

West Penn Township Board of Supervisors

27 Municipal Road

New Ringgold, PA 17960

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Reorganization Meeting

Monday, January 3, 2023

Present at the Meeting

Anthony Prudenti

Karen Wittig – Treasurer

Timothy Houser

Katie Orlick – Secretary

Glenn Hummel

Open Meeting

Tony Prudenti called the meeting to order at 5:30PM with the Pledge of Allegiance.

I. ReOrganization of the Board of Supervisors

A. Chairman of 2022 called for an appointment of Temporary Chairman. Tim Houser made a motion to appoint Katie Orlick as Temporary Chairman. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

B. Katie Orlick opened the nominations for Chairman of the Board for 2023. Glenn Hummel nominated Tony Prudenti as Chairman of the Board for 2023. Tim Houser seconded the nomination. All in favor. Motion carried. 3-0

C. Tony Prudenti opened nominations for Vice Chairman. Tim Houser nominated Glenn Hummel for Vice Chairman. Glenn Hummel nominated Tim Houser for Vice-Chairman. Tim Houser declined the nomination. Tony Prudenti seconded the nomination for Glenn Hummel. All in favor. Motion was carried. 3-0.

D. Chairman nominated Tim Houser as Supervisor. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

II. Supervisors - Head of Departments

A. Tony Prudenti called for nominations for Supervisors to head each Department. Chairman called to nominate Tim Houser as head of Administration Department. Nomination did not get a seconded.

Chairman nominated Glenn Hummel as head of the Road Department. Glenn Hummel declined and nominated Tim Houser. Nomination did not get a seconded.

Chairman opened up nominations for a Supervisors to be a head of the Police Department. Tim Houser nominated Tony Prudenti as the Department Head of the Police Department. Tony Prudenti seconded the motion. Glenn Hummel would like to nominate himself as the Head of the Police Department too. All in favor. Motion was carried to have Tony Prudenti as the head of the Police Department. 2-1

III. Administration Department

A. Chairman called form a motion to appoint Karen Wittig as the Treasurer for 2023. Tim Houser made the motion to appoint Karen Wittig as treasurer. Tony Prudenti seconded the motion. All in favor. Motion was carried. 3-0

B. Chairman made a motion to appoint Katie Orlick as Secretary for the Township, Planning Commission, and Property Maintenance Appeals Board, Right-to-Know Officer & the Township Cleaner. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

C. Chairman made a motion to appoint Herb Woodring as the Assistant to the Board. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

IV. Road Department

A. Chairman made a motion to appoint Jeremy Frable as the Road Master. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

B. Chairman called for a motion to appoint Nathan Henry, Jason Frable, Sal Digilio and Rich Miller as FT Road CDL Drivers & Laborers. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

V. Police Department

- A.** Chairman made a motion to appoint Jim Bonner as the Chief of Police. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0
- B.** Chairman made a motion to appoint Carla Fritz as Administrative Asst. & Dept. Cleaner. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0
- C.** Chairman made a motion to appoint Kai Apel as a Full-Time Officer. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0
- D.** Chairman made a motion to appoint John Kaczmarczyk, Jason Lorah, Robert Lilly, Rick Clink, Richton Penn, Glenn Laninger & Todd Woodward as Part Time Officers for West Penn Township. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

VI. General

- A.** Chairman made a motion to appoint Chester Snyder as the Chairman of the Vacancy Board. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
- B.** Chairman called for a motion to appoint Katie Orlick as the PSATs Delegate. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

