



Eldred Township Supervisors

Monroe County, Pennsylvania

Scott Clark; Chairperson
Susan McGinty; Vice-Chairperson
Jessica Keller; Supervisor



Board of Supervisors Minutes September 16, 2026

On Wednesday, September 16, 2026, the Eldred Township Supervisors met for a regular meeting at 7:00 P.M. at the Eldred Township Municipal Building at 490 Kunkletown Road Kunkletown, PA.

In Attendance: In attendance were Susan McGinty, Vice-Chairperson; Jessica Keller, Supervisor, Michael Gaul, Solicitor, David Anderson, Township Administrator, and Maurin Ritinski, Township Secretary.

Absent: Scott Clark, Chairperson

Call to Order: The meeting was called to order at 7:00 P.M. by Vice-Chairperson Susan McGinty, followed by the Pledge of Allegiance.

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

Ms. McGinty stated that Mr. Clark was unable to attend tonight's meeting due to a death in his family. Ms. McGinty stated that thoughts were with Mr. Clark and his family.

Public Comment on Non-Agenda Items: No public comment.

Additions or Changes to the Agenda: Ms. McGinty made a motion to add two additional items to the Agenda for expediency including the enactment of Proposed Ordinance 2026-03 and approval of a filing fee regarding a Notice of Violation for 198 Meixsell Valley Road. Ms. Keller seconded the motion. All Supervisors present voted in favor. Motion carried (2-0).

Approval of the Minutes: There was a motion by Ms. McGinty and seconded by Ms. Keller to approve the minutes of August 19, 2026. All Supervisors present voted in favor. Motion carried (2-0).

Public Hearing – Proposed Ordinance 2026-03:

**AN ORDINANCE AMENDING THE ELDRED TOWNSHIP
ZONING ORDINANCE TO DEFINE AND ADD SPECIFIC
REQUIREMENTS FOR DATA CENTERS AND DATA
CENTER ACCESSORY USES; AND PROVIDING FOR
OTHER MISCELLANEOUS MATTERS.**

Ms. McGinty made a motion to open the Public Hearing, seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0).

Solicitor Gaul explained the proposed ordinance. Solicitor Gaul noted that the proposed ordinance was properly advertised and all laws were followed prior to tonight's meeting. Solicitor Gaul listed the Township's Exhibits and noted that these are available for the public to view. Exhibits listed by Solicitor Gaul are as follows:

- TWP-1 Proposed Ordinance 2026 - 03
- TWP-2 Solicitor correspondence, dated August 26, 2026, to *Times News* regarding publication of Notice of Public Hearing and Proposed Enactment of Ordinances
- TWP-3 Times News Proof of Publication
- TWP-4 Twp. Secretary Correspondence to Law Library regarding filing of proposed Ordinance
- TWP-5 Law Librarian Acknowledgement of Receipt
- TWP-6 MCPC review letter, dated July 6, 2026
- TWP-7 Eldred Township PC review letter, dated August 16, 2026
- TWP-8 Correspondence to CJERP regarding proposed Ordinance
- TWP-9 Eldred Township Secretary Certification of Posting
- TWP-10 Ordinance 2026 - 03 (final for signature)

Solicitor Gaul noted that the Township followed other models that were available when drafting the ordinance. It was explained that other municipalities in the county have also adopted similar ordinances or are working to adopt a similar ordinance. Solicitor Gaul further explained that data centers will be a conditional use in the Industrial Zoning District and that the Board of Supervisors will need to approve the use and may impose additional conditions.

Solicitor Gaul indicated that water use is one of the main concerns that the public seems to have regarding data centers. He further stated that data centers are beginning to change to "close-loop systems" which will decrease the water need. Solicitor Gaul stated that the Ordinance will require studies for potential use of water in the Township.

Solicitor Gaul asked if the Supervisors had any comments regarding Proposed Ordinance 2026-03. Ms. McGinty stated that Solicitor Gaul provided a thorough overview of the Proposed Ordinance 2026-03 and provided the public with the reason for the need of this ordinance. Ms. Keller agreed that Solicitor Gaul was thorough with this as well.

A public comment period was held.

