

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

Phone (570)386-4507

Fax (570)386-5851

**Regular Meeting
Monday, April 1, 2024**

Present at the Meeting

Anthony Prudenti – Chair
Glenn Hummel – Vice Chair
James Akins – Supervisor
Jim Bonner – Chief of Police

Karen Wittig – Treasurer
Katie Orlick – Secretary
Jeremy Frable – Road Master
Mike Begis – ARRO
Paul Datte – Solicitor

I. General

A. Tony Prudenti called the meeting to order at 6:03PM with the Pledge of Allegiance & Introduction.

B. Public Comments on Agenda Items Only - NONE

C. Review of the Minutes – March 4th & 18th, 2024.

Chairman called for a motion to accept the meeting minutes from March 4th & 18th, 2024. Jim Akins made the motion to accept the minutes on the April 1st meeting of March 4th. Jim Akins rescinded that motion and made a motion to accept the meeting minutes for March 4th meeting & the March 18th meeting. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0
March 25th, 2024 Special Meeting Minutes will be reviewed at our April 16th Morning Meeting.

D. Treasurer’s Report – March 2024

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

E. Approval of Bills – March 2024

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

F. Solicitor’s Report

Attorney Datte said since the special meeting last week, he did look into a couple different ordinances for Solar. He also look at the fee schedule. Chairman would like to see some changes with the fee schedule. He feels it goes hand and hand with the Solar.

Attorney Datte feels we should consolidate all of the different schedules we have and make it clear which fees relate to which permits. Attorney Datte said that the fee schedule is 12 years old. We should update the fee schedule making sure the costs of the Township are covered. Jim Akins suggested we tabled the fee schedule for the next meeting. Attorney Datte will give the Board some provisions to review for the solar ordinance. Chairman asked Attorney Datte if we could advertise that we are amending our Zoning. Attorney Datte said not yet because we do not have the Ordinance ready for adopting yet. Attorney Datte said he would get something together for next meeting. He will review Herb Woodring’s Ordinance and use one he previously wrote for another entity and come up with one for our Township. If the Board agrees then we could advertise it.

It will have to have a public hearing and go to the County for review.

Chairman expressed his concerns with decommissioning and fire hazards. Glenn Hummel asked Fire Chief Jeff Bradford how he would handle a fire. Chief Bradford said they would handle it like a PPL emergency. Someone from PPL would tell them the power source is turned off and it is safe to fight the fire. Chairman feels that should be reflected in the Ordinance. Glenn Hummel asked if we would be able to do that. Chairman is looking for that they have to abide by and cooperate. Chairman called for a motion to accept the Solicitor's report. Glenn Hummel made the motion. Jim Akins seconded the motion. All in favor. Motion was carried. 3-0

II. Land Use

A. No Plans for Review for the month of March.

III. Operations

A. Engineer/Zoning Monthly Report – March 2024

Chairman asked Mike Begis from ARRO Consulting, Inc. if he had anything to report for the month of March. Mike Begis said he provided the BOS a report and he would be happy to address any questions the BOS may have. Chairman asked about a grant that ARRO was going to be submitting. Mike Begis said the Phase II J. E. Morgan Park grant was submitted today. Jim Akins asked what we were asking to do with the grant. Mike Begis said additional Playground Equipment. Chairman called for a motion to accept the Engineer's Monthly Report. Glenn Hummel made the motion to accept the March 2024 Report. Jim Akins seconded the motion. All in favor. Motion was carried. 3-0

B. Code Enforcement Monthly Report – March 2024

Chairman asked the BOS if they had any questions about the Code Enforcement Report. Chairman read the report from James Dean dated 3/29/24. James Dean had 14 phone calls, emails, person-to-person inquiries concerning zoning, code, and Twp. issues. He issued NOVs and did some site inspections. He will also attempt to begin spreadsheets as advised. Will attempt to have 2023 and 2024 done by the May meeting. Jim Akins asked that James Dean does not attempt to have them done but to have them done. Jim Akins said we asked him to clarify time spent, and dates out there. We would like this information to have a reference point if asked by the public. If he does multiple calls to a property maybe, he would consider project numbers. Something a little bit easier to follow. Jim Akins said that the secretary & treasurer told him they could help him with excel spreadsheet. Chairman asked them to remind him to get it done. Chairman called for a motion to accept the Code Enforcement Officer's monthly report for March. Glenn Hummel made the motion. Jim Akins seconded the motion. All in favor. Motion was carried. 3-0

