# Westfall Township, Matamoras, PA

**March 2, 2020**

The Regular meeting of the Westfall Township Board of Supervisors was held Monday, March 2, 2020 at 7:00 pm. The meeting was held at the Township Building on Delaware Drive and LaBarr Lane, Westfall Township.

Those present were Vice Chairman, Jerry Dotey; Supervisors; Paul Fischer, Robert Bostinto and Paul Schaldonat; Solicitor, Robert Bernathy; and Secretary, Jodi Manheim. Also present were Road Master, Bill Schneider; Zoning Officer, Jeff Cammerino; EPRPD Sargent Zegarski; Westfall Township Fire Department Chief, Fred Jacobs; Westfall Township Fire Department President, Bill Koferl; Emergency Management Coordinator, Mike Fischetta; Treasurer, Scott Myer; John Dalton, Robin Waizenegger, Chris Mitchell, Steve Grandinali-PCLP Representative, Christine Gordon, Dan Peveraro, Michael Gable, Bill Schoenagel and approximately six members of the general public.

Chairman Melvin was absent.

**APPROVAL OF AGENDA:**

A motion was made by Supervisor Bostinto to approve the agenda with no revisions. The motion was seconded by Supervisor Fischer and carries with all in favor.

**PUBLIC COMMENT:**  Ms. Waizenegger addressed the Board and asked that the Supervisors request a representative to be present at an upcoming Supervisor Meeting to be questioned on the status of all projects taking place in Westfall Township.

Vice Chairman Dotey directed Jodi Manheim to send a letter to Penn DOT.

Ms. Mitchell, a resident of Rosa Switch Road in Pond Eddy, addressed the Board and asked about the permitting of an Air B & B on Rosa Switch Road. She stated the road is not meant to maintain the traffic due to a business being conducted there. Solicitor Bernathy referred Ms. Mitchell to Jeff Cammerino, Zoning Officer, since this matter was Zoning related.

**MINUTES:**

A motion was made by Supervisor Fischer to approve the February 2, 2020 Regular Supervisor Meeting Minutes. The motion was seconded by Supervisor Bostinto and carries with all in favor.

A motion was made by Supervisor Schaldonat to approve the February 12, 2020 Supervisor Workshop Meeting Minutes. The motion was seconded by Supervisor Fischer and carries with all in favor.

**TREASURER’S REPORT:** Mr. Myer gave the report through the month of March, 2020.

A motion was made by Supervisor Bostinto to approve the Treasurer’s Report through the month of March, 2020. The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**POLICE REPORT**: Sgt. Zegarski gave the report for the month of February, 2020. The report reflects the following:

\*Attended Mass Casualty Incidents meeting at the County 911 center

\*Officers have started Pennsylvania Law Updates for 2020

\*Accepting applications for the 2020 Law and Leadership Academy to be held July 6th through July 17th

Miles patrolled: 6,280

# YTD: 12,534

# Motor Vehicle Accidents: 13

# YTD: 27

# Calls for the month: 148

# YTD: 300

# Westfall: 110

# Matamoras: 38

# A motion was made by Supervisor Schaldonat to approve the February, 2020 Police Report. The motion was seconded by Supervisor Fischer and carries with all in favor. .

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**WESTFALL FIRE DEPARTMENT:**  Chief Jacobs gave the report for the month of February, 2020 which reflects the following: Assist EMS-2, Automatic Fire Alarm-1, Chief Investigation-2, Ice Rescue-1, Investigation-1, Spill Control-1, Standby-2, Vehicle Accident-4, Vehicle Fire-2

Total Calls for February 2020 were 17; Year to Date calls 31; Man Hours 40.09; Year to Date Man Hours 91.4

The EMS Report for the month of February, 2020 was as follows: Delaware Township-2, Dingman Township-9, Matamoras Borough-20, Milford Boro-13, Milford Township-11, Orange County-1, Shohola Township-2, Westfall Township-49

Total EMS calls for February, 2020: 107

Total year to date EMS calls: 232

Man Hours: 243

Year to Date Man Hours: 551

Training for the month: 4 in house drills for a total of 59 training hours

The Department has their 2nd annual John P. Codichini memorial Golf Outing on Saturday, May 16, 2020

A motion was made by Supervisor Schaldonat to approve the Fire Department Report for the month of February, 2020. The motion was seconded by Supervisor Fischer and carries with all in favor.

