

**Board of Supervisors  
Regular Meeting**

**December 2, 2024 6:30 PM  
East Penn Township Community Center**

The East Penn Township Board of Supervisors conducted their December 2, 2024 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 Dennis L. Pearson William G. Schwab
Supervisors Absent	Keith House
Other Township Officials Present	Township Manager/Secretary/Treasurer Jillyan A. Sterling Assistant Secretary Victoria Johnson Roadmaster Brandon Bradford

**ANNOUNCE TO PUBLIC:**

The Township Office and Road Department will be closed on December 25<sup>th</sup> and January 1<sup>st</sup> in observance of the Christmas and New Year Holiday. The Township Re-organization meeting will be held on Monday, January 6<sup>th</sup>.

**PUBLIC HEARING:** Ordinance # 2024-04 Open hearing at 6:31 p.m. to accept comments regarding Ordinance #2024-04 which is: "An amendment to Ordinance No.1 of 2023 to establish supplemental regulations for approval of a Principal Solar Energy Production Facility as a special exception use in the Business Commercial (BC), Industrial Commercial (IC) and Village Central (VC) zoning districts."

**PUBLIC COMMENTS:**

Close hearing at 6:31 p.m.

**COURTESY of the FLOOR:**

None

**APPROVALS:**

1	Minutes-	<i>Motion by William G. Schwab, seconded by Gary Kuehner, to approve the minutes of the November 4, 2024 Regular Meeting as presented. AIF. Motion Carried.</i>
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2	<b>Treasurer's Report-</b>	<i>Motion by Gary Kuehner, seconded by William G. Schwab, to approve the Treasurer's Report for November 1st through November 30, 2024 as presented. AIF. Motion Carried.</i>
3	<b>Invoices for Payment-</b>	<i>Motion by Gary Kuehner seconded by Dennis L. Pearson, to approve the transfers and invoices for payment as presented. AIF. Motion Carried.</i>

**ROADS:**

4	<b>Road Report-</b>	<p>Roadmaster Bradford read the November Road Report as follows:</p> <ul style="list-style-type: none"> <li>-Truck 22 has a new body and is in service.</li> <li>-Boom mowing was finished for the year.</li> <li>-Sign replacement and repairs were made throughout the township.</li> <li>-Winter equipment was installed on applicable trucks. All trucks are working and ready for snow and ice.</li> <li>-Winter maintenance done on equipment (oil changes, filters, grease and any other wear pieces were repaired or replaced). Trucks 28, 25,21,29,22,26, 27 the backhoe, ford shoulder mower, loader, F-250, box truck, skid-steer and all mowing equipment.</li> <li>-Cold patched throughout the township.</li> <li>-Wool waxed the frames of trucks: 22,27,28,29,26.</li> <li>-Repaired/installed snow delineators throughout the township.</li> <li>-Normal clean up after storms.</li> <li>-Discussion with SJS detailing for the 2 Mack trucks and Kenworth ceramic coating. The cost would be between \$350-\$450 a truck. The coating is supposed to last 9 years with minimal touch-up.</li> </ul>
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**SUBDIVISIONS, LAND DEVELOPMENT, STORMWATER MANAGEMENT:**

None

**UNFINISHED BUSINESS:**

5	<p><b>Updates on civil complaints:</b></p> <p><b>Berger Creek Rd. –</b></p>	<p>The Solicitor was authorized to send the Swartz's the invoices as requested for work performed.</p> <p>Motion made by Gary Kuehner, seconded by William G. Schwab to give the Swartz's 30-days to sign the agreement once the final invoices are received by them.AIF. Motion carried.</p>
6	<p><b>GRANTS-</b></p> <p><b>LSA Monroe County (Recreation)-</b></p>	

	<b>DCNR Land Acquisition Grant (2<sup>nd</sup> Submittal)-</b>	
7	<b>Sewer:</b>	
	<b>Generator Contract-</b>	No update
	<b>Budget-</b>	No update
	<b>Infiltration Issues-</b>	No update

**NEW BUSINESS:**

8	<b>Health and Dental Insurance Renewal-</b>	<i>Motion made by Dennis L. Pearson, seconded by William G. Schwab to accept the renewal proposal from Blue Cross and Blue Shield for the 2025 Health Care and Dental Insurance for applicable employees. AIF. Motion Carried.</i>  <i>*Not quite a 3.9% increase in HC, 3% increase in Dental</i>
9	<b>Amendment to Ordinance 2023-01-</b>	<i>Tabled</i>
10	<b>2025 Budget-</b>	<i>Motion made by Gary Kuehner, seconded by William G. Schwab to adopt the 2025 Budget as advertised. AIF. Motion Carried.</i>
11	<b>2024 Unused Vacation-</b>	<i>Motion made by Gary Kuehner seconded by John M. Strockoz to pay out any unused vacation time for the calendar year of 2024 for applicable employees. AIF. Motion Carried.</i>
12	<b>Dumpster Day-</b>	<i>Motion made by Gary Kuehner, seconded by Dennis L. Pearson to have a Dumpster Day, date TBD with stipulations to be included on what will and won't be accepted. Yes, Kuehner, Schwab, Pearson, No, Strockoz. Motion Carried.</i>

**PARKS AND RECREATION:**

13	<b>Park Matters-</b>	Supervisor Schwab informed the Board and public that Mr. D. Schleicher donated garbage barrels to the Parks , as well as having a phone conference with the Solicitor and Engineer on December 6th regarding the vacation of S. Kittatinny Rd. and other matters related to the parks and trails.
	<b>Amendment to the Agenda Motion-</b>	<i>Motion made by William G. Schwab, seconded by Gary Kuehner to amend the agenda to include a motion to authorize the Solicitor to review and prepare an agreement with Mr. Schleicher. Yes, Schwab, Kuehner, Pearson, No, Strockoz. Motion Carried.</i>  <i>Motion made by William G. Schwab, seconded by Gary Kuehner to authorize the Solicitor to review and prepare an agreement with Mr. Schleicher regarding property near the Ashfield playground to Sand Quarry. Yes, Schwab, Pearson, Kuehner. No, Strockoz. Motion Carried.</i>

	<b>Playground-</b>	Supervisor Pearson informed the public and the Board that the fence has been installed at the playground and the lights are up for the Holidays.
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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 7:04 PM. MOTION CARRIED, Strockoz, Kuehner, Schwab, and Pearson voting yes.*

Respectfully Submitted,



Jillyan A. Sterling  
Township Manager/Secretary/Treasurer