

**EAST PENN TOWNSHIP BOARD OF SUPERVISORS**  
**MINUTES**  
**January 5, 2026**  
**Reorganization Meeting**  
**6:30 PM East Penn Township Community Center**

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**2026 REORGANIZATION MEETING:**

The East Penn Township Board of Supervisors conducted their January 5, 2026 reorganization meeting at the East Penn Township Community Center. Supervisor John M. Strockoz called the meeting to order at 6:30 PM followed by the Pledge of Allegiance.

|                                                          |                                                                                                                 |
|----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Supervisors Present (alphabetical)                       | Keith House<br>Gary Kuehner<br>Dennis L. Pearson<br>William G. Schwab<br>John M. Strockoz                       |
| Supervisors Absent                                       | None                                                                                                            |
| Other Township Officials Present                         | 2025 Secretary Victoria Johnson<br>2025 Roadmaster Brandon Bradford                                             |
| Members of Other Township Boards and Commissions Present | Robert M. Kleintop Jr., EMC, Planning Commission<br>Kathy Henderson, Tax Collector<br>Leigh Jamgochian, Auditor |
| Members of the Press Present                             | Channel 13 News                                                                                                 |

**Announcement-**

2026 Auditor's Reorganization meeting will be held on January 6, 2026 6:30 pm, East Penn Township Community Center.

**Courtesy of the Floor-** Kathy Henderson, Tax Collector – Provided a brief report and final collection totals for 2025. “96.46% Real Estate was collected and 76.64% Per Capita collected.”

| POSITION            | MOTION                                                                                                                                |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Temporary Chairman  | <i>Motion by John M. Strockoz, seconded by Gary Kuehner, to appoint Dennis L. Pearson as Temporary Chairman. AIF. MOTION CARRIED.</i> |
| Temporary Secretary | <i>Motion by Gary Kuehner seconded by Keith House, to appoint Victoria Johnson as Temporary Secretary. AIF. MOTION CARRIED</i>        |

|    | POSITION / ACTION                            | MOTION                                                                                                                                                                                                                                                                                                                                                                        |
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| 1  | Board Chairman                               | <i>Motion by William G. Schwab, seconded by Keith House, to appoint <u>John M. Strockoz</u> as Chairman of the Board for 2026. AIF. MOTION CARRIED.</i><br><br><i>Meeting turned over to Chairman Strockoz.</i>                                                                                                                                                               |
| 2  | Board Vice-Chairman                          | <i>Motion by William G. Schwab, seconded by Keith House, to appoint <u>Gary Kuehner</u> as Vice-Chairman of the Board for 2026. AIF. MOTION CARRIED.</i>                                                                                                                                                                                                                      |
| 3  | Meetings                                     | <i>Motion made by Dennis L. Pearson, seconded by Gary Kuehner to hold the meetings of the Supervisors at the East Penn Township Community Center on the first Monday monthly at 6:30 PM; excluding April and September when the Board will meet, Tuesday, April 7<sup>th</sup> and Tuesday, September 2nd. Executive sessions to be held at 6:15 PM. AIF. Motion carried.</i> |
| 4  | Office Hours                                 | <i>Motion by William G. Schwab, seconded by Gary Kuehner to set the office hours as Monday through Friday 8:30 AM to 4:30 PM (ish). AIF. Motion carried.</i>                                                                                                                                                                                                                  |
| 5  | Resolution #2026-01<br>2026 Salary Schedule  | <i>Motion by William G. Schwab, seconded by Gary Kuehner to approve Resolution #2026-01 known as the “East Penn Township 2026 Salary Schedule”. AIF. Motion carried.</i>                                                                                                                                                                                                      |
| 6  | Working Supervisor<br>Rate of Pay-           | <i>Motion made by William G. Schwab, seconded by Gary Kuehner to recommend to the Elected/Appointed Auditors to set the rate of pay for any working Supervisor at the highest rate set according to the 2026 Salary Schedule for the job performed. AIF. Motion Carried</i>                                                                                                   |
| 7  | Township<br>Manager/Treasurer                | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to retain <u>Jillyan A. Sterling</u> as Township Manager, Treasurer for 2026 at forty (40) hours per week. 2026 Salary Schedule benefits and time off to be set by the Board of Supervisors. AIF. Motion carried.</i>                                                                                               |
| 8  | Township<br>Secretary/Sewer Billing<br>Clerk | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to retain <u>Victoria J. Johnson</u> as Township Secretary, Sewer Billing Clerk for 2026 at forty (40) hours per week. 2026 Salary Schedule benefits and time off to be set by the Board of Supervisors. AIF. Motion Carried.</i>                                                                                   |
| 9  | Earned Income Tax<br>Local Services Tax      | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to use <u>Berkheimer &amp; Associates</u> as the collector of Earned Income Taxes (EIT) and Local Services Tax (LST) and delinquents of each. AIF. Motion carried.</i>                                                                                                                                              |
| 10 | Per Capita Tax                               | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to use <u>Berkheimer &amp; Associates</u> as the delinquent tax collecting agency for Per Capita tax at a 5% commission. AIF. Motion Carried.</i>                                                                                                                                                                   |
| 11 | Treasurer’s Bond                             | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to set the Treasurer’s bond at \$1,338,389.00. AIF. Motion carried.</i>                                                                                                                                                                                                                                             |