**HIGHWAY DEPARTMENT:** Mr. Schneider gave the report for February, 2020 which reflects the following:

\*Cold Patching done throughout the township

\*Repaired signs throughout the township

\*Maintenance on equipment

\*1 storm-material down

\*Maintenance on compost area

\*Grant application for Low Volume Dirt and Gravel Road Grant done by Kiley Associates and submitted

\*Trucks have been driving down the shoulder on Rose Lane due to construction at Rivers Edge.

A motion was made by Supervisor Fischer to approve the Highway Department Report for February, 2020. The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**BUILDING/ZONING REPORT:** Jeff Cammerino gave the report for February, 2020 which reflected the following: 4 Building Permits and 3 Zoning Permits totaling $5,699.86 in fees.

A motion was made by Supervisor Fischer to approve the Building/Zoning Report for February, 2020. The motion was seconded by Supervisor Bostinto and carries with all in favor.

**EMERGENCY MANAGEMENT:**  Mr. Fischetta gave the report for February, 2020 which reflects the following:

There were no calls for the month of February. Mr. Fischetta touched briefly on the COVID-19 disease.

Vice Chairman Dotey stated he would like to get a logo applied to the side of the EMS vehicle. Mr. Fischetta stated he would obtain quotes.

A motion was made by Supervisor Schaldonat to approve the report for February, 2020. The motion was seconded by Supervisor Bostinto and carries with all in favor.

**CORRESPONDENCE:** On desk for review.

**OLD BUSINESS:**

**Road Master Employment Applications:** Vice Chairman Dotey stated this matter will be discussed in the executive session to be held at the end of the meeting.

**Freightliner Bids:** Jodi Manheim stated the vehicle was placed for bid on the Municibid Website at a starting price of $10,000 with a $25,000 reserve price. Two bids were received in the amount of $10,000 and $10,250 which did not meet the reserve. Vice Chairman Dotey stated that a new plan needs to be considered. A motion was made by Vice Chairman Dotey to remove this item from the agenda. The motion was seconded by Supervisor Fischer and carries with all in favor.

**Bluestone Boulevard-Engineering Proposal:** A motion was made by Supervisor Schaldonat to approve the Kiley Associates Engineering proposal dated March 2, 2020 in the amount of $7,750 for the Bluestone Boulevard project. The motion was seconded by Supervisor Fischer and carries with all in favor.

**NEW BUSINESS:**

**LSA Grant-Thank You Letters:** A motion was made by Vice Chairman Dotey to send letters to all agencies who supported the LSA Grant application. The motion was seconded by Supervisor Fischer and carries with all in favor.

**LSA Grant-Appointment of Authorized Signers:** A motion was made by Vice Chairman Dotey to appoint himself and Supervisor Schaldonat as authorized signers for the LSA Grant documents. The motion as seconded by Supervisor Fischer and carries with all in favor.

**Pike County Light and Power-Update from Steve Grandinali:** Mr. Grandinali addressed the Board and gave an update which noted the following:

1. Gas main replacement project has been done on Stella and Elizabeth Streets which consisted of 4000 feet and 30 services
2. Working on 10 year program for gas main replacements
3. Starting another project in June, 2020
4. Electric Pole Replacement Program
5. Outage numbers have been down
6. Pole Inspections-12 year program
7. Will be conducting inspections on 500 poles in the township

Ms. Gordon, Pond Eddy resident, asked about power outages in the Pond Eddy area. Mr. Grandinali stated improvements have been made to the facility on Rosa Switch Road. Mr. Dalton stated three poles have been replaced on Pond Drive. Ms. Waizenegger stated there have been no power outages on Cummins Hill in over one year.

