

**JACKSON TOWNSHIP BOARD OF SUPERVISORS
GENERAL BUSINESS MEETING
February 10, 2022**

The Jackson Township Board of Supervisors General Business Meeting was called to order by Chairman, Mark Werkeiser, at 7:00 PM.

Members present: Mark Werkeiser, Mark Major and Robin Hartshorn. Solicitor Todd Weitzmann was unable to attend.

Pledge of Allegiance

No public comment on agenda items.

Plot Plans:

Buchan/Schneck Lot Line Adjustment – Sportsmans Trail

Brandon Schneck was present. Zoning Officer, Michelle Arner, presented the lot line adjustment plans. Proposed lot line adjustment plan was reviewed by Jackson Township Planning Commission, Monroe County Planning Commission and Chestnuthill Township Planning Commission. All reviews were discussed. Jackson Township Planning Commission has recommended a conditional approval based upon Hanover Engineering review letter dated October 21, 2021.

Mark Werkeiser made a motion to approve the lot line adjustment conditioned upon the review letter from Hanover Engineering dated October 21, 2021 and all reviews fees are paid in full. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

General Business:

Old Business:

Jackson Township Supervisors Reorganization/General Business Meeting 1/3/2022 Minutes

Mark Major made a motion to approve the Jackson Township Supervisors Reorganization/General Business 1/3/2022 Minutes. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

Treasurer's Report:

Mark Major made a motion to record the Treasurer's Report as written. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

Ordinance 2022-100: Well Ordinance Amendment

Michelle Arner advised the ordinance final draft is not complete. Robin Hartshorn made a motion to table. Motion seconded by Mark Major. All voted aye. Motion carried.

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Bid Opening – 2008 Belmont Landscape Trailer and 2005 Chevy 3500 4x4 1-ton

2008 Belmont Landscape Trailer – No bids were received. Township Solicitor, Todd Weitzmann will be consulted with concerning how to proceed.

2005 Chevy 3500 4x4 1 Ton – One bid received from Ed's Towing in the amount of \$10,000.00. Mark Werkeiser made a motion to accept the bid of \$10,000.00 from Ed's Towing. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

Road Crew Vacancy- Full Time position

Mark Major made a motion to appoint Douglas Miller as Full-Time Roadcrew laborer, with a start date of February 22, 2022. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

New Business:

Jackson Township Volunteer Fire Company – Sign Fundraiser

Jackson Township Volunteer Fire Fighter, David McNeese, approached the Board of Supervisors concerning a fundraiser. The Jackson Township Volunteer Fire Company is proposing doing a fundraiser in which "small yard signs" would be available to residents for a donation of \$10 or \$20. These signs will be reflecting support of the volunteer fire company and in celebration of the Fire Company's 70th year.

Zoning Officer, Michelle Arner, stated being as these signs are not advertising a business or selling a product, a permit will not be needed. Michelle did advise all signs should be kept out of all right of ways, not to block sight distance, become a nuisance (blowing, remove when weather beaten, etc.). David stated he will attach an advisory letter along with the signs when distributed.

Mark Major made a motion to approve the sign fundraiser. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

General Code – Codification proposal -\$11,995.00

Mark Major made a motion to proceed and approve the proposal from General Code in the amount of \$11,995.00 for the codification project. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

Stormwater Maintenance Agreement- Ziegler—552 Rinker Road

Mark Major made a motion to approve the Stormwater Maintenance Agreement for 552 Rinker Road. All stormwater conditions are to be met within 6 months. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

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Spring Clean Up Dates - May 18, 2022– May 21, 2022

Robin Hartshorn made a motion to set the Jackson Township Clean Up dates for Wednesday, May 18, 2022 through Saturday, May 21, 2022. Motion seconded by Mark Major. All voted aye. Motion carried.

Robin Hartshorn made a motion to keep the hours and all fees charged to residents the same rate as last year. Motion seconded by Mark Major. All voted aye. Motion carried.

Palmisano Containers Inc. - Container Quote for Spring Clean Up

Robin Hartshorn made a motion to approve the proposal from Palmisano Containers Inc. for the Spring Clean Up as follows:

Trash Containers - \$450.00 per container

Metal Containers - \$75.00 per container

Tire Containers - \$900.00 per container

Motion seconded by Mark Major. All voted aye. Motion carried.