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| 12 | <b>Resolution #2026-03<br/>Bank Depositories</b>               | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to adopt Resolution #2026-03 naming the 2026 Township Bank Depositories. AIF. Motion carried.<br/>*MCT</i>                                                                                                                                                                                                                                                 |
| 13 | <b>Roadmaster</b>                                              | <i>Motion by William G. Schwab seconded by Gary Kuehner, to retain <u>Brandon Bradford</u> as Roadmaster at forty (40) hours per week. 2026 Salary Schedule benefits and time off to be set by the Board of Supervisors. AIF. Motion carried.</i>                                                                                                                                                                    |
| 14 | <b>Road Crew</b>                                               | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to set the 2026 Salary Schedule for road department personnel. Holidays, benefits and comp to be provided according to the Township Personnel Policy and Union Agreement to whom applicable. AIF. Motion carried.</i>                                                                                                                                      |
| 15 | <b>As-Needed Road Crew Assistance</b>                          | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to pay “as needed” assistance for the road crew according to the 2026 Salary Schedule. Roadmaster will determine who fits into each category. As needed help will be at the discretion of the Roadmaster. Limit set that any employee can only work on an “as-needed” basis at a maximum of four (4) consecutive weeks per month. AIF. Motion carried.</i> |
| 16 | <b>Community Center Administrator-</b>                         | <i>Motion by William G. Schwab, seconded by Gary Kuehner to appoint <u>Lora L. Nothstein</u> as the 2026 Community Center Administrator to be paid according to the 2026 Salary Schedule. AIF. Motion Carried.</i>                                                                                                                                                                                                   |
| 17 | <b>Resolution #2026-04<br/>2026 Mileage Reimbursement Rate</b> | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to adopt Resolution #2026-04 setting the 2026 mileage rate of reimbursement for employees and Supervisors who use their personal vehicles for Township business at the IRS rate as may change from time to time. AIF. Motion carried.<br/>(* .68 cents per mile)</i>                                                                                       |
| 18 | <b>Voting Delegate – PSATS</b>                                 | <i>Motion by Gary Kuehner, seconded by Keith House to name <u>Dennis L. Pearson</u> as the voting delegate to the PSATS State Educational Convention. AIF. Motion Carried.</i>                                                                                                                                                                                                                                       |
| 19 | <b>Vacancy Board</b>                                           | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Harold Resh</u> as Chairman of the Vacancy Board for a one (1) year term. AIF. Motion carried.</i>                                                                                                                                                                                                                                           |
| 20 | <b>Township Solicitor</b>                                      | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Robert S. Frycklund, Esquire</u> as Township Solicitor and to pay him according to his 2026 fee schedule and to require detailed invoices be provided showing specific breakdowns of all services, dates and projects by matters. AIF. Motion Carried.</i>                                                                                   |
| 21 | <b>Assistant Township Solicitor</b>                            | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Jason Rapa, Esquire</u> as Assistant Township Solicitor for planning, zoning and permitting issues and to pay him according to his 2026 fee schedule and to require detailed invoices be provided showing specific breakdowns of all services, dates and projects by matters. AIF. Motion carried.</i>                                       |
| 22 | <b>Planning Commission Secretary</b>                           | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Jillyan A. Sterling</u>, Secretary of the East Penn Township Planning Commission. To be paid according to the 2026 Salary Schedule. AIF. Motion carried.</i>                                                                                                                                                                                 |

