

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 4, 2021 ~ Page 1**

The Board of Supervisors of East Brunswick Township held their Annual Re-Organizational meeting on Monday, January 4, 2021 at the Municipal Building. The Meeting was called to order by Chairman Jeffrey Faust at 6:32 PM. There was a PLEDGE OF ALLEGIANCE to our flag.

In attendance for the meeting were Chairman Jeff Faust, Vice-Chairman/Treasurer Thomas Strause, Supervisor John Heim, Jim Crossen, Esq.; Brian Baldwin, Engineer via phone; Roadmaster Thomas Noecker, and Secretary Kelly Coldren.

Resident Barbara Malewski was also in attendance.

**RE-ORGANIZATION**

On a motion by J. Heim, seconded by T. Strause, Jeff Faust was nominated as the Temporary Chairman. Voted All in Favor. (Jeff Faust abstained)

On a motion by J. Heim, seconded by T. Strause, Kelly Coldren was nominated as the Temporary Secretary. Voted All in Favor.

On a motion by T. Strause, seconded by J. Heim, Jeff Faust was re-elected as the Chairman of the Board for 2021. Voted All in Favor. (Jeff Faust abstained).

On a motion by J. Fause, seconded by J. Heim, Tom Strause was re-elected as the Vice-Chairman of the Board of Supervisors for 2021. Voted All in Favor (Tom Strause abstained).

On a motion by J. Fause, seconded by T. Strause, Kelly Coldren was re-appointed as the Secretary. Voted All in Favor.

On a motion by Jeff Faust, seconded by J. Heim, Tom Strause was re-appointed as Treasurer. Voted all in Favor. (Tom Strause abstained)

On a motion by J. Faust, seconded by T. Strause, Karen Coller, Tracie Noecker and Lisa Sleva were appointed as auditors for 2021. Voted All in Favor.

On a motion by J. Faust, seconded by J. Heim, Jane Tamulonis and Thomas Noecker were re-appointed to the Planning Commission for 4 years. Voted all in favor.

On a motion by J. Heim, seconded by T. Strause, Tom Noecker was re-appointed Roadmaster. Voted all in favor.

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 4, 2021~ Page 2**

**WAGE SCALE**

On a motion by T. Strause, seconded by J. Faust, the following wage scales were approved:

- Road Crew Member (Keith Coller) - increase of \$.35 per hour
- Road Master (Tom Noecker) - increase of \$.35 per hour
- Secretary (Kelly Coldren) - increase of \$.35 per hour
- Since John Heim is a Working Supervisor, the Board of Auditors must set his compensation. The Board of Supervisors will make a recommendation to the Auditors that his rate be increased by thirty-five cents.

The Board voted All in Favor for the above increase in wages. J. Heim abstained in regards to his own wage.

On a motion by J. Faust, seconded by J. Heim, the pay scale for part time/seasonal help without a CDL remains the same at \$12.00. On a motion by J. Faust, seconded by J. Heim the pay scale for part time/seasonal help with a CDL remains the same at \$18. Voted All in Favor.

**TREASURER'S BOND**

On a motion by J. Heim, seconded by J. Faust, to make a recommendation to the auditors to keep the Treasurer's Bond the same at \$2 Million. Voted All in Favor. (Tom Strause abstained)

**APPOINTMENTS**

On a motion by J. Faust, seconded by T. Strause, James E. Crossen III of Williamson, Friedberg & Jones, was re-appointed as the township legal counsel for 2021. Voted All in Favor.

On a motion by J. Faust, seconded by J. Heim, Brian Baldwin of Alfred Benesch, was appointed as the engineer of the township for 2021. Voted All in Favor.

The Alfred Benesch & Company Master Agreement was accepted and two original copies were signed by the supervisors.

