

**Paupack Township Board of Supervisors**

**Meeting Minutes**

**October 13, 2016**

The Paupack Township Board of Supervisors conducted their monthly meeting on Thursday, October 13, 2016 at the Township Municipal Building. The meeting was called to order at 6:30 P.M. by Chairperson Bruce Chandler.

**The following Township Officials were present at the meeting:**

Bruce Chandler, Chairperson  
Diana Stromberg, Secretary

Tom Oakley, Supervisor  
Ron Bugaj, Solicitor

Leigh Gilbert, Supervisor

**The following members of the public were present at the meeting:**

Katie Collins  
Dave Miller

Frank Williams  
Robert Rozema

Steve Rabel  
Karen Lutz

Jerry Besko  
Tony Schwab

Jean Corey  
Allison Nilsen

Alice Marz  
David Nilsen

Steve Kaminsky  
Glenn Hoffmann

Chairperson Bruce Chandler opened the meeting by asking all present to participate in the Pledge of Allegiance. Mr. Chandler announced that the Board would go into executive session to discuss personnel issues. The regular meeting was called back to order at 6:44pm. Solicitor Bugaj stated that the executive session lasted approximately 14 minutes to discuss a personnel matter regarding employee benefits and the policy they are considering implementing beginning 2017. Discussion was about what changes needed to be made and he advised that the best time to address this would be at the reorganization meeting in January. He stated that no decisions were made and the issue has been deferred until the reorganization meeting in January.

The minutes of the September 8, 2016 Board of Supervisors meeting were presented. A motion was made by Tom Oakley to approve the meeting minutes seconded by Leigh Gilbert. The motion carried 3-0.

The Treasurer's Report was presented. Tom Oakley made a motion to accept the Treasurer's Report as submitted seconded by Leigh Gilbert. The motion carried 3-0.

The bills, totaling \$168,726.80 were presented. Following a review, Leigh Gilbert made a motion to accept the bills as presented, and pay same, September 9, 2016 to October 13, 2016. Tom Oakley seconded the motion. The motion carried 3-0. A list of the bills is on file.

**LoPalo Subdivision (2016-11):** This lot subdivision is located along Meadow Circle East in the Meadow Wood development in Paupack Township. Revised maps were submitted by surveyor Gary Flood. All comments from the Township Planning Commission were addressed. Solicitor Bugaj commented that the deed was good. Upon further review and discussion among the Supervisors, a motion was made by Bruce Chandler seconded by Tom Oakley to approve this subdivision. The motion carried 3-0.

**Chicoski Subdivision (2016-12)** This lot subdivision is located along Bone Ridge Road in Paupack Township. Maps were submitted by surveyor Gary Flood. The DEP planning module was previously reviewed by Solicitor Bugaj and signed by Frank Williams and will now be submitted to DEP for approval. Upon further review and discussion among the Supervisors, a motion was made by Tom Oakley seconded by Leigh Gilbert to approve this subdivision subject to DEP approval and receipt of a driveway encroachment application from the applicant. The motion carried 3-0.

**NOTE:** At this point in the meeting, Bruce Chandler recused himself due to a conflict of interest and the meeting was turned over to Supervisor Oakley.

**Dollar General:** Solicitor Bugaj gave an overview of the Dollar General Land Development. He noted that he has been working with the developer to execute the developer's agreement. He reiterated that the developer's agreement is a binding agreement that outlines the obligations and requirements of the developer. Currently, the following are the outstanding conditions:

1. Wayne County Soil Conservation Permit
2. Development Agreement Cost Estimate correction
3. NPDES Permit approval
4. PennDOT Highway Occupancy Permit
5. Building plans meet conditions of the Conditional Use approval

Secretary Diana Stromberg updated the Board members. Since the last meeting in September, she has received the NPDES permit approval and the PennDot Highway Occupancy permit. Corrections to the letter of credit as well as the cost estimate correction have also been received. She requested that copies of the recorded maps and documents be added to the Developer's Agreement as an additional condition.

After a lengthy discussion among the Board, and noting that the majority of the outstanding conditions have now been resolved, a motion was made by Tom Oakley to approve the Land Development subject to the existing conditions of the Developer's Agreement and the inclusion of copies of the recorded maps and documents. Also added was a time limitation extended until the end of the year (December 31, 2016) for the developer to meet all the conditions, noting that Dollar General can request an extension if they can show reasonable cause. The motion was seconded by Leigh Gilbert. The motion carried 2-0.

