

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

Phone (570)386-4507

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Regular Meeting - Annex  
Monday, December 5, 2022

**Present at the Meeting**

Anthony Prudenti  
Timothy Houser  
Glenn Hummel

Karen Wittig – Treasurer  
Katie Orlick – Secretary  
Dave Walasavage – ARRO Consulting  
Paul Datte – Solicitor

**I. General**

A. Tony Prudenti called the meeting to order at 6:05PM with the Pledge of Allegiance & Introduction.

**B. Public Comments on Agenda Items Only - NONE**

**C. Review of the Minutes – November 7<sup>th</sup> & 21<sup>st</sup>, 2022.**

Chairman called for a motion to accept the meeting minutes from November 7<sup>th</sup> & 21<sup>st</sup>, 2022. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

**D. Treasurer’s Report – November 2022**

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 2022**

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

**F. Solicitor’s Report – November 2022**

Attorney Datte said he will talk to the Secretary, what we have to do about getting the subdivision plan for Atlas Park signed & recorded. Attorney Datte also, spoke about the status of the Zoning Ordinance. He said there are some things that need clarification and hopefully we can get the Ordinance finished in the near future. Chairman asked Attorney Datte if we can increase the fine to maximum penalty allowed by law if someone builds something and doesn’t get a permit to do it. Tim Houser agrees, he feels there is a lot of stuff going on and people are not getting permits. Glenn Hummel said what if someone thought they didn’t need a permit. The fine would get applied if the individual doesn’t try to correct it. So, they would initially get an enforcement notice then if they didn’t apply for the appropriate permits within a certain period of time then they would go to the magistrate, then they would get the fine. If they get denied the permit, then it would be up to the property owner of what they wanted to do. That would be on a case by case basis. Glenn Hummel agrees as well. Chairman called for a motion to accept 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 – November 2022**

Dave Walasavage discussed his report with the Board of Supervisors. Dave Walasavage asked the BOS if they had any questions. He stated that no plans were reviewed with the Planning Commission for the month of October. Chairman thanked ARRO Consulting, Inc. for working on a grant through the CDBG funds. Schuylkill County has approved the use of the CDBG funds to install concrete floors at the pavilions for ADA accessibility. 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 2022**

Chairman asked the Board if they had any questions about the Code Enforcement Report. Chairman asked Attorney Datte to look at a property that was on the Code Enforcement Report that was in violation but was going up for Tax Sale. Chairman called for a motion to accept the Code Enforcement Officer's 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 2022**

Chairman read the sewage enforcement officer's report. The report consisted of 1 New Permit Application, 2 Site Evaluations, 3 Design Reviews, and 16 Interim Inspections, and No Malfunctions in November. 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 2022**

Chairman read the Road Department's Monthly report. The report consisted of General Maintenance to the Township Building & Equipment, Cleaned trees off Township roads from high winds, Mowed brush back along Twp. Roads, Paved area around the culvert boxes on Mill Drive, Installed plow markers along the Twp. roads, Removed trees off shoulders along Twp. roads, Fixed potholes with cold patch and Installed the spreaders on the trucks. Chairman read the Maintenance Report and called for a motion to accept the Road Department's monthly report. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Chairman asked Attorney Datte about River Road (T773). Chairman said this road hasn't been plowed, cleared or maintained for over 50 years. Chairman said the Township was asked to open it. Chairman asked Attorney Datte if we had to do anything with this road since it hasn't been touched in so long. Attorney Datte said he will look into it and asked has it been more than 21 years. Chairman said yes. Attorney Datte wants to speak to Jeremy Frable the Road Master & the secretary. Road Master thinks that road was abandoned years ago. Attorney Datte also feels that we are in no obligation to do anything.

#### **E. Police Department Report – November 2022**

Chairman read the Police Report. The Police Dept. had 7,520 miles patrolled 162 total citations & warnings, 11 motor vehicle accidents and 216 total calls. Chairman read the Police Dept. Topics for the month. Chairman called for a motion to approve the salvage impound quotes from **Zaprazny's. Salvage List** Quotes consisted of 2019 Hyundai TNC \$710, 2020 Mitsubishi OUT \$1,020, 1987 Dodge DAK \$364 and 2002 Toyota CAM \$410. Total to be Salvaged \$2,504. Glenn Hummel made the motion to accept the Salvage Quotes. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman asked the Chief why he wanted to discuss a **Dog Ordinance**. The Chief said he is working off the State Ordinance and he feels if we had a local ordinance it would give us a little more discretion on

how we can handle things. The Chief said if we pick up a stray dog, they are having a problem placing the dog somewhere. Chairman asked the Chief what he had in mind for the Dog Ordinance. Chief said he doesn't have anything at this time, he was just suggesting to look into a dog ordinance. Attorney Datte said if it is ok with the Board he can look into it. The Board agreed.

