

**Board of Supervisors
Regular Meeting**

**October 2, 2023 6:30 PM
East Penn Township Community Center**

The East Penn Township Board of Supervisors conducted their October 2, 2023 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/Secretary/Treasurer Jillyan A. Sterling Roadmaster Brandon Bradford Assistant Secretary Victoria Taschler

ANNOUNCE TO PUBLIC:

COURTESY of the FLOOR:

APPROVALS:

1	Minutes-	<i>Motion by William G. Schwab, seconded by Keith House, to approve the minutes of the September 5, 2023, Regular Meeting as presented. AIF. Motion Carried.</i>
2	Treasurer's Report-	<i>Motion made by William G. Schwab, seconded by John M. Strockoz to approve the Treasurer's Report for September 1st through September 30, 2023, 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.</i> <i>(Schwab abstained from BRC, Pencor Hydraulics, and Times News House abstained from any Union or Employee payments)</i>

ROADS:

4	Road Report-	<p>The Roadmaster informed the Board and public of the following activities for the month of September:</p> <ul style="list-style-type: none"> -Corrected drainage and reshaped Wertman Hollow Rd. -Repaired transmission cooler lines and changed oil on truck 29. -Repaired yard complaint on East Sunset Rd. -Cold patched holes, and separation of blacktop on Bowmans Rd. -Repaired hydraulic lines on the backhoe. -Repaired zero turn mower for Parks. Currently working on the riding mower. -Shoulder mowing throughout the township. -Filled in washouts on Summer Mtn., Picnic Woods, Municipal, Fritz, Nothstein and Wertman Rd. -Picked up all 66 full blocks ordered for the bin project at the township building, 3 more halves need to be picked up to complete the bins. -Tar and chip project is done, all loose stones have been swept up, Brandon will inform the Treasurer when payment can be made after he inspects. -Normal equipment maintenance and breakdowns. -Normal storm and drain cleanup after storms. -Placed rip rap on Penns Mtn.
5	ROAD ITEMS- S. Kittatinny Rd.-	<p>Hanover Engineering has been given approval to vacate the road to Stoney Ridge Development with an agreement with the property owner.</p>

SUBDIVISIONS, LAND DEVELOPMENT, STORMWATER MANAGEMENT:

6	Luckenbach Minor Subdivision-	<p><i>Motion made by William G. Schwab, seconded by John M. Strockoz to add to the agenda the addendum motion regarding the Luckenbach Minor Subdivision. AIF. Motion Carried.</i></p> <p>The East Penn Township Planning Commission recommended at their September 20, 2023 meeting that the East Penn Township Board of Supervisors deny and reject the Luckenbach Minor Subdivision for reasons cited in the Engineer’s review letter dated 9/20/23.</p> <p><i>Motion made by Gary Kuehner, seconded by Dennis L. Pearson to deny and reject the Luckenbach Minor Subdivision as recommended by the East Penn Township Planning Commission on September 20, 2023 for reasons cited in the Township Engineer’s review letter dated September 20, 2023. AIF. Motion Carried.</i></p>
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UNFINISHED BUSINESS:

7	<p>Updates on civil complaints:</p> <p>Berger Creek Rd. –</p>	<p>Oral argument was held before the Commonwealth Court in Harrisburg on Monday, September 11th. It could take up to a year till we receive a decision from the court.</p>
8	<p>GRANTS-</p> <p>D&L Trail Development Grant-</p> <p>LSA Lehigh County- (Community Center)</p> <p>LSA Monroe County (Recreation)-</p> <p>DCNR Land Acquisition Grant (2nd Submittal)-</p> <p>T-Mobile Grant-</p>	<p>Final contract was received, awaiting instruction from the Township Engineer. Need site plan and location.</p>
9	<p>Sewer:</p> <p>Budget-</p> <p>Infiltration Issues-</p>	<p>No updates.</p> <p>Site visit on July 14th detected no significant flows. There have been no updates since then.</p>
10	<p>Roadmaster Office/Breakroom Flooring-</p>	<p>Quote received from Magic Touch not to exceed \$7,000.00. Item will be tabled until we receive additional quotes.</p>

