

July 13, 2023  
7:00 PM

The regular meeting of the Monroe Township Board of Supervisors was called to order by Chairman Kehoe. The Pledge of Allegiance was said by all.

ATTENDANCE

Phil Kehoe, Chairman  
Philip Paetzold, Vice Chairman  
A.W. Castle, III, Supervisor

Greg Rogalski, Engineer  
Matt Bugli, Solicitor  
Karen Lowery, Secretary

SPEAKERS FROM THE AUDIENCE

Kevin Miller, representing the Municipal Authority Board, wanted to comment on the Allenberry Resort Developer's Agreement that is before both Boards. The Municipal Authority has worked hard to create a balanced budget and is working to pay debt down while making repairs to the system. The debt and high rates in the Southern District could be helped by adding more people to the system which would allow more revenue. There seems to be hesitation to renegotiate the current capacity agreement with South Middleton Township and Authority. The new Developer's Agreement would allow business growth and would be good for both Monroe and South Middleton, but we need to consider renegotiating to bring the capacity agreement up to date. If we don't renegotiate, we will continue to struggle to pay down debt in the Southern District.

Mr. Kehoe said we will continue this topic under new business. He added that the SMTMA Board has improved and maybe there is a better way for all involved.

Wilbur and Amy Wolf, 1056 Park Place, are following up to see if there is an update on the Party Barn and if there are any updates on the illegal camping at the PA Ag Center grounds.

Mr. Kehoe stated there is no update on the Party Barn. Mr. Rogalski issued an enforcement notification to the PA Ag Center and received a response from the owner that they intend to comply, however he hasn't been able to schedule a field meeting with the owner. Mr. Wilbur added that there was a lot of activity during the July 4<sup>th</sup> week and they believe someone has been residing there for about a year and a half. Mr. Rogalski said he needs to research what other options are available for enforcement to elevate the process, as they have already been fined once.

CONSENT AGENDA

1. Approval of Minutes – June 8, 2023 – Regular Meeting
2. Roadmaster's Report 6/1/23 – 6/30/23
3. Engineer and Zoning Report 6/1/23 – 6/30/23 (None provided)
4. Stormwater Accounts – Quarterly Update

5. Approval of Bills (as prepared)

**On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the Consent Agenda items listed.**

OLD BUSINESS

CLOUSER ROAD PROJECT PLAN – CONCEPT DESIGN REVIEW/SURVEY

Mr. Kehoe provided comments regarding the survey to Mr. Rogalski today, as he wrote the wrong date in his notes. The survey will be finalized and mailed out to residents on Clouser Road. We are looking for 100% response and then will review and discuss how to proceed.

PA TURNPIKE EPPLEY ROAD BRIDGE ELIMINATION STUDY

Mr. Rogalski suggested this matter be tabled. He said there has been some discussion with the Turnpike, but more information is needed on the economic benefits and the benefits/non-benefits to the residents.

NEW BUSINESS

ALLENBERRY RESORT – DEVELOPER’S AGREEMENT FOR SEWER/WATER

Jon Andrews of McNees, Wallace & Nurick was present representing the Allenberry Resort. Mr. Andrews gave some history on the project and that there will be 165 dwelling units. He said Allenberry was approached by SMTMA to provide sewer for the project and a draft agreement was provided. The agreement has been approved by SMT and SMTMA. He understands Mr. Millers comment and added that he is not privy to the historic relationship between Monroe and SMTMA. The proposal wouldn't change the existing sewer agreements, it would just apply to the new units at the resort. He is open to having a dialogue with Monroe and willing to go back to SMTMA if needed.

Mr. Kehoe said this is the same concept used for the Porches of Allenberry agreement. Monroe benefits from taxes and the sewer goes to SMTMA. Originally, it was thought the two townships would be more organized to address sewer needs for future expansions at Allenberry, but we are not where was wanted to be. The resort plan has been approved and we are supportive of the concept, but the Municipal Authority's points are valid. There may be a way to look at this by seeking guidance from our bond counsel in a timely manner and better address some items to benefit all parties.

Mr. Bugli said he has discussed this with Mr. Pykosh and they have reached out to Bond Counsel to bring them in to discuss this matter. Mr. Kehoe added there was a brainstorming idea about a better more efficient way to operate the resort overall about going directly with SMTMA and working out the administrative aspects. We will approach this open minded and will have somethings that Monroe needs, but he doesn't see any hurdles on this.

**On the motion of Mr. Paetzold, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to table this request, but activate bond counsel to review the matter.**

HAROLD WILLIS SUBDIVISION PLAN

Mr. Rogalski stated the Planning Commission has recommended approval of the plan; however, the owner has requested a time extension to allow for a final revision for the August meeting.

