

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

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Regular Meeting
Monday, October 4, 2021

Present at the Meeting

Anthony Prudenti
Timothy Houser
Glenn Hummel

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

I. General

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

B. Public Comments on Agenda Items Only (5 Minutes Time Limit) – Chairman asked if there are any public comments on Agenda Items Only. - None

C. Review of the Minutes – September 7th & 20th, 2021

Chairman called for a motion to accept the meeting minutes from September 7th & 20th, 2021. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

D. Treasurer’s Report – September 2021

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

Chairman called for a motion to disperse the Fire Relief money of \$25,873.78 to the West Penn Township Fire Co. #1 Relief Association. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

E. Approval of Bills – September 2021

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

F. Solicitor’s Report

Attorney Datte was a little late do to a traffic accident. Chairman introduced Attorney Datte and asked him what he has to report to the Board. Attorney Datte stated he reviewed the water extraction provisions that the BOS discussed at the last Board Meeting. Attorney Datte made the changes the Board had indicated during the meeting. Attorney Datte also sent the Comprehensive Plan over to Charlie Schmehl from URDC. Attorney Datte asked Charlie Schemhl to look at the draft Comprehensive Plan and the Zoning Ordinance amendments to make sure there was nothing inconsistent. Attorney Datte also requested a current draft Zoning Map for us to review. Lastly, Attorney Datte asked URDC to incorporate the water extraction provisions into the Zoning Ordinance. Charlie indicated he would be back to us by the end of the week. Chairman called for a motion to accept the Solicitor’s report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

II. Land Use- ARRO Consulting, Inc.

Chairman called on Mike Begis for ARRO Consulting, Inc. to review land use with the Board. Mike Begis said the Planning Commission reviewed Charles Lehrman Annexation Subdivision Final Plan on September 28, 2021. Chairman called for a motion to accept the Planning Commission’s recommendation to grant the applicant’s request for modification from Section 1019 and use steel pins

instead of concrete monuments. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Chairman called for a motion to accept the Planning Commission's recommendation to grant the applicant's request for modification from Section 902 of the SALDOs requirement of submitting a Mylar to the Township. Tim Houser asked what they would do to replace the Mylar. Mike Begis said replace it with a paper copy. Chairman said they can also submit an electronic version of the plan as a backup. Chairman asked the secretary to contact URDC and have them update our SALDO and replace submitting a Mylar to submitting an electronic version of plans. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0 Chairman called for a motion to accept the Planning Commission's recommendation and conditionally approve the Charles Lehrman Annexation Subdivision Final Plan contingent upon ARRO Consulting, Inc. letter dated September 23, 2021, Bill Brior & Schuylkill County Planning Commission's comments and adopt Resolution # 24 of 2021 Conditionally Approving the Lehrman Annexation Subdivision Final Plan. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

III. Operations

A. Engineer's Monthly Report – September 2021

Mike Begis from ARRO Consulting, Inc. the project that they are working on is for the J.E. Morgan Memorial Park. ARRO will coordinate with the Township to develop a scope of work to be completed and then bid the project out. Glenn Hummel said the well and the building are most important. Chairman called for a motion to accept the Engineer's Monthly Report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

B. Code Enforcement Monthly Report – September 2021

Chairman asked the Board if they had any questions about Code Enforcement Report. Glenn Hummel asked if Mr. Begis can make the font a little bigger on his reports. Chairman called for a motion to accept the Code Enforcement Monthly Report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

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

Chairman read the Sewage Enforcement Officer's Report. The SEO's report consisted of 3 New Permit Applications, 3 Test Probes, 2 Perc Tests, 3 Site Evaluations, 2 Design Reviews & 1 Subdivision Review. There was a Malfunction in the month of September. There was an on-site inspection conducted on 9/16/21. They located the on-lot septic and had it pumped. The system consisted of a cinderblock cesspool constructed in 1951. The cesspool had never been pumped. The wet spot had developed in the grass area below the cesspool. After it was pumped the wet spot dried and there were No signs of a surface malfunction at the time of inspection. Bill Brior the SEO went over all repair and replacement options. It was decided that the cesspool will be pumped every 6 months and if the wet area appears again the SEO will be notified and testing for a new on-lot septic system would begin. Tim Houser asked if the Township would get a report when the system was pumped. Chairman called for a motion to accept the Sewage Enforcement Officer's Monthly Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in Favor. Motion was carried. 3-0

D. Road Department's Monthly Report – September 2021 - NONE

E. Police Department Report – September 2021

Chairman read the police report. The police report consisted of 5000 miles patrolled, 64 total traffic & warnings and 92 total calls. Fine money received was \$4,984.75 minus total impound \$450.00 which equals to \$4,534.75. OIC Jim Bonner noted on September 16, 2021 the department received an

intoxilizer 800 PBT from Northumberland Area Police Traffic Services at no cost to the Township. This will aid the department in DUI efforts. Chairman called for a motion to accept the Police monthly report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
Glenn Hummel made a motion to appoint the Officer in Charge Jim Bonner to the Chief of West Penn Township. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

F. Fire Company Monthly Report – September 2021

Chairman read the Fire Company's report. 63 Total calls for the month of September.

