

**Westfall Township Planning Commission**  
**Regular Meeting Minutes**  
**October 22, 2024, at 7:00 p.m.**

The workshop meeting of the Westfall Township Planning Commission was held on Tuesday, October 22, 2024, and was called to order at 7:00 pm at the Westfall Township Municipal Building on Delaware Drive and LaBarr Lane, Westfall Township.

Members present were Chairwoman Jolie DeFeis, Vice Chairwoman Twila Decker, Pat Cordova, Frank Williams, and Al Scarpa; Secretary, Kaitlin Hildebrandt, Solicitor, Robert Bernathy, Lou Cozza, Kiley Associates, and Nancy Coyle Temporary Secretary. There was one member of the general public present, Mr. Thomas Mignone. Zoning Officer, Lori McCrory and First Assistant Chief Kyle Innella were absent from this meeting.

The Pledge of Allegiance took place.

**NEW BUSINESS:**

- 1.) Eastern Pike County Regional Act 537 Plan:** Mr. Cozza reviewed his comment letter dated October 17, 2024, and noted that he did not find any major issues with the plan. It was discussed that Milford Borough will own and maintain the septic lines though Milford Township, as they are no longer participating in the plan and will not be connecting to the septic lines. There was additional discussion as to whether or not the Township would pass a mandatory connection ordinance. It was decided that this would ultimately be a Supervisor decision following a public hearing. Mr. Cozza also expressed concerns over Appendix H, which requires an on-lot disposal ordinance. This may result in additional costs and expenditure of Township resources, as this would require the Township to track all septic systems, their maintenance, pumping, etc. It is expected that this workload may be too much for the Township's Sewage Enforcement to monitor as well. There was some discussion amongst the Board regarding this additional expense. Mr. Cozza finally noted that Milford Borough's Planning Commission recommended approval of this Act 537 Plan and did not request that a review be performed, as Kiley Engineers serves as the Borough's engineer as well.

A motion was made by Chairwoman DeFeis to recommend approval of the Eastern Pike County Regional Act 537 Plan with all comments in the Kiley correspondence dated October 17, 2024, and with the notation that this plan may result in future expenses to the Township due to enforcement. The motion was seconded by Vice Chairwoman Decker and carries with all in favor.

**OLD BUSINESS:**

- 1. 1059-1061 Redevelopment Project Preliminary/Final Major Land Development Plan:** Attorney Bernathy noted that the Township was in receipt of an email sent by Mr. Thomas Barna, the project engineer granting the Township an extension until January 28, 2025, to act on this application. He further noted that this matter has been on the planning agenda for over a year and a half with no revisions or updates to the plan. Additionally, he will be preparing correspondence for planning to send regarding this extension. As the project has been ongoing, planning would request that they appear on or before the Planning Commissions December 2024 meeting in order to discuss this project timely, allowing the Supervisors to act on the project prior to the January 28, 2025, deadline. Attorney Bernathy further stated that should the applicant not appear on or before the December 2024 meeting the Planning Commission would recommend denying the project to the Board of Supervisors, again in order to act on this application timely, before the January 28, 2025, deadline.

A motion was made by Chairwoman DeFeis to accept the extension made by Penn Eastern Engineers, LLC granting the Township until January 28, 2025, to act on the application for 1059-1061 Redevelopment Project Preliminary/Final Major Land Development Plan. Additionally, Planning will be sending correspondence to the project Engineer requiring him to appear on or before the December 2024 Planning Meeting, or a recommendation for denial may be made. The motion was seconded by Vice Chairwoman Decker and carries with all in favor.

- 2. Matamoras Borough - Westfall Township 2024 Comprehensive Plan:** There has been no update received on the grant applications and RFP. There was no further discussion or action taken on this matter.

**PUBLIC COMMENT:** There was no public comment heard.

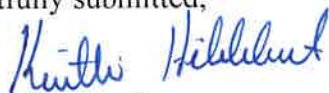
**MINUTES:**

**October 10, 2024– Workshop Meeting Minutes:** A motion was made by Vice Chairwoman Decker to approve the October 10, 2024, Workshop Meeting Minutes. The motion was seconded by Frank Williams and carries with all in favor. Chairwoman DeFeis abstained from the vote, as she did not attend the October 10, 2024, Regular Planning Meeting.

**Adjournment:**

A motion was made by Chairwoman DeFeis to adjourn the meeting at 7:16 pm. The motion was seconded by Vice Chairwoman Decker and carries with all in favor.

Respectfully submitted,



Kaitlin Hildebrandt

Secretary

Westfall Township Planning Commission