Richard Zilmer, resident, asked if the Board and Solicitor could confirm that the Ordinance is not banning data centers in Eldred Township but ensuring specific conditions are met before a data center could be approved in the Township. Mr. Zilmer also questioned if the Ordinance could be amended in the future to be stricter or more permissive if needed. Solicitor Gaul confirmed that the Ordinance does not ban data centers and does require specific conditions to be met. He further stated that data centers are not a shared use at this time through CJERP. Solicitor Gaul explained that if changes to the ordinance are needed in the future that this can be amended. Solicitor Gaul stated that the Ordinance is based on models from other municipalities, PennFuture, and other credible sources.

There being no further comments, Ms. Keller made a motion to close the Public Hearing, seconded by Ms. McGinty. All Supervisors present voted in favor. Motion carried (2-0).

Enactment of Proposed Ordinance 2026-03 (Item Added to Agenda): Ms. McGinty made a motion to enact Ordinance 2026-03 relating to amending the Eldred Township Zoning Ordinance to define and add specific requirements for data centers and data center accessory uses; and providing for other miscellaneous matters. The motion was seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0).

Mr. Anderson requested that Steven Mack, stenographer, who is present for the Public Hearing, provide the Township with a copy of the transcript to be placed on file at the Township Municipal Office. Mr. Mack acknowledged the request for a copy of the transcript.

Treasurer's Report (and Related Action Items): Township Treasurer David Anderson presented the financial report.

Account Balances: Mr. Anderson reported that the current balance in the PLIGT account is \$1,008,067.55; First Northern Bank and Trust account is \$506,452.63; and Petty Cash is \$348.42; totaling \$1,514,868.60.

Bills for Payment and Ratification: Mr. Anderson reported that the total bills for approval and/or ratification from the General Fund and the Capital Equipment Fund totals \$390,442.91.

Payroll: Mr. Anderson reported that payroll for the week ending August 8, 2026, was in the amount of \$13,663.91; payroll for the week ending August 22, 2026, was in the amount of \$17,629.48; and payroll for the week ending September 5, 2026, was in the amount of \$16,086.26.

Ms. Keller made a motion to approve the Treasurer's Report as presented, seconded by Ms. McGinty. All Supervisors present voted in favor. Motion carried (2-0).

Appointment of Assistant Treasurer (Maurin Ritinski): Ms. Keller made a motion to appoint Maurin Ritinski as Assistant Treasurer, seconded by Ms. McGinty. All Supervisors present voted in favor. Motion carried (2-0).

Ratify Advertising for the 2027 Budget Workshop Meetings – September 24, 2026, at 4 P.M. and October 15, 2026, at 5 P.M. – (\$86.65):

Ms. McGinty noted the dates and times of the budget workshops. Ms. McGinty made a motion to ratify the cost for the advertising of the two budget workshops in the amount of \$86.65. Ms. Keller seconded the motion. All Supervisors present voted in favor. Motion carried (2-0).

Reports (and Related Action Items):

Public Works Supervisor's Report: Jonathan Gula, Public Works Supervisor, stated that he received a lot of calls from residents regarding the oil and chip of Kunkletown Road. Mr. Gula noted that there were reports of broken windshields. Mr. Gula explained that work was done by PennDOT. Mr. Gula stated that in his opinion, the oil and chip of Kunkletown Road was a poor-quality job. He indicated that he is hoping that PennDOT will sweep the road again due to intersections having six (6) to eight (8) inches of stone on them. Mr. Gula stated that if residents have any concerns regarding the quality of the job on Kunkletown Road, that they should contact Monroe County PennDOT.

Mr. Gula reported that the Public Works Department completed the in-house oil and chip of Church Road, Grove Road, Lobach Lane, and Carney Road.

Mr. Gula stated that the permit to remove the septic system at Smale House (to be demolished) has been obtained. The Public Works Department completed the removal of the septic tanks. Mr. Gula reported that the Historical Society asked for the fancy woodwork to be saved from the Smale House. Mr. Gula informed Shirley Krum, member of the historical society in attendance at this meeting, that this has been removed from the Smale House and placed on the front porch of the Historic Post Office.

Mr. Gula indicated that line painters completed the scheduled painting in half of the Township. He further explained that the Township is getting caught up with line painting by completing half at a time.