VII. Professional Services

- A.** Chairman made the motion to appoint Attorney Paul Datte as the Solicitor for the Board of Supervisors & the Planning Commission. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
- B.** Chairman made a motion to appoint ARRO Consulting as the Engineer for 2023. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
- C.** Chairman said our next appointment would be for Zoning Officer & Code Enforcement Officer. Chairman would like to appoint Jim Dean for both Zoning & Code Enforcement Officer. Tim Houser reviewed Jim Dean's resume. Mr. Houser questioned if he would be on an "as needed" basis? Jim Dean said that in essence is what he would be doing. Mr. Dean said he cannot see it going over 20hrs. /week, if so he would contact the Board. Chairman asked if Mr. Dean would be ok if we appointed him just for Code Enforcement. Jim Dean said it is up to the Board what they would want him to do. Glenn Hummel recommended we keep & appoint ARRO Consulting, Inc. as our Zoning Officer & appoint Jim Dean as our Code Enforcement Officer. Tim Houser agrees. Chairman made a motion to have ARRO Consulting, Inc. as our Zoning Officer. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0 Chairman made a motion to appoint Jim Dean as our Code Enforcement Officer not to exceed over 20hrs. / Week & as an "as needed" basis. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
- D.** Chairman made a motion to appoint ARRO Consulting as UCC Administrator for Residential & Lehigh Engineering, LLC for Commercial. Chairman said maybe we should hold off on vote until Attorney Datte looks into if we can Opt-Out of the Uniform Construction Code. Chairman said we will appoint and if we decide to OPT-Out then we will just not use them. Chairman made the motion to use ARRO Consulting, Inc. as Residential & Lehigh Engineering, LLC as Commercial. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
Chairman called for a motion to adopt Resolution #1 of 2023, Appointment ARRO Consulting, Inc. & Lehigh Engineering, LLC as the UCC Administrator, Building Code Official to Inspect & Enforce Uniform Construction Code & applicable regulations & adopt the fee Schedule for those services. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0
- E.** Chairman made a motion to appoint Bill Brior as our Sewage Enforcement Officer & Robert Fugate as the Alternate Sewage Enforcement Officer. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0
Chairman called for a motion to adopt Resolution #2 of 2023, Establishing Sewage Enforcement Policies/Procedures and adopting the fee schedule for those services. Chairman made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

VIII. Emergency Services

A. Chairman made a motion to appoint Jeff Bradford as the Fire Chief and Connor Evans & Lawson Miller as the Acting Fire Chief(s). Tim Houser seconded the motion. All in favor. Motion was carried. 3-0 Chairman made the motion to adopt Resolution #3 of 2023, establishing the Fire Chief and Acting Fire Chief(s). Chairman made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

B. Chairman made a motion to approve the West Penn Township Fire Company's Activities for 2023. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

C. Chairman made a motion to appoint Connor Evans as the Emergency Management Coordinator & Jeremy Frable as the Flood Plain Coordinator. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

IX. Boards/Commissions

A. Chairman made a motion to re-appoint James Akins for another 3Yr. term on the Zoning Hearing Board. Tim Houser seconded the nomination. All in favor. Motion was carried. 3-0 Tim Houser asked if Jim Dean is still allowed to be on the Zoning Hearing Board if we appointed him as Code Enforcement Official. Chairman said we will check on it.

B. Chairman made a motion to appoint Robert Frycklund as the Zoning Hearing Board Attorney. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

C. Chairman made the motion to have John Conahan as a regular Property Maintenance Appeals Board member and Deane Woodring as the Alternate member for three year terms. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

D. Chairman made a motion to re appoint Herb Woodring for the Planning Commission, for a four year term. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

E. Chairman called for a motion to appoint Fred Gimbi as the Ground Maintenance for the Zion Stone Park. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

F. Chairman made a motion to appoint Glenn Hummel, James Dean & James Akins as our representatives for the Eastern Schuylkill Recreation Commission. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman made a motion to accept the Full-Time Union Holidays for 2023. Tim Houser seconded it. Glenn Hummel asked if we had to accept them because they are contractual. All in favor. Motion was carried. 3-0

Chairman made a motion to accept the Full-Time Non-Union Holidays for 2023. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman called for a motion to accept the 2023 BOS PM Meetings- First Monday of the Month at 6PM, unless noted. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman made a motion to accept the BOS AM Meeting– Third Monday of each month at 10AM, unless noted. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman called for a motion to accept the Planning Commission Meetings – Fourth Tuesday of each month at 7PM for 2023. Tim Houser seconded the motion. All in favor. 3-0

