

**Board of Supervisors
Regular Meeting**

**August 1, 2022 6:30 PM
East Penn Township Community Center**

The East Penn Township Board of Supervisors conducted their August 1, 2022 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 William G. Schwab Keith House Gary Kuehner Dennis L. Pearson
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 and Road Department will be closed for Labor Day on September 5th.

The September Board of Supervisors Meeting will be held, Tuesday, September 6th.

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

PUBLIC HEARING: Ordinance #2022-01- Open hearing at 6:31 p.m. to accept comments regarding Ordinance #2022-01 which is: “An ordinance of the Board of Supervisors of the Township of East Penn, Carbon County, Pennsylvania to vacate a portion of Ashfield Road located in the Township of East Penn, Carbon County, Pennsylvania; said vacation being in accordance with the Second-Class Township Code, 53 P.S. Sections 67304, 67305(a) and 67311.

PUBLIC COMMENTS: None

Close hearing at 6:32 p.m.

COURTESY of the FLOOR:

None

APPROVALS:

1	Minutes-	<i>Motion made by William G. Schwab, seconded by Gary Kuehner to approve the minutes of the July 5, 2022, Regular Meeting as presented. AIF. Motion Carried.</i>
2	Treasurer's Report-	<i>Motion made by Gary Kuehner, seconded by Keith House to approve the Treasurer's Report for July 1 through July 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.</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>July Road Report: Roadmaster Bradford</p> <ul style="list-style-type: none"> -Completed base work and paving on Church Hill Rd. -Replaced tires on Box Truck and F-250 -Shoulder mowing -Shoulder cleanup -Installed gate for parks at the boat launch -Purchased and picked up walk behind mower for the Parks -Installed cement blocks in front of social hall -Had a demo/refresher on the line painter. Started painting lines throughout the township. (Smithlane & Summer Mountain). Will be finishing Smithlane, then onto Riverview and Dieters Hill. -Met with Chris Storm for the Bake Oven Road project -Replaced the pipe on Hoffman Rd. -Normal maintenance and breakdowns -Normal grate and pipe cleaning <p><i>Motion made by William G. Schwab, seconded by Gary Kuehner to authorize the Roadmaster to purchase blocks and have concrete placed for bins at the township building. AIF. Motion Carried.</i></p>
5	Bake Oven Road-	<i>Motion made by John M. Strockoz, seconded by Gary Kuehner to authorize Hanover Engineering to write up the bid package/proposal for DSA on Bake Oven Road. AIF. Motion Carried.</i>
6	ROAD ITEMS-	<p>Updates:</p> <p>Ashfield Rd.- After the Board adopts the Resolution the Road Department can close the road, the plan and agreement will be sent to the Solicitor to record.</p> <p>Cunfer Rd.- Plans should be ready for review this week.</p> <p>S. Kittatinny Rd.- No new updates</p>

7	ESM Training-	<i>Motion made by William G. Schwab, seconded by Gary Kuehner to authorize Roadmaster Bradford and Roadcrew Employee/ Supervisor Keith House to attend the 2-day training in Potter County with the Township providing paid training, mileage, and lodging expenses. AIF. Motion Carried.</i>

SUBDIVISIONS, LAND DEVELOPMENT, STORMWATER MANAGEMENT:

None

UNFINISHED BUSINESS:

8	Updates on civil complaints: Berger Creek Rd. –	June 30, 2022 Judge Serfass ruled in favor of the Township, the Defendant’s Attorney filed a notice of appeal to the Commonwealth on July 15, 2022. As of July 19, 2022 the Appellants will have 21-days to file a statement of the matters complained of in the appeal to the Commonwealth Court.
9	Community Center Ceiling/Roof- Flooring-	No new updates Two proposals were received from Commercial Flooring Professionals as follows: (Based off the highest priced flooring Opus, Timbergrove II, or Durato) A-Including the Protect All Flooring in the bar area- \$70,054.28 B-Not including Protect All in the bar area, using LVP Flooring- \$65,725.46 *Wooden baseboards are to be taken off by the Township as well as re-installation. <i>Motion made by William G. Schwab, seconded by Gary Kuehner to accept Proposal A. AIF. Motion Carried</i> *Proposal cost may change based on flooring choice. <i>Motion made by William G. Schwab, seconded by John M. Strockoz to add to the agenda a motion regarding the Community Center walls. AIF. Motion carried.</i> <i>Motion made by William G. Schwab, seconded by John M. Strockoz to authorize the roadcrew to get estimates on insulation and walls for a portion of the Community Center. AIF. Motion Carried.</i>
10	ZONING/BCO	

