

**ELDRED TOWNSHIP BOARD OF SUPERVISORS  
REORGANIZATION MEETING  
JANUARY 3, 2012**

The Reorganization Meeting of the Eldred Township Board of Supervisors was held at 7:30 p.m. on Monday, January 3, 2012, at the Eldred Township Municipal Building.

**ATTENDANCE**

Supervisors: Clair Borger, Gretchen Gannon Pettit, and Sharon Solt  
Solicitor: Michael Kaspszyk

The Pledge of Allegiance was led by Supervisor Clair Borger

**Temporary Chairman:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Clair Borger as Temporary Chairman.** (3-0)

**Chairman:** Clair Borger called for nominations for Chairman. Gretchen Gannon Pettit made a motion, seconded by Sharon Solt and it was voted to appoint **Clair Borger as Chairman.** (3-0)

**Vice-Chairman:** Sharon Solt made a motion, seconded by Clair Borger and it was voted to appoint **Gretchen Gannon Pettit as Vice-Chairman.** (3-0)

**Secretary-Treasurer:** Gretchen Gannon Pettit made a motion, seconded by Clair Borger and it was voted to appoint **Sharon Solt as Secretary-Treasurer.** (3-0)

**Solicitor:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Michael Kaspszyk as Township Solicitor.** (3-0)

**Township Engineer:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Hanover Engineering Inc., specifically Brien Kocher and Chad Peters as Township Engineers,** at the rate specified in their December 16, 2011 letter. (3-0)

**Alternate Engineer:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Russ Kresge as Alternate Township Engineer.** (3-0)

**Roadmaster:** Gretchen Gannon Pettit made a motion, seconded by Sharon Solt and it was voted to appoint **Clair Borger as Roadmaster.** (3-0)

**Sewage Enforcement Officers:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Hanover Engineering, specifically Jacob Schray, Scott Brown, Janice Buskirk, Jeffrey Huff and Christopher Taylor as Township Sewage Enforcement Officers,** at the rates specified in their December 16, 2011 letter. (3-0)

*Reorganization meeting, January 3, 2012... page 2 of 4*

**Administrative Assistant:** Sharon Solt made a motion, seconded by Clair Borger and it was voted to appoint **Gretchen Gannon Pettit as Administrative Assistant.** (3-0)

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

**Building Code Official:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Marilyn Ludwig of Hanover Engineering as Building Code Official (BCO).** (3-0)

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

**UCC Joint Board of Appeals Officer:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Bruce Gower as UCC Joint Board of Appeals Officer.** (3-0)

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

**Earned Income Tax Appeals Officer:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and 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 Gretchen Gannon Pettit and it was voted to appoint **Gary Hoffman as Emergency Management Coordinator.** (3-0)

**Vacancy Board Chairman:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Gary Hoffman as Vacancy Board Chairman.** (3-0)

**Planning Commission Members:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint to the planning commission **Archie Craig and Philip Marano to four year terms** expiring December 31, 2015. (3-0)

**Planning Commission Solicitor:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit, and it was voted to appoint **Daniel Lyons as Planning Commission Solicitor.** (3-0)

**Treasurer's Bond:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to secure a Treasurer's Bond in the amount of **\$200,000.00** 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 Gretchen Gannon Pettit and it was voted to secure a **Public Employee Bond** from **Traveler's Casualty and Surety Company of America, from H.A. Thompson.** (3-0)

*Reorganization meeting, January 3, 2012... page 3 of 4*

**Zoning Hearing Board Member:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Albert Aumack as Zoning Hearing Board Member, with the term to expire 12/31/2014.** (3-0)

**Zoning Hearing Board Solicitor:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to appoint **Chad Martinez as Interim Zoning Hearing Board Solicitor,** until the board convenes and holds their reorganization meeting. (3-0)

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

**Employee - Full-Time/Part-Time Wages/Benefits:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to currently keep the township employees wages at the 2011 level, except for an increase to one of the part time road crew since he is now working on a regular basis. (3-0) (It was noted that the working supervisors' wages are subject to the auditors approval.)

**The 2012 wages are:**

Roadmaster -\$20.00 (working supervisor)

Full Time Road Crew: Employee #1 -\$17.70

Employee #2 -\$17.29

Employee #3 -\$16.14

Part Time Road Crew: Employee #1 -\$13.84

Employee #2 - \$13.00

Secretary-Treasurer -\$17.81 (working supervisor)

Zoning Officer -\$13.84

Administrative Assistant - \$13.77 (working supervisor)

Maintenance - Employee #1 - \$11.53

Planning Commissioners and Zoning Hearing Board members - \$25.00 per meeting.

Sharon Solt made a motion, seconded by Gretchen Gannon-Pettit and it was voted to **retain the benefits** as outlined in the **employee policy handbook.** (3-0)

Health care - Retain the current Blue Cross PPO for eligible employees; as designated in the Employee Policy Handbook.

13 Holidays

Sick Days - 2 days per year; this 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.

**Mileage Rate:** Sharon Solt made a motion, seconded by Gretchen Gannon Pettit and it was voted to use the IRS mileage rate of **55.5 cents per mile as the Mileage Rate.** (3-0)

***Reorganization meeting, January 3, 2012... page 4 of 4***

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

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

**CJER Regional Comprehensive Plan Committee:** Gretchen Gannon Pettit made a motion, seconded by Clair Borger and it was voted to appoint **Sharon Solt and Archie Craig** as members of the **CJER Regional Comprehensive Plan Committee**. (3-0)

**Adjournment:**

There being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon-Pettit, to adjourn the reorganizational meeting at 7:50 p.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  
SEO Jacob Schray

Solicitor Michael Kaspszyk  
Engineer Chad Peters  
Zoning Officer Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
JANUARY 3, 2012**

**Attendance**

Supervisors: Clair Borger, Gretchen Gannon Pettit, and Sharon Solt  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:55 p.m., the Pledge of Allegiance was recited in the Reorganization meeting.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Clair Borger and with a second by Sharon Solt, it was voted to approve the December 7, 2011 meeting minutes. Gretchen Gannon Pettit was in absentia at that meeting, therefore she abstained. (2-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was voted to approve (3-0) the January 3, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 130,311.34	
East Penn Bank State Money Market	43,433.86	
East Penn Bank State Checking	796.12	
East Penn Bank Business Checking	2,266.69	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.05
East Penn Bank DCNR (Parks) Account		1,352.94
PLGIT - General Fund	18,316.57	
PLGIT - Payroll	4,125.62	
PLGIT - Parks/Land		9,755.37
PLGIT - Building Maintenance & Repairs		1,524.31
PLGIT - Alpine Rose Escrow Account		1,180.85
Petty Cash	100.00	
Total	<u>\$ 199,350.20</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** in the amount of \$15,791.59. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon-Pettit, it was voted to pay the **12/29/11 Form 941 payment** in the amount of \$2,322.21 and the **1/12/11 Form 941 payment** in the amount of \$2,362.70. (3-0)

*Supervisor's Meeting January 3, 2012... page 2 of 3*

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **12/1/11 - 12/15/11 State Withholding Payment** in the amount of \$596.90 and the **12/16/11 - 12/31/11 State Withholding Payment** in the amount of \$246.56. (3-0)

**Approval of Payroll** On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending December 17, 2011** in the amount of \$9,122.17. (3-0). On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending December 31, 2011** in the amount of \$9,246.56. (3-0)

**Roadmaster Report** Roadmaster Borger stated that the road crew been cleaning drains and cutting brush along the shoulders.

**Ordinance 2012-1 An Ordinance Amending the Eldred Township Zoning Ordinance by Deleting Certain Subparagraphs of the Term "Lot Area" From the Definition Section and Deleting Article 704's Application to Lot Joinder/Annexation Applications**

Solicitor Kaspszyk stated that the proposed ordinances were both advertised and that a hearing was held on December 7, 2011. The Monroe County Planning Commission and the Township Engineer Brien Kocher had reviewed the ordinances and sent their comments to the township. However, since the Eldred Township Planning Commission was unable to review the proposed ordinances before the hearing, the possible adoption of the ordinances was postponed until this meeting. This amendment would change the **definition of lot size in the Zoning Ordinance**. The Eldred Township Planning Commission recommended that the Board of Supervisors adopt this amendment, which deletes subparagraphs F, G and H from Article III, Section 303; as well as enables the **joining of two parcels into a single parcel**, as long as there is no new development proposed. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to adopt this ordinance as **Ordinance 2012-1**. (3-0)

**Ordinance 2012-2 An Ordinance Amending the Eldred Township Zoning Ordinance by Amending the Provisions Addressing Private Stables**

This is the second amendment that was properly advertised and a hearing was held on December 7, 2011. This amendment would **lower the minimum lot size from 5 acres to 2 acres**, in regard to **private stables** on a parcel. Additionally, there are a 50 foot distance from wetlands and a maximum slope of 15% provisions in this amendment. Solicitor Kaspszyk stated that the Zoning Hearing Board has allowed a downsizing of acres needed for private stables at previous zoning board hearings, and said that those actions set a legal precedence. It was noted that the Eldred Township Planning Commission recommended that the Board of Supervisors do not adopt this amendment. There was discussion concerning all aspects. On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to adopt this ordinance as **Ordinance 2012-2**. (3-0)

**Other** Solicitor Kaspszyk reported that: 1) There has been a January 17, 2012 hearing scheduled with Magisterial District Justice Jolana Krawitz concerning a notice of violation issued by the township zoning officer. 2) He received a letter from the Attorney General's office stating they are in receipt of a document regarding a case two years ago.

***Supervisor's Meeting January 3, 2012... page 3 of 3***

In regard to **PEMA's funding of flood related storm damage**, the township needs to designate an agent for the township. On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to adopt **Resolution 2012-1** appointing Sharon Solt to be the designated agent to meet with PEMA relating to the flood damage. (3-0)

Gretchen Gannon Pettit reported that the township has been notified by **DCNR** that they have been awarded a **\$40,000 grant** to begin construction of the **Walter Mock Park**.

