

**West Penn Township Board of Supervisors
27 Municipal Road
New Ringgold, PA 17960**

Phone (570)386-4507

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**Regular Meeting
Wednesday, February 3, 2021**

Present at the Meeting

Anthony Prudenti
Timothy Houser
Glenn Hummel

Karen Wittig – Treasurer
Katie Orlick – Secretary
Mike Begis – ARRO – (phone)
Paul Datte – Solicitor – (phone)

I. General

A. Tony Prudenti called the meeting to order at 6:30PM with the Pledge of Allegiance & Introduction.

B. Board of Supervisors had an Executive Session on Thursday, January 28, 2021, to discuss possible litigation.

C. Public Comments on Agenda Items Only - None

D. Review of the Minutes – December 29, 2020 & January 4th & 18th, 2021.

Chairman called for a motion to accept the meeting minutes from December 29th, 2020 & January 4th & 18th, 2021. Glenn Hummel made the motion to accept all three. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

E. Treasurer’s Report – January 2021

Chairman called for a motion to accept the Treasurer’s Report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

F. Approval of Bills – January 2021

Chairman called for a motion to pay the bills. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

G. Solicitor’s Report – Attorney Datte had nothing to report. Chairman called for a motion to accept that as the Solicitor’s report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

II. Land Use – None

III. Operations

A. Engineer’s Monthly Report – January 2021

Chairman asked Mike Begis from ARRO Consulting, Inc. to get an estimate of how much it would cost the Township if ARRO Consulting, Inc. would apply for a DCNR grant. The grant would be used to develop a park on the donated land the Township received from the owner of Bella Terra Farms. The Chairman said we had the land appraised and we would like to use the appraisal value as the match for the grant. The appraisal came in a little over \$170K. Mike Begis suggested we set up a meeting to discuss the scope of the work the Township would like to see done. That will give ARRO Consulting, Inc. a better understanding of what the Township would like to do on that land & then he would be able to give a more accurate cost estimate. Chairman asked the secretary to set up a workshop with the BOS & ARRO

Consulting, Inc. to discuss the park grant. Chairman called for a motion to accept the Engineer's Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. 3-0

B. Code Enforcement Monthly Report – January 2021

Mike Begis asked the BOS if they had any questions on the Code Enforcement Report or about permits issued. Chairman discussed the blinking light @ Zehner's Crossing Drive. It was a malfunctioning AT&T cell Tower that has been fixed. Chairman called for a motion to accept the Code Enforcement Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

C. Sewage Enforcement Officer's Monthly Report – January 2021

Chairman read the sewage enforcement officer's report. The report consisted of 1 new permit application, 1 test probe, 3 percolation tests, 1 site evaluation, 2 interim inspections, 1 malfunction & 2 subdivision plan reviews. The Chairman discussed the Malfunction. The property is located in the South Tamaqua area which is one of the target areas on the WPT Act 537 plan. Bill Brior was required to contact DEP to see what action to take at this time. Tim Houser asked the BOS what action do we need to take with this malfunction? Chairman said we have to wait to see what DEP has to say about what action we would need to take. Chairman asked the secretary to follow up with Bill Brior to ask where we are with the malfunction. Chairman called for a motion to accept the Sewage Enforcement Officer's Report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

D. Road Department's Monthly Report – January 2021

Chairman said the BOS did not receive the Road Dept. Monthly Report yet but they will have it within the week. Road Master was out of the office for personal reasons. BOS thanked the Road Dept. for all their hard work during the past major snow storm.

E. Police Department Report – January 2021

Chairman read the Police Report. The Police Dept. had 8,239 miles patrolled 224 total citations & warnings, 10 motor vehicle accidents, 215 total calls & 12 court hearings. The total fine money \$4,093.86, total impound \$8,730 & total money received \$12,823.86.

