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# Westfall Township, Matamoras, PA

**November 1, 2021**

The Regular meeting of the Westfall Township Board of Supervisors was held on Monday, November 1, 2021 at 7:00 pm. The meeting was held at the Township Building on Delaware Drive and LaBarr Lane, Westfall Township.

Those present were Chairman, Jerry Dotey; Vice Chairman, Paul Schaldonat; Supervisors; Paul Fischer, Richard Roa and Robert Llewellyn; Solicitor, Robert Bernathy; Treasurer, Scott Myer; Secretary, Jodi Manheim. Also present were Eastern Pike Regional Police Corporal, Chelsea Adams; 2nd Assistant Westfall Fire Chief, Kyle Innella; Emergency Management Coordinator, Mike Fischetta; Road Master, Keith Rodriguez; Zoning Officer, Jeff Cammerino; Treasurer, Scott Myer; Pat Cordova; There were approximately 2 members of the general public present.

**EXECUTIVE SESSION:** The last executive session was held on October 13, 2021 @ 3:30 pm for personnel and litigation matters.

**APPROVAL OF AGENDA:**

A motion was made by Vice Chairman Schaldonat to approve the agenda with no changes. The motion was seconded by Supervisor Fischer and carries with all in favor.

**PUBLIC COMMENT:**

No public comment.

**MINUTES:**

**October 4, 2021-Regular Supervisor Meeting Minutes**: A motion was made by Supervisor Llewellyn to approve the October 4, 2021 Regular Supervisor Meeting Minutes. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

**October 7, 2021-Supervisor Budget Workshop Minutes**: A motion was made by Supervisor Roa to approve the October 7, 2021 Supervisor Budget Workshop Minutes. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

**October 19, 2021-Supervisor Budget Workshop Minutes**: A motion was made by Vice Chairman Schaldonat to approve the October 19, 2021 Supervisor Budget Workshop 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 November, 2021. Mr. Myer noted the following:

1. The Eastern Pike Regional Police Department payment for the fourth quarter was paid
2. Local Service Tax and Earned Income Tax are coded to all Earned Income Tax which will be adjusted once all of the notices are submitted to Myer & Myer from the Township

A motion was made by Vice Chairman Schaldonat to approve the Treasurer’s Report through the month of November, 2021. The motion was seconded by Supervisor Fischer and carries with all in favor.

**POLICE REPORT**: Cpl. Adams gave the report for October, 2021 which reflects the following:

Miles Patrolled: 6,897

Year to Date: 59,731

Motor Vehicle Accidents: 19

Year to Date: 145

Calls for the month: 192

Year to Date: 1698

Westfall: 140

Matamoras: 52

Significant Happenings:

\*CPR/First Aid Training

\*Firearms Training

\*Toys for Tots drop off box will in in PD Lobby starting November 15th

\*Prescription drug drop off box is available for medication disposal located in PD Lobby

A motion was made by Supervisor Roa to approve October, 2021 Police Department Report. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

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**WESTFALL FIRE DEPARTMENT:**  Assistant Chief Innella gave the report for October, 2021 which reflects the following:

Assist EMS-2; Automatic Fire Alarm-4; Inside Investigation-1; Structure Fire-1; Vehicle Accident-2

Total Calls for October, 2021: 10

Total Man Hours for October, 2021: 38.6

Calls YTD: 271

Man Hours YTD: 772.6

EMS Calls for October, 2021: Dingman Township-2; Matamoras Borough-3; Milford Borough-3; Milford Township-1; Orange County-4; Westfall Township-65

Westfall Township calls covered by mutual aid-44

Westfall Township calls covered by Westfall-21

Total Calls for October, 2021-77

Total Calls YTD-608

Man Hours for October, 2021-66

Total Man Hours YTD-311

-4 in house training nights for a total of 76 training hours

-Attended a live burn drill with the Milford Fire Department

A motion was made by Supervisor Fischer to approve the October, 2021 Westfall Fire Department Report. The motion was seconded by Supervisor Roa and carries with all in favor.

**HIGHWAY DEPARTMENT:** Mr. Rodriguez gave the report for October, 2021 which reflects the following:

* Moved equipment, stone and supplies from the new building area
* Site work has started for the new highway building
* Replaced on damaged stop sign on Maple Avenue at Pennsylvania Ave
* Mowing was done at the Westfall Municipal Authority
* Cleared ditches
* Filled holes on Firetower Road

A motion was made by Supervisor Fischer to approve the October, 2021 Highway Department Report. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

**BUILDING/ZONING REPORT:** Mr. Cammerino gave the report for October, 2021 which reflected the following:

2 Building Permits

5 Zoning Permits

Total Fees received: $639.00

A motion was made by Vice Chairman Schaldonat to approve the Building/Zoning Report for October, 2021. The motion was seconded by Supervisor Fischer and carries with all in favor.