**Public Comments** Richard Zilmer commented that he is opposed to the creation of the **Walter Mock Park** on the lot to the east of his house, along with the parking area on the lot to the north of his house. He cited several reasons why he felt that having a park on a property that adjoins his house is unacceptable to him. Solicitor Kaspszyk explained that in the creation of the master site plan all proper procedures were followed, including the Pennsylvania Municipalities Planning Code, the Eldred Township SALDO and the Eldred Township Zoning Ordinance. Solicitor Kaspszyk stated that the township actually sent all surrounding property owners notification letters, which was not mandated by the MPC. Arthur Bender also voiced his concerns since the parking lot property lies to the south of his property. Reiner Jaeckle commented that while he is in favor of the park, he thought another location for the access to the property is needed. Tom Byrne asked that the speed limit be lowered to accommodate cars entering and leaving the park. Archie Craig stated that adjacent to his property on Silver Spring Boulevard there is a large truck facility that came in years after Mr. Craig built his house, but that one has to accept changes. The township Board of Supervisors will take all comments into consideration, however it was noted that changing the access to the park would involve considerable financial cost to the township budget.

**Adjournment:**

There being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon-Pettit, to adjourn the reorganizational meeting at 8:50 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 Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
FEBRUARY 1, 2012**

**Attendance**

Supervisors: Clair Borger, Gretchen Gannon Pettit, and Sharon Solt  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:35 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve both the January 3, 2012 reorganization meeting minutes and the general meeting minutes. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was voted to approve (3-0) the February 1, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 118,109.58	
East Penn Bank State Money Market	43,438.77	
East Penn Bank State Checking	796.12	
East Penn Bank Business Checking	2,054.74	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.05
East Penn Bank DCNR (Parks) Account		1,352.94
PLGIT - General Fund	18,857.75	
PLGIT - Payroll	1,367.84	
PLGIT - Parks/Land		9,755.64
PLGIT - Building Maintenance & Repairs		1,524.35
PLGIT - Alpine Rose Escrow Account		1,180.89
Petty Cash	100.00	
Total	<u>\$ 184,724.80</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 1/20/12 in the amount of \$9,611.22 and those dated 2/3/12 in the amount of \$6,383.49. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** in the amount of \$2,866.16. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **1/26/12 Form 941 payment** in the amount of \$2,238.50 and the **2/9/12 Form 941 payment** in the amount of \$2,615.05. (3-0)



***Supervisor's Meeting February 1, 2012... page 2 of 3***

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **1/1/12 – 1/15/12 State Withholding Payment** in the amount of \$283.85 and the **1/16/12 – 1/31/12 State Withholding Payment** in the amount of \$271.33. (3-0)

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending January 14, 2012** in the amount of \$8,783.38. (3-0). On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending January 28, 2012** in the amount of \$10,173.03. (3-0)

**Roadmaster Report** Roadmaster Borger stated that the road crew been working around the shop, cleaning and repairing equipment.

**Resolution 2012-1 A Resolution of the Governing Body of Eldred Township, Monroe County, Pennsylvania, Authorizing, Empowering and Directing the Proper Officers of the Governing Board to Appoint a Liaison Between It and Berkheimer, the Duly Appointed Tax Collector of Earned Income and Local Services Tax for the District, for the Express Purpose of Sharing Confidential Tax Information With the District for Official Purposes.**

Solicitor Kaspszyk stated that this resolution was needed to appoint a liaison between Berkheimer and the township in reference to gathering information concerning the earned income tax. On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve Resolution 2012-1 for the appointment of the position of **Secretary** as the liaison between Berkheimer and the township. (3-0)

**Resolution 2012-2 A Resolution Closing Out Community Conservation Partnerships – Grant Project BRC-TAG-14-201** This resolution was requested by Pennsylvania Department of Natural Resources to close out the grant account for the Master Site Plan for the Walter Mock Park. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to adopt Resolution 2012-2 to close out the DCNR grant for the Master Site Plan for the Walter Mock Park. (3-0)

**Court of Common Pleas Rule to Show cause Order No. 11247** Solicitor Kaspszyk explained that a few township properties have been placed up for sale, and this order was to notify the township of the upcoming sale; the properties when sold would be placed back on the tax rolls.

**Auditor's letter dated January 31, 2012 establishing rates for working supervisors.** The board received a letter from the elected auditors, notifying the board that the auditors have set the working supervisors rates at the same rate as 2011; Clair Borger \$20.00, Sharon Solt - \$17.81 and Gretchen Gannon Pettit – \$13.77.

**Extension Request for Lands of Vernon Frable Subdivision Plan** Mr. Frable's surveyor George Fetch submitted a 90 day extension request for the minor subdivision to run until April 30, 2012. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the 90 day extension until April 30, 2012 for the Lands of Vernon Frable Minor Subdivision. (3-0)

**Other** Solicitor Kaspszyk reported that the January 17, 2012 default hearing with Magisterial District Justice Jolana Krawitz concerning a notice of violation issued by the township zoning officer has been continued to February 15, 2012 at 10:00 a.m.

***Supervisor's Meeting February 1, 2012... page 3 of 3***

Sharon Solt explained that the storage room needs shelving and that she has obtained prices from Grainger in the amount of \$650.00 plus \$154.98 shipping. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the purchase of six shelving units at a cost of \$805.08. (3-0)

Gretchen Gannon Pettit reported that the hike at the Walter Mock Park was a great success; they had about 35 people and had to turn away about 15 people.

**Public Comments** Richard Zilmer commented that he is opposed to the creation of the **Walter Mock Park** on the lot to the east of his house, along with the parking area on the lot to the north of his house. He asked if anyone on the board or the solicitor contacted Mrs. Mock about the request to move the parking lot. Solicitor Kaspszyk stated that he talked with Mrs. Mock and she confirmed that she does not wish to allow any more acreage on the portion by the tot lot, to be use for a parking lot. Additionally, in order to move the parking lot, there would be additional engineering costs for the township. Gretchen Gannon Pettit stated that the board felt that moving the parking lot behind the fence row could create vandalism since the lot could not be seen by cars passing by on Church Road. Solicitor Kaspszyk said that in order to change what is in place now, the entire agreement of sale would have to be changed.

Mr. Zilmer said he feels his property value will go down when the park is created. He asked what kind of trees will be planted; the board responded that there is a list, and that they are most likely arborvitae, a fast growing tree used in instances like this. The question of a gate arose; the board responded that the township has been researching on the internet to find various types of gates. The question of who to call if there are trespassers arose; the board said that 9-1-1 or the state police are called for issues such as was suggested. The question of nighttime lighting arose; the board responded that there would be no night time activities, but if lighting were to become an issue the lighting would be of a type that would only light the parking lot, not the surrounding properties. The board suggested that looking at the park with a positive attitude, not a negative attitude, would be of benefit to all surrounding property owners. Mr. Zilmer stated he is still opposed to the park.

Archie Craig said that he has noticed there have been advertisements hanging on various residents' doorknobs and asked if the township had any knowledge of it. The board had not; but another resident said they probably want to sell water purification systems.

**Adjournment:**

There 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.

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

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
MARCH 7, 2012**

**Attendance**

Supervisors: Clair Borger and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk  
In Absentia: Sharon Solt

**Meeting Called to Order** Clair Borger called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to approve the February 1, 2012 meeting minutes. (2-0)

**Treasurer's Report** On motion by Gretchen Gannon Pettit, seconded by Clair Borger, it was voted to approve (2-0) the March 7, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 122,495.10	
East Penn Bank State Money Market	40,569.61	
East Penn Bank State Checking	796.12	
East Penn Bank Business Checking	3,192.53	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		1,352.94
PLGIT - General Fund	15,507.69	
PLGIT - Payroll	1,367.84	
PLGIT - Parks/Land		9,755.64
PLGIT - Building Maintenance & Repairs		1,524.35
PLGIT - Alpine Rose Escrow Account		1,180.89
Petty Cash	100.00	
Total	<u>\$ 184,028.89</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to pay the **General Fund Bills** dated 3/9/12 in the amount of \$18,135.86. (2-0)

On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to pay the **State Fund Bills** in the amount of \$366.20. (2-0)

On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to pay the **2/23/12 Form 941 payment** in the amount of \$2,240.30 and the **3/8/12 Form 941 payment** in the amount of \$2,453.12. (2-0)

***Supervisor's Meeting March 7, 2012... page 2 of 3***

On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to pay the **2/1/12 – 2/15/12 State Withholding Payment** in the amount of \$283.85 and the **2/16/12 – 2/31/12 State Withholding Payment** in the amount of \$271.33. (2-0)

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to approve the **payroll for the period ending February 11, 2012** in the amount of \$8,452.85 and the **payroll for the period ending February 25, 2012** in the amount of \$9,963.22. (2-0)

**Road Master Report** The Roadmaster reported that there is a full bin of salt and that the township has saved money due to the lack of snow.

**PSATS Trustees Insurance** Clair Borger reported that the Blue Cross Insurance has been steadily increasing over the years. An alternate provider, **Trustee Insurance** through PSATS, submitted a quote for a much better insurance plan at a lower premium, thereby saving the township additional money over the years. On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to approve the contract with Trustee Insurance as submitted for full time employees. (2-0)

**Planning Commission Recommendation Letter** At the January 19, 2012 Planning Commission meeting, the members voted to send the Board of Supervisors a request to amend the **Zoning Ordinance** by requiring special exception applications, conditional uses, and variances to be reviewed by the Planning Commission for recommendations. Solicitor Kaspszyk noted that no amendment is required since it is already listed in the zoning ordinance. Effort will be made to ensure that the planning commission receives notification of applications in these categories.

**Other:**

Solicitor Kaspszyk reported that: 1) A letter was received from Attorney McMannis regarding **possible litigation**. The matter will be reviewed by the proper township authorities. There is no public comment on possible litigation. 2) He was notified by Attorney Kantra that briefs were filed by **Alpine Motorsports** and the BMPA in regard to the litigation between them involving DEP. 3) Alpine motorsports was granted a **PennDOT Highway Occupancy Permit**.

