

Westfall Township, Matamoras, PA
October 3, 2022

The Regular meeting of the Westfall Township Board of Supervisors was held Monday, October 3, 2022 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; Robert Llewellyn; David Twiss; Solicitor, Robert Bernathy; and Secretary, Kaitlin Hildebrandt. Also present were Eastern Pike Regional Police Chief Chad Stewart; Westfall Township Fire Department President, William Kofrel; Westfall Township Fire Department 2nd Assistant Chief, Kyle Innella; Emergency Management Coordinator, Mike Fischetta; Treasurer, Scott Myer; Raymond Banach ; Deborah Banach; Rollin Cook; John Dalton and Fred Buckholds.

Absent from the meeting were Road Master, Keith Rodriguez and Zoning Officer Lori McCrory.

EXECUTIVE SESSION: The last executive session was held on October 3, 2022 for matters of personnel

APPROVAL OF AGENDA:

Vice Chairman Schaldonat stated that the agenda needed to be amended to include under new business agenda item number eight approval to extend the temporary secretary position.

A motion was made by Chairman Dotey to approve the agenda with the addition of agenda item number eight to extend the temporary secretary position. The motion was seconded by Supervisor Fischer and carries with all in favor.

PUBLIC COMMENT:

Mr. Banach questioned the Board as to what the executive session on October 3, 2022 at 6:30 p.m. was held for, to which the Board responded with for matters of personnel regarding EMS.

Mr. Fred Buckholds then addressed the Board, as to inquire about the new brewery being constructed on Old Milford Road. Mr. Buckholds is concerned that half of a mountain has been removed in order to create a parking area at the brewery. He would like to know if a permit is required to remove half a mountain in Westfall Township. Solicitor Bernathy attempted to address Mr. Buckholds concerns by stating he is aware of numerous similar complaints, that adequate parking would have been part of the approval process for the plans, that the Township will follow-up with the Zoning Officer and will have a response at the next meeting. Mr. Buckhold stated that he does not want to see the beauty of Westfall Township destroyed.

Mr. Banach questioned the Board as to what the status of the maps from the September Meeting was, to which Chairman Dotey stated that he has not yet received a follow-up response. Mr. Banach furthered with that he believes that Westfall Township should take back the police force and not continue to cost sharing agreement with Matamoras Borough and that Westfall should take care of Westfall. Additionally, Mr. Banach sighted zoning ordinances for Mr. Buckholds to look into with regard to his concerns over the portion of a mountain being removed.

Mr. John Dalton then addressed the Board with regard to his concerns of the 70/30 split between Westfall Township and Matamoras Borough for the cost of the Eastern Pike Regional Police Department. During his address he provided a breakdown of numbers and calculations he has done over the years with regard to the cost and believes that the split should be less. He presented charts, tables, data, and numerous calculations. He further stated that he has provided to these to the Board for years with no response. Mr. Dalton made it clear that he does want to support the police. He stated that he and Mr. Banach will be at the upcoming Budget Workshop Meeting on October 17, 2022. He believes that the Board is making a great mistake and states that they are spending his money as well. He

further questioned as to what the Supervisors and their predecessors have to say for themselves with regard to this issue and is just disgusted. Finally, Mr. Dalton stated that the wool has been pulled over his eyes with the scheduling of the joint meeting with Westfall Township and Matamoras Borough.

MINUTES:

September 13, 2022-Regular Meeting Minutes: A motion was made by Chairman Dotey to approve the September 13, 2022 Regular Meeting Minutes. The motion was seconded by Supervisor Fischer and carries with all in favor.

POLICE REPORT: Eastern Pike Regional Police Chief Chad Stewart gave the Eastern Pike Regional Police Department report for the month of September, 2022 which reflects the following:

Miles patrolled-5,531
Year to date-50,427

Motor Vehicle Accidents-8
Year to date-151

Calls for the month-182
Year to date-1705
Calls to Westfall Township-135
Calls to Matamoras Borough-47

Juvenile Arrest-3
Adult Arrests-19
Investigations Pending-6
Motor Vehicle Crashes-8
Homicide-0
Rape-0
Robbery-0
Assaults-8
Burglaries-0
Thefts-16
Motor Vehicle Thefts-0
Arson-0
Forgery & Counterfeit- 0
Fraud-0
Stolen Prop/Rec.- 0
Vandalism-2
Weapons Offense-0
Prostitution-0
Sex Offenses-2
Drug Abuse-2
Off. Against family- 0
DUI-1
Drunkenness-1
Disorderly Conduct-2
All other-3

Significant Happenings:

- *Awarded \$5,000 evidence camera grant
- *Conducted drug raids with County Detectives
- *Prescription Drug Drop Box is available for medication disposal located in the PD lobby

A motion was made by Supervisor Llewellyn to approve the Eastern Pike Regional Police Department Report for the month of September, 2022. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