Chairman made a motion to accept the Zoning Hearing Board's Meeting – every second Monday of the Month @ 7PM on an as needed basis. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman made a motion adopt Resolution # 4 of 2023, to have New Tripoli & Mauch Chunk Trust be the depository for all of West Penn Township funds for the year 2023. They will be the firms we would use for investments as well. All Accounts are to be dual signature of the Treasurer and one of the members of the Board of Supervisors. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman said we need to give Authorization to sign for Receipt of Purchase to Supervisors, Secretary, Treasurer, Police Chief and the Road Master. Chairman said he feels we should reduce the amount to \$500 instead of \$1000. Glenn Hummel disagrees. Tim Houser said he feels prices are high and he feels we should keep the \$1000 limit. Chairman called for a motion to give authorization to sign receipts of purchases to Supervisors, Secretary, Treasurer, Police Chief and Road Master for \$1000. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman called for a motion to give Authorization for the Chairman of the Board to have Signatory Power for Board Decisions for 2023. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Chairman made a motion to give Authority to the Road Master to contract for Services for Snow Removal when a State of Emergency; and Authority for the Bills to be paid for such services. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

Chairman called for a motion to hire Berkheimer to collect local taxes for those taxing bodies located within the Tax Collection District. Tim Houser made the motion. Chairman seconded the motion. All in favor. Motion was carried. 3-0
Chairman made the motion to establish the Treasurer's Bond in the Sum of \$1,000,000 for the term of office beginning on Jan. 3, 2023 & ending January 2, 2024. Glenn Hummel seconded the motion. All in favor. Motion was carried.

Chairman also asked the secretary to look into increasing the Treasurer's Bond to \$2,000,000.

Chairman called for a motion to adopt Resolution #5 of 2023, Appointing Jones & Company, Certified Public Accountants, to conduct the audit of Township Accounts for 2022. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Chairman called for a motion to adopt Resolution # 6 of 2023, Price Adjustment of Bituminous Materials for Small Quantities. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

X. Public Comment

Brian McQuillen – Penn Drive –said in the light of Mr. Dean's new appointment and if he cannot be a member of the Zoning Hearing Board anymore, he would like to be consider as a member of the Zoning Hearing Board or an Alternate. Chairman said we would ask the Alternates if they would be interested in filling that spot first but if you are interested in being an Alternate, you can submit a letter of interest to the Township.

Shawn Phillips – St. Peter's Rd. – Asked about assistant fire chief vs. acting fire chief and which one it should be.

XI. Adjournment

Chairman called for a motion to adjourn the ReOrganization Meeting at 6:02PM. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Regular Board of Supervisors Meeting

II. General

A. Open Regular Meeting

Chairman opened the regular meeting @ 6:05PM with the Pledge of Allegiance & Introductions.

B. Public Comments on Agenda Items Only – NONE

C. Review of the Minutes – December 5th & 19th, 2022.

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

D. Treasurer's Report – December 2022

Chairman said the Treasurer's report will be reviewed at the January 16th meeting.

E. Approval of Bills – December 2022

Chairman called for a motion to approve & pay the bills for December 2022. Tim Houser made the motion. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

F. Solicitor's Report

Attorney Datte said he is working on a couple of Code Enforcement Issues with Shannon Darker of ARRO Consulting, Inc. Attorney Datte said he is getting the information to Charlie Schmehl. Attorney Datte is a little uncertain exactly what portion of Mill Drive is being zoned. He wants to give Charlie Schmehl all the information and then will bring it back to the Board.

Chairman asked Attorney Datte about opting out of UCC. Attorney Datte said he will need to look at it again.

III. Land Use

A. Mike Begis from ARRO Consulting, Inc. said the Planning Commission did not review any plans for the month of December. Chairman asked about Bella Terra Farms, LLC. The Township is waiting for DEP comments then we can get the Plan recorded.