**Public Comments:** Richard Zilmer commented on the possibility of lowering the speed limit to 25 MPH on Church Road. In order to lower the speed limit there are cost factors involved that include a traffic study and buying signs. Additionally, everyone would want their streets lowered, which would be a tremendous cost to the township.

**Adjournment:**

There being no further business, Gretchen Gannon Pettit made a motion, with a second by Clair Borger, to adjourn the meeting at 7:59 p.m.

Respectfully submitted,

Sharon F. Solt,  
Secretary-Treasurer

***Supervisor's Meeting March 7, 2012... page 3 of 3***

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

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**April 4, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Clair Borger, it was voted to approve the March 7, 2012 meeting minutes. (2-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was voted to approve (3-0) the April 4, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 112,211.82	
East Penn Bank State Money Market	155,155.69	
East Penn Bank State Checking	429.90	
East Penn Bank Business Checking	2,516.08	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		1,352.94
PLGIT - General Fund	30,628.96	
PLGIT - Payroll	1,367.84	
PLGIT - Parks/Land		9,755.93
PLGIT - Building Maintenance & Repairs		1,524.40
PLGIT - Alpine Rose Escrow Account		1,180.93
Petty Cash	13.58	
Total	<u>\$ 302,323.87</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 3/19/12 in the amount of \$500.44. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **General Fund Bills** dated 4/5/12 in the amount of \$24,998.43. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **State Fund Bills** in the amount of \$1,444.08. (3-0)

***Supervisor's Meeting April 4, 2012... page 2 of 3***

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **3/22/12 Form 941 payment** in the amount of \$2,069.07 and the **4/05/12 Form 941 payment** in the amount of \$2,803.32. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **3/1/12 - 3/15/12 State Withholding Payment** in the amount of \$305.87 and the **3/16/12 - 3/31/12 State Withholding Payment** in the amount of \$241.92. (3-0)

**Approval of Payroll** On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending March 10, 2012** in the amount of \$7,880.35 and the **payroll for the period ending March 24, 2012** in the amount of \$10,287.54. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been cutting brush along the roads, and chipping the brush.

**Resolution 2012-3 Monroe County 2011 Hazard Mitigation Plan** Solicitor Kaspszyk stated that this resolution is required by the federal government; therefore Monroe County formulated the resolution to reflect the federal requirements. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to adopt Resolution 2012-3, the Monroe County 2011 Hazard Mitigation Plan. (3-0)

**Other** Solicitor Kaspszyk stated: 1) He has not heard anything from **Anthony Masi** (regarding his driveway issue) since he wrote a letter dated December 7, 2011, outlining the deficiencies. He will send a new letter requesting Mr. Masi's response. 2) He has not had a response from **Donald Kresge** regarding the right-of-way pipe issue and will send him another letter. 3) The board held an executive session prior to the meeting to discuss the improvement to the race track on **Bruce Hawk's** property. He will send Mr. Hawk's attorney a letter reminding him of the State Supreme Court ruling, not allowing a motorcycle or other vehicle race track on the property. 4) He received an update letter from **Alpine Motorsports** on March 5<sup>th</sup>.

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to authorize Solicitor Kaspszyk to advertise for a public hearing and enactment for a **pension ordinance**, amending the township's pension plan, to be held at the May 2, 2012 meeting. (3-0)

**Public Comments** Richard Zilmer asked if there has been any activity on **the Walter Mock Park**, including any funds received or any anticipated start date. The answer to both questions was no. He also asked if there has been a land development plan submitted; the board is looking into it.

Tom Byrne asked if there has been any decision on lowering the speed limit on **Church Road**; there has not been a decision made at this time.

**Adjournment:**

There being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Sharon F. Solt,  
Secretary-Treasurer

***Supervisor's Meeting April 4, 2012... page 3 of 3***

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



**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
May 2, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

**Public Hearing Concerning Ordinance 2012-3 An Ordinance Of The Township Of Eldred, Monroe County, Pennsylvania, Electing To Amend Its Municipal Pension Plan Administered By The Pennsylvania Municipal Retirement System Pursuant To Article IV Of The Pennsylvania Municipal Retirement Law; Agreeing To Be Bound By All The Provisions Of The Law As Amended And As Applicable To Member Municipalities**

Solicitor Kaspszyk stated the hearing was advertised in the Pocono Record on April 25, 2012. The purpose of the ordinance is to amend the township's Pennsylvania Municipal Retirement System Pension Plan to allow members to contribute up to 20% of their wages into the plan. When established, the employees were allowed to contribute up to 4% of their wages with the township contributing 4.5%. The Township rate will remain unchanged. There were no objectors to the ordinance. Sharon Solt made a motion to close the hearing, with a second by Gretchen Gannon Pettit, and upon vote, it was unanimously approved to close the hearing. (3-0)

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the April 4, 2012 meeting minutes, with the correction that Sharon Solt was present at the meeting. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was voted to approve (3-0) the May 2, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 161,156.73	
East Penn Bank State Money Market	153,711.61	
East Penn Bank State Checking	429.90	
East Penn Bank Business Checking	4,135.75	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		1,352.94
PLGIT - General Fund	35,897.78	
PLGIT - Payroll	1,362.41	
PLGIT - Parks/Land		9,755.93
PLGIT - Building Maintenance & Repairs		1,524.40
PLGIT - Alpine Rose Escrow Account		1,180.93
Petty Cash	92.80	
Total	\$ 356,786.98	

***Supervisor's Meeting May 2, 2012... page 2 of 4***

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 4/23/12 in the amount of \$8,787.84 and the bills dated 5/4/12 in the amount of \$9,284.74. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **4/19/12 Form 941 payment** in the amount of \$2,922.91 and the **5/03/12 Form 941 payment** in the amount of \$2,417.14. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **4/1/12 - 4/15/12 State Withholding Payment** in the amount of \$315.82 and the **4/16/12 - 4/31/12 State Withholding Payment** in the amount of \$339.06. (3-0)

**Approval of Payroll** On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending April 7, 2012** in the amount of \$11,090.54 and the **payroll for the period ending April 24, 2012** in the amount of \$9,403.31. (3-0)

**Road Master Report** The Roadmaster reported that the road crew will start to sweep the roads tomorrow.

**Resolution 2012-4 A Resolution Of The Township Of Eldred, Monroe County, Commonwealth Of Pennsylvania Urging The Pennsylvania Assembly To Eliminate Or Amend The State Prevailing Wage Act (Act 442 of 1961)**

Clair Borger stated that whenever a project goes over the estimated cost of \$25,000, the state's Prevailing Wage Act (Act 442 of 1961) is activated and the wages that are set by the Secretary of Labor and Industry must be used to determine what wages are paid to employees or contractors. This creates an additional burden on the township and the taxpayers as costs are generally escalated. The Pennsylvania State Association of Township Supervisors has asked townships to adopt a resolution urging the state General Assembly to support and pass House Bills 1329 and 1685, giving relief to the taxpayers by increasing the threshold to \$185,000. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the adoption of Resolution 2012-4 urging the Pennsylvania Assembly to **eliminate or amend the State Prevailing Wage Act** (Act 442 of 1961). (3-0)

**Ordinance 2012-3 An Ordinance Of The Township Of Eldred, Monroe County, Pennsylvania, Electing To Amend Its Municipal Pension Plan Administered By The Pennsylvania Municipal Retirement System Pursuant To Article IV Of The Pennsylvania Municipal Retirement Law; Agreeing To Be Bound By All The Provisions Of The Law As Amended And As Applicable To Member Municipalities**

Clair Borger stated that the township employees participate in the **Pennsylvania Municipal Retirement System (PMRS)** for their pension funding. At the inception, employees were required to contribute 4% of their wages, while the township contributed 4.5%. Currently, employees wish to contribute up to the ceiling of 20%, therefore an ordinance is needed to administer the changes. There would be no change in the township portion. On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the adoption of Ordinance 2012-4, amending the PMRS Retirement Plan. (3-0)

**Zoning Hearing Board and Planning Commission Appointees** Gretchen Gannon Pettit noted that there is a position on the Planning Commission that is being declared vacant due to member Kimberly Michaels repeated absences. Therefore, on motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the appointment of **Bruce George** to the **Planning Commission** to finish the vacant term, to expire on December 31, 2013. (3-0)

It was also noted that there is a vacant position on the Zoning Hearing Board, to fill the remaining of this year. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the appointment of **Carey Krum** to the position of **Zoning Hearing Board member**, with the term to expire December 31, 2012. (3-0)

**Planning Commission Time Extensions** Two extension requests were submitted to the Eldred Township Planning Commission and were accepted by the planners. The information was forwarded to the Board of Supervisors by the Planning Commission Secretary for review.

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to accept the **Subdivision of Lands of Herman Borger Estate** 180 Day Extension to October 18, 2012. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **Subdivision of Gower Estates, LLC** 180 Day Extension to October 18, 2012. (3-0)

**Other** Solicitor Kaspszyk reported that he sent follow-up letters to the following:

- 1) **Attorney McManus** regarding Richard Zilmer's opposition to the **Walter W Mock Park**.
- 2) **Donald Kresge** regarding his non-compliance to restructure the pipe along Meixell Valley road.
- 3) **Anthony Masi** regarding his driveway issue.
- 4) **Attorney MacDonald** regarding the Chen/Chang extension of their preliminary approval for the **Nestle Hill Subdivision Plan**.

Solicitor Kaspszyk also stated 1) He has filed a judgment with the Court of Common Pleas regarding the failure of **Paul Wingert** to comply with District Magistrate Justice Jolanna Krawitz's rulings on the trash transfer station. 2) The township received an email from Richard Muller stating The Pennsylvania Commonwealth Court has ruled in favor of **PA DEP and Alpine Motorsports**, affirming the Environmental Hearing Board's ruling of August 25, 2011. Solicitor Kaspszyk will contact the attorney for Alpine Motorsports regarding the bond and developers' agreement, necessary steps before proceeding with the approved development.