WESTFALL FIRE DEPARTMENT: Assistant Chief Innella gave the report for the month of September, 2022 which reflects the following: Assist EMS-0; Assist PD-0 Brush Fire-0; Fire Alarm-6; CO Alarm/Problem- 3; Fire Alarm-9; Gas Leak- 0; Investigation-Chief-4; Investigation Inside-2; Investigation Outside-0; Public Service Eleva.- 2; Public Service – Flood- 0; Public Service – other – 2; Rescue -Environmental -0; Rescue – Ice- 0; Rescue – Water- 3; Search -0; Spill Control- 0; Stand By- 0; Structure Fire-2; Traffic Detail – 1; Utility Wires Down-2; Vehicle Accident-3; Vehicle Fire-2; Mutual Aid Given-0; Mutual Aid received-0; Automatic Aid given-5; Automatic Aid received-9

Total Calls for September, 2022: 35
Manhours: 93

The Fire/EMS Report for the month of September, 2022 was as follows:

Blooming Grove-0
Delaware-0
Dingman-0
Matamoras-0
Milford Borough-0
Milford Township-0
Orange County-0
Shohola- 0
Westfall Township-0
Total Calls Dispatched- 0

Calls covered by Westfall Volunteer Ambulance-15
Calls covered by Squad 19-Port-54
Calls covered by Squad 26 Dingman – 13
Calls covered by Squad 28 Delaware – 1
Calls covered by Squad 29 Hemlock – 0
Calls covered by Squad 33 Milford -18
Call covered by Squad 41 Shohola -0
Other- 0
Cancel Before Dispatched - 0

Man Hours: 30 (breakdown included in report)

- During the September 12 and 13th power outage we responded to 9 emergency's 2 of which were for generators causing high CO readings inside residences.
- Assisted 134 Hulst Dr (Westfall SR apts) with a fire drill
- Members gathered at Doug Millers Memorial on September 11 for a moment of silence and remembrance.
- 2 members took and emergency vehicle driving class at the Pike County Fire training Center.
- Attended the fire alarm testing at the new Westfall Sr apt building at 138 Hulst Dr.

- Followed up with Shop Rite after a small grease fire in a deep fryer.
As we mentioned to everyone earlier in the month we followed up with Best Western and they have replaced/repaired the door closures to meet our expectations.

A motion was made by Supervisor Llewellyn to approve the Westfall Fire Department report for the month of September, 2022. The motion was seconded by Supervisor Fischer and carries with all in favor.

HIGHWAY DEPARTMENT: Mr. Rodriguez was absent due to a death in the family, but left a report that reflects the following:

- Generators were put on four traffic signals until power was restored after a dump truck took down power lines on Westfall Town Dr.
- A two-foot cross culvert pipe that carries a constant flowing brook feeding Malibu Pond was rotted, so it has been replaced with a three-foot culvert pipe.
- Paving has been completed on Bluestone Blvd. and Malibu Rd.
- Large tree limbs were cut and removed from roadways following a wind and rain event.
- Filled potholes on several township roads.
- Mowed and weed whacked township properties.
- Moved loading dock and anti-skid stockpile to easier accommodate salt deliveries and own loading of plow trucks.
- Normal maintenance of township equipment was performed

Supervisor Twiss stated that with regard to the third item in this report, excess paving had been dumped following the completion of the paving project near the stream. He further raised the concern that he did not want this excess paving to end up in the stream or contaminating it. This would need to be corrected prior to the project being deemed completed. It was requested that notice of the issue be sent to the contractor and a response as to when this will be rectified be provided to the Supervisors.

No further action was taken by the Board of Supervisors with regard to approving this report.

BUILDING/ZONING REPORT: Zoning Officer Lori McCrory provided the September, 2022 report in her absence, which was read by Vice Chairman Schaldonat, which reflected the following:

2 Building Permits and 1 Zoning Permits-Total Fees Received-\$1,301.00

A motion was made by Vice Chairman Schaldonat to approve the Building/Zoning Report for September, 2022. The motion was seconded by Supervisor Fischer and carries with all in favor.

EMERGENCY MANAGEMENT: Mr. Fischetta stated there were no calls for the month of September, 2022. He additionally stated that there is construction being done on the on/off ramps on Interstate 84. Both sets of ramps will be closed for a period of 24hours. The eastbound set should be completed and reopened tonight, and the westbound will be started this evening and reopened by tomorrow night.

A motion was made by Supervisor Llewellyn to approve the report for September, 2022. 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 September, 2022 and stated the following:

1. Four grants were received
2. 3rd Katz payment was made

Chairman Dotey inquired as to how many years of Katz payments remain. Mr. Meyer stated that it was a twenty-year agreement but will have to check to be certain exactly how many years of payments remain.

A motion was made by Supervisor Fischer to approve the Treasurer's Report through the month of September, 2022. The motion was seconded by Vice Chairman Schaldonat and carries with all in favor.

Additional public comment was heard by Mr. Banach, who suggested that as some of members of the Board of Supervisors also serve on Police Commission and the Sewage Board that reports from those entities could also be read at the regular supervisors meeting.

CORRESPONDENCE: On desk for review.