It was reported that the Township wanted to hang up the Township's Keystone outside of the building and due to the possibility of the original becoming deteriorated over time due to weather, the Public Works Department took the original to have a weatherproof copy made. Mr. Gula stated that it is hung outside of the Municipal Building along with the Passport QR code. The original is hung in the meeting room.

The Public Works Department assisted with removing some trees at the Fire Company due to their paving project. Mr. Gula stated that an abandoned telephone pole was discovered among the trees.

Mr. Gula stated that Fall Clean-Up Days will take place on Friday, September 18, 2026, from 7 A.M. – 4 P.M. and Saturday, September 19, 2026, from 8 A.M. – 2 P.M.

Mr. Gula stated that The Public Works Department is also working on preparing for winter and snow removal.

Ratify LSA Grant Application for Municipal Building HVAC: Ms. McGinty stated that earlier this week was the deadline for the local LSA grant application. The Township has received part of the funds needed to complete the HVAC project at the Municipal Building. The balance needed for the project is just under \$151,000. Ms. McGinty made a motion to ratify the LSA grant submission for the remaining funds for the Municipal Building HVAC, seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0).

Ratify Paying of Filing Fee for LSA Grant Application: Ms. Keller made a motion to ratify the paying of the filing fee for the LSA Grant Application, seconded by Ms. McGinty. All Supervisors present voted in favor. Motion carried (2-0).

Ratify Purchase of Push Mower for ETCC Building (\$180.19): Ms. McGinty stated that Public Works completed work around the ETCC Building, including removing shrubs and planting grass. Ms. McGinty stated that the Public Works Department needs a push mower for this grass. Ms. McGinty made a motion to ratify the purchase of a push mower, from Walmart in the amount of \$180.19, for use at the ETCC Building and other Township-owned properties. The motion was seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0).

ETCC Report: Donna Deihl reported that the store has been “crazy as always”. Ms. Deihl stated that the ETCC Assistant Manager (Lori Jacob) has stepped down. Ms. Deihl reports that they are recommending that Dee Barley fill this position. Ms. Jacob will need to give Ms. Barley the master key and Ms. Barley will need to be given a code for the doors. Ms. Deihl explained that they can change the register.

Ms. Deihl stated that she would like to look into holding a blood drive in the gym. She reports that ETCC had a blood drive years ago and had success with this.

Ms. Deihl reports that Operation Touch of Home has reached out again regarding a bare necessities drive is taking place for American Troops that are stationed overseas. The ETCC participated last year and was able to collect enough items to fill a small, enclosed trailer. Ms. Deihl is seeking approval to post information about Operation Touch of Home and collect items. Ms. McGinty made a motion to approve the posting of information about Operation Touch of Home at the ETCC Building and authorize the collection of goods for this, seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0). Items for Operation Touch of Home will be collected from the beginning of October through the beginning of November. Ms. Deihl stated that the goods are used to create a 14x14 box for troops. Ms. Deihl reports that approximately 95% of the boxes go to troops from Monroe County and approximately 5% of boxes go to troops from Carbon County.

Parks and Recreation Report: On file.

Historical Society Report: Shirley Krum, Vice-President of the Historical Society, reported that the President of the Historical Society is having some health issues. Ms. Krum stated that

October 11th will be the Historical Society's bingo and tricky tray event. The Historical Society will accept donations up to a week before the event.

Renew Historical Society Lease: Shirley Krum asked if there was an answer regarding the renewal of the lease of the Historic Post Office. Ms. McGinty stated that the Board will work on this.

Veterans Committee Report: Shirley Krum stated that the next service will be in November. Ms. Krum questioned if there has been any progress on the poles for the veteran's flags. David Anderson stated that he has not heard back from PPL on which poles. Mr. Anderson also mentioned that he has a work order in for the electric at the Smale House to be removed and has not yet gotten any update on this. Mr. Anderson will follow up with PPL regarding these two matters.

Zoning Report: Ms. McGinty indicated that a copy of the Zoning Report was available for members of the public to view on the back table which lists the status of current zoning violations. Ms. McGinty stated that some issues have been resolved and that one was not appealed.

Approval of Filing Fee for Notice of Violation – 198 Meixsell Valley Road (Item Added to Agenda): Ms. McGinty made a motion to approve the filing fee in the amount of \$224.25 to the District Justice for a notice of violation for 198 Meixsell Valley Road, seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0).