C. Sewage Enforcement Officer's Monthly Report – March 2024

Chairman read the sewage enforcement officer's report. The report consisted of 6 New Permit Applications, 7 Test Probes, 4 Perc Tests, 5 Interim Inspections, 36 Final Inspections, 7 Subdivisions, 6 Site Evaluation, and 3 Design Reviews. No Well Activities. No Malfunctions Reported. Chairman called for a motion to accept the Sewage Enforcement Officer's Report. Glenn Hummel made the motion. Jim Akins seconded the motion. All in favor. Motion was carried. 3-0

D. Road Department's Monthly Report -- March 2024

Chairman read the Road Department's Monthly report. The report consisted of General Maintenance to the Township Building & Equipment, Swept off intersections throughout the Township, Cleaned off Bridge Decks throughout the Township, Installed drain Field at the Township, Patched holes with Cold Patch, Installed Speed Limit Signs in front of West Penn Elementary School, Cleaned up Trees and Limbs along Township Roads, Received 200 Ton of Salt, Installed Culvert Box and Pipe on Dogwood Lane, and Removed trees at the J.E. Morgan Park. Chairman also read the Maintenance Report. Chairman called for a motion to accept the Road Department's Monthly Report. Glenn Hummel made the motion to accept the Road Department's monthly report for March. Jim Akins seconded the motion. All in Favor. Motion was carried. 3-0

Chairman said we received two Pipe Bids for 2024. The bidders were Chemung Supply and LB Water Chairman opened the Bid Packets as they were received.

Chemung Supply Corporation

****Plain end smooth bore Polyethylene Thermo Plastic Pipe, N-12 or Equivalent Type-S (Pipe sections shall be 20LF in Length) ****

0	LF	15" Pipe	FOB Delivered to Twp. Bldg.	\$0.00	\$0.00
800	LF	18" Pipe	FOB Delivered to Twp. Bldg.	\$17.50	\$14,000.00
80	LF	24" Pipe	FOB Delivered to Twp. Bldg.	\$28.75	\$2,300.00
40	LF	30" Pipe	FOB Delivered to Twp. Bldg.	\$42.95	\$1,718.00
60	LF	36" Pipe	FOB Delivered to Twp. Bldg.	\$51.25	\$3,075.00
				Total	\$21,093.00

**** N-12 or Equivalent Thermo Plastic Pipe Band Connector****

0	Each	15" Pipe Band	FOB Delivered to Twp. Bldg.	\$0.00	\$0.00
30	Each	18" Pipe Band	FOB Delivered to Twp. Bldg.	\$26.00	\$780.00
2	Each	24" Pipe Band	FOB Delivered to Twp. Bldg.	\$39.00	\$78.00
1	Each	30" Pipe Band	FOB Delivered to Twp. Bldg.	\$ 95.00	\$95.00
2	Each	36" Pipe Band	FOB Delivered to Twp. Bldg.	\$125.00	\$250.00
				Total	\$1,203

Total Project \$22,296.00

L/B Water

****Plain end smooth bore Polyethylene Thermo Plastic Pipe, N-12 or Equivalent Type-S (Pipe sections shall be 20LF in Length) ****

0	LF	15" Pipe	FOB Delivered to Twp. Bldg.	\$14.36	\$0.00
800	LF	18" Pipe	FOB Delivered to Twp. Bldg.	\$19.51	\$15,608.00
80	LF	24" Pipe	FOB Delivered to Twp. Bldg.	\$31.59	\$2,527.00
40	LF	30" Pipe	FOB Delivered to Twp. Bldg.	\$47.04	\$1,881.60
60	LF	36" Pipe	FOB Delivered to Twp. Bldg.	\$57.87	\$3,472.20
				Total	\$23,489.00

**** N-12 or Equivalent Thermo Plastic Pipe Band Connector****

0	Each	15" Pipe Band	FOB Delivered to Twp. Bldg.	\$20.62	\$0.00
30	Each	18" Pipe Band	FOB Delivered to Twp. Bldg.	\$25.26	\$757.80
2	Each	24" Pipe Band	FOB Delivered to Twp. Bldg.	\$34.38	\$68.76

1	Each	30" Pipe Band	FOB Delivered to Twp. Bldg.	\$ 108.58	\$108.58
2	Each	36" Pipe Band	FOB Delivered to Twp. Bldg.	\$151.26	\$302.52
				Total	\$1,237.66
Total Project					\$24,726.66

L/B Water included a 15" Pipe & Band, which was not required by the Township, bringing their total to \$25,034.48. However, removing the 15" Pipe & Band the total was \$24,726.66. Chemung Supply's total project was the lowest at \$22,296.00.