Chairman called for a motion to accept Stephen Zuromski letter of resignation. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0 Chairman said Chief Johnson would like to have an executive session with the BOS for employee matters. Chief Johnson would like to hire Zachery Wargula as a part-time officer. Glenn Hummel motioned to hire Zachery Wargula. Chairman asked to discuss hiring in executive session. Glenn Hummel removed his motion until the BOS discuss hiring in executive session. Chairman suggested that we may want to revise our hiring process to try to weed out officers that may not be the right person for the Township. The BOS & Chief will discuss in the executive session. Chairman called for a motion to accept the Police Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

F. Fire Company Monthly Report – January 2021

Chairman read the Fire Company's report. 10 Total calls for the month of January. The report consisted of 1 brush fire, 4 wires/trees down, 3 automatic fire alarms, 1 landing zone & 1 medical assist. The department had their monthly meeting, did equipment inspections & vehicle stabilization. They had their monthly fundraisers such as the monthly Breakfast & Wing Sale, & Valentine's Day Rose Sale. Chairman called for a motion to accept the Fire Department's Monthly Report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

G. Ambulance Monthly Report – January 2021

The Ambulance requested they change their submission of their monthly report to the 10AM meeting. The BOS did not have a problem with that request.

IV. Old Business

A. Glenn Hummel asked if the recycling bin has been ordered yet. Tim Houser asked if we spoke to the Fire Company to secure the site for the new recycling bin. Chairman & Glenn Hummel spoke to the Fire Company and agreed on a location. They also instructed Clint Schock to start prepping the site. Tim Houser asked for the residents to be patient with the Township because it is going to take time.

V. New Business

A. Chairman called for a Motion to adopt Resolution #7 of 2021, Appointing Lettich & Zipay, as our CPA to conduct the audit of Township Accounts for Fiscal Year 2020. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

VI. Correspondence - None

VII. Business from Anyone on the Board

A. Chairman asked Paul Datte about the status of the Water Extraction part of our Zoning Ordinance. Attorney Datte said he will touch base with the Water Extraction Attorney.

Chairman asked the BOS if they would agree to contact Charlie Schmehl, who is revising our Zoning Ordinance to discuss Accessory Uses on continuous lots. Chairman would like to change any accessory use being permissible on a lot if you live, work or own the lot next to it & have a primary use. Attorney Datte said you should talk to Charlie Schmehl because there may be something in the Ordinance to that effect. Attorney Datte said that is not uncommon what the Chairman is asking. Tim Houser's concern is if the person that would put up a fence on the next parcel & started using it as a business. Tim Houser asked; would they have to come & apply for permits if they wanted to use it as a business. Attorney Datte said, yes, because it would be a change of use of that property. They would need a new zoning permit for the new use. Chairman asked the secretary to contact Charlie Schmehl and discuss accessory use on continuous lots with him.

VIII. Public Comments on General Items

A. **Terri Knoedler** – she had some questions in reference from the last meeting.

She would like to know if she would have to come in & file a concern form if she would like the Township to look into a concern of hers. Chairman said, yes. Ms. Knoedler said, "so the Township doesn't look into anything on their own without someone filing a concern report." Tim Houser said, that is correct, you have to file a concern in order for the Township to act/investigate a concern. Chairman said the Township does follow up on certain things. If the Township issues a permit, they have to make sure it was done properly. Ms. Knoedler questioned mining @ some different locations, & police coverage. Ms. Knoedler also, wanted clarification about running a business if they are not zoned for it. Attorney Datte said the point he made was if someone is changing the use on their property, a use they were engaged in and they want to do something new, they technically have to apply for a new zoning permit. Ms. Knoedler asked if she would need to do a concern form if she had a question about a business by her property. Attorney Datte said, yes, you would have to fill out a concern form, which you can get on the Township's website or get one at the office. Then submit your form if you want the Township to investigate it. Ms. Knoedler also questioned demo permits and asked about property maintenance ordinance.

cAttorney Datte stated if you have a concern on anything, you can submit a suggestion/concern form to the Township and they will investigate/act upon it. The forms are on the Township's website under forms & ordinance tab or you can get one at the office.

IX. Executive Session – Chairman called for a motion for an executive session at 7:45PM. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman called the meeting back to order at 8:38PM. Chairman the executive session about employees. Chairman would like to make a motion to hire Zachery Wargula as a West Penn Township part-time police officer. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman would like to make a motion to authorize an Essential Workers Bonus of \$250 to all employees of West Penn Township. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Todd Deem – spoke to the BOS about one of the Township's Trucks. Mr. Deem just replaced a part on his truck & had an extra set of rubbers for straps and said he would donate them to the Township if they can use them.

X. Adjournment

Chairman called for a motion to adjourn at 8:55PM. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Transcribed By:

Katie Orlick

West Penn Township Secretary