, along with the 3rd quarter pension withheld from employees pay. It was noted that the state gives the township an amount that nearly covers the amount of the MMO, this year it was approximately \$4,300.

Other

Solicitor Kaspszyk stated that the board held executive sessions on September 21 and October 7th.

Mary Anne Clausen said that Nestle has asked to install a noise meter at the community center, as part of its application to the township concerning noise. Eric Andreus said the noise requirement is part of the zoning ordinance requirement. It would be a small device located on the outside of the building. He said he would like to place some at the Gower property line, one at the fire company building and hoped for one at the community center to record ambient noise levels, as per the special exception requirements. There was discussion on the locations for the noise meters, the impact of truck/car traffic, and complying with the criteria of the zoning ordinance; points can be made at the special exception hearing. Terry Kleintop, Vernon Barlieb, Eric Kleintop and Robert Boileau are among people who gave input to the discussion.

Gretchen Gannon Pettit made a motion to ask Nestle to provide a list of potential areas for the noise meters, before we authorize the placement of a device on the community center; Mary Anne Clausen made a second to the motion. Merissa Strohlein said she doesn't think the township should allow putting a meter on the community center. Robert Boileau asked that the township not assist Nestle. Terry Kleintop said the motion should include the exact type of equipment used as the noise meter. Upon vote, there was one yea, one nay and one abstained. The motion did not pass. Mary Anne Clausen made a motion to deny the request; there was no second to the motion, so the motion died. Solicitor Kaspszyk said that there was no authorization to put the sound meter on the community center, so Nestle will have to find a different place for their noise monitoring device.

Mary Anne Clausen stated that last month people asked her to make a motion to amend the 2014 Zoning Ordinance to change the definition of water extraction, but she did not do so, partly because she had done so in July, but it was not seconded. She said she will repeat her motion with the proviso that if the motion passes, we have a legal opinion to determine if an amendment would be able to survive a legal challenge. Mary Anne Clausen made a motion that we schedule a hearing, do the advertising to amend the ordinance to change the definition of water extraction/bottling to read that it would be considered as industry and not as manufacturing/light. The motion died for lack of a second.

Mary Anne Clausen made a motion to request counsel to give a written legal opinion on whether an amendment to the ordinance changing the definition of water extraction to be considered industry rather than light manufacturing would survive any and all legal challenge; and that opinion would be given to the board of supervisors. Sharon Solt made a second to the motion with the amendment that specifically the township solicitor, Michael Kaspszyk, write that opinion. Mary Anne Clausen would not accept Sharon Solt's amendment to her motion; therefore Sharon Solt withdrew her second to the motion. The motion died for lack of a second.

Mary Anne Clausen said she misspoke at the last meeting when she said that water extraction is not a shared use in the CJERP Regional Plan; in fact it is. She also said that transcripts of the March and May hearings in 2014 are available at the township for review.

Supervisor's Meeting October 7, 2015... page 5 of 6

Sharon Solt stated that a resident, Desiree Jaeckle, has written a historical book called "Hannah's Secret" about when the Liberty Bell was hidden in Allentown, PA; if anyone wants a copy, the secretary can order copies.

Public Comments

Chairman Gretchen Gannon Pettit said there would be a time 3 minute limit to any comment, and each person should identify themselves. Dr. Ramon Baker voiced his opposition to the Deer Park Water project, explaining why in his opinion hydrogeology is not an exact science, and why he is not in favor of the proposed water extraction.

Helen Mackes stated that The Eldred Township Historical Society has spent \$112,000 to repair to Historic Post Office, and no township taxes were used for the repairs. She also encouraged people to attend the Gift Card Bingo on Sunday, October 11th at 11 a.m. at the Kunkletown Volunteer Fire Company. Helen encouraged people to think about the good things that have and are taking place in Eldred Township.

Annette Strohl said that water belongs to the people of Pennsylvania, is a vital resource, and the water should not be contaminated.

Donna Deihl stated that in the letter that Nestle sent out, it is a legally binding agreement between Nestle and the township and asked if the township has that document; Sharon Solt replied that the township has no such document. Eric Andreus replied that it is a future document that will be submitted during the process review.

Donna Deihl asked if, when Rick Gower was hired as a temporary/part-time emergency snow plow driver in January of 2015, was he an employee or sub-contractor. Solicitor Kaspszyk said he would have been an employee. Donna questioned how it was advertised; Mary Anne Clausen said the notice was sent out to the email list, Facebook page and on the bulletin board, but not in the Pocono Record. Archie Craig suggested that Sharon Solt take an early retirement.

Eric Kleintop suggested that the Gower property should have been registered on the county natural resource inventory. Solicitor Kaspszyk stated that in the West End, only Chestnuthill Township has an Official Map that addresses such information. Eric asked that for any future zoning changes, the board give consideration to the facts. He earlier questioned the fact that the September 21st meeting was actually a board meeting and reiterated that point. Eric said he feels that two supervisors appear to have a conflict of interest.

