

## **Paupack Township Board of Supervisors Meeting Minutes of November 13, 2025**

The Paupack Township Board of Supervisors conducted their monthly meeting on Thursday, November 13, 2025 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 Robert Boogertman, Supervisor  
Ron Bugaj, Solicitor Maureen Camasta, Secretary/Treasurer

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

Frank Williams, Natasha Harmuth, John Leary, Rebecca Gallagher, Justin Hennings, PLS  
Deanna Mazzotta

The meeting minutes for the October 9, 2025 Board of Supervisors meeting were presented. Jim Martin made a motion to approve the minutes as presented, seconded by Robert Boogertman. Motion carried 3-0.

The Conditional Use Hearing meeting minutes for the October 9, 2025 Luigj Metushaj 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 meeting minutes for the October 9, 2025 South Shore Drive LLC/Tabitha Free Use Hearing were presented. Jim Martin made a motion to approve the Conditional Use Hearing minutes as presented, seconded by Robert Boogertman. Motion carried 3-0.

**Paupack Property Pros, LLC-2025-14**-Conditional Use Hearing was held before this meeting @ 5:45 p.m. A decision will not be made this evening and would likely be made at the next Paupack Township meeting scheduled for Thursday December 11, 2025.

**Whispering Pines Realty, LLC-2025-34**-Conditional Use Hearing was held before this meeting @ 6:00 p.m. A decision will not be made this evening and would likely be made at the next Paupack Township meeting scheduled for Thursday December 11, 2025.

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 **\$249,675.81** from October 10, 2025 through November 13, 2025 were presented. Following a review, a motion was made by Jim Martin, seconded by Robert Boogertman 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**

### **Conditional Use Hearing Decisions:**

**Metushaj Conditional Use Decision** – A motion to approve the Conditional Use Application as submitted by Tax Map 19-0-0010-0154 was made by Jim Martin and seconded by Robert Boogertman 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.

**South Shore Drive LLC/Tabitha Free Conditional Use Decision** – A motion to approve the Conditional Use Application as submitted by Tax Map 19-0-0008-0020 was made by Robert Boogertman and seconded by Jim Martin 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.

### **Subdivisions:**

**Barone Lot Combination 2025-32:** Justin Hennings from Hennings Associates was present to discuss the proposed Lot Combination, Applicants are, to consolidate two existing adjacent parcels, Lot 99 (TM#19-0-0030-0140), and Lot 100 (TM#19-0-0030-0141), all of the Wallenpaupack Lake Estates Development, into one final lot, to be known as Lot 99R, being 0.58+/- acres. Final Lot 99R is served by a community 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 Robert Boogertman to approve as presented this Lot Consolidation, seconded by Bruce Chandler. The motion carried 3-0.

### **Conditional Use Applications:**

**Harshil Shah Conditional Use Hearing:** A motion was made by Bruce Chandler to set a date for a Conditional Use Hearing date and time for the Harshil Shah Conditional Use Hearing for December 11, 2025 @ 5:45 pm, Robert Boogertman seconded the motion. This is an application for a Short-Term Rental in Paupack Township, Wayne County. Motion carried 3-0.

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

### **Correspondences**

1. Lintner Landscaping Applying for a General Permit-3 Bank Rehabilitation, Bank Protection, and Gravel Bar Removal. Project: Stone Steps, Riprap. Applicant is Wendy Armour @1446 Lakeland Drive Lake Ariel, Pa.
2. Lintner Landscaping Applying for a General Permit-3 Bank Rehabilitation, Bank Protection, and Gravel Bar Removal. Project: Stone Steps, Riprap. Applicant is Wendy Padilla @ 67 Boulder Point Lakeville.
3. Letter from Wayne Conservation District dated October 22, 2025, RE: General Permit (GP) Acknowledgment Notification GP026400225-414, GP036400225-404 Construction of stone steps and riprap, a gravel path, and small dock on Lake Wallenpaupack at 58 Ledge Drive, Lakeville, PA 18438, Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for GP026400225-414, GP036400225-404. The Plan for the Engelbert 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 October 29, 2025, RE: General Permit (GP) Acknowledgment Notification GP036400225-406 Installation of new stairs and stone at 124 Paupack Point Road, Hawley, PA 18428 Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for GP036400225-406 in Paupack Township, Wayne County, PA. The Plan for the Carney 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 November 7, 2025, RE: General Permit (GP) Acknowledgment Notification GP036400225-407- A bank stabilization project proposing 81 linear feet of riprap and 4' wide stone steps on the shoreline of Lake Wallenpaupack at 148 North Lake Loop, Lake Ariel, PA., Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for the GP036400225-407. The Plan for the Betines project site has been reviewed and found **adequate** to meet the requirements of Pa. Title 25, Code Chapter 102, Erosion and Sediment Control.
6. Letter from Wayne Conservation District dated November 10, 2025, RE: General Permit (GP) Acknowledgment Notification GP036400225-408- Installation of bluestone stairs and riprap at Lake Wallenpaupack at 67 Boulder Pt., Lakeville, PA., Paupack Township, Wayne County. Review of Erosion & Sediment Control Plan for the GP036400225-408. The Plan for the Padilla 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 everything seems to be working well from an operational perspective for the ambulance services in the three Municipalities. Robert was present at the Wayne County Board of Supervisors Fall Convention, where he provided an update on the work of PPH in establishing a regional ambulance service. Mr. Boogertman focused on the delivery of emergency response services not only within the PPH service area but services delivered by Pennsylvania Ambulance throughout Wayne County. PPH is looking for support from municipalities who benefit from these services.

**Short Term Rental Ordinance Update:** Jim Martin reported that the Township has 98 STR Permits that have been issued, and a total of 117 Applications. Six pending because of conditional use applications.

### **New Business**

1. Robert Boogertman made a motion to approve hiring a part time assistant to the Secretary of Paupack Township, seconded by Jim Martin. Motion carried 3-0.
2. Bruce Chandler made a motion to advertise the 2026 Proposed Budget for inspection by the public and to be accepted at the December 11, 2025 Supervisors monthly meeting at Paupack Township Building, seconded by Jim Martin. Motion carried 3-0.
3. Jim Martin made a motion to formerly accept extension on Land Development-Ryder-CJR Corp. LLC Time extension request 60 days from December 4, 2025, 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, November 20, 2025 10am–1pm.

### **Public Comment**

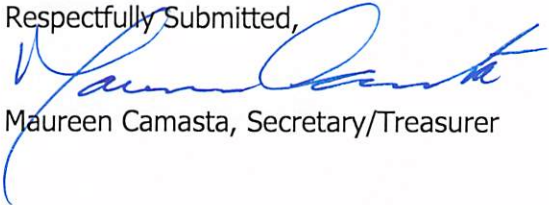
Rebecca Gallagher from Poconos Vacation Rental Owners Association, Executive Director present to advocate for property owners who rent their properties. She discussed the economic impact that rental properties have on the local economy. She indicated her organization wants to work with local municipalities to support renters who operate within the guidelines established by the municipality and to bring those renters who are not in compliance with municipal guidelines into compliance.

Deanna Mazzotta, Realtor present to advocate for sellers and buyers of properties in Paupack Township. She expressed concern with the buffer requirement within the Paupack Township, Wayne County Short-Term Rental Ordinance.

### **Adjournment**

Bruce Chandler asked if there was anything else to come before the Board. Hearing none, the meeting was adjourned at 7:30 pm.

Respectfully Submitted,



Maureen Camasta, Secretary/Treasurer