

**Board of Supervisors  
Regular Meeting**

**June 6, 2022 6:30 PM  
East Penn Township Community Center**

The East Penn Township Board of Supervisors conducted their June 6, 2022 regular meeting at the East Penn Township Community Center. Vice Chairman William G. Schwab called the meeting to order at 6:30 PM followed by the Pledge of Allegiance.

**Roll Call:**

Supervisors Present	Vice Chairman William G. Schwab Keith House Gary Kuehner Dennis L. Pearson
Supervisors Absent	Chairman John M. Strockoz
Other Township Officials Present	Township Manager/Secretary/Treasurer Jillyan A. Sterling Roadmaster Brandon Bradford Assistant Secretary Victoria Taschler

**ANNOUNCE TO PUBLIC:**

The July BOS Meeting will be held on Tuesday, July 5<sup>th</sup> due to the 4<sup>th</sup> of July Holiday.

The Township Electronic Recycling Event will take place at the East Penn Township Community Center on November 19<sup>th</sup> from 9 am – 11 am.

**COURTESY of the FLOOR:**

William G. Schwab- “Lehigh Gap Nature Center Mural”- Mr. Schwab announced that the Lehigh Gap is in the process of having a mural painted and placed on the trail in East Penn Township. (off of our property).

**APPROVALS:**

1	Minutes-	<i>Motion made by Gary Kuehner, seconded by Keith House to approve the minutes of the May 2, 2022, Regular Meeting as presented. AIF. Motion Carried.</i>
2	Treasurer’s Report-	<i>Motion made by Dennis L. Pearson, seconded by Keith House to approve the Treasurer’s Report for May 1 through May 31, 2022 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:**

<b>4</b>	<p><b>Road Report-</b></p> <p>               </p> <p><b>National Guinite-</b></p>	<p>May Road Report: Roadmaster Bradford</p> <ul style="list-style-type: none"> <li>- Cut the shoulders on Laurel Spring Rd.</li> <li>- Completed base work on Laurel Spring Rd.</li> <li>- Paved all of Laurel Spring Rd.</li> <li>- Milled all of Hoffman Rd.</li> <li>- Reshaped and laid base on Hoffman Rd.</li> <li>- Paved Hoffman Rd.</li> <li>- Paved and completed the last section of Lauchnor Rd.</li> <li>- Cut shoulders on Blue Mtn. Rd.</li> <li>- Completed all base work on Blue Mtn. Rd.</li> <li>- Milled and repaired intersection of Smithlane Road and 895.</li> <li>- Attended presentation at Sealmaster.</li> <li>- Normal maintenance and repair.</li> <li>- Normal cleanup of debris/drains after storm.</li> </ul> <p><i>Motion made by Keith House, seconded by Gary Kuehner to authorize the Roadmaster to contract with National Guinite's services for the smaller pipe on Germans Rd. and small section of Lauchnor Rd for additional fee. AIF. Motion carried.</i></p>
<b>5</b>	<p><b>ROAD ITEMS-</b></p> <p><b>Ashfield Rd.-</b></p> <p>               </p> <p><b>Cunfer Rd.-</b></p>	<p>Updates:</p> <ul style="list-style-type: none"> <li>-The Township Solicitor revised the proposed Ordinance removing the erroneous references to Ashfield Rd. as an unopened road and added a reference to the Road Vacation Plan aka Exhibit B.</li> <li>-The plan will need to be signed and stamped by the Surveyor.</li> <li>-Public Notice for the July 5<sup>th</sup> meeting will be advertised on June 21<sup>st</sup></li> <li>-Public notice for the August 1<sup>st</sup> hearing/meeting will be advertised on June 8<sup>th</sup></li> <li>-Notice was sent to PennDOT to remove the road from liquid fuels</li> <li>-once the Board votes on the adoption of the road vacation ordinance on August 1<sup>st</sup> the road department can place the barriers and add and remove signs as required.</li> </ul> <p>The proposed ordinance is available for the public to review during normal business hours.</p> <p>Carbon Engineering had submitted a completed vacation plan when they were the engineering firm, not long after they completed it there were changes made to ownership of the land.</p> <p><i>Motion made by William G. Schwab seconded by Keith House to authorize Hanover Engineering to recreate the Cunfer Road</i></p>

		<i>vacation plan. AIF. Motion Carried.</i>
	<b>S. Kittatinny Rd.-</b>	No new updates

**SUBDIVISIONS, LAND DEVELOPMENT, STORMWATER MANAGEMENT:**

Ammary Minor Subdivision plans are ready to be signed and recorded.