IV. Operations

A. Engineer's Monthly Report – December 2022

Mike Begis gave a brief update about the pavilions at Morgan Park. Mr. Begis said we are working with the County, which is currently working on the documents for bidding & construction of the proposed park improvements. 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 Officer's Monthly Report – December 2022

Glenn Hummel asked about #1 on the Code Report. It was about a property that was supposed to go up for tax sale. The NOV for this property was Property Maintenance and it needs to be cleaned up. 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 – December 2022

Chairman read the Sewage Enforcement Officer's Monthly Report. His report consisted of 3 New Permit Applications, 2 Test Probes, 2 Percolation Tests, 3 Site Evaluations, 1 Design Review, 5 Interim Inspections and 1 Final Inspection. Well Report 1 New Permit Application, 1 Site Evaluation, 1 Design Review and 1 Permit Issued. There were no Malfunctions this month. 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 Monthly Report – December 2022

Chairman read the Road Report. The Road Department's Report consisted of general maintenance to the Twp. Building & Equipment, Cleaned trees off of Township Roads from high winds, Plowed & Cindered Twp. Roads, Hauled Anti-Skid, Installed wire on the pavilion at Morgan Park, Cleaned leaves out of ditch on Millhead Rd. and Fixed Potholes on Dirt Roads with 2A modified. The Road Dept. also did oil changes on the police vehicles, got Brakes and Air & Fuel Filters for trucks and took #14 for Inspection. Chairman also said the Road Master requested if he can get a dumpster for garbage. It will cost \$125/month. Tim Houser made the motion to get a garbage dumpster for the Road Dept. not exceeding \$125/month. Glenn Hummel seconded the motion and said it is the price of doing business. All in favor. Motion was carried. 3-0 Tim Houser also wanted to address the Township's position when plowing snow. We received complaints about mailboxes. Tim Houser said we had a wet heavy snow. If your mailbox is damaged and it is not on Twp. Right-of-Way then it is our responsibility. If it is on our Right-of-Way which is 16 ½ feet from the center of the road, the Township is NOT liable for fixing the mailbox. Chairman said however please report any damage and it may be assessed by our Road Master. Chairman called for a motion to accept the Road Department's Monthly Report. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0

E. Police Monthly Report – December 2022

Chairman read the Police Report. The Police Report consisted of 7,105 miles patrolled, 66 traffic citations, 6 traffic warnings, and 11 motor vehicle accidents and 174 total calls. Chairman said the Police Dept. had 2,228 Total Calls, 92 Criminal Arrests & 85 Total Accidents in 2022. Chairman called for a motion to accept Zaprazny's bid of \$1,675. (2006 BMW \$525, 2008 Chrysler \$\$575 and 2003 Acura \$575) Glenn Hummel made the motion to amend the Agenda to include the approval of salvage quotes. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0 Chairman called for a motion to approve the salvage for impounds. Glenn Hummel made the motion. Tim Houser seconded the motion. All in favor. Motion was carried. 3-0 Chairman said whether it is the Police, Fire or the Ambulance our first responders are unbelievable, putting their lives on the line every day. They are our Heroes. 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.

F. Fire Company's Monthly Report

Chairman read the Fire Company's Report. The report consisted of 26 total calls answered in the month of December. The Fire Department's report consisted of 2 Motor Vehicle Accidents, 14 Wires/Trees Down, 2 Automatic Fire Alarms, 1 Medical Assist, 5 Fire Police Calls, and 2 Structure Fires. The Fire Company had their monthly Breakfast, Business Meeting & Christmas Tree Sale. The Fire Company also had training for Air Pack Maintenance, CISM Exercise, Truck Maintenance & Hose Advancement / Safety Awareness. The Fire Department also gave a breakdown of their calls for the whole year. 2022 The Department had a total of 263 Calls. 13 Structure Fires, 15 Brush Fires, 43 Motor Vehicles, 70 Wires/Trees Down, 29 Automatic Alarms, 6 Landing Zones, 20 Fire Police Calls, 21 Medical Assists, 9 Pump Details, 7 Vehicle Fires, 5 Carbon Monoxide Emergencies, 1 Chimney Fire, 15 Utility Investigations, 2 Transformer Fires, 1 Off Road Rescues, 1 Stand By Assignments, 3 unknown type of Fire and 1 Aircraft Accident. 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