Terry Kleintop said that the Natural Area Inventory could be included in a comprehensive plan for the township, regionally and county-wide.

Eric Andreas said there are many rules and regulations in place to protect natural resources of the township. He has received a variety of ideas from residents as to what benefit could come to the township. He suggested that Nestle could establish a Community Benefit Fund of up to \$750,000, whereby a committee would be set up to consider how the funds could be used. Vernon Barlieb voiced his objection to the benefit fund.

Donna Deihl asked whether Eric Andreus sits on the DRBC Board of Directors; Eric replied that he is a member of the Delaware River Water Resource Association that oversees the DRBC activities. Marissa Strohle said her objections to the proposed water extraction; particularly the question of Nestle's past procedures elsewhere.

Doug Borger asked why the well testing was postponed; Eric Andreus said that in was in order to get additional well monitoring set up. Michael Kolba said he submitted a request to have his well monitored; Eric Andreas replied that the consulting company would call him concerning his request.

Supervisor's Meeting October 7, 2015... page 6 of 6

Donna Deihl asked what good come out of Nestle; Gretchen Gannon relied that through the funding, the township could work on the historic post office, the community center, the park, etc.

Robert Boileau stated that water is not an unlimited resource, and suggested that Nestle submit a bond for up to 100 years to provide that the water will not go away for the township residents. Gretchen stated that if the testing reveals that the township wells that are being monitored are negatively affected, the project would be stopped. Mary Anne Clausen asked if there was a document that said that if the water went down below a certain level, then Nestle would stop the water extraction, would that satisfy Robert. He said that the issue comes down to trust and he doesn't trust them.

Eric Kleintop said that since water is a dynamic resource, it is a question of who owns the water. He questioned deed restrictions. Solicitor Kaspszyk reiterated that the township does not enforce deed restrictions; they are enforced by other property owners that have deed restrictions. He added that there can be conditions set by the Zoning Hearing Board (ZHB), and everything discussed tonight can be submitted to the ZHB. Solicitor Kaspszyk added that nothing is currently submitted to the township at this point; however the township has done everything that is required by the Municipalities Planning Code (MPC).

Adjournment

Being no further business, Sharon Solt made a motion, with a second by Mary Anne Clausen, to adjourn the meeting at approximately 10:20 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors	Eldred Twp. Planners	Solicitor Michael Kaspszyk
Solicitor Daniel Lyons	Engineer Brien Kocher	Engineer Chad Peters
Monroe Co. Planning Commission	SEO Jacob Schray	Zoning Officer Ellerslie Helm

**SUPERVISORS MEETING
November 4, 2015**

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt
Solicitor: Solicitor Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 7:40 p.m., followed by The Pledge to Allegiance to The Flag.

Public Comments Pertaining to the Agenda Mary Anne Clausen and Curt Bush announced that they will both be recording the meeting.

Approval of Minutes On motion by Mary Anne Clausen and with a second by Sharon Solt, it was unanimously voted to approve the **October 7, 2015 Supervisors meeting minutes.** (3-0)

Treasurer's Report On motion by Sharon Solt, seconded by Mary Anne Clausen; it was unanimously voted to approve (3-0) the November 4, 2015 Treasurer's Report as follows:

Balances at November 4, 2015

First Niagara Bank General Money Market	\$ 352,884.28	
First Niagara Bank State Money Market	27,126.09	
First Niagara Bank State Checking	916.75	
First Niagara Bank Business Checking	2,568.24	
First Niagara Bank Fire Escrow Account		9,832.72
First Niagara Bank Capital Reserve Account		.22
First Niagara Bank DCNR (Parks) Account		21,361.80
First Niagara Bank Community Center Account		5,997.02
PLGIT General Fund	34,762.70	
PLGIT Payroll	3,737.30	
PLGIT Parks/Land		9,764.05
PLGIT Building Maintenance & Repairs		1,525.66
Petty Cash		<u>57.63</u>
Total		<u>\$ 422,052.99</u>

Approval of Bills On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated **11/6/15** in the amount of **\$45,976.86.** (3-0)

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **State Fund Bills** dated **11/6/15** in the amount of **\$3,906.90** (3-0)

On motion by Mary Anne Clausen and with a second to the motion by Sharon Solt, it was voted to pay the **Community Center Bills** dated **11/6/15** in the amount of **\$954.65.** (3-0)

Supervisor's Meeting November 4, 2015... page 2 of 6

On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to pay the **10/29/15 Form 941 payment** in the amount of **\$2,281.84**, and the **11/12/15 Form 941 payment** in the amount of **\$2,033.34**. (3-0)

