

**Paupack Township Board of Supervisors  
Meeting Minutes of August 14, 2025**

The Paupack Township Board of Supervisors conducted their monthly meeting on Thursday, August 14, 2025 at the Township Municipal Building. The meeting was called to order at 6:30 PM 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 Robert Boogertman, Supervisor  
Ron Bugaj, Solicitor Maureen Camasta, Secretary/Treasurer

**Members of the public were present at the meeting**

Frank Williams, Jean Corey, AnnMarie Kestel, Ken Kestel, Karen Lutz, Nicholas Lopatofsky,  
Natasha Harmuth, Bill Schoenagel

The meeting minutes for the July 10, 2025 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 Conditional Use Hearing minutes for the July 10, 2025 Werner Conditional Use Hearing were presented. Robert Boogertman made a motion to approve the Conditional Use Hearing minutes as presented, seconded by Jim Martin. Motion carried 3-0.

The Conditional Use Hearing minutes for the July 10, 2025 Dohn Conditional Use Hearing were presented. Robert Boogertman made a motion to approve the Conditional Use Hearing minutes as presented, seconded by Jim Martin. Motion carried 3-0.

The Treasurer's Report was presented. A motion was made by Jim Martin to accept the Treasurers Report as presented, seconded by Robert Boogertman. Motion carried 3-0.

The bills totaling **\$92,098.88** from July 11, 2025 through August 14, 2025 were presented. Following a review, a motion was made by Bruce Chandler, seconded by Jim Martin to accept the bills as presented, and pay same. Motion carried 3-0.

**Fire Company Log for April**

Available at the front table

**Ambulance Log for April**

Available at the front table

**Building & Zoning Log**

**Subdivisions:**

**Drummond Lot Combination 2025-25:** Bill Schoenagel was present to discuss the proposed Lot Combination of the lands of Michael Drummond, to consolidate Four (4) parcels of land into One (1) Parcel, designated DRR, comprising 252.90 acres on Bone Ridge Road for simplicity all under one deed. New maps were handed out, corrections have been done. The Wayne County Planning letter was received and had several comments. Ron Bugaj reported the proposed deed is acceptable. Upon further review and discussion among the Supervisors, a motion was made by Jim Martin recommending approval of this Lot Combination as presented, seconded by Robert Boogertman. The motion carried 3-0.

**Minke Lot Combination 2025-26:** Nick Lopatofsky from Kiley Associates was present to discuss the proposed Lot Combination, for Tax purposes. In the intent of the applicant, Minke Family Trust, care of Eileen Minke to consolidate two existing adjacent parcels, Lot 6D (TM#19-0-0012-0076), and Lot 24 (TM#19-0-0012-0099, of the Briar Hill South Development, into one final lot, to be known as Lot 24R, being 0.47+/- acres. Final Lot 24R is served by an on-lot sewage disposal system and by a community water system. The Wayne County Planning letter was received and had no detrimental comments. Ron Bugaj reported the proposed deed is acceptable. Upon further review and discussion among the Supervisors, a motion was made by Bruce Chandler recommending approval of this Lot Combination as presented, seconded by Jim Martin. The motion carried 3-0.

**Bracalente Lot Combination 2025-27:** Nick Lopatofsky from Kiley Associates was present to discuss the proposed Lot Combination. In the intent of the applicant, Bracalente Legacy Properties, LLC, care of Ronald Bracalente, to consolidate two existing adjacent parcels, Lot 3 (TM#19-0-0007-0009), and Part Lot 4 (TM#19-0-0007-0008), all of the Wild Apple Park Development, into one final lot, to be known as Lot 3R, being 0.27+/- acres. Final Lot 3R is served by an on-lot sewage disposal system and by a community water system. The Wayne County Planning letter was received and had no detrimental comments. Ron Bugaj reported the proposed deed is acceptable. Upon further review and discussion among the Supervisors, a motion was made by Jim Martin recommending approval of this Lot Combination as presented, seconded by Robert Boogertman. The motion carried 3-0.

#### **Conditional Use Applications:**

**Choice Property Collective LLC-Hajek Conditional Use Hearing:** A motion was made by Robert Boogertman to set a date for a Conditional Use Hearing date and time for the Choice Property Collective LLC-Hajek Conditional Use Hearing for September 11, 2025 @ 5:45 pm, Jim Martin seconded the motion. This is an application for a Short-Term Rental in Paupack Township, Wayne County. Motion carried 3-0.

**White Conditional Use Hearing:** A motion was made by Robert Boogertman to set a date for a Conditional Use Hearing date and time for the White Conditional Use Hearing for September 11, 2025 @ 6:00 pm, Jim Martin seconded the motion. This is an application for a Short-Term Rental in Paupack Township, Wayne County. Motion carried 3-0.

#### **Correspondences:**

Received a letter from Hamlin Fire & Rescue Co. Inc., requesting the aid of the Lakeville Fire Department Fire Police for the traffic control during the Annual Hamlin Fire Parade to be held on Saturday August 16, 2025. Line up/Staging will begin at 6pm with a parade start time of 7 pm.

Letter from Wayne Conservation District dated July 18, 2025, RE: General Permit (GP) Acknowledgment Notification, GP056400225-402-Paupacken Shoreline Extension-Installation of 42 linear feet of 8" water line under Purdy Creek below Paupackan Lake. Paupack Township, Wayne County, PA.

