**Minutes for Regular Meeting of East Union Township Supervisors**

**Held on April 7th, 2022**

* **Time Meeting Called to Order: 7:03 pm**
* **Supervisors/Officers Present at the Meeting:** Present – Chairperson – Jill Careyva, Vice-Chairperson – Jon Dettery, Supervisor – Kyle Mummey, Solicitor – Attorney Wallbillich, Engineer – William Everett, Treasurer – Kate Hendricks, Secretary – Stephanie Van Gieson
* **Motion to adjourn the public meeting for the purpose of holding a public hearing on certain proposed and duly advertised zoning text amendments, and have the Board of Supervisors regular meeting immediately reconvene from this adjournment upon the conclusion of the Zoning Ordinance Amendment hearing. Made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.**
* **Public Hearing:**
* **Executive Session on Proposed Zoning Amendment(s)**

Start Time: 7:05 pm

End Time: 7:30 pm

**\*\*Motion to leave record open for the receipt of two letters to be submitted. Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries\*\***

**\*\*Motion to open Regular Monthly scheduled Supervisor’s Meeting made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.\*\***

* **Supervisors’ Agenda:**
* Motion to approve Regular Meeting Minutes for March 2022 – Motion made by Jill Careyva, second by Jon Dettery. All in favor, motion carries.
* Motion to approve Emergency Meetings Minutes for March 2022 – Motion made by Jon Dettery, seconded by Kyle Mummey. All in favor, motion carries.
* **Township Officers’ Reports:**
* Motion to approve March 2022 Treasurer’s Report / Motion to approve bills for payment (Both bills and Treasurer’s Report(s) made available to the public) – Motion made by Jon Dettery, seconded by Kyle Mummey. All in favor, motion carries.
* Solicitor’s Report – Motion to approve Solicitor’s Report made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* Biros’ Road Request Update – No updates given still working on this.
* Police Report – Motion to accept Police Report was made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Road Report – Motion to approve Road Report was made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* John Davis’ Report – Report given by William Everett – 15 road evaluation and surveying done. Repairs may not suffice as the roads would be in the same condition they are now within 3 years. Green Mtn., Girard Manor, E & W Cranberry Alley, Kunkels’s Hill, Phineyville would need to be rebuild down to the base, and there is also some drainage concerns. Mr. Everett advised due to the budget restrictions a 5 year plan can be established to ensure the roads are handled efficiently and properly. A “ranking” system will be utilized on which roads would take priority. Grants options are also being looked into. There currently are none at this time but planning to apply for such grants will be looked into once they become available.
* Code/Zoning Report – Motion to accept the Code/Zoning Report was made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Engineer’s Report – NONE
* Other Officer Reports – NONE
* **Old Business:**
* Discussion/Motion for American Legion Park Grant proposal – Tabled at last meeting
* Spring Clean Up 2022 – Tabled at last meeting
* **New Business:**
* Motion/Discussion road name discrepancy (Walnut Ct versus Walnut St) Brandonville – Motion to purchase a new sign (Walnut St) was made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* Motion/Discussion on Moore & Moore completing the 2021 Audit – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Motion/Discussion on internet/computer/software updates – Motion to hire an IT specialist made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.
* Motion/Discussion on updating the complaint process – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.
* Motion/Discussion on requiring a logging bond, along with a logging permit **–** Discussion had
* Motion/Discussion on filing the tax assessment appeals on the properties for which none of yet been filed – Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.

**Motion to enter into Executive Session made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.**

* **Executive Session – Personnel Matters**

Start Time: **7:45 pm**

End Time: **7:54 pm**

**\*\*Motion to advertise for full-time Road Crew – Motion made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.\*\***

**\*\*Motion to add new item to the agenda – Planning Commission. Motion made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.**

**\*\*Motion for the East Union Township Planning Commission to transcribe/record their own meeting minutes and the East Union Township Secretary will assist. Motion made by Jill Careyva, seconded by Jon Dettery. All in favor, motion carries.\*\***

* **Engineer’s Report continued:**

Jill Careyva advised that the Sheppton Post Office drainage concern(s) are coming from a private line, based off the Engineer’s assessment. There is a collapsed section or sections and this could be causing the overflow issues. She advised this may not be a Township responsibility; however, the Engineer would be verifying on a solution.