On motion by Mary Anne Clausen and with a second by Sharon Solt, it was voted to pay the **10/1/15 - 10/15/15 State Withholding Payment** in the amount of **\$526.73** and the **10/16/15 - 10/31/15 State Withholding Payment** in the amount of **\$274.46**. (3-0)

Approval of Payroll On motion by Sharon Solt and with a second by Mary Anne Clausen, it was voted to approve the **payroll for the period ending October 17, 2015** in the amount of **\$9,065.42**, and the **payroll for the period ending October 31, 2015** in the amount of **\$8,187.02**. (3-0)

Road Master Report The Roadmaster reported that the road crew currently is continuing to patch the roads. They will begin to clean shoulders and pipes next week. Keith will review the Hanover email response regarding any sewage system work at the Eldred Township Community Center, with Jody Borger.

Zoning Officer Monthly Report The zoning officers report for the month of October 2015:

- He issued 4 building permits; 1 pole barn, 1 addition, and 2 accessory sheds.
- He had 11 site surveys with complaints; 4 building, 1 complaint about building without a permit, which was unfounded, 1 complaint of demolition of old trailer, 1 site inspection on Green Hill Road, 1 meeting at apartment on Getz-Dawl road, 1 setback for property owner at golf course, 1 meeting with loggers at Lehigh Portland cement, 1 complaint of driveway installs.
- There was discussion concerning Kuehner Estates and their ability to build on the lots. Since a new bond has been put into place, Solicitor Kaspszyk will review the Development Agreement and inform the Zoning Officer so he can communicate with the property owner.

Eldred Township Planning Commission There was nothing from the Planning Commission.

CJERP October Report The CJERP Planning Committee would like to ask Pleasant Valley School District (PVSD) and Pocono Mountain School District (PMSD) to each appoint non-voting representatives to attend the monthly CJERP meetings. On motion by Sharon Solt, with a second to the motion by Mary Anne Clausen, unanimous approval was made to ask PVSD and PMSD to appoint non-voting representatives to attend the CJERP meetings. (3-0)

Community Center October Report Linda Kile reported there was \$309.95 profit from the craft fair; as well as leftover food and drink for the next event, a Valentine's Day Dance in February. She distributed printouts of the upcoming events. Linda mentioned the Food Bank distributions which will start on November 21st.

Kunkletown Volunteer Fire Company October Report President Ray Miller reported there were 5 calls, 3 of which were mutual aid. The meeting between the fire company and the board was discussed; possible dates are November 12 or 19 at 7 p.m. at the fire house. It will be determined.

Supervisor's Meeting November 4, 2015... page 3 of 6

West End Ambulance October Report Gretchen Gannon Pettit read the October report from the Ambulance Association, there were 14 Eldred Township calls in October, for a yearly total of 140.

2016 Budget Gretchen reported we had some budget workshops and have decided on a proposed budget for 2016, without any tax increase. Copies are available through the secretary and will be posted on the township website. Changes can be made before the adoption if there is a substantive change. Gretchen Gannon Pettit made a motion to advertise the budget and for a Special Meeting on December 28 at 9:30 a.m., to adopt the proposed budget; Sharon Solt made a second to the motion, which passed unanimously. (3-0)

Other

Veteran's Day Sharon Solt reported there will be a Veteran's Day Service on Wednesday, November 11 at 11:00 a.m. at the Veteran's memorial; encouraging all in attendance to attend the event, bringing a folding chair. The veterans at the meeting stood and were applauded by everyone.

Administrative Assistant Mary Anne Clausen said the administrative assistant will fill in for the secretary while she is on vacation; Sharon Solt stated that she and Ann Velopolcek have already discussed getting together to review the duties.

Tax Collector Mary Anne Clausen reported that Helen Mackes is resigning as tax collector, and an announcement has gone out through the township email update list, the Facebook page, the website and an ad in the Pocono Record listing the need for applications. Helen Mackes explained that her position should be filled this year because the bills must be printed in mid- December, so they can be sent out on January 1, 2016. Gretchen Gannon Pettit agreed that without the new tax collector's information, Helen's information would be printed on the bills and it would be inaccurate. She gave a brief overview of her duties. Mary Anne said that based on Helen's letter there would not be a vacancy until January, so no one should be appointed until January. Gretchen Gannon Pettit and Sharon Solt disagreed. There was additional discussion about this topic. Helen Mackes, as tax collector, reiterated that the new tax collector should be appointed by the 15th of December, for the reasons she stated previously.

Additional information regarding the applicants' requirements was discussed, including the certification requirements of the new law signed on October 24th. Elizabeth Sansone objected to the information from Voter Registration regarding the party of the applicant; the township will check into it further. When Mary Anne Clausen said she thought the information given out to applicants was incorrect, Sharon Solt explained that she gave a summary of the 2014 state law, a summary of the 2015 law, and a township employment application to each applicant. Each applicant should read everything carefully and correctly.

