**MONAGHAN TOWNSHIP BOARD OF SUPERVISORS**

**October 9, 2023, MINUTES**

**6:00 p.m.**

Pledge to the Flag

**I. CALL TO ORDER**

Vice Chairman Schreffler called the regular meeting to order at 6p.m. in the meeting room of the offices of Monaghan Township. Also present was Supervisor Allen.

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: Allen  
Second: Schreffler Vote: 2-0

**III. APPROVAL OF MINUTES**

**A. September 11, 2023**

The Board reviewed the minutes of the meeting held September 11, 2023.

Motion to approve September 11, 2023, meeting minutes.

Motion: Schreffler

Second: Allen Vote: 2-0

**IV. PUBLIC COMMENT**

Joe Luta, 225 W Siddonsburg Rd, mentioned the sewer smell coming from Audubon Park and he called DEP to bring it to their attention to see if anything could be done about it. He said he didn’t want to take it to DEP but every time he spoke with the manager at Audubon, she would say she would have something done about it, but nothing ended up happening and the strong smell has been going on for months now.

Ron Hoffman, 233 W Siddonsburg Rd, also commented on Audubon Park and said he and a few neighbors had to get new wells when Audubon was put in because it made their wells go dry. He said the smell is so awful it smells like “tipped porta potty’s” all the time.

Tony Deez, 227 W Siddonsburg Rd, commented on the smell of Audubon Park being so bad that you can’t leave the windows open.

Glen White, 648 E Siddonsburg Rd, commented on waiting for a permit to come back and he isn’t happy he did not have it yet. He said it was the 11th week from when he submitted in August until this meeting and still does not have a permit in hand. Secretary Chelssee Smith commented that Approved Code Services, the building code officer, was waiting on more documentation from Mr. White’s engineer.

**V. PERSONS TO BE HEARD – None**

**VI. SUBDIVISIONS/LAND DEVELOPMENT**

**108 S Lewisberry Rd – Jay Yoder**Jay brought in some plans to show the board and ask questions regarding zoning and how the process to subdivide works. He had spoken with Dominic already and wanted to see if the board thought what he wanted to do could be done before going through the formal process. He would like to subdivide two acres off of his son’s property to build a house. The board and Dan discussed options with Jay and told him to start the formal process of getting plans to the Planning Commission.

**VII. TREASURER’S REPORT**

The Board reviewed the Treasurer’s Report.

Motion to accept the Treasurer’s Report.

Motion: Schreffler  
 Second: Allen Vote: 2-0

Motion to authorize credit card usage for $447.10.

Motion: Allen  
 Second: Schreffler Vote: 2-0

Motion to authorize Chelssee Smith, Treasurer, to pay bills as needed between meetings for up to $1,500.00 with Board of Supervisor approval.   
Motion: Allen

Second: Schreffler Vote: 2-0

Motion to accept the contract with SEK for the next 3 years for auditing services for Monaghan Township.

Motion: Schreffler

Second: Allen Vote: 2-0

**VIII. TOWNSHIP REPORTS**

**A. Township Secretary**

The Board reviewed the Secretary’s Report.

Motion to accept the Secretary’s Report.

Motion: Allen

Second: Schreffler Vote: 2-0

**B. Township Solicitor**

The Board reviewed the Solicitor’s Report.

Motion to accept the Solicitor’s Report.

Motion: Schreffler  
Second: Allen Vote: 2-0

**C. Zoning Officer/Engineer**

The Board reviewed the Engineer and Zoning Officer Report, which included an update on: Dan gave an update on Messiah Sports complex, they will be preparing documents for resubmission. The Fisher Run Culvert grant has not come back yet; more money was added to the grant program so it will be November until we hear back. Dan wants to prep bid documents now so when we hear back about the grant funding, we can be ready to submit in November-December. We will hear back about the Memphord Estates Grant through PA Small Water & Sewer in November. Dan has a list of stormwater permits he is working currently working on.

Motion to authorize KPI to start bid documents for Fisher Run Culvert Project.

Motion: Schreffler

Second: Allen Vote: 2-0

Motion to authorize KPI to proceed with site development plans for a new municipal building.

Motion: Schreffler

Second: Allen Vote: 2-0

Motion to accept Engineer and Zoning Officer Report.

Motion: Allen

Second: Schreffler Vote: 2-0

**D. Emergency Management Coordinator**

The board reviewed the Emergency Management Coordinator Report.

Motion to accept the Emergency Management Coordinator Report.

Motion: Allen

Second: Schreffler Vote: 2-0

**E. Fire Company**

The board reviewed the Fire Company report.

Motion to accept the Fire Company report.

Motion: Schreffler

Second: Allen Vote: 2-0

**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: 2-0

**G. Road Foreman**

Supervisor Allen reported on activities for September which included, daylighting street signs, trimming trees, repairing the mowing tractor, building maintenance, and roadside mowing.

Motion to accept the Road Foreman’s Report.

Motion: Schreffler

Second: Allen Vote: 2-0

**H. Planning Commission -** None

**IX. CORRESPONDENCE TO BOARD MAIL LIST -**

1. **Elicker and Meadow Trail Rd complaint**

Teri Dietrich emailed to express concerns of speeding and mentioned all of the burn out marks on Elicker and Meadow Trail Rd. Teri stated there are currently no speed limit signs on Elicker Road. The board of supervisors discussed forwarding this email to Carroll Township Police for them to investigate further.

**X. UNFINISHED BUSINESS**

A. New Building

The September 25 advertised Building Financing + Budget Discussion meeting was briefly discussed. We had a meeting to discuss paying for the new building and different scenarios to do so. No motion was made on this as Supervisor Allen and Supervisor Schreffler wanted Chair Pawelski’s weigh in on how to move forward with financing the new municipal building.

A motion was made to set the next Building Financing + Budget Discussion for October 30 at 6pm at the township building.

Motion: Schreffler

Second: Allen Vote: 2-0

**XI. NEW BUSINESS- None**

**XII. PAYMENT OF BILLS; BILL LIST 2023-10.**

The Board reviewed and discussed the bill list for October in the amount of $26,268.04.

Motion to approve payment of the Bill List 2023-10, for October in the amount of $26,268.04.

Motion: Allen

Second: Schreffler Vote: 2-0

**XIII. ADJOURNMENT**

Vice Chair Schreffler adjourned the meeting at 7:48pm.

Respectfully submitted,

Chelssee Smith, Secretary

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

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Chairman, Monaghan Township Board of Supervisors