Sharon Solt made a motion to send Ellerslie Helm to a class for establishing a **rental property inspection program** on May 10, 2012 in Wilkes Barre; Gretchen Gannon Pettit made a second to the motion, which was unanimously approved. (3-0)

Gretchen Gannon Pettit stated she has submitted a partial payment request to DCNR for the **Walter W. Mock Park**.

**Public Comments** Marion O'Donnell said that Mr. Muller is no longer associated with **Alpine Motorsports**; it was noted he is listed as an independent contractor on the email.

Arthur Bender asked if the township has received the funds for the **Walter W. Mock Park**; Gretchen Gannon Pettit said that we have received the grant agreement, and submitted the partial payment request so that the township can move forward with the land development plan. She added that she has been researching a gate for the driveway opening.

***Supervisor's Meeting May 2, 2012... page 4 of 4***

Philip Marano asked what the rental inspection class concerned; Sharon read the description that explained that the program explains how to implement an ordinance and how to execute a successful program.

Tom Bryne asked if the pension plan was limited to 20% and was told that it is the ceiling.

**Adjournment:**

There being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 8:03 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 Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
June 6, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:40 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to approve the May 2, 2012 meeting minutes. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was unanimously voted to approve (3-0) the June 6, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 236,725.96	
East Penn Bank State Money Market	153,725.56	
East Penn Bank State Checking	429.90	
East Penn Bank Business Checking	1,654.93	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		1,352.94
PLGIT - General Fund	14,371.07	
PLGIT - Payroll	2,518.50	
PLGIT - Parks/Land		9,755.43
PLGIT - Building Maintenance & Repairs		1,524.47
PLGIT - Alpine Rose Escrow Account		1,180.99
Petty Cash	57.83	
Total	<u>\$ 409,483.75</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 6/8/12 in the amount of \$25,639.26. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the following 941 payments:

- **5/17/12 Form 941 payment** in the amount of \$2,447.69
- **5/31/12 Form 941 payment** in the amount of \$2,336.06
- **6/14/12 Form 941 payment** in the amount of \$2,983.74. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **5/1/12 - 5/15/12 State Withholding Payment** in the amount of \$287.30 and the **5/16/12 - 5/31/12 State Withholding Payment** in the amount of \$570.53. (3-0)

***Supervisor's Meeting June 6, 2012... page 2 of 5***

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending May 5, 2012** in the amount of \$9,358.35. (3-0) On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending May 19, 2012** in the amount of \$9,226.04. (3-0) On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending June 2, 2012** in the amount of \$12,201.19. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been trimming weeds and bushes near stop signs, mowing along roads, and has begun patching potholes and cracks.

**Resolution 2012-5 Price Adjustment of Bituminous Materials for Small Quantities**

On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, the board unanimously voted to adopt Resolution 2012-5, pertaining to the purchase of bituminous products for the 2012 road work season.

**2012 Seal Coating Bids Opening and Awards** The bid notice for the 2012 seal coating of Frable Road was advertised in the Pocono Record and the bids were opened at the meeting. The bids were as follows:

**Frable Road 13,720 SY Seal Coat**

Asphalt Maintenance Solutions	Unit Price \$2.36, Total \$32,379.20
Dosch King	Unit Price \$2.36, Total \$32,379.20
Pocono Spray Patching	Unit Price \$2.72, Total \$37,318.40
Midland Asphalt	Unit Price \$3.03, Total \$41,571.60

Solicitor Kaspszyk reviewed the bids and stated that all bids appeared to be responsible and responsive; however two bidders submitted tie bids. Sharon Solt made a motion, seconded by Gretchen Gannon Pettit, to table the awards pending the PennDOT agent's review that the bids are responsible and responsive, the motion was passed unanimously. (3-0)

**2012 Paving Project Opening and Awards** The bid notice for the 2012 paving project to pave Meixsell Valley Road was advertised in the Pocono Record and the bids were opened at the meeting. The bids were as follows:

**Meixsell Valley Road - 601 Tons of Superpave**

Hanson Aggregates	Unit Price \$86.00 ton, Total \$51,686.00
Locust Ridge	Unit Price \$86.50 ton, Total \$51,986.50

Solicitor Kaspszyk reviewed the bids and stated that all bids appeared to be responsible and responsive. Sharon Solt made a motion, seconded by Gretchen Gannon Pettit, to table the awards pending the PennDOT agent's review that the bids are responsible and responsive, the motion was passed unanimously. (3-0)

***Supervisor's Meeting June 6, 2012... page 3 of 5***

**2012 Material Bids Opening and Awards** The bid notice for the materials for the 2012 road work was advertised in the Pocono Record and the bids were opened at the meeting. The bids were as follows:

**Hanson Aggregates, Inc.**

100 Tons #2A - FOB plant - \$6.70 per ton, Total \$670.00  
Delivered - \$10.95 per ton, Total \$1095.00  
250 Tons #3 - FOB plant - \$9.35 per ton, Total \$2,337.50  
Delivered - \$13.60 per ton, Total \$3,400.00  
50 Tons Bituminous Cold Patching - FOB plant - \$95.00 per ton, Total \$4,750.00  
- Delivered - \$99.25 per ton, Total \$4,962.50  
850 Tons #8, 1% loss by wash - FOB plant - \$11.50 ton, Total \$9,775.00  
Delivered - \$15.75 ton, Total \$13,387.50  
300 Tons #57, 1% loss by wash - FOB plant - \$11.25 per ton, Total \$3,375.00  
Delivered - \$15.50 per ton, Total \$4,650.00  
300 Tons #67, 1% loss by wash - FOB plant - \$11.25 per ton, Total \$3,375.00  
Delivered - \$15.50 per ton, Total \$4,650.00  
17,000 gallons E-3M Oil - no bid

**Midland Asphalt Co..**

100 Tons #2A - FOB Plant - no bid  
Delivered - no bid  
250 Tons #3 - FOB Plant - no bid  
Delivered - no bid  
50 Tons Bituminous Cold Patching - FOB plant - no bid  
Delivered - no bid  
850 Tons #8, 1% loss by wash - FOB plant - no bid  
Delivered - no bid  
300 Tons #57, 1% loss by wash - FOB plant - no bid  
Delivered - no bid  
300 Tons #67, 1% loss by wash - FOB plant - no bid  
Delivered - no bid  
17,000 Gallons CRS-2PM - FOB Plant - \$2.37 per gallon, Total \$40,290.00

Solicitor Kaspszyk reviewed the bids and stated that all bids appeared to be responsible and responsive. Sharon Solt made a motion, seconded by Gretchen Gannon Pettit, to table the awards pending the PennDOT agent's review that the bids are responsible and responsive, the motion was passed unanimously. (3-0)

**Planning Commission**

**Waiver requests for Ernest III and Diana Laudenslager Minor Subdivision**

The Eldred Township Planning Commission recommended approval of four of the five waiver requests submitted for the Laudenslager Subdivision. The waivers recommended for approval were SALDO Section 404.2.J (easements and right-of-ways), Section 404.2.R (wooded areas and tree lines), Section 404.2.V(existing contours) and Section 601.F.5 (steep slopes and moderately steep slopes) - the request was for these items to only be depicted in an area up to a

## ***Supervisor's Meeting June 6, 2012... page 4 of 5***

250 foot perimeter of the new boundary line. The waiver that was not recommended for approval was SALDO Section 608.2.B.3.c (monuments to be placed along Chestnut Ridge Road). After discussion, on motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, a motion was made to approve waivers one (1), two (2), three (3) and four (4), but to deny waiver five (5). Additionally the motion included that a note be placed on the plan that indicates "By Eldred Township's approval of the plan, the township is not creating, nor extinguishing any pre-existing private right-of-way or easements." The vote was unanimous. (3-0)

### **Recommendation to reject the Subdivision of the **Vernon Frable Minor Subdivision****

The Eldred Township Planning Commission made a motion to recommend rejection of the Frable Subdivision plan, unless a time extension was submitted prior to the Supervisors' meeting. Surveyor George Fetch submitted a 91 day extension request the morning of this meeting. On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to accept the extension request until August 30, 2012. (3-0)

### **Other**

Solicitor Kaspszyk stated: 1) the Board of Supervisors held an **executive session** prior to the meeting to discuss pending litigation about the **Mock Park** and equity action against Mr. Wingert for his trash transfer station. 2) Mr. Kaspszyk received correspondence from **Alpine Rose Motorsports** concerning the Commonwealth Court's April 25, 2012 affirmation of the PA DEP granting of the DEP permit. Appeal of the Commonwealth Court's opinion would have had to be submitted within 30 days; it was noted that no appeal appears to have been submitted.

Sharon Solt mentioned 1) there are two **Monroe County 175<sup>th</sup> Anniversary Books** available for \$10 each, purchase of the book will include a copy of the 150<sup>th</sup> Anniversary book for free. Helen Mackes has the books; any interested party may see her. 2) there is a "**Design Matters**" **workshop** available to any planner or supervisor; Sharon has copies of the application.

Gretchen Gannon Pettit stated that the township received **\$20,000** of the \$40,000 grant from **PA DCNR** toward the building of the **Mock Park** and parking lot. This will be used to begin the construction of the facility. There will be committee meetings scheduled, which will be advertised in the Pocono Record and posted on the bulletin board.

Clair Borger stated that **Alex Steigerwalt** who is working toward his **Eagle Scout Badge**, was present at the meeting to complete work toward his Citizenship and Community badge. The board commended him on his efforts.

### **Public Comments**

**Mock Park** Richard Zilmer asked if the DCNR grant of \$20,000 was the entire amount of the grant. Gretchen Gannon Pettit said that it was only half of the \$40,000 grant. He asked if there was a date set for breaking ground on the project, Solicitor Kaspszyk said it would be three months at the earliest. Mr. Zilmer asked if the parking lot driveway and his driveway would be joined and was told they will not be joined. Mr. Zilmer questioned the status of Alpine Rose Motorsports; Solicitor Kaspszyk stated it was conditionally approved about 6 years ago and that the Commonwealth Court has affirmed everything they have done. He also asked where he could get copies of the minutes and was informed they are always available at the front desk at each meeting.