Letter from Wayne Conservation District dated July 18, 2025, RE: Incompleteness Letter, Paupackan Shoreline Extension Erosion & Sediment Control Plan Application for GP056400225-402 Paupack Township, Wayne County, PA. Application for a Small Projects E&S Plan Review and has determined that it is incomplete.

DEP's General Permit: Project: Install Stone Steps with Riprap, filing for a GP-3 Gravel and Bar Removal. Location of job is at 20 Glen Rd. Lake Ariel, PA 18436.

Letter from Wayne Conservation District dated July 21, 2025, RE: General Permit (GP) Acknowledgment Notification GP036400225-402 Installation of stairs and riprap along shore at 10 Glen Road, Lake Ariel, PA 18436 Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for the Calisto stairs and riprap replacement in Paupack Township, Wayne County, PA. The Plan for the above-mentioned 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 everything seems to be working well, in operation in three Municipalities. It was also reported that the (3) municipalities, Paupack, Palmyra, Hawley Borough was successful in securing a 75,000 grant for funds to purchase a new ambulance. PPH is continuing to work with the Wayne County Commissioners and other municipalities to develop a long-term sustainable solution to emergency response services within the County. At the last meeting of PPH the Board approved a second letters to be sent out to other municipalities seeking their financial support due to the PPH emergency response coverage occurring within their municipality.

**Short Term Rental Ordinance Update:** Jim Martin reported that the Township has 94 STR Permits that have been issued, and 113 Applications. Five (5) pending because of conditional use applications.

**Wee Storage Solutions, LLC 2025-22-Conditional Use Hearing** was held before this meeting @ 5:45 pm. A decision will not be made this evening and would likely be made at the next Paupack Township meeting scheduled for Thursday September 11, 2025.

**Werner Conditional Use Decision** – A motion to approve the Conditional Use Application as submitted by Tax Map #19-0-0013-0179 was made by Jim Martin and seconded by Bruce Chandler subject to the 9 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.

**Dohn Conditional Use Decision** – A motion to approve the Conditional Use Application as submitted by Tax Map #19-0-0027-0025 was made by Jim Martin and seconded by Bruce Chandler subject to the 8 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**

Robert Boogertman made a motion to purchase a new Ambulance on behalf of PPH, seconded by Jim Martin. Motion carried 3-0.

Jim Martin made a motion to release bids for the Township Building project, addition to the back of the building for equipment storage, seconded by Robert Boogertman. Motion carried 3-0.

Robert Boogertman made a motion to approve Resolution 2025-43 submission to Monroe County LSA Grant on behalf of the Lakeville Fire Company to support purchase of a Utility (Brush) Truck, seconded by Jim Martin. Motion carried 3-0.

Jim Martin made a motion to set date for Public Meeting Hearing on September 11, 2025 at 6:15 pm. Re: Supervisors Compensation Ordinance 2025-62. Change in state law across the Commonwealth of Pennsylvania based on population. This Ordinance, if adopted will impact newly elected Supervisors. First time increase in 30 years, seconded by Robert Boogertman. Motion carried 3-0.

Bruce Chandler made a motion to set date for Fall Clean up to be on Saturday September 20, 2025 at the Paupack Township Building from 8 am to 12 noon, seconded by Jim Martin. Motion carried 3-0.

Jim Martin made a motion to make the Paupack Township payment for calendar year 2025 of \$10,000 to Lake Wallenpaupack Watershed, seconded by Robert Boogertman. Motion carried 3-0.

Robert Boogertman made a motion to Appoint John Terwilliger from Alternate to member of the Planning Commission of Paupack Township, seconded by Jim Martin. Motion carried 3-0.

Bruce Chandler made a motion to approve Lakeville Fire Department Fire Police for the traffic control during the Annual Hamlin Fire Parade if they are available to attend, seconded by Robert Boogertman. Motion carried 3-0.

Received Letter of Resignation from Leroy Finlon, Alternate Sewage Enforcement Officer position Paupack Township, Wayne County. Bruce Chandler made a motion to Appoint Caleb Martin as Alternate Sewage Enforcement Officer at Paupack Township, seconded by Robert Boogertman. Motion carried 3-0.

Jim Martin made a Motion to formerly accept extensions on Conditional Use Applications on the following: Paupack Properties Pro, LLC & ASD Lakeshore PA 2 Solar LLC., Township has the written extensions, 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 28, 2025 10am–1pm. Community Luncheon to be served at Lakeville Fire House @10:30 am.

### **Public Comment**

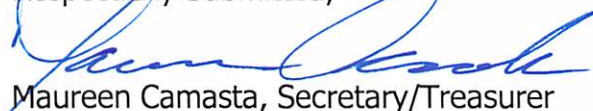
Frank Williams gave an update on Zoning Ordinance.

Karen Lutz stated that there will be a very light participation informally in later September for a Fall Cleanup on the Township Roads.

### **Adjournment**

Bruce Chandler asked if there was anything else to come before the Board. Hearing none, the meeting was adjourned at 7:15 pm.

Respectfully Submitted,

  
Maureen Camasta, Secretary/Treasurer