OLD BUSINESS: NONE

NEW BUSINESS:

Schedule a meeting to approve the tentative budget following the budget workshop scheduled for October 17, 2022 at 6:00 p.m. : Chairman Dotey explained that a meeting needed to be scheduled and would be scheduled for Tuesday, October 25, 2022 at 6:00 p.m. A motion was made by Supervisor Llewellyn to schedule a budget meeting for Tuesday, October 25, 2022 at 6:00 p.m. The motion was seconded by Supervisor Fischer and carries with all in favor.

Schedule Zoning Hearing for Westfall Fire Department Sign, as they are requesting a special exemption for use of EMC, as well as a size and setback variance : Solicitor Bernathy stated that this agenda item needs to be referred to the Zoning Hearing Board as this is not a matter handled by the Board of Supervisors. The application needs to be provided to Solicitor Ohliger in order for a hearing to be scheduled within sixty (60) days of the application. Further Solicitor Bernathy requested that this matter be removed from the agenda.

Adopt the Pike County Office of Community Planning Hazard Mitigation Plan that will allow the Township to receive funding through PEMA and FEMA : Chairman Dotey explained the reason for the adoption of the plan as a resolution, which will be necessary in order for the Township to receive disaster funds from PEMA and FEMA. There was discussion among the members of the Board with regard to adopting this plan. Mr. Banach had further public comment in that he was concerned that has an elected official actually read and or reviewed this plan. Additionally, the Board inquired of Mr. Fischetta from Emergency Management if there were any down sides to the plan, to which he replied that he has reviewed the plan and it will be useful in a time of disaster. Vice Chairman Schaldonat made a motion to adopt the Hazard Mitigation Plan as a resolution. The motion was seconded by Supervisor Fischer and carries with all in favor.

Opening a Home Depot Professional Account for the Highway Department: Vice Chairman Dotey explained the need for the Township to open a Home Depot Pro Account. Supervisor Twiss inquired as to whether or not the Township has looked into Lowes to see which would offer better discounts. Additional public comment was heard from Mr. Cook who is an employee of Lowes who informed the Board of how the account works and the discounts that would be available to the Township. Additional public comment was heard from Mr. Banach who raised concerns as to what the checks and balances would be with opening these accounts and who would be in charge of over seeing the accounts. The billing and account process was explained to Mr. Banach by the Board that receipts/invoices are received by the Secretary, prepared for Supervisor review, all bills are signed by two Supervisors prior to being submitted to Myer and Myer for payment. Additionally, Solicitor Bernathy stated that the card by nature will have a limit. Supervisor Twiss made a motion to open a Professional Account at Home Depot and Lowes, with both the Road Master Keith Rodriguez and Supervisor David Twiss authorized to sign on the card/account. The motion was seconded by Supervisor Fischer and carries with all in favor.

Mill Rift Civic Association donation request to maintain the historical landmark: Chairman Dotey explained the nature of the donation and that the Township has previously donated. Mr. Myer stated that the Township has donated in years past but is not certain of the amount at this meeting. He will check on the amount and have it for

the Board at the November meeting. Given this, this agenda item was tabled to the November Supervisors Meeting.

Westfall Senior Apartments request that the letter of credit be returned and cancelled: Chairman Dotey deferred the explanation of this agenda item to Secretary Hildebrandt who read aloud correspondence dated September 30, 2022 from Louis J. Cozza, Project Manager from Kiley Associates. This letter recommends that the requested letter of credit release be amended to \$544,089.99 with a retainage of \$28,636.31 for the remaining credit amount. A motion was made by Vice Chairman Schaldonat to release \$544,089.99 with a retainage of \$28,636.31 for the remaining credit amount. The motion was seconded by Supervisor Fischer and carries with all in favor.

Berkheimer 1% Tax Question: Chairman Dotey deferred the explanation of this agenda item to Supervisor Twiss who read aloud an email dated September 28, 2022, as received from Jim Hunt, Director of Governmental Relations at Berkheimer, as well the Work Rules by Location. Additionally the Board stated that the Township should go back several years to check that any previous jobs complied with this tax. A motion was made by Supervisor Twiss that the Building Department notify the Township Secretary of any sizeable project that has had a permit issued that will last over ninety (90) days, where the business does not maintain a permanent location in the Township, who will then notify Berkheimer who will then in turn notify the contractor of their obligation. Additionally, the Township will be going back as long as legally possible or to when the tax was instated, in order to confirm that the tax was collected from any applicable contractors. The motion was seconded by Supervisor Fischer and carries with all in favor.

Extend the Temporary Secretary Position: Chairman Dotey explained the reason for the extension of the position, which is to assist with the transition of Secretary Hildebrandt returning from maternity leave and to assist the newly hired zoning office. A motion was made by Vice Chairman Schaldonat to extend the temporary secretary position. The motion was seconded by Supervisor Twiss and carries with all in favor.

SUBDIVISION REVIEW and ACTION: NONE

EXECUTIVE SESSION: NONE HELD

ADJOURNMENT: Meeting was adjourned at 7:52 p.m. on a motion by Chairman Dotey. Motion seconded by Supervisor Fischer and carries with all in favor.

Respectfully Submitted,

Kaitlin Hildebrandt
Secretary