Planning Commission Report: Robert Boileau, Planning Commission Member, was present at the meeting and gave a summary of progress and updates from the Planning Commission. Mr. Boileau explained the Planning Commission will be reviewing the updated draft of the Chickens and Roosters Ordinance at the next Planning Commission meeting. Mr. Boileau explained that the Planning Commission is recommending that the Board waive the SALDO review process for the Ruslan Kolyuzhko Subdivision Plan due to most of the plan being in Polk Township.

CJERP Report: Robert Boileau reported that CJERP needs to look into a shared use plan since this has not been done since 2014. Mr. Boileau stated that a clear definition needs to be made of "agricultural tourism". Ms. McGinty stated that "agritainment" also needs to be defined and differentiated from "agricultural tourism". Mr. Boileau also indicated that uses such as agricultural processing, slaughterhouses, and plating facilities need to be planned for.

Kunkletown Volunteer Fire Company Report: Chief Brian Stankovich reported that it has been a busy past few months for the Fire Company. Chief Stankovich thanked the Board of Supervisors for allowing the Fire Company to store the fire trucks at the Municipal Building while the Fire Company's parking lot was being paved. Chief Stankovich stated that Mr. Gula was very accommodating.

Chief Stankovich reported that there have been four (4) calls in the month of August and 51 calls year-to-date. Chief Stankovich stated that they have applied for an LSA grant for a cascade system and for a brush pump update on two brush trucks. Ms. Ritinski stated that a draft letter of

support has been sent to the Board of Supervisors. Ms. McGinty stated that Chief Stankovich will have a signed letter of support from the Township by tomorrow. Chief Stankovich stated that they will be applying for the state LSA grant in November to refurbish a truck. The Fire Company is also exploring federal grants. Ms. McGinty stated that additional letters of support can be provided by the Township if needed. Chief Stankovich stated that the projects at the Fire Company are grant-funded. Funds obtained from the Township go towards sustainability of the Fire Company. Mr. Boileau stated that the Fire Company can also ask CJERP for a letter of support. Chief Stankovich stated that he will look into this and thanked Mr. Boileau.

Chief Stankovich reports that the new tanker went into service in July.

Chief Stankovich stated that the 250 Club is scheduled for October 17th and will include band music, a meal, and cash prizes. The 250 Club is held twice a year (April and October). The cost is \$50 for two people.

Chief Stankovich inquired if the Township is interested in a hall date in December. Ms. McGinty stated that it will need to be discussed with the full Board of Supervisors due to Mr. Clark being unavailable one day in December. Chief Stankovich stated that there are two dates remaining.

Chief Stankovich also reported that breakfast will begin again on November 1st and continue through March. The Fire Company is now accepting debit and credit cards through the Clover System. The Clover System has worked well.

Chief Stankovich is requesting to use the Smale House for training just before it is demolished. Mr. Gula explained that the bid will be awarded in October and the contractor will then have 90 days to start the work. Chief Stankovich explained how the Smale House can be used for training and what the training will consist of. Mr. Gula stated that he can coordinate this with the contractor after the bid is awarded. The contractor will have salvage rights. Chief Stankovich questioned if the boulders will be moved for demolition as this will be easier for the training. Mr. Gula stated that these may be moved along with the benches.

Stone Arch Bridge Progress Update: Ms. McGinty reported that permits are still being obtained and a scope of work is being completed for the historical mason. Ms. McGinty is hopeful that additional updates will be available for next month's meeting.

Handbook: Approve updated CDL and Non-CDL Drug and Alcohol Policy; new Take Home Vehicle Policy and Revised Handbook: Ms. McGinty indicated that this agenda item will be tabled as this will be reviewed and updated with the Township Secretary.

Appointment of Open Records Officer: Ms. McGinty made a motion to appoint Maurin Ritinski as the Open Records Officer, seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0). Ms. McGinty stated that David Anderson is currently, and will remain, the Assistant Open Records Officer.

