

East Penn Township - Minutes
Board of Supervisors
Regular Meeting

December 6, 2021 6:30 PM
East Penn Township Community Center

The East Penn Township Board of Supervisors conducted their December 6, 2021 regular meeting at the East Penn Township Community Center. Chairman William G. Schwab called the meeting to order at 6:30 PM followed by the Pledge of Allegiance.

Roll Call:

Supervisors Present	Chairman William G. Schwab Alice I. Berger Dennis L. Pearson Gary Kuehner John M. Strockoz
Supervisors Absent	None
Other Township Officials Present	Township Manager/Secretary/Treasurer Jillyan A. Sterling Roadmaster Brandon Bradford Assistant Secretary Victoria Taschler

ANNOUNCE TO PUBLIC:

- The Township Office will be closed December 24th and December 31, 2021. The Board of Supervisors will meet for their reorganization meeting on January 3, 2022. The Auditors will meet on January 4th.

COURTESY of the FLOOR:

David Bryfogle: 2515 Church Hill Rd.- “Road Crew, Tax Collector”.

Mr. Bryfogle thanked the Roadcrew for the work they did on Church Hill Rd.

Mr. Bryfogle also questioned the Board if Mrs. Henderson submitted to the Township her Statement of Financial Interest. The Board had no comment and advised Mr. Bryfogle to submit a Right-to-Know Request with the Township Secretary.

Andrea Homyak: 425 West Bowmans. - “Wilk Lane”.

Ms. Homyak had questions regarding her taxes and why she never got them and why and when the Road itself was changed to Wilk Lane. The Board directed her to check with County Offices regarding both issues.

APPROVALS:

1	Minutes-	<i>Motion made by Alice I. Berger, seconded by Dennis L. Pearson to</i>
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		<i>approve the minutes of the November 1, 2021 Regular Meeting as presented. AIF. Motion Carried.</i>
2	Treasurer's Report-	<i>Motion made by John M. Strockoz, seconded by Gary Kuehner to approve the Treasurer's Report for November 1 through November 30, 2021 as presented. AIF. Motion Carried.</i>
3	Invoices for payment-	<i>Motion made by Dennis L. Pearson, seconded by Gary Kuehner to approve the transfers and invoices for payment as presented. AIF. Motion Carried. (Schwab abstained from BRC, Pencor Hydraulics, and Times News)</i>

ROADS:

4	Road Report-	Roadmaster Bradford provided the following Road Report for November: <ul style="list-style-type: none"> -Storm cleanup throughout the Township. -Drain and pipe cleaning throughout the Township. -Finished cutting in and milling for the new bike Lane. -Completed stonework for the new bike Lane. -Based in the bike Lane. -Topped the entire bike Lane. -Cut and built shoulders for the bike Lane. -Built forms for culvert box and poured concrete on Municipal Road. -Line painter demo on 11/18. The machine worked great, during the demo the lines and stencils were repainted for the bike Lane project. -Started replacing cutting edges on the snowplows. -Fully equipped three out of the five trucks that are used for snow plowing. -SEI was able to find and replace the parts needed to fix the paver.
5	ROAD ITEMS- S. Kittatinny- Cunfer Rd.- Ashfield Rd.-	No new updates No new updates No new updates

SUBDIVISIONS, LAND DEVELOPMENT, STORMWATER MANAGEMENT:

None

UNFINISHED BUSINESS:

