

Minutes for Regular Meeting of East Union Township Supervisors

Held on Monday, February 5th, 2024, at 5:30 pm located at 10 E Elm St. Shepton PA 18248

- **Time Meeting Called to Order: 5:31 PM**
- **Supervisors/Officers Present at the Meeting: Present** – Chairperson – Kyle Mummey, Vice-Chairperson – Wendy Danchision, Supervisor – Jill Careyva, Attorney Nathan Favreau, Treasurer – Michael Gaizick, Secretary – Stephanie Van Gieson
Absent – Zoning/UCC Inspector – Henry Mleczynski, Code Officer – Rich Verbonitz

Public participation on agenda items only (Chairperson reserves the right to limit each person to five minutes). Note: Attendees may make public comments; your name and address may be recorded in meeting minutes. Comments/questions not serving legitimate Township purpose may not be addressed or answered by the Supervisors.

- Motion to approve December 2023 Regular Meeting Minutes made by J. Careyva, seconded W. Danchision & January 2024 Meeting Minutes made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Motion to approve January 2024 Treasurer’s Report made by W. Danchision seconded by J. Careyva. | Motion to approve all bills for payment: Motion made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___

▪ **Township Officers’ Reports:**

- Solicitor’s Report: Motion made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Engineer’s Report: Motion made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Police Report: Motion made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Road Report: Motion made by W. Danchision, seconded by J. Careyva.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Code & Zoning Report: Motion made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Pumpy Project Report: Motion made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Other Officer Reports: none

Treasurer's Report: Based on the trend thus far with the accounts the Township is in a \$33,000.00 + deficit. Michael Gaizick advised that by the months of March/April the accounts should start improving. The Liquid Fuels will need to be reimbursed for the money that was allocated incorrectly. Payroll taxes were not paid timely, resulting in penalties; over \$1,000.00. There was a cross in the mail with The Standard Speaker bill (approximately \$1,500.00) that was also delinquent; this was paid in full. Jill Careyva was seeking clarification on holiday pay for part-time employees, previous Secretary. Michael Gaizick stated part time employees do not get holiday pay based on the handbook. Kyle Mummey stated that this would be handled next pay period, as she would receive pay for the holiday that she was still employed through the Township. Jill Careyva was also questioning why the previous Engineering firm (Carbon Engineering) was not paid the remaining balances owed. Kyle Mummey advised that there were questions/discrepancies on the charges. Jill Careyva stated that this will cause legality issues if they are not paid. Both Kyle Mummey & Wendy Danchision voiced concerns on not only the charges, the scope of work, and the amount of time that consultants were on the job site, and what was ultimately completed for these duration/hours worked. Jill Careyva questioned the previous Solicitor's invoice and if it was paid – a new check was issued and was being sent out. Kyle Mummey was seeking clarification on the penalties that were incurred. He advised that the appointed Auditors should review the accounts. Robert Gabardi (Auditor Chairperson) explained that the Auditors would not be conducting the audit because they had reservations and concerns with the amount of Treasurer's the Township has had throughout the last year or two.

The motion was made to have the payroll penalties investigated was made by K. Mummey, seconded by W. Danchision.

Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___

Solicitor's Report – The Zoning Hearing Board has a vacancy and is required to appoint a new member/alternate – Rick Grabosky; term ends 12.31.2024. Alternate – Gary Cardamone; term ending 12.31.2024. Motion to appoint a new member/alternate via Resolution 02-2024 was made by J. Careyva, seconded by W. Danchision.

Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___

Terms are as follows:

- James Sency – 12.31.2024
- Joseph Recla – 12.31.2025
- Jo Anna Shovlin – 12.31.2026
- Ann Kuzma – 12.31.2027

A work session will be scheduled to review amendments and it will be advertised.

Engineer's Report – Girard Manor and 2nd Blvd. will be investigated as there was not any scope of work to reference – could not get a figure a design. W. Danchision was seeking to see if the additions were included in the scope of work (draining, pavement, etc.) and if there was required certification or bond that should have been gathered. Girard Manor has 3 potential issues and the contractor needs to be correcting them as they were under contract. Carbon Engineering will be contacted for further information. J. Careyva said that this plan was made a long time ago and that it has been changed 3 times.

DCNR – design information has been added to the Portal. D. Yannuzzi advised that he will also be reaching out to Carbon Engineering regarding this to see what has been completed or designed thus far.