Tom Byrne asked how many trees would be taken out and what the sight distance would be; Solicitor Kaspszyk said those details will come forth in the land development plan when submitted.



***Supervisor's Meeting June 6, 2012... page 5 of 5***

**Adjournment:**

There being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 8:40 p.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  
SEO Jacob Schray

Solicitor Michael Kaspszyk  
Engineer Chad Peters  
Zoning Officer Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
June 15, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit

**Meeting Called to Order** Clair Borger called the meeting to order at 11:10 a.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Awarding of 2012 Road Bids**

**Frable Road 13,720 SY Seal Coat**

Clair Borger stated the bid quotes as follows:

Asphalt Maintenance Solutions	Unit Price \$2.36, Total \$32,379.20
Dosch King	Unit Price \$2.36, Total \$32,379.20
Pocono Spray Patching	Unit Price \$2.72, Total \$37,318.40
Midland Asphalt	Unit Price \$3.03, Total \$41,571.60

The bids were inspected previously by Solicitor Kaspszyk and our PennDOT representative Jeffrey Roback and were found to be responsive and responsible. Clair Borger stated there was a tie between Asphalt Maintenance Solutions and Dosch King at \$2.36 unit price. Peter King from Dosch King and Kate and Lilia Crouthamel from Asphalt Maintenance Solutions were present. The tie was broken by the flip of a coin; Lilia Crouthamel called "heads" as the coin flipped; it landed "tails" up. Therefore the bid was awarded to **Dosch King**. (3-0)

**Meixsell Valley Road - 601 Tons of Superpave - 2012 Paving Project**

Clair Borger quoted the bids as follows:

Hanson Aggregates	Unit Price \$86.00 ton, Total \$51,686.00
Locust Ridge	Unit Price \$86.50 ton, Total \$51,986.50

The bids were inspected previously by Solicitor Kaspszyk and our PennDOT representative Jeffrey Roback and were found to be responsive and responsible. Gretchen Gannon Pettit made a motion, seconded by Sharon Solt, to award the 2012 Paving of Meixsell Valley Rd to the lowest bidder, **Hanson Aggregates**. (3-0)

**2012 Material Bids Opening and Awards**

Clair Borger quoted the bids as follows:

**Hanson Aggregates, Inc.**

100 Tons #2A - FOB plant - \$6.70 per ton, Total \$670.00
Delivered - \$10.95 per ton, Total \$1095.00
250 Tons #3 - FOB plant - \$9.35 per ton, Total \$2,337.50
Delivered - \$13.60 per ton, Total \$3,400.00

**Supervisor's Meeting June 15, 2012... page 2 of 2**

(2012 Materials Bids... continued)

50 Tons Bituminous Cold Patching - FOB plant - \$95.00 per ton, Total \$4,750.00  
- Delivered - \$99.25 per ton, Total \$4,962.50  
850 Tons #8, 1% loss by wash - FOB plant - \$11.50 ton, Total \$9,775.00  
Delivered - \$15.75 ton, Total \$13,387.50  
300 Tons #57, 1% loss by wash - FOB plant - \$11.25 per ton, Total \$3,375.00  
Delivered - \$15.50 per ton, Total \$4,650.00  
300 Tons #67, 1% loss by wash - FOB plant - \$11.25 per ton, Total \$3,375.00  
Delivered - \$15.50 per ton, Total \$4,650.00  
17,000 gallons E-3M Oil - no bid

Midland Asphalt Co..

100 Tons #2A - FOB Plant - no bid  
Delivered - no bid  
250 Tons #3 - FOB Plant - no bid  
Delivered - no bid  
50 Tons Bituminous Cold Patching - FOB plant - no bid  
Delivered - no bid  
850 Tons #8, 1% loss by wash - FOB plant - no bid  
Delivered - no bid  
300 Tons #57, 1% loss by wash - FOB plant - no bid  
Delivered - no bid  
300 Tons #67, 1% loss by wash - FOB plant - no bid  
Delivered - no bid  
17,000 Gallons CRS-2PM - FOB Plant - \$2.37 per gallon, Total \$40,290.00

The bids were inspected previously by Solicitor Kaspszyk and our PennDOT representative Jeffrey Roback and were found to be responsive and responsible. Sharon Solt made a motion, seconded by Gretchen Gannon Pettit, to award the 2012 stone materials bid to the lowest bidder, **Hanson Aggregates.** (3-0) Clair Borger stated that Midland Asphalt Co. bid the oil to be picked up at their plant in Bloomsburg, PA. In consideration of the distance and time to travel to pick up the oil, Gretchen Gannon Pettit made a motion, seconded by Sharon Solt, to reject the bid made by Midland Asphalt Co. (3-0)

**Public Comments:** There were no public comments.

**Adjournment:**

Being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 11:25 a.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 Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
July 11, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:40 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to approve the June 6, 2012 meeting minutes. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was unanimously voted to approve the June 15, 2012 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 11, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 252,618.04	
East Penn Bank State Money Market	153,731.67	
East Penn Bank State Checking	429.90	
East Penn Bank Business Checking	1,654.93	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		21,352.94
PLGIT - General Fund	24,932.19	
PLGIT - Payroll	2,415.19	
PLGIT - Parks/Land		9,756.70
PLGIT - Building Maintenance & Repairs		1,524.52
PLGIT - Alpine Rose Escrow Account		1,181.03
Petty Cash	38.86	
Total	<u>\$ 435,856.75</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 6/22/12 in the amount of \$11,333.93. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **General Fund Bills** dated 7/13/12 in the amount of \$19,577.61. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** dated 7/13/12 in the amount of \$675.18. (3-0)

***Supervisor's Meeting July 11, 2012... page 2 of 3***

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **6/28/12 Form 941 payment** in the amount of \$2,860.57. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **7/12/12 Form 941 payment** in the amount of \$2,348.20. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **6/1/12 - 6/15/12 State Withholding Payment** in the amount of \$374.57. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **6/16/12 - 6/30/12 State Withholding Payment** in the amount of \$353.52. (3-0)

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending June 16, 2012** in the amount of \$11,515.64. (3-0) On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the **payroll for the period ending June 30, 2012** in the amount of \$9,769.34. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been cutting brush and mowing along roads. He also reported that a tractor broke and he is waiting for parts to arrive to repair the tractor. Seal coating the roads should begin shortly.

**Resolution 2012-6 Resolution Providing For The Disposal of Municipal Solid Waste by a Licensed Waste Hauler** The township submitted a grant application to the state regarding reimbursement for the recycling containers. One of the application documents needed is an updated solid waste resolution. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to adopt Resolution 2012-6, providing for the disposal of solid waste by a licensed hauler.

**Planning Commission**

**Ernest III and Diana Laudenslager Minor Subdivision Extension Request** The engineers for this plan had not submitted an extension request to the Eldred Township Planning Commission by their June 21<sup>st</sup> meeting. Therefore, the planning commission recommended rejection of the plan unless an extension request was submitted to the Board of Supervisors by the July meeting. A request was submitted and reviewed at this meeting. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve the **Ernest III and Diana Laudenslager Minor Subdivision Extension Request until September 9, 2012**. (3-0)

**Other** Solicitor Kaspszyk reported: 1) Attorney Emil Kantra sent an update letter dated July 6, 2012 for the **Alpine Motorsports** plan, indicating that it is their desire to move forward. They still have outstanding conditions that include supplying the township with a cost estimate and a development agreement. 2) Solicitor Kaspszyk has served an equity complaint against **Paul Wingert**, in regard to the trash transfer station on his property.

Sharon Solt reported that the township received a letter from Pocono Summit Fire Company regarding a **Wounded Warriors** benefit. Although the run will not be in Eldred Township, the township will send a letter of support for the benefit.

**Public Comments** Richard Zilmer asked about the status of the **Walter Mock Park Land Development Plan**. Gretchen Gannon Pettit stated that the plan is under the development of Hanover Engineers.

***Supervisor's Meeting July 11, 2012... page 3 of 3***

**Adjournment:**

Being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 7:54 p.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  
SEO Jacob Schray

Solicitor Michael Kaspszyk  
Engineer Chad Peters  
Zoning Officer Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**August 1, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:35 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to approve the July 11, 2012 meeting minutes. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was unanimously voted to approve (3-0) the August 1, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 243,621.95	
East Penn Bank State Money Market	153,056.49	
East Penn Bank State Checking	429.90	
East Penn Bank Business Checking	1,609.93	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		21,352.94
PLGIT - General Fund	12,767.63	
PLGIT - Payroll	2,415.26	
PLGIT - Parks/Land		9,756.83
PLGIT - Building Maintenance & Repairs		1,524.54
PLGIT - Alpine Rose Escrow Account		1,181.05
Petty Cash	52.53	
Total	<u>\$ 413,989.69</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 7/25/12 in the amount of \$1,481.37 and the 8/3/12 bills in the amount of \$12,017.29. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** dated 8/3/12 in the amount of \$3,388.29. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **7/26/12 Form 941 payment** in the amount of \$2,184.77 and the **8/9/12 Form 941** payment in the amount of \$2,135.48. (3-0)

### ***Supervisor's Meeting August 1, 2012... page 2 of 3***

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **7/1/12 – 7/15/12 State Withholding Payment** in the amount of \$295.72 and the **7/16/12 – 7/31/12 State Withholding Payment** in the amount of \$272.31. (3-0)

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending July 14, 2012** in the amount of \$9,022.80 and the **payroll for the period ending July 28, 2012** in the amount of \$8,552.82. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been spot sealing roads cracks. He reported that Frable Road has been seal coated and that Meixsell Valley will be paved shortly. The tractor is still broken; we are waiting for parts to come.