NEW BUSINESS:

11	<p>Poll's of the Board-</p> <p>Motion to Ratify- Poll #1-</p>	<p><i>Motion made by William G. Schwab, seconded by Dennis L. Pearson, to ratify the poll of the Board taken on 9/6/23 to offer the Full-time regular road crew with CDL position to G. Ripkey effective 10/2/23 and to pay according to the 2023 Salary Schedule with employee to be on 90-day probation period. Benefits to start on the 90th day after effective hiring date. AIF. Motion Carried.</i></p>
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	Motion to Ratify- Poll #2-	<i>Motion made by Gary Kuehner, seconded by Dennis L. Pearson, to ratify the poll of the Board taken on 9/7/23 to approve the use of the requested route from the West Penn Township Lions Club for the Andreas Parade to be held on October 18th. AIF. Motion Carried.</i>
	Motion to Ratify- Poll #3-	<i>Motion made by Gary Kuehner, seconded by Keith House to ratify the poll of the Board taken on 9/7/23 to agree to the proposed terms of the Troxell agreement as submitted by Attorney Frycklund. AIF. Motion Carried.</i>
12	Budget Meeting Dates-	<i>Motion made by John M. Strockoz, seconded by William G. Schwab to authorize the Manager to advertise the budget meeting/workshop dates for October 12th and October 19th at 6pm, to be held at the East Penn Township Community Center. The Board may discuss any other business that comes before them. Any cancellations will be posted on the door. AIF. Motion Carried.</i>
13	Trick-or-Treat & Trunk-or-Treat-	<i>Motion made by Keith House, seconded by John M. Strockoz to hold Trick-or-Treat Night on Saturday, October 28th from 6-8 pm and Trunk-or Treat Night on Tuesday, October 31st from 6pm until 8pm. Strockoz/Yes; Schwab/Yes; Kuehner/Yes; House/Yes; Pearson/No. The "Yes" have it. Motion Carried.</i>
14	Pension Plan MMO – Minimum Municipal Obligation	<i>Motion by William G. Schwab, seconded by Gary Kuehner, to accept and approve the 2024 Minimum Municipal Obligations for the Non-Uniform Pension Plan in the amount of \$44,009.00. AIF. Motion Carried.</i>
15	Bennett- Leiby Lane	<i>Motion made by William G. Schwab, seconded by Keith House to re-approve the proposed Deed of Easement for Bradford Bennett, previously approved at the April 3, 2023 Board of Supervisors meeting. AIF. Motion Carried.</i>
16	2023/2024 Municipal EOP: Resolution 2023-11	<i>Motion made by Gary Kuehner, seconded by William G. Schwab to adopt Resolution 2023-11 "2023/2024 Municipal Emergency Operations Plan" and authorize signing of the Promulgation. AIF. Motion Carried.</i>

PARKS AND RECREATION:

17	Updates-	<i>Motion made by William G. Schwab, seconded by John M. Strockoz to add a motion to the agenda to merge Parks and Recreation. AIF. Motion Carried.</i> <i>Motion made by William G. Schwab, seconded by Gary Kuehner</i>
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		<i>to authorize the Township Solicitor to prepare a draft Ordinance to combine the Parks and Recreation Committees. Dennis L. Pearson abstained. All others in favor. Motion Carried.</i>
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REPORTS, COMMUNICATION, MINUTES:

√- Parks Commission √ - Planning Commission X- 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 6:55 PM. MOTION CARRIED, House, Strockoz, Kuehner, Schwab, Pearson voting yes.*

Respectfully Submitted,



Jillyan A. Sterling
Township Manager/Secretary/Treasurer