Chairman read the Ambulance Report. Chairman said they had 29 calls for the month of November and 273 year to date. The Ambulance had 6 calls in Tamaqua, 1 New Ringgold, 1 East Brunswick, and 20 West Penn. Dispatch outcomes were 18 transported BLS, 1 refusal, 8 transported with ALS, and 2 Stand-By Operational Support. The Calls consisted of 2 Chest Pain, 2 Abdominal Pain, 7 Breathing Problems, 1 Diabetic Problem, 5 Fall Victims, 1 Fire, 5 Sick Persons, 3 Traffic Accidents & 2 Unconscious/ Fainting. Receiving Hospitals were 3 Geisinger St. Luke's, 5 Lehigh Valley Carbon, 5 Lehigh Valley Cedar Crest, 8 St. Luke's Miners & 5 St. Luke's Carbon. Chairman asked how do they determine which hospital to take the patient too. Val Coombe said it depends on the call would determine which hospital can handle it. December's Report 41 calls. Year to date was 311. Calls were 30 West Penn, 1 East Brunswick, 7 Tamaqua, 1 Schuylkill Township & 1 Lynn Township. Dispatches consisted of Chest Pain, Abdominal Pain, Breathing Problems, Cardiac Arrest, Fall, Victims, Fire, Sick People Trauma & Lift Assists. Valerie Coombe said the businesses in the area were amazing when they did the CISM with the Fire Company. They donated sandwiches and snacks. Chairman asked if they can provide the Township with a list of who donated so the Township can thank them for their support. Tim Houser asked Val Coombe how the new Ambulance is working out. Val Coombe said it is not in service yet they still have to get it repainted and get it lettered and then it can get put on the road. 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

V. Old Business

Chairman said the recycling area has been made bigger for another recycling bin. The new bin was ordered we are waiting for it to get done. It is in the process.

VI. New Business - None

VII. Correspondence – None

Chairman said that he spoke to Attorney Datte about the Department Heads and he feels we should fill the spots. We can discuss at our next meeting.

VIII. Public Comment on General Items

A. John Krater – Director of Operations of Tamaqua EMS. Mr. Krater said they are approaching Municipalities and Boroughs that they cover and asking for some help. Last year in West Penn Township they ran 71 calls. Along with Tamaqua, & Mahoning Valley EMS they covered 30% of the call volume in West Penn Township with zero funding. They expressed the expenses of running the ambulance. The reason why he came to this meeting was to ask if there would be any kind of funding they would be able to get to continue their services in West Penn Township. They are looking to put another unit in service. He stated that Penn Mahoning only comes to Tamaqua when they are on another call. Tamaqua comes to West Penn Township when Penn Mahoning doesn't have a crew on. Chairman said we would like to hear what

your primary areas you respond to donate. Chairman said at this point it is hard to come up with a number right now. Glenn Hummel said you cover Tamaqua Borough, Rush and Walker. Glenn Hummel asked what do you get from them for your services. Mr. Krater said he gets zero from them. Glenn Hummel said you are looking for taxpayer's money to fund a not for profit organization. Technically, you are asking taxpayers to fund wages for a not for profit organization. Glenn Hummel said he agrees that we need the Ambulance Services but he is not sure if you can come to a municipality for a not for profit under that EMS status with the mutual aid agreement you have and ask to fund wages. Glenn Hummel discussed not for profit paid organization and a not for profit unpaid not for profit organization. Chairman asked for a list of what everyone else is donating and we will review it. Glenn Hummel suggested they go to their Legislators and petition to have the EMS tax distributed evenly like the Fire Tax. Attorney Datte said maybe they can give a list of the calls in each municipality in the last two years. Chairman said he wants to see what everyone else gives and we will review it. We are not saying no and we are not saying yes at this time. We need more information. There were discussions about an EMS tax and if it can be implemented. Attorney Datte said make a formal proposal to the Board and support it. Chairman said he will not raise taxes. Attorney date asked them to keep in mind that they are asking their secondary to provide money when their primary does not provide any money. Chairman thanked the Ambulance Associations for coming to the meeting and expressing their concerns.

B. Ilisa Sackhoff Hoppes – Mill Dr. – Her concerns are a Storm Drain on Mill Drive & SR443. Jeremy Frable the Road Master will take a look at her concern to see what the Township can do.