Park – Jill Careyva advised some of the equipment is older and it may not meet grant standards. She stated that we will evaluate what we currently have and receive outside consultation to certify what equipment is required. Jill Careyva advised that areas would need to be mulched, as well as areas needing to be assessed for handicap accessibility.

* **Public Participation:**

Tom Houser – seeking an update on the Covid funds. Kate Hendricks advised that there would be more discussion on the final plans at the end of April. She stated the current stipulations (which are subject to change) are below $10 million the funds can be placed in the General fund for general purposes. Monies can be used for roads when it is increasing the safety and welfare of residents. There will be work sessions conducted at the end of April and more updates will be provided when available.

Jackie Houser – seeking clarification on the Spring Clean-up. She advised that residents were previously limited to one truck load, and one time pick up.

Jill Careyva advised that the audit will be done via accounting firm. Tom Houser questioned about a forensic audit. Kyle Mummey stated that DCED previously completed that audit.

**Logging** – Jonathon Biro’s (Zoning Officer) was looking into Logging criteria. Kyle Mummey advised that anything over 4 acres does require a permit. Bonding is not required for logging. Marty Kutsko was seeking clarification if bonds were needed. Attorney Wallbillich advised that a bond is not needed and there is a state acre law that protects loggers from this. He also advised that one cannot require a company/person to follow certain “rules” if the area is zoned for that permitted use, as they have a matter of right. Attorney Wallbillich stated that the state promotes logging and this is also true for the coal mining process.

Robert Gabardi – 2021 Audit – Mr. Gabardi advised that the Township auditors did not want to complete the audit due to the previous Treasurer not “closing out the books,” and they did not want to be held liable. Attorney Wallbillich was seeking an update if Mr. Gabardi resigned from the East Union Township auditor position, as he is unable to hold multiple positions. Mr. Gabardi advised a formal (written) resignation was not given and he would give a response as of June 2022. Attorney Wallbillich stated that due to the Township auditor’s late response regarding not completing the 2021 audit the Board of Supervisor’s was not able to meet the April 1st deadline. Mr. Gabardi advised this letter was sent in January. Kyle Mummey advised the last audit that was completed was in 2020, by the Township auditors, due to the fact that the audit was two years behind; for the years of 2018 and 2019.

**Tax** **Assessment** – Attorney Wallbillich advised that there were several properties missed in 2021. Taxes were already assessed and they will need to be paid accordingly; however, he is hoping these properties can be evaluated before the September 1st deadline and be removed/exempt. Attorney Wallbillich will be taking these forms to the county directly.

Tom Houser – seeking clarification on the Biros’ Road request. Attorney Wallbillich stated that it was regarding operations on Tax Assessment. Mr. Houser was asking if the Township or Biro’s owned the road on/near Schoolhouse Lane. Attorney Wallbillich advised that he would be in touch with Biros’ Attorney and that person would move forward as necessary.

Marty Kutsko – seeking an update on the Brandonville Fire house. Kyle Mummey stated that they were starting the process for a rezone change. Mr. Gabardi advised that the property was sold through a Realtor, and that 6 offers were received. The zoning change, if passed would update the parcel(s) to commercial; currently the properties are CR / C1 / R1.

Covid Funds – Attorney Wallbillich stated he was speaking with other Solicitors regarding funds. Kate Hendricks advised the first installment was received and the second installment will be dispersed mostly likely in April/May. Funds will need to be allocated around April 2023/2024 – date will have to be verified. Attorney Wallbillich advised these funds are based off the population, and the spending of funds has not been definitively advised upon.

Tom Houser – seeking clarification on the hiring of an additional Road Crew employee. Jill Careyva stated that this bring the total to 3 Road Crew personnel.

* **Motion to Adjourn: Motion to adjourn made by Jill Careyva, seconded by Kyle Mummey. All in favor, motion carries.**
* **Time Meeting Adjourned: 8:16 pm**
* **Members of Public in Attendance (please see attached sign-in sheet):** Mario Curreli, Raymond Trojan, Edwina Matuszkiewicz, Mary Jo Van Gieson, Stephen Bushinski, Bob Gabardi, Tom & Jackie Houser, Amy Austra, Marty Kutsko, some residents did not sign in.