

## **Paupack Township Board of Supervisors Meeting Minutes of December 11, 2025**

The Paupack Township Board of Supervisors conducted their monthly meeting on Thursday, December 11, 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, Ken Kestel, Karen Lutz, Nicholas Masters, John Leary  
Deanna Mazzotta, Chris Fahy, Lukasz Kownacki, Victor Mallory

The meeting minutes for the November 13, 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 November 13, 2025 Paupack Property Pros, LLC 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 November 13, 2025 Whispering Pines Realty, LLC 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.

Bruce Chandler congratulated Ron Bugaj on his recent award: Judge James Rutherford Community Service Award.

**Shah, Harshil-2025-35**-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 January 15, 2026.

**Kowancki/Mallory-2025-36**-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 January 15, 2026.

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 **\$32,461.33** from November 14, 2025 through December 11, 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:**

**Paupack Property Pros, LLC Conditional Use Decision** – A motion to approve the Conditional Use Application as submitted by Tax Map 19-0-0005-0001 was made by Bruce Chandler and seconded by Robert Boogertman subject to the 14 conditions as contained within the written decision. Motion carried 3-0. A copy of the written decision was handed to the owner of the property.

**Whispering Pines Realty LLC Conditional Use Decision** – A motion to denied the Conditional Use Application violation of the Short-Term Rental Zoning Ordinance 200 ft. buffer as submitted by Tax Map 19-0-0017-0029 was made by Bruce Chandler and seconded by Jim Martin. Motion carried 3-0. A copy of the written decision will be mailed to the owner of the property and email to the Attorney.

### **Conditional Use Applications:**

**Choice Property Collective, LLC/Matthew Hajek Conditional Use Hearing:** A motion was made by Jim Martin to set a date for a Conditional Use Hearing date and time for Choice Property Collective, LLC Conditional Use Hearing for January 15, 2026 @ 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.

### **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. Annual contributions from the three municipalities are still not covering operational cost. PPH is looking for support from other municipalities who benefit directly from these services as well as the numerous camps located in Wayne County who depend on these services to solicit their support.

**Short Term Rental Ordinance Update:** Jim Martin reported that the Township has 99 STR Permits that have been issued, and a total of 118 Applications. Three pending because of conditional use applications.

### **New Business**

1. Bruce Chandler made a motion to approve the 2026 Budget, there are no tax increases, seconded by Jim Martin. Motion carried 3-0.
2. Robert Boogertman made a motion for the Reorganization meeting to be held on Monday January 5, 2026 @ 8am at the Paupack Township Building, seconded by Jim Martin. Motion carried 3-0.
3. Robert Boogertman made a motion to approve the hourly pay rate for full-time and part-time Township staff based on the new Paupack Township Compensation Table for calendar year 2026. All Township staff with an acceptable or above performance evaluation for calendar year 2025 are eligible. This motion does not include Supervisors who are also employed by the Township, seconded by Jim Martin. Motion carried 3-0.
4. Jim Martin made a motion that Whitney Lake Association will need to submit to zoning application for a variance. This application will be submitted to the Zoning Hearing Board for review and consideration. This application will be seeking relief from existing setback requirements for the placement of a utility shed on community property, seconded by Robert Boogertman. Motion carried 3-0.

5. Jim Martin made a motion to formerly accept extension on Application on the following:  
 Land Development-ASD Lake Shore PA2 Solar LLC Application Extension request time continuance until the April 9, 2026 Board of Supervisors meeting. RJS Realty Solar Farm-BAI Group, LLC Application extension request time continuance until April 31, 2026 (120days), 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, December 18, 2025 10am–1pm.

### **Public Comment**

Frank Williams thanked the Board of Supervisors of Paupack Township for managing the Township with a limited budget. With the number of Township roads to maintain, Township buildings and the Park as well as maintain Township equipment, the Supervisors and the Township staff do a tremendous job.

Frank Williams commented on Paupack Property Pros, LLC they did a great job on their application and it was a pleasure to work together on the project. Bruce Chandler then welcomed them as a new business in the Township.

Karen Lutz apologized for not being able to do a fall clean-up and would be back on tract in the Spring.

Chris Fahy from Pike and Wayne County Realtor Association introduce himself and highlighted his concern and that of the Wayne/Pike Realtors Association concern about buffer requirements within the Township's STR Ordinances.

Deanna Mazzotta, Realtor was 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.

Board of Supervisors and Attorney Bugaj went into Executive session at 7:10 p.m. to discuss personnel and legal issues.

### **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