

Board of Supervisors
Minutes
February 18, 2026

On Wednesday February 18, 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 7:03 P.M. by Chairperson Scott Clark, followed by the Pledge of Allegiance.

Announcement of Executive Sessions and Recording: Mr. Clark announced that the Supervisors had met in Executive Session on February 12, 2026 without the Solicitor and 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: There was no Public Comment at this time.

Additions or Changes to the Agenda:

- There was a motion by Scott Clark and seconded by Jessica Keller to approve the following additions to the Agenda to expedite action by the Board on the following items:

Add as Item 26 appoint David Anderson as Assistant Secretary;
Add as Item 27 ratify advertising for Township Secretary.

Motion carried 3-0.

Appoint Assistant Recording Secretary: Deferred

Approval of the Minutes:

- There was a motion by Susan McGinty and seconded by Jessica Keller to approve the minutes of December 11, 2025, December 17, 2025 and January 5, 2026 Organizational and Regular meetings. Motion carried 3-0.

Treasurer's Report:

- There was a motion by Scott Clark and seconded by Jessica Keller to approve the Treasurer's Report, as presented. The balance in the PLGIT, First Northern Bank and Trust and Petty Cash accounts being \$1,168,069.25. Motion carried 3-0.

Bills for Payment and Ratification:

- There was a motion by Scott Clark and seconded by Susan McGinty to approve the ratification and payment of bills from the General Fund in the amount of \$136,003.01 Motion carried 3-0.

There were no bills to ratify or pay from the State Fund.

Payroll :

- There was a motion by Scott Clark and seconded by Susan McGinty to approve the payrolls for the week ending 1/10/2026 in the amount of \$15,308.82 and for the week ending 1/24/2026 in the amount of \$18,642.50. Motion carried 3-0.

Reports (and Related Action Items):

Public Works Supervisor's Report:

Jonathan Gula reported that during the storm, which began on January 25, 2026, there was an accumulation of approximately 18 inches of snow. The cost of the snow removal was approximately \$8,624.00. There was some damage to two trucks during the storm which included a broken leaf spring and a wiper arm break. Mr. Gula reported that the Township supply of salt is sufficient. Due to area wide shortages of salt, replenishing the supply is happening slowly.

After explaining the current truck/plow configurations, Mr. Gula requested the Board approve the purchase of a Quick Connect Snow-Plow at a cost of \$6,193.00 as this was included in the 2026 Budget at \$10,000.00. Mr. Gula requested that the Board approve the purchase of a Strongway 35 Ton Quick-Lift Air/Hydraulic Service Floor Jack from Northern Tool and Equipment to replace the existing inoperable floor jack believed to be at least 20 years old. Mr. Gula requested that the Board approve the purchase of five (5) Govee Wi-Fi Thermo-Hygrometers for installation at the Municipal Building and the Eldred Township Community Center. This will allow monitoring of the temperature in the buildings in the event of power loss or equipment failure. Mr. Gula explained the process for mixing the saline solution used to pre-treat roads prior to a storm and the need for a Misco Digital Solometer, which would accurately determine the saline concentration.

Mr. Gula also reported that the ceiling tiles in the gym at the Community Center have been replaced and speakers and wires were installed. The camera is ordered and will be installed when it arrives. Some painting has been started and will be completed as time allow.

Mr. Gula also advised the following road improvement projects for 2026: Tree Trimming and Dead Tree Removal – Borger Road from Silver Springs Boulevard to Fiddletown Road and Wes Flo Court; Paving Projects – Borger Road from Silver Springs Boulevard to Fiddletown Road and Wes Flo Court; Oil and Chip Projects – Spot patching on Grove Road, Woodsvie Drive and Church Road between Grove Road and Borger Road; Guardrail Installation – Keystone Lane bridge at the intersection with Fiddletown Road; Line Painting – Correll Road, Silfies Road, Greenzweig Road, Borger Road, Kuehner Drive, Smale Lane, Christman Road, Upper 57 Road and Point Phillips Road; Installation of Advanced Warning Signs, Curve Signs and Speed Limit Signs on Point Phillips Road.

Mr. Clark thanked the Public Works Department for their work during the storm. Ms. McGinty added that the Township received communications from three residents complimenting the Public Works Department for their work during the snow emergency.