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| 23 | Township SEO /<br>Alternate SEO                           | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Ian Farrell</u> as the Township SEO, and <u>Scott C. Bieber</u> as the alternate SEO. To pay the SEO's according to their respective fee schedule submitted by them. To reimburse approved SEO expenses. To submit to DEP all SEO expenses at the end of the year for Township reimbursement and to notify DEP of such appointment and to require detailed invoices be provided showing specific breakdowns of all services, dates and projects; and records to be brought to the Township office within 30 days of approval of permit. AIF. Motion carried.</i> |
| 24 | Zoning Officer                                            | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Barry Isett And Associates</u> as the 2026 Township Zoning Officer. Zoning Officer to provide monthly reports to the Board of Supervisors including copies of all correspondence and a list of permits issued or denied during that month. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                              |
| 25 | Fire Chief<br>Assistant Fire Chief                        | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Brenden McArdle</u> as the Fire Chief of East Penn Township and <u>Brain Spitzer</u> as Assistant Fire Chief for 2026 as elected by the East Penn Township Volunteer Fire Company. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                                                                      |
| 26 | Township Engineer                                         | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Hanover Engineering Associates Inc.</u> as the 2026 Township and Parks Engineer and pay according to their fee schedule and to require detailed invoices be provided showing specific breakdowns of all services, dates and projects. This should include all pending matters. AIF. Motion carried.</i>                                                                                                                                                                                                                                                          |
| 27 | Sanitary Sewer Project<br>Engineer/Plumbing<br>Inspector- | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to continue the appointment of <u>Hanover Engineering Associates Inc.</u> as the Project Engineer for the Sanitary Sewer System Project as well as Plumbing Inspector, to be paid according to their fee schedule and to require detailed invoices be provided showing specific breakdowns of all services, dates and projects. AIF. Motion carried.</i>                                                                                                                                                                                                                       |
| 28 | UCC Inspector Services                                    | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to contract with the following providers for UCC Inspection Services: <u>Lehigh Valley Inspection Service</u> and <u>Barry Isett &amp; Associates</u> as per their fee schedule. List of agencies to be amended per the Township Engineer's review of qualifications. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                 |
| 29 | Building Code Official                                    | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Barry Isett &amp; Associates</u> as the Township Building Code Official and pay according to their fee schedule and to require detailed invoices and reports be provided showing specific breakdowns of all services, dates and projects. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                               |
| 30 | EMC – Deputy EMC                                          | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Robert M. Kleintop Jr.</u> as the Township Emergency Management Coordinator (EMC) and <u>Keith House</u> as Deputy Township Emergency Management Coordinator for 2026. AIF. Motion Carried.</i>                                                                                                                                                                                                                                                                                                                                                                  |
| 31 | Lehighton Memorial<br>Library Committee-                  | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to reappoint <u>Terri Sheckler</u> as the Township's 2026 representative on the Lehighton Memorial Library Committee and to request periodic status reports be provided to the Township. AIF. Motion Carried.</i>                                                                                                                                                                                                                                                                                                                                                              |

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| 32 | Stenographic Services                                                        | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to hire <u>Andrea Boswell</u> for stenographic services at the following rates: \$175.00 for the first 60 minutes; \$125.00 per hour thereafter. \$4.75 per page if transcript is needed. AIF. Motion carried.</i>                                                                                    |
| 33 | Township Community Center & Playground Rental Rates                          | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to set rental rates for use of the Playground and Township Community Center for non-township activities as detailed in the 2026 fee schedule. Any rental fee for use of either the Playground or Township Community Center must be by check, money order or certified check. AIF. Motion carried.</i> |
| 34 | Open Records Officer                                                         | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Jillyan A. Sterling</u> as the East Penn Township Open Records Officer at no additional compensation. AIF. Motion Carried.</i>                                                                                                                                                          |
| 35 | CDL Drug Testing Program – Contact Persons                                   | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to designate the CDL drug testing contact person as <u>Brandon Bradford</u> and the alternate CDL drug program contact person as <u>Roy Snyder</u>. AIF. Motion carried.</i>                                                                                                                          |
| 36 | Local Tax Collection Committee - Delegates                                   | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Victoria Johnson</u> as the Township delegate to the Local Tax Collection Committee and appoint <u>Jillyan A. Sterling</u> as the alternate delegate with wages and mileage reimbursement paid. AIF. Motion carried.</i>                                                                |
| 37 | PA 1 Call                                                                    | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Brandon Bradford</u> and <u>Jillyan A. Sterling</u> as the PA 1 Call contact person and alternate, respectively, and web ticket responders and to designate <u>Brandon Bradford</u> and <u>Roy Snyder</u> as the after-hours call out contacts. AIF. Motion carried.</i>                |
| 38 | Planning Commission 4-Year Term 2026-2029                                    | <i>Motion made by William G. Schwab, seconded by Gary Kuehner, to re-appoint <u>Robert M. Kleintop</u> to a 4-year term on the East Penn Township Planning Commission. AIF. Motion Carried.</i>                                                                                                                                                                 |
| 39 | Zoning Hearing Board Alternate- 3 Year Term 2026-2028<br>Resolution #2026-08 | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to adopt Resolution #2026-08 reappointing <u>John Reedy III</u> to the Zoning Hearing Board for a three (3) year term of 2026-2028. AIF. Motion Carried.</i>                                                                                                                                          |
| 40 | Recreation Committee 5-year term- 2026-2030                                  | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to re-appoint <u>Bernard Hosier</u> to a 5-year term on the East Penn Township Recreation Committee. AIF. Motion Carried.</i>                                                                                                                                                                         |
| 41 | 2026 COG Representative-                                                     | <i>Motion made by William G. Schwab, seconded by Gary Kuehner, to appoint <u>Dennis L. Pearson</u> as the 2026 COG Representative. AIF. Motion Carried.</i>                                                                                                                                                                                                     |
| 42 | Vacant Positions Boards/ Commissions-                                        | <i>Motion made by William G. Schwab, seconded by Gary Kuehner, to declare any remaining positions as vacant and advertise the openings on any boards or commissions in a display ad seeking interested township residents to submit a letter of interest. AIF. Motion Carried.</i><br><br><i>*2 Recreation/1 ZHB/ 1 LCRC/ 1 Parks.</i>                          |