PIB Loan – reviewing roads. J. Careyva stated that this was a very expensive project. D. Yannuzzi advised that this needs to be done to correct outstanding issues and alleviate future erosion. He advised that an inspection will be completed before it is put out on bid to ensure that everything is being handled accordingly. The loan will need to be agreed upon by the Board (roads & funds), then it will be sent to PennDOT for approval, the loan will be updated and sent to Benesch for field verification/surveying/and verifying that if the estimations were lower or higher than anticipated. J. Careyva asked about 2nd Blvd. and why it was not on Liquid Fuels. D. Yannuzzi stated there was never an original design constructed. The roads will be accessed to get as many added to Liquid Fuels as possible, pending the requirements are met. J. Careyva voiced her concerns that 14/15 right ways would infringe on people’s properties. D. Yannuzzi informed that this would be something what would be thoroughly discussed with residents before anything transpired.

Motion on PIB Loan for a study to be completed for the estimation of cost(s) associated with the project – Motion made by W. Danchision, seconded by K. Mummey.

Roll Call: Mummey ___X___; Danchision ___X___; Careyva abstain

D. Yannuzzi advised adjustments can be made if estimates come under budget or additions want to be added, etc. 2nd Blvd. will be investigated and if land would need to be reclaimed this can be completed via Ordinance. Structures can stay at the discretion of the area with stipulations put into place. M. Kutsko advised that he had concerns with the reclamation of roads as there are garages/mailboxes/etc. Attorney Karpowich stated that the loan will be processed and if it is approved pay back and other additional details can be discussed and worked out before anything is decided upon. J. Careyva was seeking clarification on how the loan would be paid back. D. Yannuzzi informed that getting these additional roads added to Liquid Fuels will assist with repayment. D. Danchision stated that paving and drainage is an area of concern, and the Barker & Barker should be contacted to come out and reassess the situation. He also stated that this process would be cheaper and the most cost-effective.

Police Report – September there should be more updates on grant. There was an advertisement for full-time (Act 120 certified) officer. Two candidates were interviewed.

Road Report – D. Danchision advised that cleaning of culverts was occurring on Pole and Phineyville Rd. The removal of dead, hazardous trees; to ensure that there are not any potential issues for the future. Water issues were handled, tree/branch concerns were addressed, and the dumping of tires in Eagle Rock has been handled and they have been informed of this issue.

Recreation Board/Crime Watch – the criteria will change for the Rec Board. The American Legion requirements will be removed. These changes will be reflected in the codification. A Crime Watch meeting will most likely occur in March. J. Careyva was asking if the insurance company needs to be informed due to liability issues. Attorney Karpowich stated that the Township does not have direct control of these Boards and they would not be held responsible for any issues.

Comprehensive Grant Application – Racheal Hobbs (DCED) & Jo Anna Shovlin informed the opportunities of being involved with this grant opportunity. They would be applying and ideally would work with N. Union, and Ringtown townships. R. Hobbs stated that the more communities that are involved have a better chance of receiving grant opportunities. J. Shovlin stated that she and R. Hobbs will be attending other municipalities township meetings to propose this plan. If the other municipalities do not want to participate it will at minimum show that EUT attempted to extend the partnership.

Maintenance Person – this will be a part-time, per diem position, when additional help is needed. i.e. snow plowing, grass cutting, back up for call offs. Kyle Kunkle - \$16.00 p/h as needed.

Cleaning service – W. Danchision stated that there was some concern with the level of cleanliness that was occurring with the service that is currently employed. The terms of the cleaning contract will stay the same as the previous contract.

Sewer Authority – EUTSA was awarded a \$650,000.00 grant for tank cleaning. The purpose will be to remove buildup and sludge that occurs inside the tanks and re-epoxying. The Muffin Monster was fixed and is now up and running.

North Schuylkill County Landfill – W. Danchision spoke with one of the members and stated that EUT will be awarded funds due to the landfill closing.

Pickup truck/plow – W. Danchision advised that it would be a benefit to have an additional Road Crew vehicle. K. Mummey stated that this can be utilized by the Zoning or Code officer if necessary. The Township will be actively looking for an additional vehicle.