**UNFINISHED BUSINESS:**

<b>6</b>	<b>Updates on civil complaints:</b>  <b>Berger Creek Rd. –</b>	No updates.
<b>7</b>	<b>Municipal Bldg. Roof-</b>	Quotes were received for both shingle and metal roof replacements. Both quotes were high.  <i>Motion made by Gary Kuehner, seconded by Dennis L. Pearson to advertise bids for both shingle and metal roof replacements. AIF. Motion Carried.</i>
<b>8</b>	<b>Community Center Ceiling/Roof-</b>	No official notice has been received from the insurance adjuster on denying our claim to-date. At the time of inspection, the adjuster believes the leak was from a PVC pipe with old caulking. The Roadcrew will re-caulk the pipe.  The Twp. Manager is in the process of having a contractor inspect the interior hallway ceiling and kitchen ceiling.  The Twp. Manager and Community Center Administrator will be meeting with a flooring contractor on June 14 <sup>th</sup> to look at samples and get estimates to see what it could potentially cost to have the floor replaced.
<b>9</b>	<b>ZONING/BCO MATTERS:</b>  <b>Short-term Rental/Airbnb's-</b>  <b>Complaints:</b>	Information was supplied by Barry Isett. <i>Motion made by Keith House, seconded by Dennis L. Pearson to authorize the Solicitor to review the sample ordinance and begin the process of adopting a similar ordinance for the Township. AIF. Motion Carried.</i>  <u>Weeping Willow Ln.</u> - No response was received regarding a potential NOV sent to the owners of a property with farm animals running at large and sewage issues. The ZO will issue an official NOV which could consist of confiscating the animals. We are awaiting a response from the former SEO regarding actions for the sewage issue.

		W. Lizard Creek- After visually inspecting the property from a nearby business we cannot determine any type of violation of the property, we will issue a letter to the complainant that the issue is considered a civil matter and we do not have any basis to enforce any type of violation complaints to the property owner at this time.
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**NEW BUSINESS:**

10	7/6/22-7/5/23 Fuel Bids-	Bids were opened at 10:00 am on May 31, 2022.  <i>Motion made by William G. Schwab, seconded by Keith House, to award the Propane Fuel Bid to: <u>Heller's Gas &amp; Custom-Made Fireplaces</u>. All other fuel bids to <u>Suburban Propane, L.P.:</u> Heating Oil, Ultra-low Sulfur Diesel and Gasoline. AIF. Motion Carried.</i>
11	Bowmanstown Borough- 1. Sewer Issues (Inflow and Infiltration)- 2. Sewer Finances-	Tabled
12	Biosolids-	Resident questions answered. No motions.
13	Carbon County Municipal Forum-	The Carbon County Commissioners & the Nature & Commerce Committee of the Carbon Chamber & Economic Development are hosting a municipal forum on Zoning for Economic Growth & Conservation on June 14 <sup>th</sup> from 6:30 pm – 8pm.  <i>Motion made by William G. Schwab, seconded by Keith House to authorize Township Manager, <u>Jillyan A. Sterling</u> to attend the event on the Township's behalf. AIF. Motion Carried.</i>
14	Assistant Secretary Rate Increase-	<i>Motion made by Gary Kuehner, seconded by Keith House to approve a pay increase for Victoria Taschler to \$15.00 per hour effective June 1, 2022. AIF. Motion carried.</i>
15	Resolution 2022-16 "Disposition of Records"	<i>Motion by Keith House, seconded by Gary Kuehner, to adopt Resolution #2022-16 "Disposal of Municipal Records" items as recorded in said Ordinance. AIF. Motion Carried.</i>
16	Well Distance Exemption- 39 Middle Lane-	<i>Motion made by William G. Schwab, seconded by Gary Kuehner to grant a well distance exemption to the property owners of 39 Middle Lane. AIF. Motion Carried.</i>
17	Easement Agreement for the Bennett Property-	<i>Motion made by Keith House, seconded by Gary Kuehner to authorize the Solicitor to prepare an easement agreement for the Bennett Property which is to include the Township Driveway Ordinance, all Solicitor, Engineering and any other fees accrued for the purpose of this agreement. AIF. Motion Carried.</i>

		*If necessary, the Township Engineer will draft specs for the crossing.
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**PARKS AND RECREATION:**

18	Updates-	None
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Supervisor Pearson informed the Board and Public about COG related news as well as the success of the Recreation Boards Fishing Derby despite the rain.

**REPORTS, COMMUNICATION, MINUTES:**

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

**Adjournment:** Being nothing further before the Board, *motion by Dennis Pearson, seconded by Keith House, to adjourn the meeting at 7:12 PM. MOTION CARRIED, Schwab, House, Kuehner, Pearson voting yes.*

Respectfully Submitted,

Jillyan A. Sterling  
Township Manager/Secretary/Treasurer