Paupack Township Board of Supervisors
Meeting Minutes of August 13, 2026

The Paupack Township Board of Supervisors conducted their monthly meeting on Thursday, August 13, 2026 at the Township Municipal Building. The meeting was called to order at 6:30 p.m. by Chairperson Bruce Chandler, who led the audience with the Pledge of Allegiance.

The following Township Officials were present at the meeting

Bruce Chandler, Chairperson Jim Martin, Vice-Chairperson (via telephone) Robert Boogertman, Supervisor
Ron Bugaj, Solicitor Maureen Camasta, Secretary/Treasurer

Members of the public were present at the meeting

Frank Williams, Ken Kestel, Melanie Stockwell, Kathleen Higgins-Lee, Jean Corey, George Ammerman

The meeting minutes for the July 9, 2026 Board of Supervisors meeting were presented. Robert Boogertman made a motion to approve the minutes as presented, seconded by Jim Martin. Motion carried 3-0.
The Treasurer's Report was presented. A motion was made by Robert Boogertman to accept the Treasurers Report as presented, seconded by Jim Martin. Motion carried 3-0.

The bills totaling **$83,324.67** from July 10, 2026 through August 13, 2026 were presented. Following a review, a motion was made by Bruce Chandler, seconded by Robert Boogertman to accept the bills as presented, and pay same. Motion carried 3-0.

Fire Company Log: not available.
Robert Boogertman stated that he and the Fire Chief meet with a representative from Verisk RE: ISO Fire Protection Assessment, a company that rates fire protection services in local municipalities and provides that rating to insurance companies, to work on the Township fire protection rating in order to decrease it and secure a better rate. If successful, the Township's fire protection rating will be decreased leading to a much better rate for the Township.
Ambulance Log: July 46 calls
Building & Zoning: 1 Addition to Garage1 Addition to Bathroom2 Decks1 Detached Garage 2 Demos 1 Electrical Service for Hot Tub 1 Generator1 Kitchen Remodel3 Pole Barns1 Roof over Deck Trailer 2 Sheds 1 Wood Stove insert
Conditional Use Hearing dates to be set for:
Villavicencio-2026-19-Conditional Use Hearing for a STR: Bruce Chandler made a motion to set date to be on September 10, 2026 @ 6:00 pm. Extension request approved, seconded by Robert Boogertman. Motion carried 3-0.
Ciszak-2026-21-Conditional Use Hearing for a STR: Robert Boogertman made a motion to set date to be on October 8, 2026 @ 5:45 pm. Extension request approved, seconded by Jim Martin. Motion carried 3-0
Short-2026-22-Conditional Use Hearing for a STR: Bruce Chandler made a motion to set date to be on September 10, 2026 @ 5:30, seconded by Robert Boogertman. Motion carried 3-0.
Correspondences:

1. Letter from Wayne Conservation District dated July 24, 2026, RE: General Permit (GP) Acknowledgment Notification GP036400226-407-A small dock on Paupackan Lake at 259 West Shore Drive, Hawley, PA, Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for Johnson project site has been reviewed and waived. This is based on the fact that no earth disturbance appears.
2. Letter from Pennsylvania Department of Environmental Protection dated July 28, 2026, RE: Notice of **Draft** Individual NPDES Permit – Intent to Issue Paupackan Lake Estates Main Replacements. NPDES Permit No. PAD640004 Authorization ID No. 1572731 Lake and Paupack Townships, Wayne County. Application for National Pollutant Discharge Elimination Systems (NPDES) Permit for Discharges of Stormwater Associated with Construction Activities.
3. Letter from Wayne Conservation District dated August 6, 2026, RE: Review of Erosion & Sediment Control Plan for Lakeland North Dredging, Paupack Township, Wayne County PA. Review of Erosion & Sediment Control Plan for Lakeland North Dredging project site has been reviewed and found **adequate** to meet the requirements of Pa. Title 25, Code Chapter 102, Erosion and Sediment Control.
4. Letter from Wayne Conservation District dated August 11, 2026, RE: General Permit (GP) Acknowledgment Notification GP036400226-408-Bracalente Project, Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for Bracalente project site has been reviewed and found **adequate** to meet the requirements of Pa. Title 25, Code Chapter 102, Erosion and Sediment Control.

