

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

Phone (570)386-4507

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**Regular Meeting  
Monday, December 6, 2021**

**Present at the Meeting**

Anthony Prudenti  
Timothy Houser  
Glenn Hummel

Karen Wittig – Treasurer  
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 – November 1<sup>st</sup> & 15<sup>th</sup>, 2021**

Chairman called for a motion to accept the meeting minutes from November 1<sup>st</sup> & 15<sup>th</sup>, 2021. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

**D. Treasurer’s Report – November 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

**E. Approval of Bills – November 2021**

Supervisor Hummel asked the Chairman if we can discuss bills a little later in the meeting. BOS agreed to discuss bill later.

**F. Solicitor’s Report**

Attorney Datte said the only thing he has to discuss is the status of the Comprehensive Plan & the Zoning Ordinance. Attorney Datte handed out a packet of emails from Charlie Schmehl of URDC.

Attorney Datte said these emails are what the BOS still needs to address to finish the Zoning Ordinance and the Comprehensive Plan. Attorney Datte also, handed out the draft Zoning Map. Attorney Datte said the Comprehensive Plan should be consistent with the Zoning Ordinance. Attorney Datte suggested to the Board that they should have a workshop meeting before the next Supervisors’ Meeting, December 20, 2021. Board of Supervisors agreed to have a workshop, Monday, December 20, 2021 at 9AM.

Chairman called for a motion to accept the Solicitor’s monthly 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.**

Mike Begis from ARRO Consulting said there were no plans reviewed with the Planning Commission for the month of November.

**III. Operations**

**A. Engineer’s Monthly Report – November 2021**

Mike Begis from ARRO Consulting, Inc. said everything for the Morgan Park is ready to roll. Mr. Begis said bids are scheduled to be opened January 17, 2022. Glenn Hummel asked Mike Begis about the CoStars program. Mike Begis said certain vendors are not available on CoStars. Glenn Hummel said he

found numerous vendors under CoStars for this project. Mr. Begis said from the discussion with his office they found it would be simpler to bid it out as a whole. Supervisor Hummel said Mr. Begis should have said that in the beginning. Supervisor Hummel expressed that he is not happy. Supervisor Hummel also noted that the Township has been receiving some substantial bills for this project and he has nothing to show for them. Chairman asked Mr. Begis to go back to Bill McMullen and ask him, why we are going through the bidding process when it sounds like we could have gone through CoStars. Chairman asked Mike Begis about Atlas Park Mr. Begis said DCNR did not award any projects yet and we will probably hear something shortly. Chairman asked Attorney Datte, when is the right time to acquire the land for the Atlas Park. Attorney Datte said the theory was we can include the acquisition of the property as a project cost then use the value of the property as the portion of the match. Glenn Hummel asked if we can move forward to get the property titled to the Township. Attorney Datte said he doesn't think so because of the grant application. Attorney Datte said he will check it out. 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 – November 2021**

Chairman asked the Board if they had any questions about Code Enforcement Report. 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 – November 2021**

Chairman read the Sewage Enforcement Officer's Report. The SEO's report consisted of 3 Interim Inspections, 6 Design Reviews, 1 Subdivision Review and 2 New Permit Applications. There are no malfunctions. Chairman called for a motion to accept the Sewage Enforcement Officer's Monthly 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 – November 2021**

Chairman read the Road Department's monthly report. The report consisted of General Maintenance to the Twp. Building & Equipment, Patching of Potholes on Paved Roads, Installed Salt Spreaders on all the Trucks, Fixed Street Signs on various Roads, Hauled Anti-skid, Fixed Wash Outs on Dirt Roads with Millings, Mowed Shoulders, Cleaned Trees and Limbs on various Roads and Installed Plow Markers along Township Roads. Chairman also, read the Maintenance Report. Chairman called for a motion to accept the Road Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

**E. Police Department Report – November 2021**

Chairman read the police report. The police report consisted of 4,843 miles patrolled, 208 total traffic & warnings and 93 total calls. Fine money, Incident Reports, and Impound fees totals are \$5,723.58. Chairman read a letter submitted by the Chief of Police requesting Kai Apel to advanced to a full time patrolman. Chairman called for a motion. Glenn Hummel made the motion to advance Kai Apel to full time retroactive December 1, 2021. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0 The Chief provided the BOS with a list for discussion. The Chief said he had approval to pay for the body cams for 5 years with the ARP funds. Chief would like to know what the BOS suggests for repairs & upgrades to the signal light at the intersection of Leiby's Restaurant. Chairman said Signal Service gave us a price of \$2156 for Video Detection System & \$800 for Installation. Chairman said he would like a motion to get the Signal repaired and not to exceed \$3000. Tim Houser made the motion. Chairman seconded the motion. All in favor. Motion was carried. 3-0 Chief will get a price for the upgrade of LED

for the signal. Chairman called for a motion to purchase a 10 Rifle safe from Lowes in Pottsville for \$399.98. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0 Glenn Hummel and the Board of Supervisors thanked the Police Department for going above and beyond their call of duty. Chief thanked DAT Towing for donating a dog kennel to the Police Dept. Chairman called for a motion to accept the Police monthly report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

#### **F. Fire Company Monthly Report – November 2021**

Chairman read the Fire Company's report. 34 Total calls for the month of November.

