

Board of Supervisors
Minutes
June 17, 2026

On Wednesday June 17, 2026, the Eldred Township Supervisors met in a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building 490, Kunkletown Rd. Kunkletown, PA.

In Attendance: In attendance were Scott Clark, Chairperson; Susan McGinty, Vice-Chairperson; Jessica Keller, Supervisor and Michael Gaul, Solicitor.

Call to Order: The meeting was called to order at 7:02 P.M. by Chairperson Scott Clark, followed by the Pledge of Allegiance.

Dedication of Keystone – Ms. McGinty gave some history on the efforts of Monroe County in celebrating the 250th birthday of the Nation, part of which included artists creating a Keystone for each Municipality in Monroe County. Ms. McGinty welcomed Bernadette Sabatini, the artist who designed and created Eldred's Keystone and in thanking her, presented Ms. Sabatini with a Key to Eldred Township. In addition, Ms. McGinty introduced and thanked artist Gary Embrich for his efforts in matching artists with Municipalities and Mr. Clark presented Mr. Embrich with a Key to Eldred Township. Ms. McGinty introduced David Parker, Monroe County Commissioner who has spearheaded the Monroe250 campaign. Mr. Parker presented each of Ms. Sabatini, Mr. Embrich and Mr. Embrich's wife, Nancy Embrich, with a Proclamation from the Monroe County Commissioners for everything they have done.

Announcement of Executive Sessions and Recording: Mr. Clark announced that the Supervisors had met in Executive Session immediately prior to this meeting with the Solicitor to review employee and legal matters. Mr. Clark also announced that the meeting was being recorded.

Public Comment on Non-Agenda Items: Blaine Silfies offered comments on the history of the Pledge of Allegiance.

Sterling Borger appeared to ask for the Supervisor's assistance in commercial activity occurring on the property located at 117 Homestead Lane, which is accessed over Mr. Borger's property by way of a Driveway Easement. Solicitor Gaul explained that while Eldred Township Zoning would address any commercial activity occurring on the property, the use of the Driveway Easement is something he would need to address with private counsel.

Additions or Changes to the Agenda:

- There was a motion by Scott Clark and seconded by Susan McGinty to correct the Agenda to reflect that Fall Clean Up Days would be September 18, 2026 and September

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19, 2026 as the Agenda listed "2025" for the sake of expediency. Motion carried 3-0.

Approval of the Minutes:

- There was a motion by Susan McGinty and seconded by Jessica Keller to approve the minutes of May 20, 2026. Motion carried 3-0.

Treasurer's Financial Report

- There was a motion by Scott Clark and seconded by Susan McGinty to approve the Treasurer's Financial Report as presented. The balance in the PLGIT, First Northern Bank and Trust and Petty Cash accounts being \$1,508,745.22, total bills for approval and/or ratification from the General Fund totaling \$55,572.37, total bills for approval and/or ratification from the Fire Tax Fund in the amount of \$127,155.00, payroll for week ending May 2, 2026, in the amount of \$14,349.52 and payroll for the week ending May 16, 2026 in the amount of \$14,454.17. There were no bills to be approved and/or ratified from the State Fund. Motion carried 3-0.
- After an explanation of how current payroll is disbursed by Administrator David Anderson, there was a motion by Scott Clark and seconded by Susan McGinty to approve the change of the pay date by moving the pay date ahead one week (to the Thursday immediately following the end of the pay period. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to ratify the cost of advertising for the open position of Township Secretary in the Times News. Motion carried 3-0.

Reports (and Related Action Items):

Public Works Supervisor's Report:

Jonathan Gula reported that on the last of the work required for the ARLE Grant for Point Phillips Road, that being the installation of the signs, has been completed. The Public Works Department ("PWD") is continuing with roadside mowing and string trimming of guardrails, signs and drain pipes. Mr. Gula advised that the Cedar Hollow Bridge (a/k/a the Princess Run Bridge) would be closed on Monday, June 22, 2026 for maintenance work. Mr. Gula advised that residents were happy with the extended hours for spring clean up and asked that the same times apply for the fall clean up.

- There was a motion by Scott Clark and seconded by Susan McGinty to accept the resignation of Andrew Stallings effective May 28, 2026. Motion carried 3-0.

- There was a motion by Scott Clark and seconded by Jessica Keller to ratify the cost of advertising for the open position of PW employee in the Times News. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Susan McGinty to authorize David Anderson to obtain an additional credit card from US Bank with a limit of \$2,500.00 for the use of Jonathan Gula for PW incidentals. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to schedule Fall Clean Up Days for Friday, September 18, 2026 from 7 am to 4 pm and Sunday, September 19, 2026 from 8 am to 2 pm, rain or shine. Motion carried 3-0.