### **CJER Regional Comprehensive Committee Recommendation for Attorney**

Sharon Solt reported that the CJER Committee is in need of an unbiased attorney to review the shared uses among the four participating townships. Christine Meinhart-Fritz from Monroe County Planning Commission has contacted Attorney James Fareri to see if he would be interested in the position. He has agreed, pending approval by the four townships, at a rate of \$140.00 per hour. On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the appointment of **Attorney James Fareri** as the CJER Committee attorney at a rate of \$140.00 per hour to be paid jointly by the four townships. (3-0)

### **Historic Post Office / Frable Subdivision Recommendation For Approval**

At the July 19, 2012 Eldred Township Planning Commission meeting, the commission voted to recommend the Board of Supervisors approve the **Historic Post Office Subdivision Plan**. It was noted that there is an easement of the property to be maintained by Kay Frable, and that an existing well will remain on the Historic Post Office property. However, the Planning Commission did not vote on the recommendation concerning a modification request, therefore Solicitor Kaspszyk stated the Board of Supervisors should **table the plan** until the Planning Commission has time to review and make the recommendation. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to table the plan until the September meeting.

### **Mrs. Bush's Personal Care Homes Land Development Improvement Extension Request**

Curtis Bush, General Manager of Mrs. Bush's Personal Care Homes submitted a letter requesting another one or two year extension for the plan that was approved in 2003. It was noted that they have submitted building plans for an addition onto the personal care home; Solicitor Kaspszyk stated that the building plans are a substantive move forward. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to approve a **one year extension** of the **2003 Mrs. Bush's Personal Care Home Land Development Improvement Plan**, to expire on **August 19, 2013**.

### **SAMR Electronics Recycling Container**

The township received a container proposal to have an **electronics recycling container** situated on township property, at no cost to the township. SAMR will pay the township \$0.03 per pound for any electronics, but nothing for CRT Televisions and Monitors. There are concerns about where to place the container, how much use would there be and the length of having a container on site. On motion by Gretchen Gannon Pettit, with a second by Sharon Solt, it was voted to table for one month and request whether we would be able to have a container twice a year, in May and October, for a one month period.



***Supervisor's Meeting August 1, 2012... page 3 of 3***

**Other**

Solicitor Kaspszyk stated the Board of Supervisors held a brief executive session prior to the meeting in regard to **Alpine Motorsports**. Alpine has requested whether they must join all the lots into one lot as one of the conditions of their October 7, 2004 Conditional Approval. After review of the Conditional Approval letter, it was determined that joining the lots is not a condition of approval.

Solicitor Kaspszyk reported that there is an August 3, 2012 hearing with Monroe County Judge Zulick regarding the **Paul Wingert trash transfer problem**. Zoning Officer Ellerslie Helm will be attending as a witness to the trash problem.

Sharon Solt mentioned that the township has received an application for an ad to be included in the "**Officer Phil**" brochure through the Monroe County Sherriff's Office. The cost would be \$399.00. On motion by Gretchen Gannon Pettit, with a second by Sharon Solt, the board approved sponsoring an ad for the Officer Phil program. (3-0)

**Public Comments**

Tom Byrne asked how the retirement was funded. Clair Borger explained that each member contributes a minimum of 4% to the plan and the township contributes 4.5% to the plan. The township receives a reimbursement from the state that repays what the township pays into the plan, so that there is no cost to the taxpayers.

Richard Zilmer asked (answers are in italics):

1) Could the recycling company explain why recycling would be a benefit to the community? *The township will contact the company for an answer.*

2) Is there a document concerning the post office plan? *Yes, the document is called a subdivision plan map and it has been revised and updated as of July 23, 2012.*

3) Do the township books get audited and if so, by whom? *Yes, the books are audited every year by Kirk, Summa and Company.*

4) Are there any updates on the Walter Mock Park? *No, there have not been any updates on the park.*

**Adjournment:**

Being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 8:00 p.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  
SEO Jacob Schray

Solicitor Michael Kaspszyk  
Engineer Chad Peters  
Zoning Officer Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**September 5, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:37 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** None.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to approve the August 1, 2012 meeting minutes. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was unanimously voted to approve (3-0) the September 5, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 266,839.78	
East Penn Bank State Money Market	63,375.58	
East Penn Bank State Checking	429.90	
East Penn Bank Business Checking	1,143.41	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		21,352.94
PLGIT - General Fund	8,044.88	
PLGIT - Payroll	2,451.41	
PLGIT - Parks/Land		9,757.15
PLGIT - Building Maintenance & Repairs		1,524.59
PLGIT - Alpine Rose Escrow Account		1,181.09
Petty Cash	35.78	
Total	<u>\$ 342,320.74</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 9/7/12 in the amount of \$50,098.37. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** dated 8/17/12 in the amount of \$86,002.54. and the 9/7/12 **State Fund Bills** in the amount of \$20,302.61. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **8/23/12 Form 941 payment** in the amount of \$2,262.83 and the **9/6/12 Form 941** payment in the amount of \$2,498.18. (3-0)

***Supervisor's Meeting September 5, 2012... page 2 of 4***

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **8/1/12 – 8/15/12 State Withholding Payment** in the amount of \$264.16 and the **8/16/12 – 8/31/12 State Withholding Payment** in the amount of \$285.02. (3-0)

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending August 11, 2012** in the amount of \$9,284.40 and the **payroll for the period ending August 25, 2012** in the amount of \$10,896.31. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been mowing along the roads and stop signs. He reported that Frable Road has been seal coated and that Meixsell Valley has been paved. When the rain stops, they will fill in along the sides of Meixsell Valley Road.

**Planning Commission**

**Historic Post Office Subdivision Plan** The Eldred Township Planning Commission has recommended approval of a waiver of SALDO Section 608.2, utilizing 3 iron pins in lieu of concrete monuments. On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, unanimous approval was given to waive the requirements of SALDO Section 608.2. (3-0)

The Planning Commission also recommended approval of **the Historic Post Office Subdivision** plan, which was introduced to settle litigation between the township and Melvin and Kay Frable, owners of an adjacent property. A portion of the township property will be conveyed to the Frables as part of the settlement agreement. On motion by Gretchen Gannon Pettit, with a second to the motion by Sharon Solt, unanimous approval was given to approve this plan. (3-0)

**Vernon Frable Minor Subdivision Plan Extension Request** With the Eldred Township Planning Commission's recommendation; and on motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, unanimous approval was given to accept the extension until November 12, 2012 for the **Vernon Frable Minor Subdivision Plan**. (3-0)

**Ernest III and Diana A. Laudenslager Minor Subdivision Plan Extension Request** The Eldred Township Planning Commission had not received an extension for the Laudenslager plan in a timely manner and had recommended rejection of the plan based on the 8/14/12 engineer comments, unless an extension was filed before the supervisors board meeting. An extension was filed, therefore on motion by Gretchen Gannon Pettit, with a second to the motion by Sharon Solt, unanimous approval was given to accept the **Ernest III and Diana A. Laudenslager Minor Subdivision Plan** extension until October 31, 2012. (3-0)

**Monroe County Industrial Development Authority Tax Increment Finance (TIF) Program**

Michele Bisbing, Director of Marketing at the Monroe County Industrial Development Authority, gave a presentation explaining the **TIF program**, which **Alpine Motorsports LLC** has shown an interest in procuring. Basically, once a loan would be secured through the TIF program, the taxes paid to the township would remain at the current rate, while the increased tax would be paid back to repay the loan. The township would have to adopt a resolution regarding this matter. The Alpine project is estimated to be \$38 million, however only a portion would be involved in the TIF program. The maximum length of time for repayment would be 20 years, and the rate would be a government rate. There was much discussion regarding how the program works, the repayment process, the committee process, and the estimate of increased tax both from the Alpine project and the tax revenue generated by others (non-Alpine holdings).

***Supervisor's Meeting September 5, 2012... page 3 of 4***

Sharon Solt made a motion to have Clair Borger serve on the committee, however he declined the motion. He said he would be more comfortable if the plan was approved and signed before we move forward; Gretchen Gannon Pettit agreed. Michele Bisbing stated that an approved plan is not a requirement to move forward to forming the committee. Ms. Bisbing, referring to a document entitled Alpine Motorsports LLC Project Information and Narrative, dated June 30, 2012, said in the first year the township, school and county taxes are estimated to be \$90,000 and the fifth year total tax is estimated to be \$109,000. She added that revenues generated by others are estimated to be \$8,218,000 in the first year and \$12,651,400 by year five. Additionally state tax is estimated to be \$853,000 the first year and \$1,131,400 the fifth year.

Gretchen Gannon Pettit made a motion to table until the school reacts to the idea, or until we get approached by the applicant (Alpine Motorsports LLC) with updated development agreement plans or bond. Sharon Solt made a second to the motion, which was approved. (3-0) Solicitor Kaspszyk asked if the township could have a copy of the Project Information and Narrative and some information on insurance in case the project would default; Ms. Bisbing stated she will obtain that information.

**2013 PMRS Minimum Municipal Obligation** Sharon Solt reported that every year the township prepares a Minimum Municipal Obligation for the following year's Pension Plan. This is the amount that the township pays for their share of the employee's pension plan. Mrs. Solt prepared the obligation, and it must be approved at this board meeting. On motion by Gretchen Gannon Pettit, seconded by Sharon Solt, it was voted to approve the 2013 MMO and forward same to PMRS.

**Other**

**Budget Workshop Schedule** After discussion, the board decided to hold a budget workshop on Friday, November 9<sup>th</sup> at 10:00 A.M. at the municipal building, with an additional workshop on Friday, November 16<sup>th</sup> at 10:00 A.M., if needed.

**Walter Mock Park Committee Meeting Schedule** The Board of Supervisors decided to hold committee meetings on the second Wednesday of each month at 6:00 P.M., namely September 12<sup>th</sup>, October 10<sup>th</sup>, November 14<sup>th</sup> and December 12<sup>th</sup>.

**Electronic Recycling Information** On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, unanimous approval was made to secure an electronic recycling container for the month of October from Supreme ASSET Management & Recovery, at a rate of \$.02 per pound for electronics. (3-0)

**Public Comment**

Philip Marano questioned why there are **two yellow lines** painted on the roads instead of one line. Clair Borger explained that the state can withhold liquid fuels tax money to a township that does not utilize the two yellow lines; therefore we have opted to paint the two lines.