- There was a motion by Scott Clark and seconded by Susan McGinty to approve the hiring of Andrew Stallings, as a Full-Time Public Works employee at the established rate. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to approve the purchase of a Quick Connect Snow-Plow from E.M. Kutz Inc. at the Costars cost of \$6,193.00. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Susan McGinty to approve the purchase of a Misco Digital Solometer at a cost of \$495.00. Motion carried 3-0.
- There was a motion by Susan McGinty and seconded by Jessica Keller to approve the purchase of 5 Govee Wi-Fi Thermos-Hygrometers at a cost of \$79.99 each for a total cost of \$399.95. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to ratify the ongoing cost of renovations of the bathrooms at the Community Center at a cost not to exceed \$10,000.00. Motion carried 3-0.
- There was a motion by Susan McGinty and seconded by Jessica Keller to approve the cost of renovations of the bathrooms at the Municipal Building at a cost not to exceed \$4,000.00. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to ratify the cost of a new Township cell phone/upgrade for the Public Works Supervisor at a cost of \$36.00. Motion carried 3-0.
- There was a motion by Susan McGinty and seconded by Jessica Keller to approve the purchase of an Otterbox Cell Phone Case at a cost of \$52.46. Motion carried 3-0.

- There was a motion by Scott Clark and seconded by Susan McGinty to approve the purchase of a Strongway 35 Ton Quick-lift Air/Hydraulic Service Floor Jack from Northern Tool and Equipment at a cost of \$649.99. Motion carried 3-0.

ETCC Report:

Donna Deihl reported that from October 2025 to December 2025, the Thrift Store recycled 4,824 pounds of clothing, sold 105 “Mystery Boxes” at \$3.00 each, received as a donation and then gave away 100 children’s hats and scarves and donated 12 bags of blankets to local animal shelters. In December, the Thrift Store had 4,580 people come into the store. The 2025 income of Kunkletown Thrift Store was \$240,000.00, with 15,310 transactions.

Ms. Deihl explained that the Thrift Store donates clothing for fire victims. Each adult receives a coat and 4 pairs of trousers/pants and 4 shirts. Each child receives 10 sets of onesies and sleepers and any clothing they need. Ms. Deihl reported that WNEP visited in January and did a feature story about the Store and organizing. Ms. Diehl announced that the Prom Dress Sale will be held on April 11, 2026 and they are getting ready for the sale. Lastly, Ms. Deihl reported that one of the volunteers, Bonnie Albert, who was the “book lady,” passed away.

Doug Borger asked the Supervisors about the accounting for the Community Center and the Thrift Store. Mr. Clark responded that the monies are deposited in the Township’s General Fund Account, that all income and expenses are recorded in special line items that are exclusive to the Community Center and that the report could be generated and given out to anyone upon request.

- There was a motion by Scott Clark and seconded by Jessica Keller to ratify purchases of janitorial and clerical supplies for the Thrift Store from Uline in the amount of \$447.29. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to ratify purchases of janitorial and clerical supplies for the Thrift Store from Amazon in the amount of \$401.29. Motion carried (3-0).

Parks and Recreation Report:

- There was a motion by Scott Clark and seconded by Jessica Keller to approve the Parks and Recreation meeting schedule to be the fourth Tuesday of each month, March through October, at 7:00 P.M. at the Eldred Township Municipal Building. Motion carried 3-0.
- There was a motion by Susan McGinty and seconded by Jessica Keller to appoint Joe Pucci and Diana Pucci to the Parks and Recreation Committee for terms of 4 years, ending December 31, 2029. Motion carried 3-0.

Historical Society Report: There was no Historical Society Report.

Zoning Report: The zoning officer submitted a written update on the open violations. Mr. Clark read the report:

- 122 Quinton Drive: E&S Plan submitted and house has been framed;
- 131 Lobach Lane: Short Term Rental Notice of Violation sent Jan 2, 2026;
- 1009 Molasses Valley Road: Awaiting eviction outcome;
- 298 Church Road: Appeal denied; judgment amount \$2,207.25;
- 305 Chestnut Ridge Road: New Notice of Violation to be sent regarding junk on the property;
- 237 Gower Road: Declared unsafe structure; awaiting guidance from BOS;
- 120 Action Road: New Notice of Violation to be sent as earlier clean-up relapsed;
- 104 Fiddletown Road: Unsafe Structure awaiting guidance from the BOS.

Doug Borger reported that the roof on an accessory building at 104 Fiddletown Road and is threatening to collapse onto Barry Greenzweig's property below. He has a concern that the Township may have some liability in this matter.

Solicitor Gaul said that Township is not responsible for any damages caused by privately owned property. The Township is not willing to take steps to acquire ownership of 104 Fiddletown Road as there could be a future liability due to an underground fuel tank and there is a mortgage on the property. Should the Township have the damaged structures removed, the costs incurred by the Township may not be recoverable.

Planning Commission Report: Matthew Hosking reported that the Planning Commission sent letters to the Board of Supervisors recommending the adoption of a new proposed Zoning Ordinance and SALDO Ordinance for the regulation of Commercial Solar Facilities within Eldred Township.

Mr. Clark said that the Supervisors will begin the process of having a public hearing to consider this proposal.