ETCC Report:

Donna Deihl reported on behalf of Kunkletown Thrift Store (“KTS”). The average weekly sales at KTS are between \$5,000.00 to \$6,000.00. The use of the gym for a week long sale in May resulted in approximately \$11,000.00 in sales. Ms. Deihl advised that the “nickel clothing guy” picked up 8,605 pounds of clothing. KTS will be having a Christmas in June sale and beginning July 6, 2026, will be having a “hodge podge” sale, both of which will be held in the gym. KTS will be closed for the month of August 2026.

- There was a motion by Scott Clark and seconded by Susan McGinty to have the PW Department install one additional handicap parking sign in the parking area in front of the ETCC. Motion carried 3-0.
- After discussion about the use of portable air conditioning units at KTS, there was a motion by Scott Clark and seconded by Susan McGinty to purchase 9 portable air conditioning units for KTS at a cost not to exceed \$600.00 each. Motion carried 3-0.

Mr. Clark announced that the Board and Jonathan Gula had met with Representative Jack Radar and West End Food Pantry (“WEFP”) representatives Karena Thek and Blaine Silfies to discuss the parameters of the use of the LSA Grant that WEFP had received for, in part, air conditioning in the leased space at ETCC.

- There was a motion by Scott Clark and seconded by Susan McGinty to approve WEFP beginning the process of installation of air conditioning at ETCC subject to Eldred Township being provided with a Waiver of Liens, proof of insurance and an indemnification. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to authorize Jonathan Gula to contact Co-Stars Vendor McClure for pricing on air conditioning for the KTS portion of ETCC. Motion carried 3-0.

Parks and Recreation Report: There was no Parks and Recreation report. A resident questioned if there was still a Parks and Recreation Committee since no one has attended Board meetings or provided any care for the plantings at the Town Square property. There was also a discussion about the former community garden at ETCC. Shirley Krum advised that she would coordinate the clean up of the community garden.

Historical Society Report: Shirley Krum announced that the annual St. Matthew's picnic would be held on Sunday (Father's Day). Ms. Krum also advised that the Historical Society would be participating in the Celebration 250 Fest at West End Fair Grounds on July 2, 2026 – July 4, 2026 and asked if the Keystone could be available for display at their booth. The Board having no objection, Mr. Gula was asked to deliver the Keystone to the West End Fair Grounds on July 1, 2026.

Veteran's Committee Report: Mr. Clark announced that he had attended the Veteran's Memorial Day service and complimented the Committee for their program.

- There was a motion by Scott Clark and seconded by Susan McGinty to approve the donation to the Veteran's Committee in an amount not to exceed \$4,000.00 for the purchase of hardware required to install 25 Hometown Heros Banners. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to authorize the PW Department installing the hardware for the Hometown Heros Banners. Motion carried 3-0.

Zoning Report: There was no Zoning Report.

Planning Commission Report:

Matthew Hosking reported that the Planning Commission had met the prior week to review the Frei subdivision. The Planning Commission had received a request for an extension on the Frantz plan as they continue to work through legal issues. The Planning Commission has no objection to the requested extension.

CJERP Report:

Matthew Hosking reminded all that all Townships belonging to CJERP would be holding a special meeting on July 23, 2026 beginning at 7 pm at the Jackson Township Fire Hall to adopt the Comprehensive Plan. The Planning Commission has recommended that the Board approve the Comprehensive Plan.

Kunkletown Volunteer Fire Company Report:

Brian Stankovich reported that the Kunkletown Volunteer Fire Company ("KVFC") responded to 5 calls in May with a total of 33 calls year to date. Mr. Stankovich advised that the KTVFC had participated in the Fireman's Carnival held from May 28, 2026 to May 30, 2026 at

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the West End Fairgrounds. The KVFC will be working with St. Matthew's Church in manning a food stand at the Celebration 250 Fest from July 2, 2026 to July 4, 2026. Admission is \$10.00 per carload and there will be food, rides, entertainment and a tricky tray. Mr. Stankovich announced that the KVFC would be visiting the Vacation Bible School at St. Matthew's to "spray the kids down." He said they do this annually and the kids love it. The 250 Club dinner will be held in October and monthly breakfasts will resume in November.

- Having received a request from Hanover Engineering, Scott Clark made a motion seconded by Susan McGinty to add Sean Cunningham (SEO Certification No. 04274) of Hanover Engineering to the Township's approved SEO list. Motion carried 3-0.

Handbook: Approve Non-CDL Drug and Alcohol Policy and Revised Handbook: Deferred

Stone Arch Bridge Update: Susan McGinty advised that engineering studies are continuing in preparation for applying for needed permits.

Frei Minor Subdivision: Expiration Date: August 31, 2026

Frantz Minor Subdivision:

- Having received a request to extend the Frantz Minor Subdivision application, there was a motion by Scott Clark and seconded by Jessica Keller to extend the Frantz Minor Subdivision to December 16, 2026.

Public Comment: There was no public comment.

Adjournment: There being no further business:

- There was a motion by Susan McGinty and seconded by Jessica Keller to adjourn. Motion carried 3-0. Meeting adjourned at 8:17 P.M.

Respectfully submitted,

David Anderson, Assistant Secretary