## REGULAR MEETING

**\*Snow Removal:** According to Township Ordinance 2005-6 it is illegal to deposit, plow, push or shovel snow onto public roadways. Such action will not be tolerated, and violation is enforced through the District Justice with fines of \$1,000 per violation.

**Courtesy of the Floor:** None

**APPROVALS:**

|    |                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| 43 | Minutes              | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to approve the minutes of the December 1, 2025 meeting as presented. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                                                                                            |
| 44 | Treasurer's Report   | <i>Motion by William G. Schwab, seconded by Gary Kuehner to approve the Treasurer's report for December 1 thru December 31, 2025 as presented. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                                                                            |
| 45 | Invoices for Payment | <i>Motion by Dennis L. Pearson, seconded by Gary Kuehner to approve the transfers and invoices for payment as presented. (Schwab abstained from BRC, TN, PenTele Data and Pencor Hydraulic. House abstains from any Fire Company payments). AIF. Motion carried.</i>                                                                                                                                                                                                                                                               |
| 46 | Road Report          | Roadmaster Bradford presented the road report for December as follows:<br>-The road crew was out 10 times to salt / plow.<br>-Refilled salt and anti-skid buildings throughout the month as needed.<br>-Repaired or replaced winter maintenance equipment throughout the month as needed.<br>-Continued working on equipment maintenance.<br>-Met with the game commission regarding a logging operation off of Hoffman Road.<br>-Pressure washed equipment after snowstorms.<br>-Normal tree and branch cleanup after windstorms. |
| 47 | 2026 Road Projects-  | <i>Motion made by William G. Schwab seconded by Keith House to approve the 2026 Road Project List as submitted by the Roadmaster. AIF. Motion Carried.</i><br><br><i>Motion made by William G. Schwab seconded by Dennis L. Pearson to approve the 2026 Tar &amp; Chip Project as submitted by the Roadmaster. AIF. Motion carried.</i>                                                                                                                                                                                            |

**SUBDIVISIONS, LAND DEVELOPMENT, STORMWATER MANAGEMENT:**

None

**UNFINISHED BUSINESS:**

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| 48 | <b>Updates on civil complaints:</b><br><br><b>Joseph Lane-</b><br><br><b>E. Lizard Creek-</b>                                                    | No Update<br><br>Tent has been removed and people have moved out.                                                                                                                                                                                                                                                                                                   |
| 49 | <b>GRANTS/PROJECTS-</b><br><br><b>LSA Monroe County (Recreation)-</b><br><br><b>Fire Company Forestry Grant Application- Resolution 2026-09-</b> | No updates<br><br><i>Motion made by Dennis L. Pearson, seconded by William G. Schwab, to authorize the signing of Resolution 2026-09 authorizing the submission of the grant application and appointing an official (Brenden Mcardle) for executing documents for a DCNR Forestry matching grant application in the amount of \$15,000.00. AIF. Motion Carried.</i> |
| 50 | <b>Data Center Ordinance-</b>                                                                                                                    | Township Engineer and Solicitor have been authorized to draft the Ordinance as of December 2025.                                                                                                                                                                                                                                                                    |