- There was a motion by Scott Clark and seconded by Jessica Keller to begin the process for a the proposed Zoning Ordinance and SALDO Ordinance for the regulation of Commercial Solar Facilities within Eldred Township. Motion carried 3-0.
- There was a motion by Scott Clark and seconded by Jessica Keller to authorize the Planning Commission to look into the issue of keeping chickens and roosters in the Residential and Commercial Zones and possibly creating an Ordinance with regulations for that use. Motion carried 3-0.

CJERP Report: Susan McGinty reported on the progress of the CJERP's work with Strategic Solutions to update and revise the current shared uses of our Zoning Ordinance. Ms. McGinty asked the solicitor if changes in the Zoning map would impact assessments and property tax revenues in the Township. Solicitor Gaul responded that he is not aware of that having happened.

Mr. Gaul also said that the Joint Zoning group would not have authority to change the Township's zoning map.

Ms. McGinty followed up by stating that the Township needs to be very involved in the discussions and any proposed changes that may arise from the CJERP update.

Mr. Clark asked that any maps be delivered to the Township for review.

Kunkletown Volunteer Fire Company Report: Shirley Krum reported that the Fire Company will be having its last breakfast until November on the first Sunday in March, being March 1, 2026. The Fire Company has the following upcoming events: 250 dinner in April, serving food while the polls are open in May, Fireman's Carnival at the West End Fair Grounds in late May into June, the West End Fair in August and a 250 dinner in October.

Liquid Fuels Audit: David Anderson reported that the Liquid Fuels Audit is complete and the results are "no findings." Solicitor Gaul commented that a "no findings" result was very good for the Township.

Generator Project: Jonathan Gula reported that the generator project is complete. A three-hour load test was performed and the generator ran at about 17% capacity during normal business hours. The Township had been presented with a Maintenance Agreement for the generator.

- There was a motion by Scott Clark and seconded by Susan McGinty to approve a Maintenance Agreement with Winter Engine and Generator Service at an annual cost of \$1,570.00. Motion carried 3-0.

Amendment to the Minutes of December 21, 2022. Attach Statement: tabled

Penn Dot Grant Award Announcement: Ms. McGinty reported that the Township was awarded a grant for signage on Point Phillips Road in the amount of \$10,437.00 from PennDOT.

PSATS Conference:

- There was a motion by Scott Clark and seconded by Susan McGinty to ratify the expense of the PSATS Conference for Scott Clark, Jessica Keller, and Jonathan Gula and David Anderson in the total amount of \$849.00. Motion carried (3-0).

Mr. Clark noted that the hotel costs will not be available until after the conference.

Handbook: Approve Non-CDL Drug and Alcohol Policy and Revised Handbook: Deferred
Resignation of Township Secretary:

- There was a motion by Scott Clark and seconded by Jessica Keller to accept the resignation of Township Secretary, Ann Velopolcek, effective February 20, 2026. Motion carried 3-0.

Assistant Township Secretary:

- There was a motion by Scott Clark and seconded by Jessica Keller to appoint David Anderson as Assistant Township Secretary. Motion carried 3-0.

Advertise Township Secretary Position:

- There was a motion by Scott Clark and seconded by Susan McGinty to ratify the advertising of the Township Secretary position in the Times News at a cost of \$134.60. Motion carried 3-0.

Frei Minor Subdivision:

- There was a motion by Susan McGinty and seconded by Jessica Keller to accept the extension offered on behalf of the Frei Minor subdivision until June 10, 2026. Motion carried 3-0.

Dollar General: Expiration Date: 4/5/2026 - No update.

Frantz Minor Subdivision: Expiration Date: 7/1/2026 - No update.

Public Comment: Jonathan Gula thanked departing Secretary, Ann Velopolcek, for her help and support of the Public Works Department. Ms. Velopolcek thanked Mr. Gula for the kind words.

Scott Clark read a letter on behalf of the Board thanking Ms. Velopolcek for her years of dedicated service to the Township. Mr. Clark noted her additional assistance to the Planning Commission, the Zoning Office, the Historical Society, the Parks and Recreation Committee and the ETCC Board, wishing her a happy, healthy and well-deserved retirement. The Board presented Ms. Velopolcek with a gift to commemorate her time at Eldred Township.

Ms. Velopolcek thanked the Board for the letter and its sentiments and the gift. Ms. Velopolcek said working at Eldred Township has been an honor and a privilege. She thanked the residents and all the Boards and employees she worked with over her ten years at the Township. She said that parting was bittersweet and she will miss everyone that made her position as Township Secretary meaningful and enjoyable.

Adjournment: There being no further business:

- There was a motion by Jessica Keller and seconded by Susan McGinty to adjourn. Motion carried 3-0. Meeting adjourned at 8:30 P.M.

Respectfully submitted,

David Anderson, Assistant Secretary