

**MONROE TOWNSHIP BOARD OF SUPERVISORS  
39 MUNICIPAL DRIVE  
SELINGROVE, PA 17870  
JANUARY 24, 2023**

The Monroe Township Board of Supervisors held their regular meeting on Tuesday, January 24, 2023 at 7:00 p.m. at the Monroe Township Municipal Building. Present were: Vice-Chairman Ryan Mack, Supervisor Steven Paige, Michael Thomas of Meck-Tech, Inc., Township Engineer; Beau Hoffman, Township Solicitor; Terry Conrad, Road Foreman; Rick Bailey, Zoning Officer; and Stephanie A. McKinney, Secretary/Treasurer.

Visitors present were: Chris Eppley, Jordan Bailey, Tom Gates, Keith Long, Time Wolfe, Jim Keyser, David Melhorn, and Ali Slivinski.

Vice-Chairman Ryan Mack called the 01/24/23 meeting to order at 7:00 p.m. followed by a moment of silence and the pledge of allegiance.

There were two additions to the agenda: Tra Electric Traffic Signal Maintenance Agreement and Sheetz-Fire Hydrant.

Solicitor Hoffman noted that the board is now following their public comment policy which allows that if a subject is on the agenda the public will have ten minutes to speak and if not on the agenda comments will be 5 minutes each.

**PUBLIC COMMENT:**

- Mr. Tom Gates stated his concerns about Penn DOT taking 10 feet and eliminating highway access to his property at the corner of Routes 11&15 N and Susquehanna Valley Mall Drive as part of the CSVT. Mike Thomas responded that the township is aware of this and if Buchanan is closed then a small bridge in the area will need to be repaired and they have requested that with Penn DOT. The township is voicing their concerns but Penn DOT (the state) supersedes the township's rules, regulations, responses and comments. Solicitor Hoffman stated that they have not received a response to their comments from Penn DOT concerning this subject.
- Mr. Keith Long was present to see what the outcome was concerning the review of the loose stones on Picnic Lane. Mr. Thomas responded that they want to review in the spring after snow plowing season has ended.
- Ms. Ali Slivinski asked if the board checked into any leaf removal. Supervisor Mack stated that the township is huge and if there is a grant to help with leaf removal it would be looked into.
- Mr. Tim Wolfe stated there has been a neighbor who is burning at night and burning items that are not allowed to be burned. Mr. Wolfe noted that we have a burn ordinance. Mr. Wolfe asked about needing a sign for a home-based business. Mr. Wolfe also noted that there are little temporary signs all over the township that are not allowed per the zoning ordinance. Mr. Wolfe asked what the future plans are for Sunbury Road. The board responded that they are aware of the problem and hope to have the road totally repaired when the utilities work and the CSVT is completed. Mr. Wolfe stated that the traffic lights on the strip should be retimed.
- Mr. Jim Keyser of Picnic Lane noted that there are a lot of stones by his mailbox and also noted his concerns about getting leaves picked up.

Supervisor Paige moved, seconded by Supervisor Mack to approve the minutes from December 20, 2022 and January 3, 2023 as submitted. Motion was passed unanimously.

**OLD BUSINESS:**

**Engineer – Mike Thomas**

- Concerning the recycling center, Mike Thomas presented a drawing of the recycling center changes with the next steps of placing it on bid either on paper or Penn Bid. Supervisor Paige seconded by Supervisor Mack to have Meck-Tech place the bid ad for the recycling center upgrades at their discretion. Motion was passed unanimously.
- Concerning the Early Detection Signage on Route 15 South, Mr. Thomas reported that the signage is posted but the sign was small and easy to miss.
- Concerning the Aqua Water boosting station, Mr. Thomas reported that the booster station is on Colonial Drive and needed to be relocated because of the CSVT project. The station will be bigger and fenced in. The right of way is being ignored. Aqua feels that since this is work for Penn DOT, they are exempt from local regulations. Mr. Thomas and the Solicitor are working to get the fence and a generator off the front yard because it is within five feet of the road and does not follow township regulations. Supervisor Paige moved, seconded by Supervisor Mack to request a representative from Aqua PA attend the meeting to explain the project to the board. Motion was passed unanimously.
- Mr. Thomas reported that Sheetz is to install a fire hydrant with their remodel. They asked if the township wanted to take ownership of the hydrant. If it is private, it would be metered and paid for by Sheetz. If it is public, it would be paid for by the township with a monthly fee of \$28 and no meter and the fire company could fill-up when needed. The board decided to table this until next month.