**NEW BUSINESS:**

|    |                                                             |                                                                                                                                                                                                                                                                                                                                           |
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| 51 | <b>Resolution #2026-02 Fire Company</b>                     | <i>Motion by Dennis L. Pearson, seconded by Gary Kuehner, to adopt Resolution #2026-02 appointing East Penn Township Volunteer Fire Company as the official Fire Company of East Penn Township and approve the list of authorized activities for 2026. AIF. Motion carried.</i>                                                           |
| 52 | <b>Resolution #2026-06; 2026 Fee Schedule</b>               | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to adopt Resolution #2026-06 “2026 Fee Schedule” as presented. AIF. Motion carried.</i>                                                                                                                                                                                         |
| 53 | <b>2026 PSATS Educational Conference &amp; Exhibit Show</b> | <i>Motion by Keith House, seconded by William G. Schwab to allow the Full-time Roadcrew workers and Office staff to attend the 2026 PSATS Educational and Trade Show Conference if they so chose to attend. AIF. Motion Carried.</i>                                                                                                      |
| 54 | <b>Ag Security Advisory Committee</b>                       | <i>Motion made by William G. Schwab, seconded by Dennis L. Pearson, to appoint <u>John M. Strockoz</u> as <u>Chairman</u>, <u>Gary Kuehner</u>, and <u>Dennis A. Kuehner</u> as <u>Farmer members</u> and <u>Todd Schleicher</u> as <u>Citizen Member</u> to the <u>Ag Security Advisory Committee</u> for 2026. AIF. Motion carried.</i> |
| 55 | <b>Act 205 – Pension</b>                                    | <i>Motion by Gary Kuehner, seconded by Keith House, to authorize the Treasurer to sign the Act 205, Actuarial Valuation Report – Pension Plans for Employees. AIF. Motion carried.</i>                                                                                                                                                    |

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| 56 | <b>Pension Funds – Administrator</b>                     | <i>Motion by Gary Kuehner, seconded by Dennis L. Pearson, to appoint the <u>Treasurer</u> as the designated Township Chief Administrator Officer of the Township Employees’ Pension funds. Non-Uniform Employees. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                              |
| 57 | <b>UVO Annual Donation</b>                               | <i>Motion by William G. Schwab, seconded by Gary Kuehner, to set the 2026 annual donation to the United Veterans Organization at \$500. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                                                                                        |
| 58 | <b>Leighton Memorial Library Annual Donation</b>         | <i>Motion by Gary Kuehner, seconded by Dennis L. Pearson, to set the 2026 annual donation to the Leighton Library at \$500 as budgeted. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                                                                                        |
| 59 | <b>Two Signatures for Expenditures of Township Funds</b> | <i>Motion by Gary Kuehner, seconded by Keith House, that the expenditure of any township funds shall require in addition to the Treasurer require the signature of a township Supervisor. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                                      |
| 60 | <b>Designation of Key Supervisors</b>                    | <p><i>Motion by William G. Schwab, and seconded by Gary Kuehner, that for 2026 the Board of Supervisors shall organize and name the following as the key supervisors for the designated various departments:</i></p> <p><i>Gary Kuehner - Roads</i></p> <p><i>John M. Stroczko – Roads (Equipment)</i></p> <p><i>William G. Schwab - Finance</i></p> <p><i>William G. Schwab - Administration</i></p> <p><i>Dennis L. Pearson - Planning/Zoning</i></p> <p><i>Keith House - Community Center</i></p> <p><i>AIF. Motion Carried.</i></p> |
| 61 | <b>Waiver of Supervisor Compensation</b>                 | <i>Motion by Keith House, and seconded by Gary Kuehner, that Supervisor Schwab shall be authorized to waive his compensation and donate to the Parks budget for 2026. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                                                          |
| 62 | <b>2024 Supervisor Compensation Donation-</b>            | <i>Motion made by Gary Kuehner, seconded by Keith House to transfer \$1,200.00, the amount Supervisor Schwab waived in 2025 as his compensation to the Parks Account. AIF. Motion Carried. Schwab abstained.</i>                                                                                                                                                                                                                                                                                                                        |
| 63 | <b>Overtime</b>                                          | <i>Motion by William G. Schwab, seconded by Gary Kuehner, that no overtime shall be allowed except when authorized by a Supervisor with an exception to severe weather conditions or emergencies. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                                              |
| 64 | <b>Act 44- Township’s Disclosure Statement</b>           | <i>Motion made by William G. Schwab, seconded by Gary Kuehner to adopt Disclosure Statement for 2026 as required by Chapter 7-A of Act 44 of 2009, the Municipal Pension Plan Funding Standard and Recovery Act. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                               |
| 65 | <b>Fire Company Fund</b>                                 | <i>Motion made by Gary Kuehner, seconded by Dennis L. Pearson, to direct the Township Treasurer to make quarterly payments as budgeted with payments due on the 15<sup>th</sup> of January, April, July and October to the Fire</i>                                                                                                                                                                                                                                                                                                     |