Emergency Responses included 3 Motor vehicle accidents, 23 Trees/wires down, 3 Automatic Alarms, 3 Car Fires, 2 Medical Assist, 2 Landing Zones, 2 Structure Fires and 19 Pump Details. The Fire Company conducted their monthly breakfast and business meeting. 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

Jeff Bradford handed off the Fire Company's Tax Filing from 2020 to Glenn Hummel. Glenn Hummel said it is the Fire Company's Audit the Township requests to see where there financials are.

G. Ambulance Report – September 2021

The Chairman read the Ambulance report. They had 25 total dispatches in the month of September. Dispatches are as follows: 3 Breathing Problems, 1 Chest Pain, 1 Diabetic Problem, 5 Fall Victim, 2 Sick Person, 1 Stroke/CVA and 3 Unconscious/Fainting. Receiving Hospitals were St. Luke's Lehighton & Miner's Memorial. Chairman called for a motion to accept the Ambulance Report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0
Chairman released a check to Samantha Parker on behalf of the Ambulance for \$25,270.39.

IV. Old Business

A. Justin Hayward – Possible Land Donation

Chairman said the Board met with Mr. Hayward before the meeting to discuss the land he is willing to donate to the Township. Glenn Hummel said it is 6200sq ft. – 6500sq. ft. which would be a little over an acre and a half. Chairman said the property is SR309 & Mush Dahl. They are willing to let us use the land for whatever we see fit. Mr. Hayward would like to see a dog park on the property like the dog park at Rt. 100. The donation & the possibilities of what the land would be used for is tabled.

V. New Business

A. Set Trick-or-Treat time & date. Samantha Parker suggested Saturday, October 30, 2021. Tim Houser made the motion to have trick-or-treat Saturday, October 30, 2021, from 5PM-8PM. Glenn Hummel seconded the motion. All in favor. Motion was carried.

VI. Correspondence

A. Chairman read a letter from West Penn Township Lions Club requesting the West Penn Township Fire Police to assist with traffic control for the Andreas Halloween Parade on Wednesday, October 20th or Rain date of Thursday, October 21st. The Lions also request Chief Bonner to lead the parade. Chief agreed. The Fire Chief will let the Fire Police know.

VII. Business from Anyone on the Board

A. Tim Houser discussed COVID money with the Board. Tim Houser said there was a few things suggested that we can use the money towards like a Water purifier for the Township Building and an Air Purification System. Tim Houser asked if we can get started on moving forward with what we want to apply the monies too. Glenn Hummel stated he learned from the Morgan Park that he feels we cannot get a head of the game. Glenn Hummel said we should be going out and getting proposals and getting ahead of it. Tim Houser's concern is running out of time to use the money. Chairman said why don't we

put a list together and have the secretary contact ZA, to see what we can and cannot do. Chairman would like to give every employee that worked through COVID some type of bonus out the money. Attorney Datte said whatever we want to buy the bidding procedures would have to be followed. The bonuses would have to be approved at an opened meeting. Chairman said the Fire Company & the Ambulance may be able to get help with things that are COVID related. Chairman said if either company has any suggestions to let us know. Glenn Hummel asked if we can give them a COVID donation related to the 501. Attorney Datte said probably not. What you would give them would have to be COVID related. Glenn Hummel asked because they are nonprofit can they and they don't get waged hours, can their time spent participating with their runs be accumulated and used as hours against that money? Tim Houser believes any imbalance of the fundraisers can be reimbursable. Attorney Datte said you need support documents/reasons for any claims of the money. You have to justify how you are spending the money for audit purposes.

B. Chairman asked the Fire Chief his thoughts about another adding another recycling bin up at the firehouse. Chairman had some residents' approach him because they felt that one recycling bin doesn't seem to be enough to accommodate the residents' needs. The Board talked about maybe budgeting money for this but they wanted to talk to the fire department first. Jeff Bradford said he will discuss it at their next meeting. Mr. Bradford said they are happy with the recycling so far and believes that the Fire Department would entertain the idea of expansion.

VIII. Public Comments on General Items - NONE

IX. Executive

A. Chairman called for a motion to go into Executive Session for Personnel Issues at 7:48PM. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0
Chairman called meeting back to order @ 8:35PM. Chairman called for a motion to hire Carla Fritz at \$16/hr. as of September 21, 2021 to the position of police/road secretary. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
Jim Bonner submitted a letter stating he can come back to work as of 10/4/21.

X. Adjournment

Chairman called for a motion to adjourn @ 8:42PM. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Transcribed By: Katie Orlick, WPT Secretary