Gretchen Gannon Pettit stated the tax collector will be appointed until the next municipal election, which will be in 2017. Terry Kleintop said that he thought the position should be included on the 2016 ballot. Elizabeth Sansone questioned the training needed; it was stipulated on the summary. Dan Yoka questioned what the hours are, and Helen Mackes listed the hours she puts in as a public servant, adding that Tuesday and Wednesday from noon to 4 are her weekly hours. There was additional discussion concerning whether the new tax collector should continue to utilize the tax office in the township building. Gretchen Gannon Pettit said that if the new board in January wanted to evict the tax collector from the township office, as was suggested by Vernon Barlieb, they could do so at re-organization meeting. Solicitor Kaspszyk said that even though the township is not obligated to provide an office for the tax collector, if this board provides it, the new

Supervisor's Meeting November 4, 2015... page 4 of 6

Tax Collector (continued)

board could change it if they want to. Helen Mackes added that when the municipal building was built in 1994, the board of supervisors asked her to have her office in the building. Lori Zilmer asked what date the board was notified of the vacancy; it was October 20. Gary Hoffman said according to the 2015 state law, training is voluntary. Leon Barlieb said he thought the township tax collectors commission of 5% is too high.

Residential House in Commercial Zone Solicitor Kaspszyk stated that Veronica Hahn has a house located in the town commercial zone, she has the house for sale, and the prospective buyer's lender has requested a letter that the house is for residential use. The solicitor has prepared a letter stating that it is a pre-existing non-conforming use and the residence is permitted to be used as a residence now and into the future. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, unanimous approval was made to authorize the letter to be given to the buyers. (3-0)

Resolution to Appoint Kirk Summa as Auditor On motion by Sharon Solt, and with a second to the motion by Mary Anne Clausen, approval was made to advertise for a resolution to appoint Kirk Summa as Auditor for the township books for 2015, to be voted upon at the special meeting on December 28th at 9:30 a.m.

Representative Jack Rader Mary Anne Clausen acknowledged that State Representative Jack Rader was in attendance; he noted that he usually is in attendance at the township meetings.

Election Results Mary Anne Clausen announced that there were two very good candidates for the Township Supervisor position, Kevin Silliman and JoAnn Bush. JoAnn won the seat in the election and will begin her term on January 4, 2016.

Public Comments

Concerning Nestle Waters Deer Park:

Dr. Ramon Baker said that with fracking, brine seepage is a possibility and therefore we should consider the same in regard to water extraction. Lucy White asked what her rights are to try to stop the project. Solicitor Kaspszyk said that it is a special exception and will be sent to the Zoning Hearing Board (ZHB) for a hearing; she can offer her opinions and conditions, as well as have expert witness testimony at that hearing. She can also consult an attorney to appeal to the Court of Common Pleas. Mary Anne Clausen suggested Lucy become a member of the concerned citizens group.

Solicitor Kaspszyk said that evidence should be presented at the zoning hearing board hearing; the zoning hearing board will make a determination. If the township doesn't think the restrictions are stringent enough, they can appeal to the Court of Common Pleas. Likewise, if the applicant, Nestle, thinks they are too stringent, they can appeal to the Court of Common Pleas.

Linda Kile asked what Nestle has to do in regard to state approvals. Solicitor Kaspszyk said they have to get approvals from DEP, DRBC and PennDOT, in order to operate. Annette Strohl asked if the Zoning Hearing Board can decline the Nestle application. Solicitor Kaspszyk said that they cannot decline, but can put conditions on any approvals they would give. He added that there are times when the ZHB can deny an application, but it doesn't happen very often. Beth Connor said she is a non-resident and asked when the ZHB hearing will be held; Solicitor Kaspszyk said there is no application or date pending, and speakers must be a resident. He added that there will be notification on the township bulletin board and in the Pocono Record about two weeks before the hearing date.

Supervisor's Meeting November 4, 2015... page 5 of 6

Doug Borger asked the results of the PennDOT, Township and Deer Park Transportation meeting. Gretchen Gannon Pettit said that we have not had a report on the meeting, our township traffic engineer, Jim Milot, was present and is looking into all aspects, including the 100 foot section from Chestnut Ridge Road to the property site. Gretchen Gannon Pettit said the township could get a bond agreement with Nestle for any damage to that small portion, which is considered township roadway. Roadmaster Keith Kuehner agreed.

Lori Zilmer asked if Nestle will be forced to stay on Kunkletown Road and Silver Spring Boulevard, rather than taking a shorter route. Jessica Weidner said her husband is a truck driver and they have GPS Navigation systems in their trucks to make sure that the routes are followed. Dr. Baker thought that if Nestle knew where the water was, they would not have to drill wells. Representative Jack Rader stated he is staying up to date on the issue and is following the process. He said he is of the opinion that state and federal governments shouldn't tell local governments what to do. Rep. Rader reiterated Solicitor Kaspszyk's statement about appealing to the Court of Common Pleas.