Emergency Responses included 8 Motor Vehicle Accidents, 6 Trees/Wires Down, 4 Automatic Alarms, 1 Fire Police Call, 7 Medical Assist, 3 Brush Fires, and 3 Structure Fires, 1 Move up Assignment (Watch over another territory) and 1 Off Road Rescue. The Fire Company conducted their monthly breakfast and business meetings & training. Chairman called for a motion to accept the Fire Department's Monthly Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

#### **G. Ambulance Report – November 2021**

The Chairman read the Ambulance report. They had 10 total dispatches in the month November. 320 Calls Year to Date. Dispatches are as follows: Breathing Problems, Chest Pain, Diabetic Problem, Fall Victim, Sick People, Stroke/CVA and Unconscious/Fainting. Receiving Hospitals were St. Luke's Carbon & Miner's Memorial, Lehigh Valley and Geisinger St. Luke's. Chairman called for a motion to accept the Ambulance Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

#### **IV. Old Business**

**A.** American Rescue Plan – Chairman called for a motion to adopt Resolution # 28 of 2021 allowing the ARP funds to be allocated for the Police Dept. to purchase Computers & to lease Body Cams with teleworking capabilities and the Road Dept. to purchase a Conveyor for Storm Water Infrastructure. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

**B.** Recycling Hours – The Board discussed changing hours because of it getting dark earlier. Glenn Hummel asked the Fire Chief, if we can open the recycling a day on the weekend. Chief Bradford said no, because they rent their hall and have fundraisers on the weekend. Glenn Hummel asked the Fire Chief if we can put lights up at the recycling center and keep the hours the same. Fire Chief Bradford agreed to get some kind of LED lighting at the recycling center. Chairman said we will discuss it at our next meeting.

**C.** Attorney Datte found the answer to Supervisor Hummel's question about the Land Donation. Attorney Datte said transfer of the land to the applicant grantee must occur during the approved grant agreement period not before.

#### **V. New Business**

**A.** Chairman called for a motion to adopt Resolution # 29 of 2021 Adoption of the 2022 Budget.

Chairman stated there was no tax increase for 2022 and the millage will remain at 4.50. Chairman asked Attorney Datte to look into percentage of the real estate transfer tax. Tim Houser made the motion to adopt Resolution # 29 of 2021. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

**B.** Chairman called for a motion to rescind Resolution # 27 of 2021. It will be replaced by Resolution # 30 of 2021. Tim Houser made the motion to rescind Resolution # 27 of 2021. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0 Chairman called for a motion to adopt Resolution # 30 of 2021 changing the waiting period of the new full-time hire to the first of the month after the date of

hire. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

#### **VI. Correspondence**

**A.** Chairman said West Penn Township would like to thank Tamaqua Area School District for their monetary donation of \$250 to West Penn Twp. Emergency Services. The Twp. split the money in half between the Fire Company & the Penn Mahoning Ambulance.

#### **VII. Business from Anyone on the Board**

**A.** Chairman announced West Penn Township will hold their 2022 ReOrganization Meeting on Monday, January 3, 2022 at 5:30PM, the regular meeting will follow.

**B. Board Discussion** - A resident that leases property for his business at 558 West Penn Pike would like to put up a 14x28 shed. Chairman said it is a small shed for storage of his rental equipment. ARRO Consulting, Inc. denied the permit application because his business is in Highway Commercial and would require a Land Development Plan and it may be in a flood zone. Chairman asked the Attorney if there is a solution for this instead of doing a full Land Development for a little shed. Attorney Datte said he can look into it. Mike Begis from ARRO said he has to make sure he can meet the setbacks & take into consideration the Flood Plain area.

#### **VIII. Public Comments on General Items**

**A. Todd Deem** – Has a concern about emergency services having proper safety gear and functioning lights at Emergency Scenes.

**B. Carla Fritz**, Police Secretary wanted to recognize some residents and other individuals that helped with an incident that the Police Department was involved with. Chairman suggested Ms. Fritz provides the Twp. with the names and contact information for these individuals so we can recognize them with a Certificate of Appreciation on behalf of West Penn Township.

**B. Jeff Bradford**, Fire Chief requested the use of the Municipal Building for training on Saturday, December 11<sup>th</sup> & Saturday December 18<sup>th</sup>. The Board of Supervisors said yes they can use the building for training. Chief Bradford also asked if the report he submitted for loss of of the Fire Company he submitted. The accountant asked if the fire company received any grants.

The Secretary will follow up with the accounting firm.

**C. David Tyson** had a concern about Laurel Lane and the catch basin. Chairman said we got a grant for that project and it was approved and inspected to their standards.

#### **IX. Executive**

**A.** Chairman called for a motion for an executive session for personnel issues at 7:55PM. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0 Chairman brought the meeting back in session.

#### **X. Adjournment**

Chairman called for a motion to adjourn @ 8:27PM. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

**Transcribed By:** Katie Orlick, WPT Secretary