

**Board of Supervisors
Regular Meeting**

**February 3, 2025 6:30 PM
East Penn Township Community Center**

The East Penn Township Board of Supervisors conducted their February 3, 2025 regular meeting at the East Penn Township Community Center. Chairman John M. Strockoz called the meeting to order at 6:30 PM followed by the Pledge of Allegiance.

Roll Call:

Supervisors Present	Chairman John M. Strockoz Vice Chairman Gary Kuehner Keith House Dennis L. Pearson William G. Schwab
Supervisors Absent	None
Other Township Officials Present	Township Manager/Treasurer Jillyan A. Sterling Roadmaster Brandon Bradford Secretary Victoria Johnson

ANNOUNCE TO PUBLIC:

2025 Dumpster Day Event will be held Saturday, April 12th from 9 am till 2 pm, at the East Penn Township Community Center. If the Truck is full before 2 then the event will cease at that time. Please see the flyers on the table for what will be accepted.

Letters of interest are still being accepted for the following vacancies: 1, 3-YR term as an alternate on the Zoning Hearing Board and 1, 5-YR term on the EPT Recreation Committee.

COURTESY of the FLOOR:

Randolpf Pfeiffer- 10 Bake Oven Rd., Lehighton: "Northside Heights"- Mr. Pfeiffer was present to notify the Board of some issues he believes the Board should look into regarding an expansion of NSH. The Manager will notify the Township Engineer to get his response to the issues and whether or not it's a Township matter.

APPROVALS:

1	Minutes-	<i>Motion by Gary Kuehner, seconded by Keith House, to approve the minutes of the January 6, 2025 Reorganization & Regular Meeting as presented. AIF. Motion Carried.</i>
2	Treasurer's Report-	<i>Motion by William G. Schwab, seconded by Gary Kuehner, to approve the Treasurer's Report for January 1 through January 31, 2025 as presented. AIF. Motion Carried.</i>
3	Invoices for	<i>Motion by Gary Kuehner, seconded by Dennis L. Pearson, to approve the</i>

	Payment-	<i>transfers and invoices for payment as presented. AIF. Motion Carried.</i> (Schwab abstained from BRC, Pencor Hydraulic and Times News. House abstains from any Fire Company payments)
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ROADS:

4	Road Report-	Roadmaster Bradford relayed the following road report for the month of January: -The roadcrew was out a total of 9 times to salt/plow. -Cold patching was done throughout the township. -Normal storm cleanup. -Repaired wiring harness issues on the paver. -Prepped and repaired the last remaining pieces of blacktop equipment for the year. -Normal cleaning and pressure washing trucks and equipment after storms. -Hauled away scrap pile from the township building. -Sign repair and replacement throughout the township. -Hauled in anti-skid and salt. -Single axle Kenworth is in the garage for issues.
5	Road Material Bids-	<i>Motion by Gary Kuehner, seconded by William G. Schwab to advertise for the 2025 Road Materials bids for April 6, 2025 to April 5, 2026 as recommended by the Roadmaster with bids to be received by 10:00 AM, opened and read at the Township office at 2:00 PM, Thursday, March 27, 2025 and acted on at the April 7, 2025 Board meeting. Bid packages to be available at the office. Recommendation for materials and quantities to be determined by the Roadmaster. AIF. Motion Carried.</i>

SUBDIVISIONS, LAND DEVELOPMENT, STORMWATER MANAGEMENT:

None

UNFINISHED BUSINESS:

6	Updates on civil complaints: Berger Creek Rd. –	No updates.
7	GRANTS- LSA Monroe County (Recreation)-	No updates on any of the grants.

8	Sewer: Poll of the Board- Motion to Ratify- Motion-	<p><i>Motion made by William G. Schwab, seconded by Dennis L. Pearson, to ratify the poll of the Board taken on 1/9/2025 to authorize the repair of the pump station transfer switch and approve the generator maintenance contract. AIF. Motion Carried.</i></p> <p><i>Motion made by Gary Kuehner, seconded by Dennis L. Pearson to authorize the repair of the pump station transfer switch and approve the 3-year (1/25-1/28) generator maintenance contract with Penn Power Group at the cost of \$958.20 per year. AIF. Motion Carried.</i></p>
9	EPT Fire Company-County Radio Upgrade-	Tabled

NEW BUSINESS:

10	Exoneration & Delinquent Lists-	<p><i>Motion made by Keith House, seconded by Gary Kuehner, to approve the 2024 Exoneration & Delinquent list of township Per Capita tax as prepared by the Township Tax Collector and authorize the Secretary to forward the delinquent list to Berkheimer. AIF. Motion Carried.</i></p>
11	Community Center Proposals for Heating & Cooling-	<p><i>Motion made by William G. Schwab, seconded by Gary Kuehner to authorize the Township Manager to gather bids to complete the heating and cooling replacement for the Community Center. AIF. Motion Carried.</i></p>
12	Leighton Memorial Library Committee Appointment-	<p><i>Motion made by Gary Kuehner, seconded by William G. Schwab to appoint <u>Terri Sheckler</u> to a 1-year term on the Leighton Area Memorial Library Committee. AIF. Motion Carried.</i></p>
13	Website Update-	<p><i>Motion made by William G. Schwab seconded by Dennis L. Pearson, to authorize <u>Chris Engler</u> to rebuild and update the Township's website to a .gov site free of cost with an exception to the website hosting and domain name. AIF. Motion Carried.</i></p>

PARKS AND RECREATION:

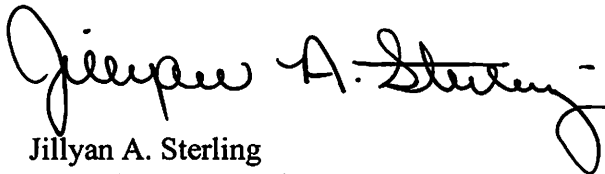
14	S. Kittatinny Rd. Vacation-	Draft agreement is being prepared.
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Reports, Communication, Minutes:

√- Park Commission no mtg- Planning Commission √- Recreation Board √- Zoning/Building -SEO

Adjournment: Being nothing further before the Board, *motion by Gary Kuehner, seconded by John M. Strockoz, to adjourn the meeting at 6:50 PM. MOTION CARRIED, House, Strockoz, Kuehner, Pearson and Schwab voting yes.*

Respectfully Submitted,

A handwritten signature in black ink that reads "Jillyan A. Sterling". The signature is written in a cursive style with a horizontal line through the middle of the name.

Jillyan A. Sterling
Township Manager/Treasurer