Final Draft – Renewal of Tobyhanna/McMichaels Stormwater Maintenance Plans

Final Draft for Renewal of both the Tobyhanna and Brodhead McMichaels Stormwater Management Plans is complete. These plans were previously adopted resolution of the County Commissioners and Approved by DEP in 1997 and 2006, respectively.

County Planning Commission is requesting regional planning agencies to review for consistency with other plans and programs affecting the watershed.

Mark Major made a motion to authorize Hanover Engineering, Sal Caiazzo, to review the highlighted sections and provide comments to MCCD by the March 1st deadline. Motion seconded by Robin Hartshorn. All voted aye. Motion carried.

Polk Twp SALDO Amendments

Polk Township is proposing SALDO amendments. Amendments include revisions to residential and commercial recreation fees. Robin Hartshorn made a motion to acknowledge and advise there are no recommendations to provide. Motion seconded by Mark Major. All voted aye. Motion carried.

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Tar and Chip Bids

Robin Hartshorn made a motion to authorize Mike Muffley of Hanover Engineering to prepare the Tar and Chip Bid. Motion seconded by Mark Major. All voted aye. Motion carried.

Robin Hartshorn made a motion to set the Tar and Chip Bid Opening/Awarding Meeting for Thursday March 10, 2022 at 6:30 PM. Motion seconded by Mark Major. All voted aye. Motion carried.

2023 Mack Truck Price Increase

Due to material surcharge fees that were added unforeseen by the manufacturer, the original proposal for the 2023 Mack Truck has increased by \$3,500.00. Robin Hartshorn made a motion to approve the increase and proceed with the purchase of the 2023 Mack truck. Motion seconded by Mark Major. All voted aye. Motion carried.

Hershey SEO Conference – March 13, 2022 – March 15, 2022 - Michelle Arner

Robin Hartshorn made a motion to approve Michelle Arner's attendance to the Sewage Conference in Hershey, PA from March 13, 2022 to March 15, 2022. The Township will pay for the conference fee and hotel. Motion seconded by Mark Werkeiser. All voted aye. Motion carried.

Emergency Management – Samantha Elliott

Jackson Township Emergency Management – Samantha Elliott- presented a PowerPoint presentation to the Board of Supervisors. Monroe County Emergency Management requested Jackson Township Emergency Management to prepare and present an instructional presentation on preparing, communicating, recording, reporting and submitting the correct and complete reports required for storm damage reimbursements. Recently, the County did not qualify for PEMA and FEMA reimbursements due to municipalities incorrectly reporting, or not reporting at all, the storm damage their jurisdiction incurred.

Jackson Township Emergency Management Team (Keith Elliott, Mike Wisniewski, and Samantha Elliott), Treasurer (Jackie Elliott), and Road Master (Donnie Kresge) work together on each disaster. The requirements for reimbursement are extremely detailed and reports have to be sent into the County typically within 24 hours. Jackson Township has completed these tasks multiple times. The County needs all municipalities to report. This presentation may assist other municipalities to complete the process more efficiently.

Samantha Elliott will be presenting this instructional Power Point presentation in the near future per Monroe County Emergency Managements request. The Board of Supervisors commended the Emergency Management team, Jackie and Donnie for their outstanding work. Samantha's presentation was very thorough, informative and professional. Excellent work Sam!

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Correspondence:

Jackson Township has received a letter of appreciation from the Monroe County Historical Society for their recent donation.

Comments:

Pocono Mountain School Board member, Anna Lopez, introduced herself to the Board of Supervisors. Ms. Lopez attends Municipal meetings so she can be in touch and available to the Townships and Boroughs for any questions or concerns residents or governing bodies may have concerning the Pocono Mountain School District. Ms. Lopez invited the Board of Supervisors to contact her at any time. The Board of Supervisors greatly appreciated her reaching out and stated they welcome School Board members to attend. School Board members have not attended Township meetings in the past and look forward to the new lines of communication this will encourage.

David McNeese inquired if the Township and Volunteer Fire Company will be doing the Earth Day Clean Up together this year. Board of Supervisors advised they are open to the idea. Possible date of Sunday April 24, 2022 and road to be cleaned will be discussed at a later date.

There being no further business, Mark Major made a motion to adjourn. Motion seconded by Robin Hartshorn. All voted aye. Motion carried. Meeting adjourned at 8:05 PM.

Respectfully submitted,

Renee Miller
Secretary