Todd Dowling asked what the benefit would be to the township. Gretchen Gannon Pettit explained that there was a suggestion of a \$750,000 endowment fund, where the township could use that money for township purchases or projects; however the idea was rejected by the townspeople. Desiree Jaeckle questioned the value of her property if the water extraction should be permitted.

Eric Kleintop asked if there is any further information on Nestle's request to place a sound meter on the community center; Gretchen Gannon Pettit said there has not been anything additional. Terry Kleintop asked how Nestle could negotiate with the property owner without notification of other property owners' rights. Mr. Kleintop asked why Phil Getty was not at the township meeting. Solicitor Kaspszyk said the township does not enforce deed restrictions (because they are between private property owners); but the township enforces zoning through the MPC and 2nd Class Township Code. Mr. Getty was not present because there is nothing to report at this time.

Lori Zilmer asked if there is a conflict of interest for Supervisor Solt. Solicitor Kaspszyk said the state ethics commission issues opinions and in this case there is not a conflict because you need to have an immediate family member financially benefitting from a zoning amendment for there to be a conflict. Additionally there is no current application pending, so there is nothing to vote on at this time. Curt Bush asked if Gretchen Gannon Pettit is a family member of Mr. Gower, Solicitor Kaspszyk said she is not a family member.

Doug Borger asked if the new board could change the zoning back to the way it was. Solicitor Kaspszyk said that it up to the new board; adding that there are other considerations that their solicitor has discussed with the current board and that is confidential. Lori Zilmer read a letter from Reiner Jaeckle and asked that it be retained as public record; however she failed to give the board a copy of the letter. In general, he objected to the water extraction and asked for information from 2008 in regard to CJER, communication from all parties, and meeting minutes. Mrs. Zilmer said they would submit a Right-To-Know request for the information.

Vernon Barlieb asked the supervisors why they think the water extraction is a good thing. Gretchen Gannon Pettit said that the \$750,000 endowment fund could be used to buy a township truck, to pave roads, to use for the park, the community center or the fire company. Mary Anne Clausen said she is not in favor of it. Sharon Solt said that she is neither in favor nor against it.

Supervisor's Meeting November 4, 2015... page 6 of 6

Adjournment: Being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 9:33 p.m. (3-0)

Respectfully submitted,

Sharon F. Solt,
Secretary-Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
SEO Jacob Schray

Solicitor Michael Kaspszyk
Engineer Chad Peters
Zoning Officer Ellerslie Helm

SUPERVISORS MEETING

December 2, 2015

In Attendance: Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen Solicitor: Michael Kaspszyk

Not in Attendance: Sharon Solt (Supervisor)

Meeting Called to Order : Gretchen Gannon Pettit called the meeting to order at 7:36 P.M., followed by The Pledge of Allegiance.

Public Comments Pertaining to Agenda: Mr. Kleintop announced he was video recording the meeting. Solicitor Michael Kaspszyk Stated that prior to the meeting an executive session meeting was held to discuss possible pending litigation and also tax collector interviews have occurred.

Approval of Minutes : On a motion by Mary Anne Clausen and with a second, it was voted unanimously to approve the **November 4, 2015 Supervisors Meeting Minutes.** (2-0)

Treasurers Report: Mary Anne Clausen brought up that before the books closed for the year the insurance bill for the ETCC needs to be attributed to the ETCC. With that comment, on a motion by Mary Anne Clausen and seconded by Gretchen Gannon Pettit; it was unanimously voted to approve (2-0) the December 2 Treasurer's report as follows:

Balances at November 20, 2015

First Niagara Bank General Money Market	\$ 312,487.17	
First Niagara Bank State Money Market	23,219.64	
First Niagara Bank State Checking	916.75	
First Niagara Bank Business Checking	4,619.24	
First Niagara Bank Fire Escrow Account	9,832.72	
First Niagara Bank Capital Reserve Account		.22
Supervisor's Meeting December 2, 2015... page 2 of 6		
First Niagara Bank DCNR (Parks) Account		21,362.15
First Niagara Bank Community Center Account		5,658.03
PLGIT General Fund	35,777.86	
PLGIT Payroll	3,737.30	
PLGIT Parks/Land		9,764.05

PLGIT Building Maintenance & Repairs	1,525.66
Petty Cash	<u>47.12</u>
Total	<u>\$ 380,805.08</u>

Approval of Bills: Mary Anne Clausen brought up two billing issues, first Heller's Gas; this issue is resolved with no further action taken. Secondly, Lyon's, which is still being looked into.