Chairman asked the Secretary to give an update on replacing or repairing the lower level Police Station doors. Secretary said she has been in contact with the CDBG Rep. Secretary supplied the Rep. with pictures and measurements and now we are waiting for her to respond to see if that project will qualify for funding.

**Police Signs & Options for the Police Department** – Chairman said a business in the Twp. would like to donate new signs to the Police Dept. Chairman & the Board said it was up to the Chief to decide what signs he wants for his department.

Chairman called for a motion to approve **Mold Remediation for the Annex**. Chairman said one area of mold is coming downstairs of the police dept. and the other is in the front foyer of the Annex Building. Chairman said we have to find out where the moisture is coming from to create this mold. Chairman recommends we get the Road Dept. up there to dig out by the outside wall up there to see if there is a leak. Chairman also feels the Road Master should look at the roof in the front of the Annex. Tim Houser asked if the outside wall was treated with a dry lock. Glenn Hummel had a concern with the walk in closet in the Annex as well. Glenn Hummel suggests to take the door off the walk in frig or remove it permanently. The Township received two quotes, one from Restoration 1 Water, Fire & Mold for \$4,280 and another quote from SERVPRO for \$5,397.05. Chairman asked the secretary who she recommends and she suggests Restoration 1 they were cheaper and they gave the Twp. a 20% discount because of First Responders. Chairman agrees. Chairman called for the motion. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0 Chairman said the money will come out of the Road Department's Building Fund.

#### **F. Fire Company Monthly Report – November 2022**

Chairman read the Fire Company's report. 24 Total calls for the month of November. The report consisted of 4 motor vehicle accidents, 11 wire/tree down, 1 medical assist, 1 landing zones, 2 Brush Fires, 1 Structure Fire and 1 Pole Fire. The department had their monthly meeting breakfast, business meeting and a Christmas Tree Sale. The Department had Pumping Training, Pump Operations, Practical and In house Building Maintenance. Tim Houser reminded everyone how important it is to support the volunteer fire department. He commended all the volunteers for their service to the community.

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

**Fire Police Oath of Office** – Chairman sworn in Moraya Hull, Peter Sterling and Walter Schlosser as West Penn Township Fire Police.

#### **G. Ambulance Monthly Report – November 2022 - NONE**

It was discussed to hold off on Pmt. For the New Ambulance until we received the Ambulance Company financials for 2021. Chairman tabled that decision until next meeting.

#### **IV. Old Business - NONE**

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

A. Chairman announced the ReOrganization Meeting will be Tuesday, January 3, 2023 @ 5:30PM.

## **VI. Correspondence:**

**A.** Letter from WPT Lions Club – Chairman read a letter from the Lion’s Club dated 11/21/2022. The letter was a request for a meeting between the Lions, Supervisors and Chief Bonner. The Lions’ were requesting this meeting to get some unanswered questions and accusations clarified in reference to the Annex Building. The board discussed the function of the Annex. They also spoke about changing some things to get more space for the police department. Tim Houser suggested eliminating one of the bathrooms and making one Unisex bathroom. The Chairman said he doesn’t think we would be able to do that because he feels we used CDBG funding in order to make both bathrooms ADA compliant. Attorney Datte agreed. Chairman asked the secretary if she can reach out to CDBG and ask if we can change the bathrooms after using CDBG funds to renovate them. Chairman asked the Board when they would like to meet with the Lions Club. The Board agreed to meet on the December 21<sup>st</sup> before the Lion Director meeting.

## **VII. Business from Anyone on the Board - NONE**

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

**A. Terri Knoedler** asked why people are calling the police for stray dogs.

**B. Gary Steigerwalt** questioned about where the road dept. put in pipes. Chairman said he asked the road master and he said the Asphalt Plant is closed.

**C. Brian McQuillen** – said if you are replacing the Annex Doors you should put electronic locks on it. Chief said they are already in place.

**D. Carl Greves** – asked about the sequence of the Mold Remediation.

**E. Bob Doerr** – spoke about his dearest friend, Sgt. Willard Eberts. Mr. Doerr had a banner made in honor of Sgt. Willard Eberts and his service. Which the Board of Supervisor agreed to hang at the Municipal Building. He served at D-Day in Medical Combat. He was also served in the Battle of the Bulge. Mr. Doerr is so grateful to everyone that made this possible. The Board asked Mr. Doerr to supply the contact information of the person that can give us information to order other banners.

## **IX. Executive Session**

Chairman called for a motion to go into Executive Session for personnel at 7:09PM.

Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0  
Chairman called the meeting back to order 7:25PM and said the executive session was for labor issues but nothing has been resolved.

Chairman asked the BOS if Connor Evans can attend an online seminar for \$95 for Emergency Mgmt.

Chairman made the motion to pay for his seminar. Tim Houser seconded the motion. All in favor.

Motion was carried. 3-0

## **X. Adjournment**

Chairman called for a motion to adjourn at 7:35PM. 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