Attorney Datte reviewed the submitted bid packet to make sure all required documents were included. Jim Akins made a motion to accept Chemung Supply's Bid at \$22,296.00 as the lowest bidder. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

E. Police Department Report – March 2024

Chairman read the Police Report. The Police Dept. had 6,455 miles patrolled 192 total citations & warnings, 6 motor vehicle accidents and 125 Total calls. Chairman said the Chief provided the Board with a frequency type report showing some different data. Glenn Hummel asked the Chief to report a breakdown of the calls from what is actually criminal and what is not criminal. Jim Akins informed the Board that all the Police Vehicles are now lettered. Jim Akins said there were a few concerns about police vehicles being on the side of the road. Jim Akins explained some of the reasons they may be sitting on the side of the roads. Chief Bonner spoke to his department about safety. Jim Akins said the concerns have been noted and addressed. Glenn Hummel suggested if the officer is finishing up their lights should be on so it does not look like they are just sitting there. Chairman asked Chief Bonner if he had anything else to discuss with the Board. Chief Bonner said he presented a letter to the Board requesting two of his Officers to be promoted. Chief Bonner said he would like to promote Cpl. Kaczmarczyk , seventeen years on the job, to be Sergeant. Chief Bonner would like to promote Officer Lorah to Corporal. Officer Lorah retired as a Sergeant and is now a Patrolman. Chief Bonner said they would be used as the chain of command in the department. Jim Akins said that we spoke about it and the Chief said about setting up a structure to do assignments for accountability and to ease some of his workload. Chairman called for a motion. Jim Akins made a motion to accept the promotions for Sergeant and Corporal, for Jason Lorah as Corporal and Cpl. Kaczmarczyk to be promoted to Sergeant. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

F. Fire Company Monthly Report – February and March 2024

Chairman read the February Fire Report. The report consisted of 23 Total calls. 4 MVA, 9 Wires/Trees Down, 2 Automatic Fire Alarms, 3 Medical Assists, 1 Move Up Assignment, 1 Pole Fire, 1 Chief Call, 1 Pump Detail and 1 Brush Fire. The Fire Department had their Monthly Meeting, Breakfast and Cash Bingo. They also had Essentials of Fire Fighting Training. Jim Akins asked about the Training. Fire Chief Jeff Bradford said that it is an Entry Level State Certified Class. Currently there are 34 Fire Fighters attending this class, 9 of them are for West Penn Township.

Chairman read the Fire Report for March 2024. The report consisted of 23 Total calls. 6 Motor Vehicle Accidents, 5 Wires/Trees Down, 4 Automatic Fire Alarms, 1 Medical Assist, 1 Fire Police Call, 1 Oil Spill, 1 Brush Fire, 3 Structure Fire, and 1 Chief Call. The Fire Company also had their monthly meeting, breakfast and Bingo. They had a Fish Fry that was a great fundraiser as well. They did Essentials of Fire Fighting Training too. Chairman called for a motion to accept the February and March Fire Reports. Jim Akins made the motion to accept the reports. Glenn Hummel seconded the motion. All in favor. Motion was carried.3-0

G. Ambulance Monthly Report – March 2024

Chairman read the Ambulance Monthly Report. The Ambulance Report consisted of 114 calls year to date. March had 38 total calls. 29 West Penn, 4 Tamaqua, and 2 in East Brunswick Twp., 1 Rush Twp., 1 Schuylkill Twp., and 1 Walker. The outcomes of the calls were 12 Treated and Transported BLS, 4 Cancelled, 1 Dead at Scene, 2 Lift Assists, 1 No Patient Found, 1 No Treatment Required, 7 Refused Treatment, 2 Stand-By with Public Safety, 1 Standby, 2 Treated but not Transported and 4 Treated, Transported, with ALS. Receiving Hospitals were 8 St. Luke's Miners, 1 St. Luke's Carbon, 3 Lehigh Valley Carbon, 3 Cedar Crest LVHN & 1 St. Luke's Geisinger. The calls consisted of abdominal pain, breathing problems, cardiac arrest, choking, seizure, falls, traffic accidents, stroke, psychiatric problems, heat/cold exposure & lift assists. Chairman called for a motion to accept the Ambulance Report. Glenn Hummel made the motion to accept the Ambulance Report for March 2024. Jim Akins seconded the motion. All in favor. Motion was carried. 3-0

Glenn Hummel said he reviewed the Ambulance Audits from 2022-2023, said there were some discrepancies from the auditor similar from year to year. Glenn Hummel asked if it was going to be addressed. Valerie Coombe said yes, they got a new Treasurer. Valerie Coombe also wanted to mention that they are collecting clothes outside of their station for a fundraiser and wanted to thank all the residents for participating.