9	Supervisors Bootcamp-	<p>This is a 3-day session that gives an educational opportunity for newly appointed Supervisors to learn about laws, regulations and other important issues they will face during their term.</p> <p>Resident and Township employee Keith House will start his duties as a newly elected Supervisor in 2022, he wishes to attend the sessions held in Lehigh County. Session 1 will be held on Wednesday, December 15th from 6-9 pm. Session 2 will be held on Saturday, February 26th from 8:30 am - 4 pm and Session 3 will be held on Saturday, March 5th from 8:30am – 4:30pm. The cost of the 3-day session for members is \$169.00</p> <p><i>Motion made by Dennis L. Pearson, seconded by John M. Strockoz to authorize <u>Keith House</u> to attend the 3-day Supervisors Bootcamp on December 15th, February 26th and March 5th, with the sessions to be paid for by Township. AIF. Motion Carried.</i></p>
10	Fire Company Incentive Program (in lieu of Act 172 Tax Relief)-	<p><i>Motion made by Dennis L. Pearson, seconded by Gary Kuehner to authorize the Treasurer to disperse the \$5,000.00 yearly donation made to the Fire Company as a matching donation (up to that amount, pending documentation of profits) for their fundraising initiatives in lieu of opting out of the Act 172 Tax Relief incentive. AIF. Motion Carried.</i></p>
11	2022 Budget-	<p><i>Motion made by Dennis L. Pearson, seconded by John M. Strockoz to adopt the 2022 Budget as advertised. AIF. Motion Carried.</i></p>
12	2021 Year End Meeting-	<p><i>Motion made by John M. Strockoz, seconded by Alice I. Berger to not schedule a 2021 Year End Meeting. AIF. Motion Carried.</i></p>
13	First Aid- CPR and AED Training-	<p><i>Motion made by Dennis L. Pearson, seconded by Alice I. Berger to authorize employees and Supervisors of East Penn Township to attend a 4-hour training on First Aid, CPR and AED by instructor Dawn Benner with the cost to be paid by the Township in the amount of \$25 per person. AIF. Motion Carried.</i></p>
14	Yensers-	<p><i>Motion made by William G. Schwab, seconded by Alice I. Berger to authorize the Secretary to send a thank you letter to Yenser's for their wreath donation at Marvin Gardens. AIF. Motion Carried.</i></p>
15	Employee Unused Vacation Time Compensation-	<p>The Board discussed handling unused vacation time at the end of the year since there is currently no policy in effect.</p> <p><i>Motion made by Alice I. Berger, seconded by Gary Kuehner, to pay out at the end of the year the monetary value for unused vacation time for all employees entitled to the benefit. AIF. Motion Carried.</i></p>
16	Insurance Opt Out for 2022.	<p><i>Motion made by Gary Kuehner, seconded by Alice I. Begerer to give any employee who is entitled to but ops out of medical insurance a opt out bonus of \$6,500.00 for the year 2022. AIF. Motion Carried.</i></p>

17	Agenda Addition-	<i>Motion made by Dennis L. Pearson, seconded by Alice I. Berger to add to the 12/16/21 meeting agenda discussion and motion regarding wastewater issues. AIF. Motion Carried.</i>
18	Wastewater Issues-	<i>Motion made by Gary Kuehner, seconded by Dennis L. Pearson to authorize Hanover Engineering Associates to assist the Roadmaster with investigating inflow and infiltration issues reported by the pump station and wastewater treatment plant operator, including a site visit to examine and identify locations to monitor during storm events. AIF. Motion Carried.</i>

PARKS AND RECREATION:

19	Updates-	Chairman Schwab reported that he will be meeting with an Eagle Scout on the 19 th who will be placing benches along the Golden Trail.
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REPORTS, COMMUNICATION, MINUTES:

Supervisor Pearson announced that the Recreation Committee placed lights up at the Playground. He thanked Norm and Loretta Smith for their hard work. He also questioned if there would be a want for an ice skating rink at the Playground.

All of the Board Members and Employees present thanked Supervisor Berger for her contribution over the years. She will be missed!

√ - Parks Commission no meeting - Planning Commission √- Recreation Board √- Zoning/Building

Adjournment: Being nothing further before the Board, *motion by Alice I. Berger, seconded by John M. Strockoz, to adjourn the meeting at 6:59 PM. MOTION CARRIED, Schwab, Berger, Pearson, Kuehner and Strockoz voting yes.*

Respectfully Submitted,



Jillyan A. Sterling
Township Manager/Secretary/Treasurer