Richard Zilmer asked if there was anything new on the **Mock Park**. Solicitor Kaspszyk said that plans aren't ready to be submitted to the planning commission, and that in reference to potential litigation, he has contacted Mr. Zilmer's attorney regarding aspects of the plan. Since it concerns litigation, nothing can be discussed at this meeting; however he is awaiting a timely reply from Mr. Zilmer's attorney.

***Supervisor's Meeting September 5, 2012... page 4 of 4***

**Adjournment:**

Being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 8:30 p.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  
SEO Jacob Schray

Solicitor Michael Kaspszyk  
Engineer Chad Peters  
Zoning Officer Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**October 7, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: absent

**Meeting Called to Order** Clair Borger called the meeting to order at 7:40 p.m., followed by the Pledge of Allegiance.

**Public Comments Pertaining to the Agenda** Dan Kunkle, in reference to the proposed Alpine Motorsports TIF (Tax Increment Funding) request, stated that any decision the township makes should bear in mind how the project would affect the natural resources, especially the Kittatiny Ridge, the Appalachian Trail and the Aquaschicola Creek. George Russell stated he felt it is inappropriate to use public funds to fund a private entity, adding that he believes that the TIF program contains eminent domain powers and feels this is not appropriate for this use.

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to approve the September 5, 2012 meeting minutes. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was unanimously voted to approve (3-0) the October 3, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 265,670.70	
East Penn Bank State Money Market	43,073.68	
East Penn Bank State Checking	429.93	
East Penn Bank Business Checking	1,143.41	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		21,352.94
PLGIT - General Fund	16,998.11	
PLGIT - Payroll	2,451.46	
PLGIT - Parks/Land		9,757.27
PLGIT - Building Maintenance & Repairs		1,524.61
PLGIT - Alpine Rose Escrow Account		1,181.11
Petty Cash	64.42	
Total	<u>\$ 289,831.71</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 10/5/12 in the amount of \$23,611.13. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** dated 10/5/12 in the amount of \$451.33. (3-0)

***Supervisor's Meeting October 3, 2012... page 2 of 4***

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **9/20/12 Form 941 payment** in the amount of \$2,156.32 and the **10/4/12 Form 941** payment in the amount of \$2,239.52. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **9/1/12 - 9/15/12 State Withholding Payment** in the amount of \$334.50 and the **9/16/12 - 9/31/12 State Withholding Payment** in the amount of \$273.59. (3-0)

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending September 8, 2012** in the amount of \$8,909.82. (3-0) On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **payroll for the period ending September 22, 2012** in the amount of \$9,173.63. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been cutting brush along the roads and stop signs, and repairing equipment. He also said that they are getting the equipment ready for winter.

**Planning Commission**

**Subdivision of Gower Estates LLC Extension**

The Eldred Township Planning Commission recommended the acceptance of an extension request until **January 16, 2013 for the Subdivision of Gower Estates LLC Subdivision Plan**. On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, the motion was unanimously approved (3-0).

**Ernest and Diana Laudenslager Minor Subdivision Plan extension**

Due to Hanover Engineering comments not completed and the expiration date approaching, the Eldred Township Planning Commission recommended that the Board of Supervisors reject the Laudenslager plan, unless an extension request is received before the supervisors October meeting. On October 2, 2012 and extension request was received, granting an extension until December 31, 2012. On motion by Gretchen Gannon Pettit, with a second to the motion by Sharon Solt, the motion was unanimously approved (3-0).

**Subdivision of Lands of Herman Borger Estate Recommendation for Conditional Approval**

The Eldred Township Planning Commission recommended conditional approval of the Subdivision of the lands of Herman Borger Estate. No one was present for the meeting; therefore on motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, the plan was tabled until the next meeting (3-0).

**Monroe County Industrial Development Authority: TIF Program**

At the September meeting, there was a presentation and request for a township TIF committee member, made by Michele Bisbing of the Monroe County Redevelopment Authority, concerning a TIF (Tax Increment Funding) application made by Alpine Motorsports. The request for a committee member was tabled at that meeting. Clair Borger made a motion to appoint Sharon Solt to the TIF committee to obtain more information concerning the TIF program, with a second to the motion by Sharon Solt, which was approved (2-1). Gretchen Gannon Pettit opposed the motion, citing she wanted to wait for Alpine motorsports to submit a bond.

## ***Supervisor's Meeting October 3, 2012... page 3 of 4***

### Electronic Recycling Program

Clair Borger stated that the company the township was going to have to collect the **electronics recycling** had to be cancelled because they were not compliant with state regulations. However, the **Monroe County Municipal Waste Management Authority** offered to collect any electronic items the township received for recycling. Therefore, starting Tuesday, October 9, 2012 and for the entire **month of October**, residents may bring items to the township garage for the program.

### Other

Clair Borger stated the **Toys for Tots** program is once again available for people to drop off toys or cash for the program.

Sharon Solt stated that **the repeater** is being repaired by TuWay at an estimated cost of \$618.25.

Sharon Solt also reported that the township municipal building will be closed on Monday October 8, 2012 to observe **Columbus Day**.

The township received two documents that need further clarification. They are a document from Keystone Consulting Engineers regarding Kuehner Field Estates and also from Hourigan, Kluger and Quinn regarding the Verizon Wireless Site. On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, the board agreed to forward the documents to the township solicitor for his review. (3-0)

### Public Comments

There were public comments concerning the TIF program. Clair Borger explained that the supervisors are continually learning more, and suggested that if any residents have questions, they could forward them to the township, so the questions could be taken to the committee meetings. Clair explained that the board has not made any decision yet. Sharon Solt said it is not her intention to make any individual decision about the project and as a committee member she will gather information which will be brought back to the remaining Board of Supervisors. She said that she makes no decisions concerning the township on her own, and that all decisions are made by the board, at the board table, at a public meeting. The following people said they are against using public funds for private use: Adam Keller, Susan Drozdowski, Rich Pelakowski, Carolyn Lang, Beth Miller, Roger Smith, George Russell, Joanna Russell, Karen Werkeiser, Robert Ross, Wanda Reitz, Gary Reitz, Judy Rush and Marion O'Donnell. Gretchen Gannon Pettit stated that it isn't Eldred Township's residents' taxes that would be funding the Alpine Motorsports project. The possibility of having the TIF meeting held in Eldred Township was discussed.

Helen Mackes gave a synopsis of The Eldred Township Historical Society's efforts to repair and renovate the historic post office. She said the society has already spent \$6,300.00 for testing for asbestos, mold, etc.; adding that removal of the mercantile will cost approximately \$43,000.00, and another \$20,000.00 to close in the back where the mercantile will be removed. Helen Mackes stated that the society is about \$25,000.00 short to accomplish these projects and said they want to install an alarm system once the removal has been completed. Helen also mentioned that Sunday, October 14<sup>th</sup> at 1 pm, they are holding a (filled) Longaberger basket bingo at the Kunkletown Fire House. The public is welcome to attend; the tickets are \$20.00 each.



***Supervisor's Meeting October 3, 2012... page 4 of 4***

Joseph Cardello asked what is happening with the burned out 57 Hotel building. Clair Borger said that there are some legal problems, but once everything is worked out, then the building should be demolished. Helen Mackes said that the property has a hotel license, which is the oldest one in Monroe County.

Art Bender asked if there has been any progress on the Walter Mock Park. Gretchen Gannon Pettit responded that the board is ready to move forward and are waiting for an answer to the litigation question.

**Adjournment:**

Being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 8:30 p.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  
SEO Jacob Schray

Solicitor Michael Kaspszyk  
Engineer Chad Peters  
Zoning Officer Eilerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
November 7, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:40 p.m., followed by the Pledge of Allegiance.

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

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to approve the October 3, 2012 meeting minutes. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was unanimously voted to approve (3-0) the November 7, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 200,785.28	
East Penn Bank State Money Market	46,622.35	
East Penn Bank State Checking	429.93	
East Penn Bank Business Checking	3,000.00	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		21,352.94
PLGIT - General Fund	13,557.62	
PLGIT - Payroll	2,451.69	
PLGIT - Parks/Land		9,757.51
PLGIT - Building Maintenance & Repairs		1,524.65
PLGIT - Alpine Rose Escrow Account		1,181.14
Petty Cash	52.53	
Total	<u>\$ 266,899.40</u>	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 11/9/12 in the amount of \$47,642.20. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** dated 11/9/12 in the amount of \$914.47. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **10/18/12 Form 941 payment** in the amount of \$1,986.54, the **11/1/12 Form 941** payment in the amount of \$2,190.01, and the **11/15/12 Form 941** payment in the amount of \$2,277.11. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **10/1/12 - 10/15/12 State Withholding Payment** in the amount of \$282.66 and the **10/16/12 - 10/31/12 State Withholding Payment** in the amount of \$241.49. (3-0)

***Supervisor's Meeting November 7, 2012... page 2 of 3***

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending October 6, 2012** in the amount of \$7,875.80. (3-0) On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **payroll for the period ending October 20, 2012** in the amount of \$9,098.04. (3-0) On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending November 3, 2012** in the amount of \$9,316.51. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been cutting trees along the roads, cleaning up after Superstorm Sandy. He also said that they are getting the equipment ready for winter.

**Planning Commission**

**Vernon Frable Minor Subdivision** Rhonda Gillen submitted a flag lot waiver (Section 606.5) request, for the lot to be created in the subdivision, to the Planning Commission and it was recommended for approval. On motion by Sharon Solt, with a second to the motion by Gretchen Gannon Pettit, approval was made to accept the waiver request (3-0). The Planning Commission also recommended conditional approval of the Minor Subdivision Plan with these conditions:

1. The flag lot waiver is approved by the Board of Supervisors.
2. The planning module is approved by the Polk Township SEO.
3. All other conditions are met in Polk Township.