**BUILDING CODE OFFICIAL**

On a motion by J. Heim, seconded by T. Strause, Light-Heigel and Associates, Inc. was re-appointed as Zoning Officer and Building Code Official to perform inspections for the township for 2021. Voted All in Favor. (Resolution 2021-1)

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 4, 2021 ~ Page 3**

On a motion by J. Heim, seconded by J. Faust, Wayne Bowen was re-appointed as the Primary Sewage Enforcement Officer for 2021. Voted All in Favor. (Resolution 2021-2)

On a motion by Jeff Faust, seconded by T. Strause, Bill Brior of Alfred Benesch was appointed as the Alternate Sewage Enforcement Officer for 2021. Voted All in Favor. (Resolution 2021-2)

On a motion by J. Faust, seconded by J. Heim, the SEO service fees presented by Alfred Benesch and Company were accepted. No changes had been made. Voted All in Favor. (Resolution 2021-3)

**APPOINTMENT OF DEPOSITORY OF TOWNSHIP FUNDS**

The banking institutions for the General Fund, State and Payroll Accounts will remain the same with Mauch Chunk Trust Company (MCT). The escrow account will remain with BB&T.

On a motion by J. Heim, seconded by T. Strause, the board agreed the depositories to remain the same for 2021. Voted All in Favor.

**CHECK SIGNERS**

On a motion by John Heim, seconded by Tom Strause, first check signer is to remain Jeff Faust . Voted All in Favor. (Jeff Faust abstained)

On a motion by John Heim, seconded by Jeff Faust, second check signer is to remain Tom Strause. Voted all in Favor. (Tom Strause abstained)

On a motion by J. Heim, seconded by T. Strause, Jeff Faust was appointed as the Township Representative for Blue Mountain Recreation Commission. Voted All in Favor. (J. Faust abstained)

On a motion by Tom Strause, seconded by J. Faust, John Heim was appointed as the Alternate Township Representative for Blue Mountain Recreation Commission. Voted All in Favor. (J. Heim abstained)

On a motion by Jeff Faust, seconded by John Heim, Tom Strause was appointed as the Primary Township Representative for SSCOG. Voted All in Favor. (Tom Strause abstained).

On a motion by Tom Strause, seconded by J. Heim, J. Faust was appointed as the Alternate Township Representative for SSCOG. Voted All in Favor. (Jeff Faust abstained).

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 4, 2021 ~ Page 4**

On a motion by Jeff Faust, seconded by John Heim, Jean Strause was appointed as delegate for the Schuylkill Tax Collection Committee. Voted all in favor. (T. Strause abstained)

On a motion by Jeff Faust, seconded by Tom Strause, John Heim was re-appointed as Floodplain Coordinator and J. Faust will serve as Alternate.

On a motion by J. Heim, seconded by J. Faust, K. Coldren was delegated the task of issuing Floodplain Permits.

**TOWNSHIP MILEAGE RATES**

On a motion by J. Faust, seconded by T. Strause to set the mileage reimbursement rate at the 2021 federal rate of .56 cents per mile. Voted All in Favor.

**TOWNSHIP TAX RATES**

On a motion by J. Faust, seconded by T. Strause, the township adopted the following tax rates (Resolution 2021-4): Voted All in Favor.

- Real Estate Mills - 5.614
- Per Capital - \$5.00
- Local Services Tax - \$10.00
- Tax Collector Commission Rate - 3.5%

**PUBLIC COMMENTS:**

Resident Barbara Malewski had two questions. The first concerning composting. BOS states it is allowed. The Second about the zoning of her property as she is considering opening a business. It is Village Commercial so it would be a permitted use.

**PERSONS TO BE HEARD:**

No persons to be heard

**UNFINISHED BUSINESS:**

**Verizon**

Nothing new to report.

**Pine Valley Bridge Replacement Update**

Nothing new to report

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 4, 2021 ~ Page 5**

**Multipurpose Field Update**

Notice to proceed was received from DCNR on December 23, 2021. On the same day, a formal Notice of Award letter was issued to Miller Bros. Construction. Contracts need to be signed and a pre-construction meeting will be scheduled.

**Zoning Ordinance Amendment Update**

Our office has been working with the Solicitor and the Zoning Officer to draft amendments to the Township's Zoning Ordinance to address the following:

1. Residential Accessory Structures for a Nonconforming Use
2. Campgrounds
3. Tiny Houses

The procedures to amend the Township Zoning Ordinance are governed by the Zoning Ordinance Section 804 and the Municipalities Planning Code (MPC) Section 609. A typical timeline for text amendments is as follows:

1. Amendments are drafted
2. At least 30 days prior to Public Hearing, proposed amendments are submitted for comment to:
  - a. Municipal planning agency
  - b. County planning agency
3. Public Hearing is held
  - a. Typically held immediately prior to municipal meeting
  - b. Requires separate advertising
4. Public Meeting is held
  - a. This meeting may be a regular or special meeting
  - b. Municipalities may enact the amendment at the same meeting
5. If enacted, the Amendment is then:
  - a. Incorporated into municipal code book
  - b. A copy is forwarded to the county planning agency within 30 days of enactment.