**On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve the time extension request to October 30, 2023.**

**On the motion of Mr. Castle, and seconded by Mr. Paetzold, and by unanimous vote of the Supervisors, it was duly RESOLVED to table the Harold Willis Subdivision Plan.**

#### KEY CARD ACCESS AND CAMERA QUOTE

Mr. Kehoe stated a quote has been obtained from Hilton's Lock and Security to modernize access to the township building using a key card system and add cameras to add security and monitor access to the buildings. The key card system for 14 doors would cost \$34,949, plus an annual fee of \$1,344. The camera system for 4 cameras to monitor the parking lot and front hallways would cost \$3,629.

Mr. Rogalski said the quote seems reasonable and would be a wise investment. Mr. Paetzold added that there is no such thing as too much when it comes to security.

**On the motion of Mr. Paetzold, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to approve Hilton's Lock and Security quote of \$34,949 for the card access system and \$3,629 for the camera system.**

#### STAFF COMMENTS

Mr. Rogalski announced that he will not be seeking reappointment as the Zoning Officer/Codes Enforcement Officer for 2024, however he would like to continue as the township and sewer engineer. He has served as the Zoning Officer and Codes Enforcement Officer for 20 years and he just doesn't have the time to continue as his professional career growing. He is willing to help with the transition and training or serve as the Assistant Zoning Officer.

Mr. Kehoe said a Request for Proposal would need to be created to map out the duties and responsibilities of the position. Then there could be a review and an informed decision if we would like to hire a full-time employee or outsource the job to a firm.

Mr. Castle thanked Mr. Rogalski for the great job he has done. We need to be sure to keep the personal touch with the residents, as Mr. Rogalski has done.

**On the motion of Mr. Paetzold, and seconded by Mr. Castle, and by unanimous vote of the Supervisors, it was duly RESOLVED to develop an RFP for the Zoning Officer/Codes Enforcement position for 2024.**

Mr. Kehoe said that Mr. Rogalski has made a connection and created relationships within the township and has grown in the position. We are grateful that he has kept up with the position

as he has become busier over the years. The solicitor and engineer are partners with the township and represent the township very well. He thanked Mr. Rogalski and added he will be missed in this position.

Mr. Miller added that Mr. Rogalski has been helpful with the township and authority. He has helped to solve and work through many issues.

Mr. Kehoe hoped everyone had a happy and safe 4<sup>th</sup> of July.

Mr. Castle shared thoughts and prayers to those in areas of the country that are dealing with flood waters.

ADJOURN

**The meeting was adjourned at 7:35 PM.**

Respectfully submitted,

Karen M. Lowery, Secretary

TO: Board of Supervisors  
 FROM: Greg Hertzler, Road master  
 Date: 7-5-23  
 SUBJECT: Road master's Report

## PROJECTS BEING WORKED ON

PROJECTS	NOTES	ESTIMATED COMPLETION DATE
Pave Monroe estates ditches	Pipe project	7/14/2023
Trim brush	Creek rd before oil and chip	7/28/2023
Fix #4	When parts come in	7/14/2023
Level up Leidigh parking lot	Before oil and chip	7/31/2023
Mow Roads		7/31/2023

## PROJECTS COMPLETED

PROJECTS	NOTES	COMPLETION DATE
Pick up # 17 LB Smith	Warranty work	5/22/2023
Sweep Wertz Ave	After oil and chip water line work	5/23/2023
Tan bark around building		5/25/2023
Wash pavilion		5/26/2023
Clean limbs up	Around parks	5/29/2023
Finish mowing roads		6/1/2023
BOS packets		6/3/2023
Trim bushes		6/6/2023
Clean up trees in parks	Wind damage	6/7/2023
Pick up pipe and inlets	Monroe Estates project	6/7/2023
Saw cut ditches	Monroe Estates project	6/8/2023
Cut brush	Monroe Estates project	6/8/2023
Work on Kuhn mower		6/9/2023
Clean up fallen tree	Boyer Rd	6/9/2023
#1 to MJR equipment	Rehab work	6/9/2023
Move equipment	Monroe Estates project	6/12/2023
Look for underground utilities	Monroe Estates project	6/13/2023
Camera sewer line	Asper Drive	6/13/2023
PPL safety demo	At Upper Allen TWP>	6/19/2023
Camera sewer line	Asper drive after line flush	6/19/2023
Finish Monroe Estates project		6/22/2023
Repair sewer line	Hit by contractor	6/22/2023
Haul scrap pipe for junk	Monroe Estates project	6/23/2023
Fix turn sign Boyer Rd		6/23/2023
Clan up equipment		6/23/2023

Worked on chain saws		6/26/2023
Make hangers for pipe couplings	Salt shed	6/27/2023
Plans to courthouse		6/28/2023
Flagger class	Dan	6/28/2023
Pick up #2	Warranty work	6/28/2023
Camera wertz Development		6/29/2023
Clean out end of pipe	Brindle and Clouser	7/1/2023