**MONAGHAN TOWNSHIP BOARD OF SUPERVISORS**

**March 13, 2023, MINUTES**

**6:00 p.m.**

Pledge to the Flag

**I. CALL TO ORDER**

Chairman Pawelski called the regular meeting to order at 6:02p.m. in the meeting room of the offices of Monaghan Township. Present were Chairman Pawelski, Supervisor Allen, and Supervisor Schreffler.

Also present were Secretary/Treasurer Chelssee Smith, Township Engineer Dan Perva and Township Solicitor Matthew Bugli.

**II.** **PUBLIC SAFETY REPORT**   
Motion to approve report from the Carroll Township Police Department.

Motion: Schreffler   
Second: Allen Vote: 3-0

**III. APPROVAL OF MINUTES**

**A. February 13, 2023**

The Board reviewed the minutes of February 13, 2023.

Motion to approve February 13, 2023, meeting minutes.

Motion: Schreffler

Second: Allen Vote: 3-0

**IV. PUBLIC COMMENT- NONE**

**V. PERSONS TO BE HEARD – NONE**

**VI. TREASURER’S REPORT**

The Board reviewed the Treasurer’s Report.

Motion to accept the Treasurer’s Report.

Motion: Pawelski

Second: Schreffler Vote: 3-0

Motion to authorize credit card usage for $534.89 for February 2023.

Motion: Allen   
 Second: Pawelski Vote: 3-0

Motion to authorize Chelssee Smith, Treasurer, to pay bills as needed between meetings for up to $1500.00 with Board of Supervisor approval.   
Motion: Allen   
Second: Schreffler Vote: 3-0

**VII. TOWNSHIP REPORTS**

**A. Township Secretary**

The Board reviewed the Secretary’s Report.

Motion to accept the Secretary’s Report.

Motion: Schreffler

Second: Allen Vote: 3-0

**B. Township Solicitor**

The Board reviewed the Solicitor’s Report.

Motion to accept the Solicitor’s Report.

Motion: Pawelski   
Second: Schreffler Vote: 3-0

Motion to have the Solicitor look into Memphord Estates HOA Property and the process for the Township to take that property through eminent domain.

Motion: Schreffler

Second: Allen Vote: 3-0

**C. Zoning Officer/Engineer**

The Board reviewed the Zoning Officer and Engineer Report.

Motion to accept the Zoning Officer and Engineer Report.

Motion: Schreffler

Second: Allen Vote: 3-0

Motion to authorize KPI to submit the Fishers Run Culvert Project for the Flood Mitigation Grant.

Motion: Pawelski

Second: Allen Vote: 3-0

Motion for Monaghan Township to schedule and advertise a public workshop to discuss financing for a new Township Building.   
Motion: Pawelski

Second: Allen Vote: 3-0

**D. Emergency Management Coordinator**

The Board reviewed the Emergency Management Report.

Motion to accept the Emergency Management Report.

Motion: Pawelski

Second: Allen Vote: 3-0

**E. Fire Company**

The Board reviewed the Fire Company Report.

Motion to accept the Fire Company Report.

Motion: Schreffler

Second: Pawelski Vote: 3-0

**F. Sewage Enforcement Officer** The Board reviewed the Sewage Enforcement Officer report.

Motion to accept the Sewage Enforcement Officer report.

Motion: Schreffler   
Second: Allen Vote: 3-0

**G. Road Foreman**

The Board reviewed the Road Foreman’s Report.

Motion to accept the Road Foreman’s Report.

Motion: Pawelski

Second: Schreffler Vote: 3-0

Motion to advertise for road inspection 4/12/2023 8-12.   
 Motion: Schreffler  
 Second: Pawelski Vote: 3-0

**H. Planning Commission**

The Board reviewed the Planning Commission Report.

Motion to accept the Planning Commission Report.  
Motion: Allen

Second: Pawelski Vote: 3-0

**VIII. CORRESPONDENCE TO BOARD MAIL LIST**

**IX. UNFINISHED BUSINESS**

1. New Building   
   The Board of Supervisors discussed next steps with KPI regarding the process of getting a new Township Building.
2. Digitize Files – Dave and Chelssee attended a webinar regarding digitizing township files and heard what other townships learned about the process and what to look for when hiring a firm to help. Chairman Pawelski asked if the township’s Zoning Ordinance could be digitized to make it searchable on the website.

**X. NEW BUSINESS**

A. Community Day – This was tabled to discuss at the April Board Meeting with further details.

**XI. PAYMENT OF BILLS; BILL LIST 2023-3.**

The Board reviewed and discussed the bill list for February in the amount of $21726.07.

Motion to approve payment of the 2023-1 bill list for in the amount of $21726.07

Motion: Schreffler

Second: Pawelski Vote: 3-0

**XII. ADJOURNMENT**

Motion to adjourn meeting at 8:30pm.

Motion: Schreffler

Second: Allen Vote: 3-0

The Board of Supervisors meeting adjourned at 8:30pm.

Respectfully submitted,

Chelssee Smith, Secretary

Minutes approved at meeting held on\_\_\_\_\_\_\_\_\_\_\_\_\_

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Chairman, Monaghan Township Board of Supervisors