At the December BOS Meeting, due to the complexity of the tiny house issue and the time it would take to thoroughly evaluate amendment alternatives, it was agreed to proceed with the accessory structure and campground issues. We assisted the Solicitor with preparing those proposed amendments for your initial consideration at tonight's meeting. The Board should consider these amendments and offer any comments or revisions. If agreeable to the Board, a formal draft will be then be presented to the East Brunswick Planning Commission prior to their meeting this Thursday, January 7, 2021. A copy will also be presented to the Schuylkill County Planning Commission for their review and comment.

After receipt of any comments from the planning commissions, if no significant changes to the amendments are made, it is *possible* to hold the Public Hearing immediately prior to the February 23, 2021 Board Meeting for possible adoption at the Board Meeting immediately after.

The Campgrounds amendment would clarify the definition as our current zoning ordinance conflicts with one definition listing them under Amusement and another under Outdoor Recreation. The amendment will remove it from Amusement and make Outdoor Recreation a conditional use in all AP and WC.

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 4, 2021 ~ Page 6**

The Accessory Structure amendment would seek to add a line item to the Table of Uses making Residential Accessory Structures for a Nonconforming Use a conditional use in all zoning districts.

Amendments will be presented to the Planning Commission at their meeting later this week for any comment.

J. Faust makes a motion to conditionally amend Zoning Ordinance as presented pending Planning Commission review. Second by J. Heim. Voted all in favor.

**Old Country Lane Bridge**

We received comments from DCED regarding our grant application. They are requiring written agreements from Caracappa and Kupetz that they agree to the general concept and we can continue to apply for money. Residents are not receptive to committing without seeing plans. Plans are yet to be drawn up until we would receive grant. BOS decides to hold a special meeting Wednesday, January 13<sup>th</sup> at 6PM (J. Crossen to advertise) for all affected residents. This way the whole process can be explained to everyone and we can take any questions.

**NEW BUSINESS:**

**Blue Mountain Recreation Proposed 2021 Budget**

J. Faust made a *motion to approve the 2021 Blue Mountain Recreation budget as presented*. Second by T. Strause. Voted all in favor.

**Floodplain Ordinance**

B. Baldwin explains that it is time for our Floodplain Ordinance to be updated per FEMA. We want the least restrictive ordinance they will allow;. J. Crossen to review the penalty section. New ordinance must be adopted by May 2021.

**CORRESPONDENCE**

**GENERAL**

**SOUTHERN SCHUYLKILL COG MEETING**

No dates received yet.

**BLUE MOUNTAIN RECREATION COMMISSION MEETING**

The monthly recreation meeting is scheduled for Wednesday, January 27th at 7 PM.

**SCHUYLKILL TCC MEETING**

The TCC meeting is scheduled for Tuesday, May 22nd at 6:00 PM at the Court House.

**CONCERNS**

No concerns

**East Brunswick Township  
BOS Re-Organizational Meeting  
January 4, 2021 ~ Page 7**

**SEMINARS**

None

**PERMITS**

Nothing to preport

**ROAD MASTER REPORT**

Tom Noecker reported on the road crew's recent activities in the township which has consisted of light repair on the snow plows, washing trucks, looked at new truck, taking care of downed trees and flooding; and working on the trac loader.

**MEETING MINUTES**

Motion by J. Faust, seconded by J. Heim to approve the minutes for the Regular BOS Meeting of December 22, 2020 as presented. All Voted in Favor.

**TREASURER'S REPORT**

Motion by J. Faust, seconded by J. Heim to approve the Treasurer's Report as presented. All Voted in Favor. (Tom Strause abstained)

**REVIEW AND AUTHORIZATION OF BILLS**

Motion by T. Strause, seconded by J. Heim to approve the Payment of Bills as presented and all necessary bills between now and the February 23rd BOS meeting. Voted all in Favor.

On a motion by T. Strause, seconded by J. Faust, the meeting was adjourned at 7:36 PM. All Voted in Favor.

Respectfully submitted,

Kelly A. Coldren  
Secretary