Schedule Trick or Treat Night: Shirley Krum commented that she did not feel that it was safe for trick or treaters and recommended a trunk or treat. Chief Stankovich stated that the church is

hosting a trunk or treat. He also noted that the Fire Company will be out on patrol to add safety and also hand out candy. Ms. Deihl commented that the thrift store used to see 300-400 children for trick or treat and now at most about a dozen children. Ms. McGinty stated that the Township will monitor this year and explore options in the future. Ms. Keller made a motion to set the township-wide trick or treat night as October 31st from 6 P.M. to 8 P.M with the Fire Company patrolling the streets, seconded by Ms. McGinty. All Supervisors present voted in favor. Motion carried (2-0).

Ms. McGinty announced that St. Matthews Church will be hosting a trunk or treat on Halloween evening from 5 P.M. to 7 P.M. Ms. McGinty stated that if anyone is interested in donating or being involved with the trunk or treat event, the Township does have information regarding this and can share this information.

Subdivision Plans Update:

Frantz Minor Subdivision: Expiration date to 12/16/2026.

Ruslan Kolyuzhko Subdivision Plan: Ms. McGinty stated that Mr. Boileau had already referenced this plan earlier this evening. Ms. McGinty explained that most of the plan is in Polk Township and will be subject to Polk Township's SALDO. The Eldred Township Planning Commission has recommended that the Board of Supervisors waive SALDO review of this plan for this reason. Ms. McGinty made a motion to waive SALDO review of the Ruslan Kolyuzhko Subdivision Plan, seconded by Ms. Keller. All Supervisors present voted in favor. Motion carried (2-0). Ms. McGinty asked Mr. Anderson and Ms. Ritinski to draft a letter to send to the applicant informing them of the Eldred Township's Board of Supervisors decision to waive SALDO review of the Ruslan Kolyuzhko Subdivision Plan.

Public Comment: Richard Zilmer, resident, asked if there has been any progress with the discussions and plans for a town center or town square. Ms. McGinty explained that the Township is waiting for the Stone Arch Bridge work to be completed and for the Smale House to be demolished prior to moving forward with a plan for a town center/town square. Ms. McGinty stated that if anyone has any input on what they would like to see in this space, to send a letter or email to the Board of Supervisors.

Adjournment: There being no further business, there was a motion by Ms. Keller and seconded by Ms. McGinty to adjourn. All Supervisors present voted in favor. Motion carried (2-0). Meeting adjourned at 7:49 P.M.

Respectfully submitted,



Maurin Ritinski, Secretary

Eldred Township Board of Supervisors
AMENDED Agenda
September 16, 2026

1. Call to Order
2. Pledge of Allegiance
3. Announcement of Executive Sessions and Recording
4. Public Comment on Non-Agenda Items
5. Additions or Changes to the Agenda
6. Approval of Minutes: August 19, 2026
7. Public Hearing – Proposed Ordinance 2026-03

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 - Account Balances
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 - Approval of Payroll
 - Appointment of Assistant Treasurer (Maurin Ritinski)
 - Ratify Advertising for the 2027 Budget Workshop Meetings – September 24, 2026 at 4 P.M. and October 15, 2026 at 5 P.M. – (\$86.65)
10. Other Reports (and Related Action Items)
 - Public Works Supervisor's Report
 - Ratify LSA Grant Application for Municipal Building HVAC
 - Ratify Paying of Filing Fee for LSA Grant Application
 - Ratify Purchase of Push Mower for ETCC Building (\$180.19)
 - ETCC Report
 - Parks and Recreation Report
 - Historical Society Report
 - Renew Historical Society Lease
 - Veteran's Committee Report

- Zoning Report
 - Approval of Filing Fee for Notice of Violation – 198 Meixsell Valley Road (*Item Added to Agenda*)
 - Planning Commission Report
 - CJERP Report
 - Kunkletown Volunteer Fire Company Report
11. Stone Arch Bridge Progress Update
 12. Handbook: Approve updated CDL and Non-CDL Drug and Alcohol Policy, new Take Home Vehicle Policy and Revised Handbook – Table
 13. Appointment of Open Records Officer
 14. Schedule Trick or Treat Night
 15. Subdivision Plans Update:
 - Frantz Minor Subdivision Expiration Date to 12/16/2026
 - Ruslan Kolyuzhko Subdivision Plan
 - Planning Commission recommendation to Waive SALDO Review Process
 16. Public Comment
 17. Adjournment

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