She also wanted an update of the Zoning. She said she knows there is an agreement that the grain people need to notify when they roast. Chairman asked the Secretary about her concerns. The Secretary stated she got the decision and the conditions for 37 Mill Ln. & she has not been contacted for any burning of the soybeans yet. The Secretary assures Ms. Sackhoff-Hoppes that she will be informed when the Secretary is informed. She also wanted to know if there were changes on the Zoning for Mill Dr. Chairman said we are still looking into it and we will probably take our consultant's advice.

She also said two trucks almost collided on Mill Dr. She suggested making it a one way. Chairman said the width of Mill Dr. is a concern. Ms. Sackhoff Hoppes expressed that James Dean made an anti-Semitic remark that was very upsetting to her. She really took offense to that. She said it is unacceptable. Chairman asked her to submit a concern.

C. Brian McQuillen – Penn Dr. – Confusion of what the Zoning will be on Mill Dr. There are conditions on what they can do. They went and got a Variance. Chairman said anyone no matter what district they are in can go in front of the Zoning Hearing Board. There are times that property owners will get a special exception. Attorney Datte asked if they got copies of the Zoning Hearing Board Decision for 37 Mill Lane. They said yes, except for Ilisa Sackhoff Hoppes but her husband said they did. Attorney Datte said this way they would know exactly what the conditions were. Brian McQuillen asked if the Mill Farm will remain Highway Commercial. Chairman said at this time, yes. Mr. McQuillen also asked if Agricultural Industrial Use still be a Special Exception. Chairman said, yes.

D. Connor Evans - Assistant Fire Chief asked the Board if at some point the Fire Company can meet with the Code Enforcement Officer about some concerns they have with some properties & buildings. Attorney Datte recommended he fills out a concern form. Mr. Evans is hoping that the Fire Department & the Code Officer can form a relationship to work together to keep everyone safe.

Tim Houser said Driveways are an issue in the Township. Mr. Houser recommends that the Driveway be put in first before the other permits are released to build, in case they would have to change it. Emergency Services need to be able to get in and out.

Supervisor Hummel had to leave the meeting.

Val Coombe asked if an Emergency Vehicle cannot get up a driveway if they should contact the Township. Chairman & Jeremy Frable agreed that they would like to be notified so they can see if the problem can be resolved. Chairman stated that anything that needs to go through the road department & all Emergency Services should go directly to Jeremy Frable, Road Master, especially if there is a problem with the road or driveways.

E. Terri Knoedler – Fort Franklin – Feels that there should be more than one officer on every shift.

Chairman said if there is a road traffic problem if we can get the Fire Police out on scene to direct traffic.

Terri Knoedler said people don't stop at the Stop Sign at the intersection of Fort Franklin.

Terri Knoedler said she submitted a well application. According to the well ordinance, it is supposed to be addressed within 15 days. She said she got her permit but she didn't get the letter for the second one yet. That was from November 4th. Ms. Knoedler also asked if the people that did not get a well permit for their well would get a notice that they are in violation for not getting a permit. Ms. Knoedler said when she came in about well permits, according to our Ordinance the paper work was to be on site for anyone to look at during Township Hours. Chairman said the administrator for the well ordinance is not in our office which is our sewage enforcement officer. Chairman asked the Secretary if they were forwarded to the SEO. Secretary said, yes they were. The Secretary said we do have a pile of well permits that is at our Township, however I received a list and was trying to make it easier for her to view them by pulling the ones on her list. But unfortunately it wasn't that easy because some of them at the time the well was drilled it was a lot and an address wasn't assigned yet. The Secretary stated she could have let Ms. Knoedler go through the pile but she wouldn't be able to figure which one goes to which property unless she looked up every one up and matched the parcel & name. Ms. Knoedler said she was asked to fill out a Right-to-Know form, but according to the ordinance she didn't have too.

F. Deroy Haas – asked for a key for the meeting room to hold the Audit Meeting.

G. Brian McQuillen – asked about the list he submitted and asked if it was submitted to Charlie Schmehl.

IX. Business from Anyone on the Board – NONE

X. Adjournment – Chairman called for a motion to adjourn the meeting at 7:21PM. Tim Houser made the motion.

Chairman seconded the motion. All in favor. Motion was carried. 2-0 (Glenn Hummel left meeting before Adjournment)

Transcribed by:

Katie Orlick

West Penn Township Secretary