

ROSS TOWNSHIP SUPERVISORS MEETING
September 13, 2021

The Ross Township Supervisors Meeting was called to order by Chairwoman Tina Drake at 7:00PM. Vice Chairman David Shay, Supervisor James Zahoroiko and Solicitor Timothy McManus were also in attendance.

The Pledge of Allegiance was recited by all.

The minutes of the August 2, 2021 Supervisors Meeting were approved as presented by motion of Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

A motion was made to approve the current Treasurer's Report by Supervisor Zahoroiko, seconded by Vice Chairman Shay and carried.

OLD BUSINESS:

Stacy Hildabrant-Lot Joinder:

No one present to represent the Lot-Joinder request. Chairwoman Drake read the document submitted from the Ross Township Zoning Department. Solicitor McManus discussed the necessary procedure listed in the SALDO, section 705. No application had been submitted, no action was taken. Chairwoman Drake instructed Secretary/Treasurer Danielle Romano to contact Stacy Hildabrant to notify her of the requirements listed in the SALDO, section 705.

Little Library Donation:

Chairwoman Drake discussed the Little Library donation by Martha Rezeli. The Board of Supervisors expressed their appreciation of the donation and complemented the project. After discussion by the Board of Supervisors and Road Foreman, the decision was made to place the library by the pavilion closest to the Municipal building, facing the parking lot. Chairwoman Drake instructed Secretary/Treasurer Danielle Romano to contact Mrs. Rezeli and also West End Park and Open Space Commission Executive Director Bernie Kozen in regard to the future installation.

Schoolhouse Roof:

Vice Chairman Shay discussed the job description for the proposal received from Mountain Roof Repair, LLC. The project estimate amount was \$24,500. The Board of Supervisors discussed the advertising/ placing it out for bid. The company is unable to start the project until at least November 2021. Chairwoman Drake discussed information received from the PA State Historic Preservation Office, nominating the Flyte Schoolhouse as one of the proposed national registered historic property. The office will vote on their various nominations on October 5, 2021. A motion was made by Vice Chairman Shay to put the project out for bid, seconded by Supervisor Zahoroiko and carried.

Municipal Building Staining:

Chairwoman Drake has not received a response from the Valor Group in regard to the staining and also for the repairs needed to the Annex Building. The gentleman stated it may take a couple months for the estimate, etc. Chairwoman Drake will follow up with the Valor Group to request the status of estimate.

Kunkletown Road Garage:

Vice Chairman Shay stated he is still waiting to hear from the group interested, as to the estimated date of garage dismantle and removal. The topic will be discussed at a future meeting.

Annex Building:

Vice Chairman Shay discussed the job description for the proposal received from J.F.S. Contracting. The project estimate amount was \$4,800. Chairwoman Drake stated she will also receive a quote for the east side, and will request the quote for the next meeting.

Township Fee Schedule:

Supervisor Zahoroiko discussed reviewing other local Township fee schedules. Stating the fee schedule for Chestnuthill Township was close to what he would like to see at Ross Township, and applicable. Supervisor Zahoroiko will create a sample fee schedule for the Township to be reviewed and discussed at the next meeting. The Board of Supervisors discussed the need for potential future fee increase.

Dump Truck Replacement Proposal:

Vice Chairman Shay discussed the future purchase of the necessary Township vehicle. Road Foreman Ethan Brewer discussed the quotes received, CoStars prices; International approximately \$88,000, the Peterbuilt and Freightliner approximately \$100,000. Ethan stated, *the numbers are different every time you call to inquire*. Vice Chairman Shay mentioned the recent shortage of the vehicles and heard companies have stated the wait for the vehicle purchase/delivery is approximately 18 months. Further discussion in regard to the topic will take place at the next meeting.

Signs-Letters for Municipal Annex & Historical Society:

Supervisor Zahoroiko discussed the need for the signs, *noting many people assume the Annex building is the Municipal building due to the existing sign*. Vice Chairman Shay stated he will follow up and contact the gentleman who is completing the lettering.

Lenny Ventre-Property Proposal:

Vice Chairman Shay discussed his meeting with Mr. Ventre, where they had walked the property and discussed his plan for the preserved opened space. Mr. Ventre mentioned his future meeting/presentation with Hamilton Township to review the property proposal. Mr. Ventre would also like to schedule a meeting date to discuss ideas, etc. with the Pocono Heritage Land Trust, Monroe County Planning Commission and a Board of Supervisor from Ross Township and Hamilton Township. Additional discussion will be take place at a future meeting.

ARP Funds-Culvert Replacements: (Added to the Agenda) Information Received After Agenda was Posted

A motion was made by Vice Chairman Shay to add the topic of ARP Funds to the agenda under Old Business, seconded by Chairwoman Drake and carried. Vice Chairman Shay discussed ideas/proposals from the meeting with Engineer Russ Kresge and Road Foreman Ethan Brewer in regard to the future project on Ross Road and Mount Eaton Road. An approximate cost estimate had been provided by Engineer Russ Kresge. A motion was made by Vice Chairman Shay to allow Engineer Russ Kresge to meet with the necessary professionals in order to move forward and for the two projects to be placed out on bid. The motion was seconded by Supervisor Zahoroiko and carried.