- On a motion from Mary Anne Clausen and seconded by Gretchen Gannon Pettit, it was voted unanimously to pay the **General Fund Bills** dated **12/4/2015** in the amount of **\$13,729.38** (2-0).
- On a motion by Mary Anne Clausen and seconded by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** dated **12/4/2015** in the amount of **\$ 544.05** (2-0).
- On a motion by Mary Anne Clausen it was voted to pay the **Community Center Bills** dated **12/4/2015** in the amount of \$ 116.56. (2-0)
- On a motion by Mary Anne Clausen it was voted to pay the **11/25/2015 Form 941 payment** in the amount of \$ 2,345.54, and the **12/10/2015 Form 941 payment** in the amount of \$ 2,526.48. (2-0).
- On a motion by Mary Anne Clausen it was voted to pay the **11/1/15 – 11/15/15 State Withholding Payment** in the amount of **\$ 247.50** and the **11/16/15 – 11/30/15 State Withholding Payment** of \$ 282.64. (2-0)

Approval of Payroll :

- On a motion by Mary Anne Clausen and seconded by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending 11/14/15** in the amount of **\$ 9,331.98** and the **payroll for the period ending 11/28/15** in the amount of **\$10,526.80**. (2-0)

Road Master Report: The Road Master reported that the road crew is currently cutting shoulders, clearing pipes, and doing general maintenance on the township vehicles. Mary Anne Clausen brought up that a new compressor is needed and bids were being researched

- A motion was made by Mary Anne Clausen and seconded by Gretchen Gannon Pettit to approve the purchase of a new compressor not to exceed \$3500.00. Motion passed. (2-0). The temporary part-time job for snow plowing is still open..
- A motion was made by Mary Anne Clausen and seconded by Gretchen Gannon Pettit to advertise the position in the Times News. Motion passed (2-0)

Zoning Officer Monthly Report: The Ellerslie Helm reported that for the month of November

- He issued 4 building permits -1 new driveway, 1 Timber Harvest, 1 New Deck, 1 Rebuilt shed
- He did 2 site inspections -1 for a property line, 1 for an alternative generator
- He handled 1 complaint – some young people were riding 4 wheelers on the railroad bed and had a confrontation with a resident, the zoning officer also had words with them in the township building parking lot. The State Police were called and a complaint filed. It appears they have done some damage at the railroad bed creating deep ruts etc.

Also discussed were the requirements needing to be met to issue building permits for Kuehner Estates. The subdivision was approved in 2007 and is incomplete. According to our ordinance a new subdivision plan could be compelled of the developers. Since there are no new ordinances relating to development, Solicitor Kaspszyk suggests the Supervisors authorize an agreement whereby once the requirement is met, building permits may be issued for the lots which have their access on the Township roads. The requirement is the deeded dedication of land at the corner of Silfies and Greenzweig Roads to realign the road. Solicitor Kaspszyk explained that even though the bond is in place for the proposed road, if the developers do not fulfill their obligation to build the road, the Township could be held liable by the lot owners.

Eldred Township Planning Commission : The Planning Commission reports that in November the Planning Commission reviewed (only) a preliminary subdivision plan. The plan was not complete and no action was taken.

CJERP November Report: There was no CJERP Report.

Community Center Report : Linda Kile reported the activities that took place at the Community Center in November. There were 4 Committee Meetings, 11 events and 2 continuing uses. Also 3 leases were signed (Jennifer Bentley, Photojennics a recurring Daily Lease; Carbon United Soccer Club, a recurring Daily Lease; PVEN Food Pantry a 1 year lease of a "small" room at @ \$200.00/month.

- A motion was made to ratify the leases by Mary Anne Clausen and seconded by Gretchen Gannon Pettit. Motion passed. (2-0)

Mary Anne Clausen asked Solicitor Kaspszyk if a resolution could be passed to streamline the Daily Room Rental leases by authorizing the committee members to accept those leases with Hold Harmless Agreement. It was suggested to do this at the Supervisors meeting in January.

- A motion was made by Mary Anne Clausen to authorize a Valentine's Day Fundraiser Dance and seconded by Gretchen Gannon Pettit. Motion passed. (2-0).

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Carey Krum Reported that the lock on the outside door is not working.

- A motion was made by Mary Anne Clausen to get estimates for the repair and have the lock fixed, at a cost not to exceed \$400.00 seconded by Gretchen Gannon Pettit. Motion Passed (2-0)

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Kunkletown Volunteer Fire Company Report : The Fire Company reports 4 calls in November. Breakfast will be served this Sunday (Dec. 6, 2015). Solicitor Kaspszyk stated that he will review the insurance for the Fire Company and their alcohol waiver is intact, he will do a more thorough review and report to the Supervisors. The Fire Company will also provide a list of events when liquor will be served to provide to the Insurance Company.

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

2016 Budget Report : There will be a meeting on December 28, 2015 at 9:30 A. M to approve the 2016 General Fund Budget. The Proposed Budget is available for review online at the Township website www.eldredtp.org. Copies are also available at the Township Building.