5. Letter from Wayne Conservation District dated August 13, 2026, RE: General Permit (GP) Acknowledgment Notification GP036400226-405-Balas Stairs and Dock Project, Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for Balas Stairs and Dock project site has been reviewed and found **adequate** to meet the requirements of Pa. Title 25, Code Chapter 102, Erosion and Sediment Control.

Old Business

Ambulance Update: Robert Boogertman reported no update and business as usual. Ron Bugaj reported that he will be working with Anthony Magnotta, PPH solicitor to work on a few items between the Ambulance service, PPH and the Municipalities. The new Ambulance, funded in part through a grant will be delivered this year and we need to get an Agreement finalized with all parties on transfer, use and ownership of the ambulance. The ongoing delivery of these services are getting unsustainable due in part to 75% of the calls being from outside our area and Pennsylvania Ambulance not being able to cover their cost with revenue collected on these calls. We cannot, afford to not have an ambulance service, per Robert Boogertman. Unfortunately, this service, like all other services come with a cost. We need to fix the deficit in order to move forward and continue to delivery this critically import service in our community.

Short Term Rental Ordinance Update: Bruce Chandler reported that the Township has 101 STR Permits that have been issued, and a total of 128 Applications. Three pending because of conditional use applications. 20 have withdrawn.

Wiley-Ritzmann Conditional Use Decision – A motion to approve the Conditional Use Application as submitted by Tax Map #19-0-0011-0010 was made by Robert Boogertman and seconded by Jim Martin subject to the 10 conditions as contained within the written decision. Motion carried 3-0. A copy of the written decision will be mailed to the owner of the property. A copy of the written decision will also be provided to the Paupack Township Short Term Rental Compliance Officer.

New Business

1. Bruce Chandler made a motion to set date for Fall Clean up to be on Saturday September 19, 2026 8 am to 12 noon, seconded by Robert Boogertman. Motion carried 3-0.
2. Bruce Chandler made a motion to authorize advertisement for a Public Hearing on Thursday September 10, 2026 at 6:15 pm to review an Ordinance 2026-63. Contractor Registration & Insurance Requirements, seconded by Robert Boogertman. Motion carried 3-0.
3. Bruce Chandler reported that the Everly Road safety improvement project will be awarded tonight. Wayco, Incorporated bid was $258,841.94, E.R. Linde Construction bid was $296,671.30, on the Base+Alt1+Alt2. Bruce Chandler made a motion to award the project with (Ron's review on Bid Bonds) to Wayco, Incorporated, seconded by Robert Boogertman. Motion carried 3-0.
4. Jim Martin made a motion to approve Townships yearly donation of $10,000 to Lake Wallenpaupack Watershed, seconded by Robert Boogertman. Motion carried 3-0.

The Lakeville Food Pantry will be held as a drive-thru in the Township parking lot on Thursday, August 27, 2026 10am–1pm.

Public Comment:

Kathleen Higgins-Lee commented on Ambulance Service in Paupack Township.

Melanie Stockwell asked how much is the donation to the Watershed. Bruce Chandler replied $10,000, Lake Wallenpaupack is our Industrial Park, our Township is very protected over the lake with Brookfield. Our Planning Commission and Frank Williams as well as our Township Attorney put great effort together and much appreciated with input with Township.

Adjournment

Bruce Chandler asked if there was anything else to come before the Board. Hearing none, the meeting was adjourned at 7:00 pm.

Respectfully Submitted,

Maureen Camasta, Secretary/Treasurer