	MATTERS: Short-term Rental/Airbnb's-	The Township Solicitor has reviewed the draft copy of Penn Forest Townships Ordinance and spoke with Attorney Tom Nanovic who drafted it for permission to use it. The Solicitor is in the process of locating corresponding provisions of East Penn's Zoning Ordinance, since the draft has internal references to the provisions of Penn Forest. Some areas of the ordinance will have to be completely re-drafted based off our Zoning Ordinance.
11	Bowmanstown Borough- Sewer Issues (Inflow and Infiltration)- MS4-	Table The Township currently has an authorization waiver which needs to be renewed. <i>Motion made by Dennis L. Pearson, seconded by Gary Kuehner to authorize Hanover Engineering to complete the waiver submission. AIF. Motion Carried.</i>
12	Easement Agreement for the Bennett Property:	There are some concerns from both the Solicitor and Engineer regarding title/boundary issues and potential unlimited liability.
13	Grants: D&L Trail Development Grant- DCED Multimodal Transportation Grant Fund- T-Mobile- LSA Statewide Grant- LSA Monroe County- Grant and Resolution #2022-17- DCNR Land Acquisition Grant (2nd	Budget needs to be submitted and a few other documents to close out (due by 2023). A poll of the Board was taken to authorize Hanover Engineering and Associates to start the process of this grant, but the deadline was not met since we have no owner consent. Will be removed at this time. Will be applied for in the next quarter. No updates. (For the Community Center) This is a matching grant, deadline is 9/30/22. <i>Motion made by William G. Schwab, seconded by Keith House to authorize Hanover Engineering and Associates to apply for the LSA Monroe County Grant for the Recreation Committee (Bathroom Project) and to authorize John M. Strocoz and Jillyan A. Sterling by Resolution #2022-17 to execute all documents. Grant amount to be requested in the amount of \$_____. (unknown at this time).AIF.Motion Carried.</i>

Submittal)-	Grant was submitted on April 6, 2022. No updates.
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NEW BUSINESS:

14	Ordinance #2022-01- Vacation of (portion) of Ashfield Rd.	<p>Having considered any comments made during the Public Hearing (none received).</p> <p><i>Motion made by William G. Schwab, seconded by Dennis L. Pearson to adopt Ordinance #2022-01 and the approval of the Road Vacation Agreement. AIF. Motion Carried.</i></p>
15	Low Income Household Water Assistance Program-	<p>The Department of Human Services is offering a Low-Income Household Water Assistance Program to provide payment of existing arrearages caused by the COVID-19 pandemic. Households would have to meet the 150 percent of the Federal Poverty Income guidelines and have outstanding sewage balances. Maximum amount eligible is \$2,500.00</p> <p><i>Motion made by William G. Schwab, seconded by Gary Kuehner to participate as a LIHWAP Vendor and authorize the Township Manager to complete the signature pages, agreement and return it to the PA Dept. of Human Services. AIF. Motion Carried.</i></p> <p>*Eligibility guidelines are available at the office.</p>
16	Training Center Dedication and 9-11 Program-	<p>The Carbon County Board of Commissioners and Carbon County Emergency Operations and Training Center Committee have invited the elected officials to their dedication program on Sunday, September 11th at 1 pm.</p> <p>Dedication program booklet ad prices are as follows: Full pg. \$225 Half pg. \$100 Quarter pg. \$50</p> <p><i>Motion made by Keith House, seconded by John M. Strockoz to place a half page ad in the Carbon County Emergency Training Dedication Program Booklet. AIF. Motion Carried.</i></p>
17	American Rescue Plan Funds-	<p><i>Motion made by William G. Schwab, seconded by John M. Strockoz to authorize the transfer of the American Rescue Plan Funds into the General Fund (reimb. for payroll). AIF. Motion Carried.</i></p>
18	(ARP deposit) Supplemental Appropriations to the 2022 Budget: Resolution #2022-18-	<p><i>Motion made by William G. Schwab, seconded by Gary Kuehner to add to the 8/1/22 agenda a motion to add Resolution #2022-18. AIF. Motion Carried.</i></p> <p><i>Motion made by William G. Schwab, seconded by John M. Strockoz to approve Resolution #2022-18 authorizing the Supervisors of East Penn Township to make supplemental appropriations to the 2022 adopted budget. AIF. Motion Carried.</i></p>

PARKS AND RECREATION:

19	Updates and D&L Half Marathon Motion-	<i>Motion made by Dennis L. Pearson, seconded by John M. Strockoz to authorize the closure of one lane of Riverview Lane to start the D&L half Marathon on November 6, 2022. AIF. Motion Carried.</i>
20	Bike Lane Resolution-	The Township Manager will inquire with the Engineer and or Solicitor regarding a possible Resolution that requires bikes to utilize the bike lanes in the areas they exist and that motorized bikes cannot exceed 15 mph speed limit.

REPORTS, COMMUNICATION, MINUTES:

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

Adjournment: Being nothing further before the Board, *motion by Gary Kuehner, seconded by John M. Strockoz, to adjourn the meeting at 7:05 PM. MOTION CARRIED, Schwab, House, Kuehner, Strockoz, Pearson voting yes.*

Respectfully Submitted,



Jillyan A. Sterling
Township Manager/Secretary/Treasurer