Vernon Barlieb asked the Supervisors to review the highlights of the budget. MaryAnne Clausen stated that there is no millage increase. A line item was increased for capital spending for such items as vehicles etc. Savings were recognized in bundling some resources and choosing a new electric provider. These savings offset some increases expected as normal increases in costs. The overall budget is up slightly due to expected increases in revenues and payments.

Terry Kleintop asked the value of 1 mil in township revenue. Based on projected tax revenue it appears to be about \$25,000.00.

Terry Kleintop asked what plan was in place to cover the deficits for the Community Center. Mary Anne Clausen responded that we will not have those numbers until next month. Gretchen Gannon Pettit added that if the Community Center cannot operate without a loss the Township could sell the building. Solicitor Kaspszyk explained the reverter clause in the contract with the School District as it relates to sharing any profit from the sale of the building.

Other : Mary Anne Clausen believes the Administrative Assistant (Ann Velopolcek) should be bonded as soon as possible. Solicitor Kaspszyk agreed. Mary Anne Clausen asked the Ann Velopolcek should be trained in as many of Sharon Solt's duties that she is allowed to do, as good business practice. Solicitor Kaspszyk agreed that this was possible as long as there will be no access to financial accounts

- A motion was made by Mary Anne Clausen to provide training for Ann Velopolcek in Secretary/ Treasurer duties. Motion failed for lack of second.
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Mary Anne Clausen announced that Solicitor Kaspszyk has declined to be reappointed as Solicitor. Solicitor Kaspszyk agreed to be appointed as a temporary Solicitor in the interim if necessary.

Public Comments : Terry Kleintop asked if the new board would be making the decision about appointing the new Tax Collector. Gretchen Gannon Pettit answered yes

Dr. Ramon Baker asked what information would require a legal review and not be disclosed. Solicitor Kaspszyk replied that some communications fall under the heading of attorney- client privilege and as the Solicitor for the Township this may apply to certain of these communications.

Dr. Baker asked if anyone ever approached him with something illegal. Solicitor Kaspszyk replied that no one had ever approached him with any illegal suggestions. He also stated that he was not involved in the change on the zoning ordinance so his review should be brief but that Atty. Ferrari might have the same privilege as it concerns the CJERP proceedings.

Archie Craig stated RE: the water extraction project, he feels the majority of the residents are opposed but the Supervisors wish it to continue.

Gretchen Gannon Pettit stated she thought the \$750,000.00 Nestle` was offering was a community benefit, Mary Anne Clausen found no benefit to the community.

Ron Hoffner asked what benefit there is to the community from this project. Mr. Hoffner disagrees with Ms. Pettit's comment.

Desiree Jaeckle indicated she believes Property Values will be impacted by the project.

Reiner Jaeckle asked about offering the issue as a public Referendum, or if the public could ask the Supervisors for a motion. Solicitor Kaspszyk explained the process of making a motion.

Donna Deihl stated that someone was denigrating the opponents to the Water extraction on Facebook and she thinks this is unacceptable.

Doug Borger asked what happened to a meeting with DEP. Mary Anne Clausen asked that if a meeting should be scheduled should it be after the test results come back from Nestle, likely in January. Mr. A.J. Kleintop stated that the test results will be posted on Phil Getty's website as soon as they are available.

Solicitor Kaspszyk reiterated that this zoning change could be challenged at the point of creation. Solicitor Kaspszyk explained that Solicitor Ferrari is the Solicitor for CJERP and that is where the changes originated. Solicitor Kaspszyk stated that once Nestle submitted a proposal, a hearing could be held.

- A motion was made by MaryAnne Clausen to schedule a meeting with DEP and DRBC to discuss residents concerns regarding water extraction in our community. Gretchen Gannon Pettit seconded. Motion carried. (2-0).

Mr. Hoffman asked about other issues. Solicitor Kaspszyk explained that these issues shall be brought to the Zoning Hearing Board Hearings once the application is made. Multiple hearings may be necessary.

Linda Kile asked who the members of the Zoning Hearing Board are: Frank O'Donnell, Al Aumack and Bruce George.

Mary Anne Clausen announced that at the Organization Meeting any board vacancies will be filled and that anyone interested in serving should apply. That meeting will be January 4, [2016 at 7:30P.M.](#)

Helen Mackes said the DRBC is the agency that has authority to decide the water issues in our area. Mr. Kleintop stated that the DEP also has some authority in these issues.

Adjournment:

- Motion to adjourn by Mary Anne Clausen, seconded by Gretchen Gannon Pettit. Motion carried. (2-0). Meeting adjourned at 9:25 P.M.