NOTE: The meeting was turned back to Chairperson Chandler.

**Motion to Advertise Budget Workshop: November 3, 2016:** A motion was made by Leigh Gilbert seconded by Tom Oakley to advertise the budget workshop for November 3, 2016 at 3:00pm. The motion carried 3-0.

**Election Day:** Election Day is Tuesday, November 8, 2016 from 7:00am to 8:00pm here at the township building. Use of the township building for the polls has been granted and submitted to the County. It is to be noted that the Constable will join the voting line at 8:00pm. Anyone in line before him will be able to vote regardless of the time.

**Township Parking Lot:** Paving of the Township parking lot has been completed and the Supervisors are pleased with the job done by E.R. Linde.

**Zoning Officer – Extension of Hours:** The Board discussed the possibility of extending hours of the Zoning Department. A motion was made by Tom Oakley seconded by Leigh Gilbert to review the existing hours of Zoning Officer Rolin Edwards. Extending his hours would have to meet the needs of the Township and his pay would be reviewed. Mr. Edwards currently works from 7:00am to 8:30am on Wednesday mornings. The Township would like to discuss extending his hours possibly from 7:00am to 11:00am. The motion carried 3-0.

**Ambulance Log:** There were 61 calls for the month of August and 47 calls for the month of September 2016. Tom Oakley added that Commonwealth Health, our present day supplier of ambulance services, is up for sale and we will need to address that issue as things develop. Leigh Gilbert stated that Fire Chief Bob Boogertman gave a great presentation at the Wayne County Association meeting explaining all the concerns regarding ambulance services and noting that volunteering has severely decreased. He stressed that all townships need to get together and come up with a solution because we cannot do it alone. One suggestion was regional municipal sharing. Chandler and members of the public further discussed the Township's fire and ambulance taxes.

**Fire Calls:** There were 14 calls for the month of August and 11 calls for the month of September 2016.

**Building & Zoning Updates:** Supervisor Leigh Gilbert gave an update. There were 15 permits for the month of September with three being new homes.

**Correspondence:** All informational correspondence from DEP was presented by Bruce Chandler.

**Old Business:** No old business to discuss.

**New Business:** Solicitor Bugaj discussed being approached by another attorney as to the Township's position on re-subdividing lots that have been consolidated. This is an issue that will need to be addressed amongst the Planning Commission and the Board.

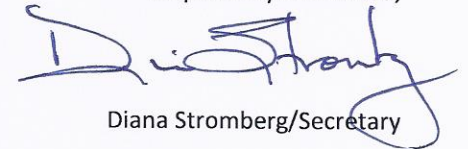
**Public Comment:**

1. Frank Williams, representative for the Hemlock School Association, inquired about selling raffle tickets at the Township building on Election Day. It was approved by the Board. He also added comments on the Dollar General land development and items that were noted on the building plans at the planning meeting on October 6, 2016.

2. Residents Allison and David Nielsen presented continuing property maintenance issues with their neighbor. Pictures were presented at tonight's meeting. She noted that they had presented this property maintenance issue to the Township back in October 2015 and was told that the property would be revisited by the Township. They are here tonight to see where they stand with this issue. She noted that instead of cleaning up the property, their neighbor is covering the junk with tarps which also causes standing water issues creating a breeding area for mosquitoes. There are open containers of gas, oil, antifreeze and also numerous feral cats roaming the property as well as their own property. Supervisor Oakley commented that the Township has visited the property and that there had been some improvement. He stated they have not been out there in a few months but will revisit the property within 30 days. A certified letter will be sent to the owner stating the Township's findings and if there is no cooperation, the issue will be turned over to the District Magistrate.
3. Resident Anthony Schwab, representing WLE POA asked for clarification on several issues discussed at previous meetings. Issues: 1) parking on Eskra Road and Township roads - *no parking is allowed*; 2) clarification as to who is responsible for maintaining the road on the Eskra subdivision - *Solicitor Bugaj noted that his question is a legal question and not a Township issue*; 3) progress of the short term rental ordinance. *Solicitor Bugaj noted that the ordinance is still being considered and the Township needs to confirm that it is a serious issue in the Township.*

Having no further business to discuss, the meeting was adjourned at 7:55pm by Chairperson Bruce Chandler.

Respectfully Submitted,



Diana Stromberg/Secretary