**EMERGENCY MANAGEMENT**: Mr. Fischetta gave the report for October, 2021 which reflects the following:

*During the month of October our area was impacted by a Nor’easter. While we received no snow accumulatioin that is usually associated with these storms our area did receive excessive amounts of rainfall.*

*Prior to this storm EMA briefed the Westfall Township Board of Supervisors as well as the local emergency services agencies (Fire and Police). EMA confirmed that the road restriction on Bluestone Boulevard was in fact passable by at least one lane in the event Delaware Drive became impassable, that there was an alternate route of egress.*

*The Delaware was forecasted to crest just above the MTMP1 action stage on 16 ft. According to the USGS it crested just under that at 15.18 on Wednesday October 27. With this forecast data both the Westfall EMC and Fire Chief agreed there should be precautionary notifications made to the residents of some of the lower lying portions of the township. That action was taken Tuesday evening.*

*Tuesday evening around 20:30 Westfall EMA was contacted by the Pike County Communications Center. They notified EMA that the EAP holder for the Mill Rift Dam reported water spilling over the spill way. Westfall EMA made the following notifications: Pike County EMA, Westfall Fire Department, Eastern Pike Regional Police Department and the Board of Supervisors. EMA responded out to the dam to survey the extent of the situation. With the assistance of EPRPD, all residents in the immediate downstream path of the dam were notified of the current situation.*

A motion was made by Supervisor Fischer to approve the Emergency Management Report for October, 2021. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

**CORRESPONDENCE:** On desk for review.

**OLD BUSINESS:**

**Bluestone Boulevard-Stream Relocation Project-Bids:**

Secretary Manheim read the bid result report from Penn BID which reflects the following bid results:

Base Price with stone and gravel on roadway:

Leeward Construction $248,900.00

Rutledge Excavating $331,824.00

Morgan Site Contractors $374,740.00

James D. Morrissey $397,000.00

Wayco Incorporated $433,757.79

Pioneer Construction Co, Inc. $466,705.00

Kobalt Construction $467,160.00

Linde Corporation $716,400.00

Add Alternate Price with paving on roadway:

Leeward Construction $270,540.00

Rutledge Excavating $354,243.00

Morgan Site Contractors $397,335.00

James D. Morrissey $416,000.00

Wayco Incorporated $447,257.79

Pioneer Construction Co, Inc. $478,691.00

Kobalt Construction $479,935.00

Linde Corporation $731,770.00

No one was present from any of the bidding companies. It was also noted that all proper documentation was received by all bidders.

A motion was made by Supervisor Fischer to accept the lowest bid for the Bluestone Boulevard project with the ad alternate proposal (paving) from Leeward Construction in the amount of $270,540.00. The motion was seconded by Supervisor Roa and carries with all in favor.

**Fieldstone Ridge-Fire Suppression Water Tanks:** A motion was made by Supervisor Llewellyn to remove this item from the agenda since no one was present for this meeting and the previous meeting. The motion was seconded by Supervisor Roa and carries with all in favor.

**Part Time Plow Driver Applications:** A motion was made by Supervisor Fischer to approve the hiring of Roger McCollum as a part time plow driver at an hourly rate of $15.00 subject to background check and license check. The motion was seconded by Supervisor Roa and carries with all in favor.

**Status of Mill Rift Fire Department Dissolution:** Solicitor Bernathy stated he should have a response from the State by the December Supervisor Meeting.

**NEW BUSINESS:**

**Adoption of the 2022 Tentative Budget:** The following mills are proposed for the 2022 budget:

General Fund Mills 10.35

Katz Tax Mills 5.90

Fire Tax Mills 3.00

Debt Service Mills 2.00

A motion was made by Chairman Dotey to approve the tentative budget for 2022 and to advertise accordingly. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

**Correspondence from Chris Morgan/Pat Cordova-Property at end of Willow Drive:** Representative: Pat Cordova

Mr. Cordova addressed the Board of Supervisor and noted the following:

1. The subject property is adjacent to his property located at 1036 Pennsylvania Avenue (Tax Map #083.18-01-01)
2. There is a 50x55 piece of property located at the end of Willow which is owned by the township but has been maintained by Mr. Cordova for years.
3. Mr. Cordova is representing himself in this matter

Solicitor Bernathy stated the property owned by the Township is a “paper road”. He stated he would review the matter and have a proposal by the next township meeting and advise the Supervisors how to proceed by agreement.

This matter was tabled until the December 6, 2021 Regular Supervisor Meeting.

**Short Term Rental Ordinance:** Solicitor Bernathy has a draft of an ordinance for review. The Supervisors referred the matter to the Planning Commission for review and comment.

**Advertise for Certified Public Accountant:** A motion was made by Chairman Dotey to advertise for Certified Public Accountant for the 2021 Audit. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

**SUBDIVISION/LAND DEVELOPMENT/CONDITIONAL USE- REVIEW and ACTION:**  None

**EXECUTIVE SESSION:**  None held.

**ADJOURNMENT:** Meeting was adjourned at 7:25 p.m. on a motion by Supervisor Fischer. Motion seconded by Vice Chairman Schaldonat and carries with all in favor.

Respectfully Submitted,

Jodi Manheim

Secretary