**MONAGHAN TOWNSHIP BOARD OF SUPERVISORS**

**February 12, 2024, MINUTES**

**6:00 p.m.**

Pledge to the Flag

**I. CALL TO ORDER**

Chairman Pawelski called the regular meeting to order at 5:57p.m. in the meeting room of the offices of Monaghan Township. Also, present were Vice Chair Schreffler and Supervisor Allen.

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

**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. January 2, 2024, Reorganization Meeting Minutes**

Motion: Schreffler  
 Second: Pawelski Vote: 3-0

**B. January 2, 2024, Regular Meeting Minutes**  
 Motion: Pawelski

Second: Allen Vote: 3-0

**IV. PUBLIC COMMENT**Shaun Haring, 201 Big Oak Rd, condolences to Chelssee & the Smith Family on the passing of her mother-in-law. Did the township hear anything on the Fisher Run Culvert grant application? Dan, township engineer, said he would give an update on this with his report.

**V. PERSONS TO BE HEARD – None**

**VI. SUBDIVISIONS/LAND DEVELOPMENT – None**

**VII. TREASURER’S REPORT**

The Board reviewed the Treasurer’s Report.

Motion to accept the Treasurer’s Report.

Motion: Schreffler  
 Second: Allen Vote: 3-0

Motion for the Credit Card Payment for January $426.14.

Motion Pawelski

Second: Schreffler 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: Pawelski Vote: 3-0

**VIII. TOWNSHIP REPORTS**

**A. Township Secretary**

The Board reviewed the Secretary’s Report.

Motion to accept the Secretary’s Report.

Motion: Pawelski

Second: Allen Vote: 3-0

**B. Township Solicitor**

The Board reviewed the Solicitor’s Report.

Motion to accept the Solicitor’s Report.

Motion: Schreffler  
Second: Allen Vote: 3-0

**C. Zoning Officer/Engineer**

Motion to accept the Zoning Officer Report.

Motion: Pawelski

Second: Schreffler Vote: 2-0-1 (Ronnie abstained)  
  
Motion to authorize KPI to issue a Zoning violation notice to the property owner of Chilton properties.   
Motion: Schreffler  
Second: Pawelski Vote: 3-0

Engineering Updates:

* Fisher Run – the township received a grant for 265,000.00 from PA Flood Mitigation Grant. Dan Perva provided a tentative schedule for the Fisher Run Culvert replacement project.
* Messiah University – Dan Perva is seeking signatures for a letter of intent on stormwater management improvements at Starry Field, which is valid for three years to match the agreement timeline.
* Township Building – Motion to advertise a public workshop with local builders to discuss the new township building on Monday February 26, 2024, at 3:30 and 4:15.   
  Motion: Pawelski   
  Second: Allen Vote: 3-0
* Memphord Estates construction entrances   
  Motion to approve Memphord Estates plan as presented by KPI for the purposes for moving forward in the condemnation process.   
  Motion: Schreffler  
  Second: Pawelski Vote: 2-1-0 (Allen opposed)
* Roads:   
  The Big Oak Road reclamation specs were given to road crew with no objection. The start date is on track for May 2024.
* A traffic study at the corner of Wharf and Siddonsburg Roads was authorized to determine if signs can or should be installed to slow drivers down.

Motion to authorize KPI to contact LTAP to perform a traffic study at Wharf and Siddonsburg Rd.   
Motion: Pawelski   
Second: Schreffler Vote: 3-0

Dan received a complaint from neighbors regarding Lot 5, Meadow Trail Rd, for lot disturbance for tree removal and creating a driveway. Dan conducted a site inspection and reported that nothing was visible from the road. The township has not received a driveway, zoning or building permit for the property.

Motion to accept the Engineer’s Report.

Motion: Allen

Second: Schreffler Vote: 3-0

**D. Emergency Management Coordinator - None**

**E. Fire Company - None**

**F. Sewage Enforcement Officer**

The board reviewed the Sewage Enforcement Officer Report.

Motion to accept the Sewage Enforcement Officer Report.

Motion: Allen

Second: Schreffler Vote: 3-0

**G. Road Foreman**

Supervisor Allen reported on activities for January that included plowing and salting roads for various storms, fixing multiple roads with cold patch, prepping the back office for the township’s new employee, mounting new lights on the backhoe, and mounting a new plow light on international dump truck. A bridge inspection was done on the township-owned bridge on Wharf Rd. Everything looks okay and the road crew will conduct normal routine work on it this year.

Motion to accept the Road Foreman’s Report.

Motion: Schreffler

Second: Pawelski Vote: 3-0

**H. Planning Commission**

The board reviewed the Planning Commission Report. The Board asked KPI to update the Hazardous Road Map for inclusion in the draft Comprehensive Plan.  
Motion to accept the Planning Commission Report.Motion: Pawelski  
Second: Allen Vote:3-0

Motion for Chelssee to advertise joint Board of Supervisors and Planning Commission meeting April 23, 2024, at 6:00 pm to discuss the draft Monaghan Township Comprehensive Plan.

Motion: Pawelski

Second: Schreffler Vote: 3-0

**IX. CORRESPONDENCE TO BOARD MAIL LIST – chili cookoff** A. Motion to donate $100 to support the 10th Annual chili cookoff.   
 Motion: Pawelski  
 Second: Schreffler Vote: 2-0-1 (Allen abstained)

**X. UNFINISHED BUSINESS**

A. Resolution 2024-02  
Motion to accept Resolution 2024-02 Setting Fees, Costs and Licenses for the Calendar Year 2024.

Motion: Schreffler

Second: Allen Vote: 3-0

B. New Building – The Board reported that the township submitted a RACP grant application to underwrite the cost of the new municipal building for $1.5 million.

**XI. NEW BUSINESS – None**

**XII. PAYMENT OF BILLS; BILL LIST 2024-2.**

The Board reviewed and discussed the bill list for February 2024 in the amount of $66,736.50.

Motion to approve payment of the Bill List 2023-2 for February in the amount of $66,736.50.

Motion: Schreffler

Second: Allen Vote: 3-0

State Fund account bill approval for salt in the amount of $6,250.88.

Motion: Pawelski

Second: Allen Vote: 3-0

Public Comment- None

**XIII. ADJOURNMENT**

Motion to adjourn the meeting at 8:40 pm.

Motion: Allen  
 Second: Schreffler Vote: 3-0

Respectfully submitted,

Chelssee Smith, Secretary

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

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Chairman, Monaghan Township Board of Supervisors