

**Paupack Township Board of Supervisors**

**Meeting Minutes  
December 10, 2015**

The Paupack Township Board of Supervisors conducted their monthly meeting on Thursday, December 10, 2015 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    David Miller    Frank Williams    Jean Corey    Dan Braun    George Ammerman

Chairperson Bruce Chandler opened the meeting by asking all present to participate in the Pledge of Allegiance. He asked if anyone had any comments on the agenda for the evening. There were no comments. The minutes of the November 12, 2015 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 \$36,345.61, were presented. Chandler noted a missing check notation in the report and asked for an explanation. Treasurer Stromberg explained that the missing check was a replacement for an un-cashed employee payroll check from June. Following a review, Leigh Gilbert made a motion to accept the bills as presented, and pay same, November 13, 2015 to December 10, 2015. Tom Oakley seconded the motion. The motion carried 3-0. A list of the bills is on file.

**Adoption of the Budget for the Calendar Year 2016:** A motion was made by Bruce Chandler seconded by Leigh Gilbert to adopt the budget for calendar year 2016. Chairperson Chandler noted that the budget was balanced and there were no increases in taxes. The motion carried 3-0.

**Payroll Changes Update.** Secretary/Treasurer Diana Stromberg gave explanation as to the decision not to change payroll services to ADP. She noted that she did further research and felt that other options should be considered. Payroll will continue to be done through Intuit QuickBooks for the time being.

**Pole Barn Update:** The pole barn is now complete. Security system has been installed and the commercial inspection has been completed. A certificate of occupancy has been issued.

**Food Pantry Update:** Solicitor Bugaj gave explanation of the dissolution. A motion was made by Tom Oakley seconded by Leigh Gilbert to adopt a resolution to dissolve the current Lakeville Food Pantry as of December 31, 2015 and authorize any and all supervisors to sign any and all papers necessary to effectuate this dissolution. The motion carried 3-0.

**Proposed Zoning Amendments:** Frank Williams, chairperson of the Township Planning Commission spoke about another workshop held by the planning commission. He reiterated that they are making good progress and they are putting in a lot of time into the proposed amendments to the Township zoning ordinance. All members of the planning

board continue to offer their input and by taking each line word by word he felt they are able to do a thorough job. Solicitor Bugaj confirmed the hard work of everyone on the board and feels they will have a really good product in the end. Supervisor Leigh Gilbert thanked Mr. Williams and the members of the Board for all the hard work.

**Reorganization Dates:** A motion was made by Bruce Chandler to advertise the reorganization dates as follows:

1. Township Supervisors: January 4, 2016 @ 3:00pm
2. Township Auditors: January 5, 2016 @ 10:30am
3. Township Planning Commission: January 7, 2016 @ 6:30pm

Bruce Chandler made a motion to advertise seconded by Tom Oakley. The motion carried 3-0.

**Fire Log:** There was no fire log available for the month of November at this time.

**Ambulance Log:** There were 38 calls during the month of November.

**Building & Zoning Updates:** Supervisor Leigh Gilbert gave an update. There were 8 permit applications for the month of November.

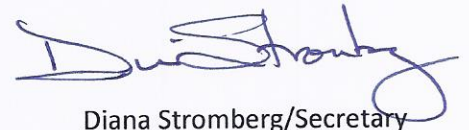
**Correspondence:** Chandler read correspondence from the Wayne County Human Services Housing Department in reference to conducting a point in time count of unsheltered individuals and families.

**New Business:** Supervisor Gilbert and those in attendance discussed ideas about updating the township website in the near future.

**Public Comment:** Questions were asked about the next phase of the township municipal project as well as future road projects.

Having no further business to discuss, the meeting was adjourned at 7:04 pm by Chairperson Bruce Chandler.

Respectively Submitted,

A handwritten signature in blue ink, appearing to read "Diana Stromberg", with a stylized flourish at the end.

Diana Stromberg/Secretary