The Board forgot to accept the police report so Jim Akins made a motion to accept the Police Report. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

IV. Old Business - NONE

V. New Business

A. Jim Akins asked to set a date for their annual Road Inspections. Board agreed. They will discuss with the Road Master to set the date.

VI. Correspondence - NONE

VII. Business from Anyone on the Board - NONE

VIII. Public Comments on General Items

Brian McQuillen – asked about the Police Report. He would like to know what the biggest percentage of calls were on the report. Chairman said phone assignments and alarms.

Brian McQuillen said that after review of the Code Enforcement Officer's Report, he noticed that there are a lot of the same properties that continuously appear on the report and are not being resolved. Is there a way to streamline it? Do you send out certified letters? Chairman said there is a process. We send a Notice of Violation. We do send certified letters. If the property owner starts cleaning up, we give them the benefit of the doubt that they will continue. We issue citations.

Brian McQuillen inquired about a property on West Penn Pike. It was a residential property for many years and now they are operating it as Commercial. Should they be required to have a Zoning Permit for the change of use to a Business? Mr. McQuillen is also concerned with the appearance of our Township. Attorney Datte said people would need to submit a concern form, if they have an issue with someone's property. Chairman agreed that we respond to concerns and then we could send the Code Enforcement Officer out to investigate. However, the Board of Supervisors just discussed the main thoroughfare. Chairman said at the request of the Supervisors we are asking our Code Enforcement Officer to look into properties that are in disarray on our main thoroughfares, to get them cleaned up. Brian McQuillen feels the Code Enforcement Officer should be doing that job instead of waiting for someone to make a complaint about a property. Jim Akins said we are trying to iron somethings out with our Code

Enforcement Officer and he feels he should be empowered to do that. That is why we are asking him for documentation so we could follow what Violations are being addressed. Jim Akins recommended to Brian McQuillen if he feels something should be addressed he could contact our Code Enforcement Officer or call us so we could look into the concern. Glenn Hummel would recommend we have the Concern form to drive the Code Enforcement Officer to investigate. Jim Akins feels the Code Enforcement Officer should look into a property that is 80/20. Chairman said the Code Enforcement Officer could bring it to the Boards attention and ask how they feel about certain concerns.

Brian McQuillen asked the Ambulance Association to explain their clothing donation program they are currently doing as a fundraiser.

Gayle Mateyak – asked if there are any DEP permits associated with the Solar Farms, for example like a Storm Water Permit. Attorney Datte stated if the Solar Array is the type that would need a Land Development approval from the Township there is a Storm Water component to that. It is not a permit that is issued by DEP. The Township would approve the Storm Water Management Plan. An Erosion and Sediment Plan would have to be done. Which the Soil and Conservation would may have to issue an approval. The Township engineer would review the Storm Water calculations and the Storm Water Management Plan that would be submitted for a large array. DEP has provided guidance on how to handle the Storm Water Management Calculations for Solar Facilities. There are guidelines that have to be followed but DEP is not the regulatory authority.

Ronald Wehr – expressed his concerns about speeding on Dairy Rd. He works for PV Carriers. He said there are no speed limit signs on Dairy Rd. until you hit St. Peter's Rd. He said Friday afternoon a car that was speeding past a truck. He stated that it was not the first time he saw a car passing a truck. Chairman asked about what time that occurred. Ronald Wehr said around 2:30PM. He feels it is dangerous and something needs to be done. Chairman said for us to reduce the speed limit we would have to do a study of the road because the houses are spread apart. Road Studies are expensive. Chairman said he could ask the Chief to see if there are areas where the homes are closer together making it a residential district. Then we would be able to post a speed limit. Ronald Wehr suggested more Police presence on Dairy Rd. in the afternoon or on weekends. Ronald Wehr said the Police could sit in PVC parking lot. Chairman said we would have to ask the property owner. Board of Supervisors suggested to the Police Chief, have someone patrol late afternoon or set up the speed trailer.

Steve Campbell, Chemung Supply – the Board already answered all of his questions.

IX. Executive Session - NONE

X. Adjournment

Chairman called for a motion to adjourn at 11:05AM. Jim Akins made the motion to adjourn. Glenn Hummel seconded the motion. All in favor. Motion was carried. 3-0

Transcribed By:

Katie Orlick - West Penn Township Secretary