Spring Clean-Up – W. Danchision mentioned adopting a highway or having a date that clean up can occur. R. Gabardi stated that this occurs two times a year – Spring & Fall. E. Matuszkiewicz advised that there is also Spring clean up in April. W. Danchision advised that this should be investigated and that volunteers would be needed. Also, to get other entities involved, Eagle Rock, Sheppton American Legion, etc.

The Planning Commission has a vacancy and is required to appoint a new member – the motion was made by J. Careyva to appoint Joe Kreisher. There was not second, motion fails. A motion to appoint Steve Singley for the term until 12.31.2029 was made by W. Danchision, seconded by K. Mummey via Resolution 03-2024.

Terms are as follows:

- Condeido Flaim – 12.31.2026
- James Yurick – 12.31.2027

Roll Call: Mummey ___X___; Danchision ___X___; Careyva abstain

▪ **Old Business:**

- Motion/Discussion on dates for the Recreation Board – Tabled during January’s meeting due to seeing if there would be participation – The Recreation Board requirements will be updated with the codification – tentatively should be completed in March/April 2024. Crime Watch – tentatively a kick-off meeting for March. K. Mummey advised that a Conyngham representative will be in attendance.

Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___ (Rec Board)

Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___ (Crime Watch)

- Motion/Discussion on East Union Township Sewer Authority vacancy – Motion to appoint Mrs. Jackie Houser for vacant term of EUTSA was made by K. Mummey seconded by W. Danchision.

Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___

▪ **New Business:**

- Motion/Discussion on Comprehensive Grant Application – Motion made by W. Danchision, seconded by K. Mummey.

Roll Call: Mummey ___X___; Danchision ___X___; Careyva abstain

- Discussion/Motion on hiring an Act 120 Certified full-time Police Officer per the Police Contract – Motion to hire Hugh Clinton was made by W. Danchision seconded by K. Mummey.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva abstain
- Discussion/Motion on hiring a part-time maintenance person on an as-needed basis. Motion to hire Kyle Kunkle at \$16.00 p/h was made by W. Danchision seconded by K. Mummey.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva abstain
- Motion/Discussion Planning Commission vacancy – Motion to appoint Joe Kreisher was made by J. Careyva, no second; motion failed. Motion to appoint Steve Singley was made by W. Danchision, seconded by K. Mummey.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva abstain
- Motion/Discussion on cleaning services – Motion to hire Clean Sweep for cleaning services for the same terms and schedule as previous cleaning company.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva abstain
- Motion/Discussion on Sewer Authority Meetings – Motion to extend the offer to EUTSA to hold monthly meetings at the Township building.
Roll Call: Mummey _____; Danchision _____; Careyva _____
- Motion/Discussion on Zoning Hearing Board Secretary position/rate – motion was made by W. Danchision, seconded by J. Careyva for \$100.00 per meeting.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- Motion/Discussion on North Schuylkill Landfill Association – Discussion had.
Roll Call: Mummey _____; Danchision _____; Careyva _____
- Motion/Discussion on purchasing Pick-Up truck with a plow – Discussion had.
Roll Call: Mummey _____; Danchision _____; Careyva _____
- Motion/Discussion on Spring Clean-Up – Discussion had.
Roll Call: Mummey _____; Danchision _____; Careyva _____

- ❖ Executive Session – Personnel Matters – Motion to enter Executive Session was made by J. Careyva, seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___

Start Time: 7:00 pm

End Time: 7:27 pm

Public participation on non-agenda items only (Chairperson reserves the right to limit each person to five minutes). *Note: Attendees may make public comments; your name and address may be recorded in meeting minutes. Comments/questions not serving legitimate Township purpose may not be addressed or answered by the Supervisors.*

M. Kutsko – seeking clarification on the Noise Ordinance; a copy will be provided to him.

D. Ciccioni – voicing his concerns about the structure of the building. W. Danchision attempted to speak with Mr. Ciccioni, however he was not available. K. Mummy stated he is unsure where the original plans are for the building, but the concerns would be investigated.

D. Danchision – stated that there are many grant opportunities available, and they should be explored especially to offset the cost associated with the Road project.

- **Motion to Adjourn:** Motion made by J. Careyva seconded by W. Danchision.
Roll Call: Mummey ___X___; Danchision ___X___; Careyva ___X___
- **Time Meeting Adjourned: 7:33 pm**
- **Members of Public in Attendance (please see attached sign-in sheet):**