After discussion the Board of Supervisors added a fourth condition: Since there will be two homes on the same driveway, the driveway is to be given a private road name for the 9-1-1 re-addressing. On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the Vernon Frable Minor Subdivision Plan with the conditions listed above. (3-0)

**Proclamation of Emergency** In regard to the effects of Superstorm Sandy, and the Proclamation of Emergency by Governor Corbett, the Board of Supervisors issued a proclamation of emergency for Eldred Township. Since the proclamation was issued during the aftermath of the storm, a motion was made by Gretchen Gannon Pettit and seconded by Sharon Solt; to ratify the proclamation at this meeting (approved 3-0).

**Other** Solicitor Kaspszyk stated:

1. The Attorney for Verizon Wireless contacted the township for an interpretation of Act 46 of 2010 and how it applies to their submission, asking if the Act 46 would expend their time to July 2, 2016. Solicitor Kaspszyk will research and report back to the Board of Supervisors.
2. There is a question about who actually owns the old mill between the Kunkletown General Store and the Leon Smale property. On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, the Board of Supervisors unanimously authorized Solicitor Kaspszyk to have a title search completed on the property.

***Supervisor's Meeting November 7, 2012... page 3 of 3***

Supervisor Clair Borger reported:

1. There is a Toys for Tots donation box which is still sitting almost empty in the foyer. Please consider donating to the cause.
2. There was good cooperation with PPL in cutting the fallen trees. However, as a caution, if there are power lines involved, do not take it upon yourself to cut the trees. Additionally, it was reported that someone argued with the linemen who came to cut a fallen trees over a state road. The result was that the linemen left and put that tree on the bottom of the list, resulting in a delay of days for people to have their power restored. Therefore, talk nice to the linemen.
3. The Budget Workshop date is changed to Friday, November 16<sup>th</sup> at 10:00 a.m., with a second date of Monday, November 19<sup>th</sup> at 10:00 a.m., only if needed.

**Public Comments** Joe Cardello asked what is he to do about neighbors' horses who repeatedly get loose and roam on his property. Some suggestions were to contact the SPCA, the constable, or file a civil complaint with the District Magistrate.

Marion O'Donnell asked if there were any TIF meetings regarding Alpine Rose; Sharon Solt stated that she has not been informed of any meetings.

**Adjournment:**

Being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 8:10 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 Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
December 5, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit  
Solicitor: Michael Kaspszyk

**Meeting Called to Order** Clair Borger called the meeting to order at 7:45 p.m., followed by the Pledge of Allegiance.

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

**Approval of Minutes** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to approve the November 7, 2012 meeting minutes. (3-0)

**Treasurer's Report** On motion by Sharon Solt, seconded by Gretchen Gannon Pettit, it was unanimously voted to approve (3-0) the December 5, 2012 Treasurer's Report as follows:

East Penn Bank General Money Market	\$ 148,302.67	
East Penn Bank State Money Market	41,709.34	
East Penn Bank State Checking	429.93	
East Penn Bank Business Checking	2,741.21	
East Penn Bank Kuehner Estates Escrow Account		300.50
East Penn Bank Royal Oak Escrow Account		301.06
East Penn Bank DCNR (Parks) Account		21,352.94
PLGIT - General Fund	25,350.91	
PLGIT - Payroll	2,451.89	
PLGIT - Parks/Land		9,756.88
PLGIT - Building Maintenance & Repairs		1,524.71
PLGIT - Alpine Rose Escrow Account		1,181.18
Petty Cash	44.89	
Total	\$ 221,030.84	

**Approval of Bills** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **General Fund Bills** dated 12/7/12 in the amount of \$41,457.09. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **State Fund Bills** dated 12/7/12 in the amount of \$5,083.13. (3-0)

On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to pay the **11/29/12 Form 941 payment** in the amount of \$2,273.21, the **12/13/12 Form 941 payment** in the amount of \$2,367.81. (3-0)

On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was voted to pay the **11/1/12 - 11/15/12 State Withholding Payment** in the amount of \$565.33 and the **11/16/12 - 11/30/12 State Withholding Payment** in the amount of \$283.28. (3-0)

*Supervisor's Meeting December 5, 2012... page 2 of 3*

**Approval of Payroll** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to approve the **payroll for the period ending November 17, 2012** in the amount of \$9,227.67, and the **payroll for the period ending December 1, 2012** in the amount of \$10,343.98. (3-0)

**Road Master Report** The Roadmaster reported that the road crew has been cleaning leaves out of the ditches along the roads.

**Planning Commission**

**Lands of Herman Borger Estate Minor Subdivision** Robert Beers, Surveyor, was in attendance for this plan. He stated that the property lies along Church Road and Bollinger Road. The owners want to split the property into three parcels; one has a house, the remaining two are farmlands that are not buildable, therefore there are no perc tests on those two parcels. The Eldred Township Planning Commission had recommended approval with the condition that the plan is signed by the owners; it was noted that the plan is now signed by the owners. There was discussion concerning the ultimate right-of-way and the effects on owners who want to subdivide. On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was voted to **approve the Lands of Herman Borger Estate Minor Subdivision**. (3-0)

**Addition to the Existing Agricultural Security Area in Eldred Township - Steven Kresge**

The township received an application to add two parcels (06624600393980 & 00624600396602) totaling 85+/- acres and owned by Steven Kresge, into the Existing Agricultural Security Area for Eldred Township. After short discussion, on motion by Sharon Solt and with a second by Gretchen Gannon Pettit, the Board of supervisors voted to add the **Steven Kresge** properties as stated above into the **Eldred Township Agricultural Security Area**. (3-0)

**2013 Budget** Sharon Solt reported that the Board of Supervisors have met and proposed a budget for 2013. The board will hold a special meeting at the municipal building on Wednesday, December 19<sup>th</sup> at 10:00 a.m. to potentially adopt the budget. The public is welcome to attend. Sharon reported the proposed **General Fund budget is \$659,658.00** and the proposed **State Fund budget is \$137,745.54**. Copies are available from the secretary at the municipal building.

**Chestnuthill Township 250<sup>th</sup> Anniversary** Norman Burger presented information concerning the **250<sup>th</sup> Anniversary of Chestnuthill Township**; stating the township was created in September 1763. He noted that Eldred Township, Polk Township and Ross Township all were originally included in Chestnuthill Township. The anniversary committee is looking for sponsorship from the four townships, plus thoughts on holding a parade, the route, getting the Historical Societies involved, and other factors regarding the celebration. Any information can be obtained from the township secretary.

**Other** Solicitor Kaspszyk reported that:

1) He did a title search of the **Old Mill property**, and found out who the owner is and will proceed to find out about the bank's bankruptcy.

2) He filed a motion for **contempt on Paul Wingert** for failure to clean up his mounds of **trash** on his property, along Lower Smith Gap Road. There will be a hearing by Judge Zulick on January 24, 2013 at 2:30 p.m. in Courtroom Number 5 at the Monroe County Courthouse, Stroudsburg, PA. The Zoning Officer must attend the hearing and take current photos of the trash piles to the hearing.

***Supervisor's Meeting December 5, 2012... page 3 of 3***

3) The Resolution to appoint an auditing firm should be adopted no later than the Reorganization meeting and must be advertised in advance. On motion by Sharon Solt and with a second to the motion by Gretchen Gannon Pettit, the Board authorized Solicitor Kaspszyk to prepare the resolution and to advertise **The resolution to appoint an auditing firm to audit the 2012 books** for adoption at the **December 16, 2012** Supervisors meeting at 10:00 am. (3-0)

Sharon Solt reported that there will be a **Mock Park Committee meeting** next week, on **Wednesday, December 12<sup>th</sup> at 7:00 p.m.** to discuss the land development plan.

Clair Borger stated that the **Toys for Tots** box is full, but there is always room for more toys.

**Public Comments**

Joseph Cardello asked if there has been any update on the **burned out Hotel 57**. He was advised that the owner is Frank Culbert and that there may still be some legal questions involving the property. After discussion, the board authorized the solicitor to draft a letter to Mr. Culbert concerning the building being a public nuisance. Gretchen Gannon Pettit said that there are other vacant burned out buildings in the township; she will get the owners names and addresses and forward them to Solicitor Kaspszyk in order for him to send those owners similar letters.

Mr. Cardello asked if the **electronic recycling** was still on-going and was told that it is and that he should drop off items between 7 a.m. and 3 p.m.

Helen Mackes asked if the **Steven Kresge property** for addition to the Agricultural Security Area is the property that was once proposed to be an airstrip. Sharon Solt said that is is the same property.

**Adjournment:**

Being no further business, Sharon Solt made a motion, with a second by Gretchen Gannon Pettit, to adjourn the meeting at 8:05 p.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  
SEO Jacob Schray

Solicitor Michael Kaspszyk  
Engineer Chad Peters  
Zoning Officer Ellerslie Helm

**ELDRED TOWNSHIP BOARD OF SUPERVISORS MEETING  
December 19, 2012**

**Attendance**

Supervisors: Clair Borger, Sharon Solt and Gretchen Gannon Pettit

**Meeting Called to Order** Clair Borger called the meeting to order at 10:00 a.m., followed by the Pledge of Allegiance.

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

**Resolution 2012-7 A Resolution to Appoint an Accountant to Examine All Accounts for the Fiscal Year 2012** On motion by Sharon Solt and with a second to the motion by Gretchen Gannon Pettit, it was unanimously voted to adopt Resolution 2012-7, appointing the firm of Kirk, Summa & Co., LLP, to audit all 2012 accounts at a fee of not more than \$4,750.00. (3-0)

**2013 General Fund Budget** On motion by Gretchen Gannon Pettit and with a second by Sharon Solt, it was unanimously voted to adopt the publically posted and advertised Proposed **2013 General Fund Budget** in the amount of **\$659,658.00**. (3-0)

**2013 State Fund Budget** On motion by Sharon Solt and with a second by Gretchen Gannon Pettit, it was unanimously voted to adopt the publically posted and advertised **Proposed 2013 State Fund Budget** in the amount of **\$137,745.54**. (3-0)

**Other** There was nothing under "other".

**Public Comments** There were no public comments.

**Adjournment:**

Being no further business, Gretchen Gannon Pettit made a motion, with a second by Sharon Solt, to adjourn the meeting at 10:05 a.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 Ellerslie Helm