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|    |                                                                                 | <i>Company contingent upon receiving the financial statements as required by the Second-Class Township Code. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                                |
| 66 | <b>Temporary Budget Transfers</b>                                               | <i>Motion by Gary Kuehner, seconded by William G. Schwab to authorize the Treasurer to do temporary budget transfers from capital to general account if needed with the stipulation that money should be repaid immediately upon receipt of sufficient funds. AIF. Motion carried.</i>                                                                                                                               |
| 67 | <b>Township Equipment Use Rate</b>                                              | <i>Motion by Keith House, seconded by Gary Kuehner, to set the 2026 Township Equipment Use Rate as listed by FEMA. AIF. Motion carried.</i>                                                                                                                                                                                                                                                                          |
| 68 | <b>Resolution #2026-05 2026 Auditor Appointment</b>                             | <i>Motion made by William G. Schwab, seconded by Gary Kuehner to adopt Resolution #2026-05 appointing Kirk, Summa &amp; Co., LLP as an independent certified accounting firm to audit all funds of the Township at a cost not to exceed \$9,250.00 as quoted. The treasurer is directed to provide audit report with financial statements to PENNVEST when received from the auditing firm. AIF. Motion Carried.</i> |
| 69 | <b>General Liability, Auto, Umbrella and Workmen's Comp. Insurance Renewal-</b> | <i>Motion made by William G. Schwab, seconded by Gary Kuehner, to accept the proposal from Brown &amp; Brown for the renewal of General Liability, Liquor, Auto, Umbrella and Workman's Comp. Insurance as submitted. AIF. Motion Carried.</i>                                                                                                                                                                       |
| 70 | <b>Res. #2026-07 Small Quantities of Bituminous Materials-</b>                  | <i>Motion made by Gary Kuehner, seconded by Keith House to adopt Resolution #2026-07; "Price Adjustment of Bituminous Materials for Small Quantities". AIF. Motion Carried.</i>                                                                                                                                                                                                                                      |
| 71 | <b>Union Negotiation-</b>                                                       | <i>Motion by William G. Schwab, seconded by Keith House, to appoint Supervisor John M. Strockoz and Supervisor Gary Kuehner as the union negotiation team on the Township's behalf. AIF. Motion Carried.</i>                                                                                                                                                                                                         |
| 72 | <b>Fire Company Incentive Program (in Lieu of Act 172 Tax Relief)-</b>          | <i>Motion made by Dennis L. Pearson, seconded by Gary Kuehner, to authorize the Treasurer to disperse up to \$5,000.00 as a yearly matching donation made to the Fire Company after receipt of profit documentation for their fundraising initiatives in lieu of opting out of the ACT 172 Tax Relief Incentive. (2025 donation) AIF. Motion Carried.</i>                                                            |
| 73 | <b>Community Center New Use-</b>                                                | <i>Motion made by Keith House, seconded by Gary Kuehner, to authorize the use of the Community Center for mid-week rentals, Monday-Thursday at the rate of \$80.00 for up to 2 hours use or more if needed. AIF. Motion Carried.</i>                                                                                                                                                                                 |

## **PARKS AND RECREATION:**

|    |                      |  |
|----|----------------------|--|
| 74 | <b>Park Updates-</b> |  |
|----|----------------------|--|

## **Committee Minutes, Reports, Correspondence:**

Parks Commission – No meeting  
 Planning Commission – √  
 Recreation Board – √  
 Zoning /Building- √  
 SEO-√

**ADJOURNMENT:** Being no further business before the Board, *William G, Schwab made a motion, seconded by Gary Kuehner, to adjourn the meeting at 7:02 PM. MOTION CARRIED, Schwab, Kuehner, House, Pearson and Stroczko voting yes.*

Respectfully Submitted,

Victoria Johnson  
Township Secretary