**NEW BUSINESS:**

**Recreation Committee-Stephanie McKinney**

- Stephanie McKinney reported that Diane Reynolds resigned from Recreation Committee due to a meeting night conflict. A new committee member will need to be appointed.

**Solicitor-Beau Hoffman**

- Solicitor Hoffman stated that the Target assessment appeal proposal was accepted by Target. It was for 2021 so the proposal should be amended to include 2022.
- Solicitor Hoffman stated that Talen Energy appealed the Zoning Hearing decision for a zoning variance. In the meantime, the township changed the zoning for the location and now the appeal would be a moot point. The township is waiting for Talen to rescind the appeal.
- Solicitor Hoffman stated that when the Penn DOT approved the early detection sign at Kmart a resolution should be adopted allowing the Secretary to sign the agreements. Supervisor Mack moved, seconded by Supervisor Paige to adopt Resolution 2023-3 a resolution authorizing the Secretary to submit the traffic signal maintenance agreement. Motion was passed unanimously.

**Road Dept.-Terry Conrad**

- Supervisor Paige moved, seconded by supervisor Mack to approve the purchase of a post hole driver from Bradco Supply for \$3,300.00. Motion was passed unanimously.
- Mr. Conrad noted that cars from Alexander Toyota on Commerce Drive have been pushed back.
- Secretary McKinney asked if she could purchase shirts and hoodies for the road crew once a new employee was hired. The board approved the purchase.
- Mr. Conrad requested that an emergency light be purchased for the road crew when doing work at night. The board approved this purchase.
- Secretary McKinney reported that it was time to contract salt with the COSTARS program. Last year we purchased 300 tons. Supervisor Paige moved, seconded by Supervisor Mack to purchase 300 tons of salt with the COSTARS program. Motion was passed unanimously.

- Supervisor Paige stated the poles in the garage are in bad shape along with the roof and siding. Supervisor Paige will reach out to Martin's for a quote.
- Secretary McKinney reported that there was a resignation from the road crew and it has been advertised for applications. Supervisor Mack moved, seconded by Supervisor Paige to hire two part-time employees David Gilbert and James Kreitzer for snow plowing at the same rate as the rest of the part-time workers. Motion was passed unanimously.
- The fuel tank with old gas was discussed but no decisions were made.
- Supervisor Paige moved, seconded by Supervisor Mack to accept a traffic signal maintenance agreement with Tra Electric for \$600 per light for a total of \$1,800. Motion was passed unanimously.

**Zoning Officer**

- Rick Bailey presented his reports and violations letters from December.
- Mike Thomas stated that LUV carwash was requesting an extension to their proposed plan. The township can continue the review but it will stop until they replenish their escrow funds.
- Supervisor Paige moved, seconded by Supervisor Mack to release the remaining escrow funds to Eli Zook per his request. Motion was passed unanimously.

Rick Bailey, Terry Conrad and Mike Thomas were excused at 8:46 p.m.

**Township Secretary/Treasurer – Stephanie A. McKinney**

- The Township Secretary/Treasurer reviewed the December Report of Funds, Escrow Report, and Budget Report with the Board of Supervisors and presented the Accounts Payable Report dated 01/01/23 to 01/21/23 in the amount of \$37,201.30 for approval by the Board of Supervisors. Supervisor Paige moved, seconded by Supervisor Mack to approve the Accounts Payable Report dated 01/01/23 to 01/21/23 and to pay the bills. Motion was passed unanimously.
- The board signed a letter to release records for the 2022 audit.
- When the board decided last year not to collect per capita tax a resolution should have been adopted. Supervisor Paige moved, seconded by Supervisor Mack to adopt Resolution 2023-4 a resolution abolishing the per capita tax in 2022. Motion was passed unanimously.
- A request was received to place a political ad in the newsletter. The board agreed to not allow political ads in the newsletter.
- Supervisor Mack moved, seconded by Supervisor Paige to replace a heat pump at the Municipal Building at a cost of \$8,110.00. Motion was passed unanimously.

Supervisor Paige moved, seconded by Supervisor Mack to adjourn the meeting at 8:57 p.m. Motion was passed unanimously.

Respectfully Submitted,

Stephanie A. McKinney  
Township Secretary/Treasurer