

PINE CREEK TOWNSHIP
MEETING MINUTES OF NOVEMBER 1, 2023

The Pine Creek Township Board of Supervisors held their regular monthly meeting on November 1, 2023, at 7:00 p.m., with Supervisors John M. Reese, Dean L. Edwards, Jr., and Dave Winkleman, Jr., present.

Also present: Caleb Sheldon of Kilmer Insurance, Joy K. Packard, Ken Packard, Kevin Ferrara, Greg Love, Jim Hess, Dustin Council, David Rockey, Taryn Saar, Rebecca Dunlap, Deb Reese, Michele Whitney, Rick Macklem and Police Chief Dave Winkleman

Meeting Minutes

Chairman Edwards asked if there were any changes or additions to the minutes from the October 4, 2023, monthly meeting; there being none, Supervisor Winkleman made a motion to approve the minutes as presented; seconded by Supervisor Reese, MCU.

Financial Report & Invoices

Supervisor Reese made a motion to approve the financial reports and invoices as presented seconded by Supervisor Winkleman, MCU.

Public Participation

Kenneth J. Packard

Resident Kenneth J. Packard asked for more information on funds deposited into the general fund on August 1, 2023, from DCED referencing a multimodal grant. The Supervisors explained that the grant money was for the Dutch Hollow Bridge Project.

David Rockey

Resident David Rocky thanked the Supervisors on behalf of himself and his family for the Halloween event held at Woolrich Park.

Recreation Committee Members Becky Dunlap and Taryn Saar were present at the meeting and said Committee members came up with and put the event together quickly and everyone was happy with the large turnout.

Brandon Coleman of the Woolrich Fire Company thanked the Supervisors for their support and the Recreation Committee for inviting the Fire Company to participate in the event. He reported on behalf of the fire company and said members cooked approximately 35 lbs. of hot dogs, served over 700 funnel cakes, 12 lbs. of popcorn and between 45 and 50 lbs. of candy. He estimated between 600 and 800 people attended the event and said he felt the event was extremely successful.

The Board of Supervisors expressed their appreciation to the Recreation Committee for all the time and effort volunteers put into the event.

Recreation Committee Members Becky Dunlap and Taryn Saar reported that the Recreation Committee spent a total of \$575.40 on the Halloween event and Saar's Tree Service donated

\$273.70 of that amount for advertising the event. The estimated cost for the event next year is \$700.00 and the Recreation Committee is planning several fundraising events to help cover costs.

The Supervisors were invited to attend a meeting with the Recreation Committee and Woolrich Little League on November 6th to discuss hosting ball tournaments as a fundraiser.

Becky also noted that the Recreation Committee also plans to have a member of the Committee attend the monthly township meetings.

She also requested permission for the Recreation Committee to obtain cost estimates for renovating the restrooms at Woolrich Park if the Township does not receive DCED grant funding for the Park.

Chairman Edwards made a motion to reimburse the Recreation Committee members for expenses associated with Halloween in the Park; seconded by Supervisor Winkleman, MCU.

Old Business:

There was no old business presented for discussion.

New Business:

Caleb Sheldon of The Kilmer Group

Caleb Sheldon of The Kilmer Group reviewed the proposal for insurance coverage with the Board of Supervisors, noting that he obtained proposals from both Selective and EMC Insurance companies.

Supervisor Winkleman made a motion to table the insurance proposal to the December meeting; seconded by Supervisor Reese, MCU.

2023 Audit Services

Supervisor Reese made a motion to approve Resolution 11-01-2023 appointing Richard C. Lowe, CPA to perform the 2023 audit; seconded by Chairman Edwards, MCU.

Preliminary Budget

Chairman Edwards made a motion to schedule a meeting to approve the Preliminary Budget on November 14, 2023, at 7:00 p.m.; seconded by Supervisor Winkleman, MCU.

Dave Winkleman, Jr. – Resignation From Zoning Hearing Board

Chairman Edwards made a motion to accept the resignation of Dave Winkleman, Jr., from the Zoning Hearing Board; seconded by Supervisor Reese, the motion passed with Supervisors Edwards and Reese voting in favor of the motion and Supervisor Winkleman abstaining.

Zoning Hearing Board Appointment

Supervisor Winkleman presented a letter of interest to the Board of Supervisors from Craig Hakin to be appointed to the Zoning Hearing Board.

Supervisor Winkleman made a motion to appoint Craig Hakin to the Zoning Hearing Board; seconded by Supervisor Reese, MCU.

Agreement with Jersey Shore Area School District

Supervisor Reese made a motion to approve the agreement with Jersey Shore Area School District to use the Pine Creek Township Municipal Building as an emergency evacuation location for Avis Elementary; seconded by Supervisor Winkleman, MCU.

Right-To-Know Officer Report

Right-To-Know Officer Macklem provided the following report for October:

1. Two RTK Requests, email, telephone call – Joy K. Packard – 45 minutes
2. RTK Office of Open Records Appeal – Joy K. Packard – 30 minutes
3. RTK Request – Michele Whitney, Clinton County Watchdogs - 30 minutes

Joy Packard asked RTK Officer Macklem to list the documents she requested in the Right-To-Know Requests.

Right-To-Know Officer Macklem responded that the October meeting minutes and financial reports were requested and adjusted journal entries for 2022.

Mrs. Packard continued to ask questions about the requests and the Right-To-Know appeal she filed with the Office of Open Records.

Solicitor Rosamilia advised Right-To-Know Officer Macklem not to answer any further questions as the appeal is ongoing with the Office of Open Records.

Roadmaster's Report

Roadmaster John Reese presented the Roadmaster's Report for October 2023, as follows:

Road Maintenance:

1. Paving on Sulphur Run, Dutch Hollow and Penn Ave.
2. Filled in along shoulders of various roads
3. Checked drains
4. Cleaned up after storm damage; removed downed trees
5. Moved equipment back to municipal garage
6. Leaf pick-up

Vehicle Maintenance:

1. Serviced both police vehicles and picked up one from Ford garage after being repaired
2. Cleaned up Vehicle #1
3. Prepped Leaf Vac

Building Maintenance:

1. Prepared parking lot in front of township building for installation of generators and paved parking lot
2. Repaired building furnaces

Intermunicipal work including paving for Gallagher Township.

Woolrich Park – installed new handicapped swing and replaced chains.

Adjournment

There being no further business, Chairman Edwards adjourned the meeting at 7:30 pm.

Respectfully submitted,

Darlene S. Macklem

Darlene S. Macklem, Secretary