Respectfully Submitted,

E. Ann Velopolcek
Recording Secretary

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe County Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher

Solicitor Michael Kaspszyk
Zoning Officer Ellerslie Helm
SEO Jacob Schray

**SUPERVISORS SPECIAL MEETING
December 28, 2015**

Attendance

Supervisors: Gretchen Gannon Pettit, Mary Anne Clausen, Sharon Solt

In Absentia: Solicitor Michael Kaspszyk

Meeting Called to Order Gretchen Gannon Pettit called the meeting to order at 9:35 A.M., followed by The Pledge of Allegiance.

Public Comments Pertaining to Agenda

Vernon Barlieb had a question about the budgets; Gretchen Gannon Pettit said that will be reviewed when the subject is discussed on the agenda.

Mary Anne Clausen asked what is the state of the Mock Park Extension Request; Sharon Solt replied that it has been approved. She also asked if the administrative assistant bond has been submitted; Sharon Solt replied that the application is signed and ready to be sent later today.

2016 General Fund Budget

Gretchen Gannon Pettit said that there were 2 budgets before the board, one with a cash balance carryover of \$250,000.00 and one with a carryover of \$350,000.00. As per previous instruction by the board, in the second budget the extra \$100,000.00 income carryover went into expense line item 438.61, Maintenance/Repairs to Highways: General Construction. Mary Anne Clausen made a motion to approve the **2016 General Fund Budget** as advertised without the additional carryover, and any changes to be made when the new board convenes in 2016; Gretchen Gannon Pettit made a second to the motion. Motion carried 2-1; Sharon Solt voted nay.

Vernon Barlieb asked what accounts were used to calculate the carryover; Sharon Solt stated that it was a combination of the line items 100 to 107 accounts.

2016 State Fund Budget

Sharon Solt reported we have a higher carryover than the previously proposed \$10,000.00; it is \$20,000.00. Gretchen Gannon Pettit made a motion to approve the **2016 State Fund Budget** as previously advertised; Mary Anne Clausen made a second to the motion. Motion carried 2-1; Sharon Solt voted nay.

Appointment of Kirk, Summa, Inc. as Accountant for 2015 Financial Records

Sharon Solt made a motion to appoint Kirk, Summa, Inc. as the auditor for the 2015 township financial records at a cost not to exceed \$5,100.00. Gretchen Gannon Pettit made a second to the motion; motion was approved unanimously (3-0).

Supervisor's Special Meeting December 28, 2015... page 2 of 2

Other

James and Darlene Smith had attended the planning commission to request a **lot joinder** of his 2 lots; he was informed that he needed to request that the board of supervisors approve the lot joinder as has been done traditionally in the township. After discussion, Gretchen Gannon Pettit made a motion to postpone the approval until the January 4, 2016 meeting; motion was seconded by Mary Anne Clausen. On vote the motion to postpone was passed 2-1; Sharon Solt voted nay.

Gary Hoffman reported that there is an **EMS** condition within the county, but that Eldred Township is fine with their current provider.

Sharon Solt announced her **retirement** as township secretary/treasurer on or about January 16, 2016; adding that she will remain as township supervisor for the last 2 years of her term.

Mary Anne Clausen announced the board held an **executive session** on December 18, 2015 for discussing personnel.

Public Comments

Gary Hoffman asked if there is a possibility that the board could waive the fees for the **West End Food Bank** until the new board examines the budget. All rent has already been paid to the end of the year by PVEN.

Doug Borger had a question about the **Eldred Township Community Center** as related to the budget; specifically as to the Administrative Assistant's ETCC Secretary's salary in the amount of \$1,000.00. Mary Anne Clausen commented that the administrative assistant is a realtor and is knowledgeable about leases, so she has been handling the leases, contracts, and other duties that are better situated in the township municipal building. Sharon Solt stated that she as the township secretary has never been paid from the ETCC fund for making deposits, preparing the bills and printing checks. Linda Kile said that the work she does is on a volunteer basis and she does not expect to be paid. Mary Anne Clausen said the budget is an estimate and it is ever evolving. There was additional discussion concerning the Eldred Township Community Center.

Vernon Barlieb asked if it was a requirement that the **tax collector** maintain the office in the township building. It is not a state requirement, but in 1994 when the municipal building was opened the board of supervisors at that time required the tax collector to maintain an office in the municipal building. Helen Mackes gave an explanation of how and why she has had her office in the municipal building.

Adjournment

Motion to adjourn by Sharon Solt, seconded by Mary Anne Clausen; motion carried. (3-0)
The meeting adjourned at 10:35 A.M.

Respectfully Submitted,

Sharon F. Solt, Secretary/Treasurer

Cc: Eldred Twp. Supervisors
Solicitor Daniel Lyons
Monroe Co. Planning Commission

Eldred Twp. Planners
Engineer Brien Kocher
Zoning Officer Eilerslie Helm

Solicitor Michael Kaspszyk
SEO Jacob Schray