Vista Road Project: (Added to the Agenda) Information Received After Agenda was Posted

A motion was made by Vice Chairman Shay to add Vista Road Project to the agenda under Old Business, seconded by Chairwoman Drake and carried. The process for the project was discussed by Road Foreman Ethan Brewer and Vice Chairman Shay. Vice Chairman Shay instructed Road Foreman Ethan Brewer to contact Engineer Russ Kresge to request further review and to obtain a more accurate figure.

OPEN TO THE PUBLIC:

Carolyn Lange:

Resident Carolyn Lange inquired on tax payments being mailed to the Tax Collector, as done in prior years. Chairwoman Drake responded, reaffirming the process. Carolyn also inquired on the 5 Earth Group, Mountain Road Subdivision. Solicitor McManus responded with the information. In addition, Carolyn inquired on the Selvaggio property and the project being built. Chairwoman Drake stated she will contact the Ross Township Zoning Department to inquire.

Upper Smith Gap Road Residents:

Unannounced residents stated they had been instructed by the Lehigh State Police to attend a Board of Supervisors meeting to voice concerns in regard to a few situations taking place on Upper Smith Gap Road; people living up on the hill in deplorable conditions, garbage being dumped off, water runoff, burning all types of items, dirt bikes and four wheelers running at all hours. Vice Chairman Shay instructed the residents to contact the Township Zoning Department in regard to the issues with the exception of the four wheeler and dirt bikes on the road. Vice Chairman Shay also instructed the residents to contact the Township SEO in regard to any septic issues. Chairwoman Drake instructed the residents to contact Monroe County Conservation District with their water run off concerns. Though Upper Smith Gap and Kunkletown are not maintained by Ross Township, Vice Chairman Shay requested Road Foreman Ethan Brewer to contact the Penn Dot Supervisor in Monroe County to explain the road situation/problem and to request a meeting with the Supervisor at the sites.

NEW BUSINESS:

Township Event: Community Day 9/11/21:

Chairwoman Drake discussed the Community Day event, stating she thought it went well, had great weather, great music and was a successful event. Many attended the event. The vendors and groups who participated were recognized with complements by Chairwoman Drake.

Upcoming Township Event: Halloween/Trick or Treat:

The Board of Supervisors discussed the Township Trick or Treat, which traditionally has been held on Halloween evening. Chairwoman Drake approved Trick or Treat to again be held on October 31, 2021 from 5PM-7PM. Also discussed was the Ross Township Halloween Pet Parade, which will be held on October 30, 2021 at 11AM. Other future Township events can be found on the West End Park & Open Space Commission website.

Letters of Support: (Added to Agenda) Information Received After Agenda was Posted

A motion was made by Chairwoman Drake to add and discuss the Letters of Support to the agenda, seconded by Vice Chairman Shay and carried. Chairwoman Drake read 2 Letters of Support for LSA Grant Applications received during the CJERP meeting. (1) American Legion Post 927 – Septic System Replacement. A motion was made by Vice Chairman Shay to support the Septic System Replacement, seconded by Supervisor Zahoroiko and carried. (2) Chestnuthill Township – Mixed Material Storage

Sheds to prepare mixed salt and cinder materials. A motion was made by Vice Chairman Shay to support the Mixed Material Storage Sheds, seconded by Supervisor Zahoroiko and carried.

PLANS:

5 Earth Group/Scott-Mountain Road Subdivision:

No one present to represent the plan. Solicitor McManus discussed his conversation with Engineer Russ Kresge in regard to the plan. The plan had been conditionally approved. As per the suggestion by Solicitor McManus, the Board of Supervisors will sign the plans after the applicant addresses the requirements on conditional approval.

ROAD FOREMAN REPORT:

The Board of Supervisors reviewed the report presented by Road Foreman Ethan Brewer.

The need for part time snow removal drivers was discussed by the Road Foreman. Vice Chairman Shay stated to advertise the current openings for Part Time Snow Removal Drivers, must have CDL.

Road Foreman Ethan Brewer mentioned the Township walking trail and discussed his conversation with Fallon Horan, Monroe County Planning Commission Open Space Coordinator in regard to the re-surfacing of the trail; material, labor, in addition to the grant procedure and regulations. The topic will be discussed at a future meeting including cost estimates, etc.

Pressure Washer & Chainsaw Purchase (Road Dept):(Added to Agenda) Information Received After Agenda was Posted

A motion was made by Vice Chairman Shay to add the purchase of a pressure washer and chainsaw discussion to the agenda, seconded by Supervisor Zahoroiko and carried. Vice Chairman Shay discussed the documents presented by Road Foreman Ethan Brewer. A motion was made by Vice Chairman Shay to allow Road Foreman Ethan Brewer to spend up to \$1,600 to replace the 2 items, seconded by Chairwoman Drake and carried.

CORRESPONDENCE:

The list of Correspondence items were reviewed by the Board of Supervisors.

Nothing to address, no comments were made.

RECEIPTS & EXPENDITURES:

After a review of the bills to be paid, a motion was made to pay all current bills by Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

ADJOURNMENT:

There being no further business, the motion to adjourn the meeting at 7:50PM was made by Vice Chairman Shay, seconded by Supervisor Zahoroiko and carried.

Respectfully submitted,

Danielle Romano
Secretary/Treasurer