Discussion followed regarding cable company pole removal.

Vice Chairman Dotey thanked Mr. Grandanali for the update.

**Flood Insurance Invoice:** A motion was made by Supervisor Fischer to approve the American Flood Insurance invoice for $66,600 coverage amount. The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**Non-Uniform Pension Fund Financial Report:** Jodi Manheim read the correspondence from Roth & Roth Actuary. The Report is on file at the Township Offices. No action taken.

**MRM Trust Proxy:** A motion was made by Vice Chairman Dotey to approve the MRM Workers Comp Pooled Trust Proxy for voting delegate at the April 3, 2020 Annual Meeting. The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**Northeastern Pennsylvania Alliance Membership:** A motion was made by Supervisor Fischer to approve the yearly membership to the Northeastern Pennsylvania Alliance Membership in the amount of $275.00. The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**Pennsylvania 811 Safe Digging Month Recognition Proclamation-Resolution 2020-2:** A motion was made by Supervisor Bostinto to approve Resolution 2020-2. The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**Donation from Pike County Septic & Environmental LLC and Morgan Site Contractors, LLC to Eastern Pike Regional Police Foundation:** Jodi Manheim read the correspondence from Chris Morgan. A motion was made by Supervisor Schaldonat to send a thank you letter to Mr. Morgan as Owner of both businesses. The motion was seconded by Supervisor Bostinto and carries with all in favor.

**SUBDIVISION REVIEW and ACTION:**

**Westfall Town Center-Grocery Store-Revised Land Development Plan:** Representatives: Dan Peveraro, DSP Engineering, PLLC and Mike Gable, Boucher and James, Engineering

Mr. Peveraro explained the plan to the Board and noted the following:

1. Revision is adding truck docks to the originally approved plan
2. Change in traffic flow
3. Initial comment letter received from Pike County Planning Office

A motion was made by Supervisor Fischer to approve the Revised Land Development Plan for the Westfall Town Center Grocery Store with the following conditions:

1. Grease Trap installed (also to be noted on plan)
2. BOD Loading Plan to be provided (also to be noted on the plan)
3. Sprinkler System installed according to code with exterior connection for fire department hookup
4. Pike County Planning Review/Recommendation

No Public Comment

Mr. Peveraro confirmed the Montague Shop Rite will be closing.

The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**Skytop Ranch, LLC-Minor Subdivsion/Lot Improvement-Heaters Hill Road:** Representative: Bill Schoenagel

Mr. Schoenagel explained the plan to the Board which is a minor subdivision and lot improvement to create a 10 acre parcel in the front of the property and 32.9 acres in the back. There will be a private access drive to the rear parcel. Proposed deeds have been submitted to the township.

A motion was made by Supervisor Bostinto to approve the Minor Subdivision/Lot Improvement plan for Skytop Ranch, LLC with all conditions met. The motion was seconded by Supervisor Fischer and carries with all in favor.

**Skytop Ranch, LLC-Sewage Planning Module:** A motion was made by Supervisor Bostinto to approve the Sewage Planning Module and Planning Waiver & Non-Building Declaration for Skytop Ranch, LLC upon recommendation of Chris Wood, SEO and Westfall Planning Commission. The motion was seconded by Supervisor Schaldonat and carries with all in favor.

**EXECUTIVE SESSION:**  An executive session was called at 7:42 p.m. for the purposes of personnel and litigation.

The meeting was called back to order at 7:54 p.m.

Vice Chairman Dotey stated interviews will be scheduled for selected Road Master applicants.

No further action taken.

**ADJOURNMENT:** Meeting was adjourned at 7:55 p.m. on a motion by Supervisor Bostinto. Motion seconded by Supervisor Fischer and carries with all in favor.

Respectfully Submitted,

Jodi Manheim

Secretary