

CASTANEA TOWNSHIP  
347 NITTANY ROAD  
LOCK HAVEN, PA. 17745

Meeting Minutes March 3, 2025

**Supervisors:** Brandon Coleman – Chairman, John Gradel, Vice Chairman - Charles Clukey Jr.

**1. Called meeting to order** by Chairman Coleman at 7:00pm

**2. Secretary Minutes:**

Motion to approve by Supervisor Gradel, seconded by Supervisor Clukey, MCU

**3. Financial Report:**

Motion to approve by Supervisor Clukey, seconded by Supervisor Gradel, MCU

**4. Public Comment:**

- Resident Mary Margaret Winton stated that Bill Powell is resigning from the Chestnut Grove Recreation Authority.
- Resident Mary Margaret Winton stated that the Chestnut Grove Recreation Authority elected Justin Houser at their solicitor.
- Residents asked about ACH payments for the Sewer Authority, Shelly will follow-up on getting debit transfers/on-line payments set up.
- Resident Joe Miller stated that the Township is doing a great job clearing the roads however, he was concerned about how fast they are driving. Chairman Coleman stated that he would talk to the Roadcrew.

**5. Correspondence and Other Communications:**

- Letter from Sewer Authority removing Charles Clukey Jr. – letter sent to appoint John Gradel. Waiting for board to meet and approve his application so that he can begin attending meetings.
- UGI Utilities, Inc. request for 2025 paving schedule.
- Motion by Supervisor Gradel to approve the resignation letter from William Powell as the Chestnut Grove Recreation Authority Chairman, seconded by Chairman Clukey, MCU. The Board will need new letters of appointment.
- Poorman & Group – 12-ton Jeffrey Allen Locomotive, Castanea Railroad Station - Supervisor Gradel stated that he would report at the next meeting about the donation/zoning for the locomotive after the meeting with the Historical Society.
- Horses of Hope – table for next meeting.
- United Way 12<sup>th</sup> Annual Sports Night & Fine Arts Auction sponsorship – table for next meeting.
- Residential Tire Collection May 9 & 10.

**6. Reports of Officials and Committees:**

**A. Supervisor's Reports:**

**1. Brandon Coleman – Report**

- Crew has been focusing on Pump Station maintenance, readying & sealing the floor for salt bins, cleaning the shop.
- The garage doors have been repaired.

- Clinton County Watch Dogs – social media post & address regarding their on-line statements.
  - The last phase of the sewer improvement project process & bids was handled by the Township engineer, Tom Levine. The bid that was accepted by the Board from Pine Creek Excavating was recommended by the Township Engineer and was \$25k less than the other bids received. All state guidelines & PA Township handbook rules were followed and the bid was awarded accordingly.
- Municipal Building outside lights & parking lot lighting has been contracted and work will begin once weather cooperates.

## 2. Charley Clukey Jr. – Sewer Report

- Sewer Collection for the month of February are \$33,786.27
- 110 Mackey Avenue – 75’ sewer lateral was replaced
- April 1<sup>st</sup> late notices & door knockers will be going out to all accounts that are delinquent and sewers will be shut-off for non-payment.

## 3. John Gradel – Report

- Recreation Committee met and had a debrief on the Chestnut Festival and are making notes for next year’s festival.
- Flags ordered for bridge, Township flagpole & the office for use at the PSAT conference.
- Three spots left on Township Business Directory. John needs to call lawn care company about payment for sign that just went up.
- John called insurance company regarding fireworks and the upcharge for the premium. Additional information is needed which Chairman Coleman will provide.
- Zoning applications are available on the Township website.
- Events Calendar for 2025 is on the Township website and the date for the 2026 Chestnut Festival.
- Clinton County Genealogical Society will be giving a talk on the Township’s chestnut trees at the next festival.

B. Auditors: Kristy Sellers, Bonnie Poorman and Mary Margaret Winton – Nothing to Report

C. Engineer: Tom Levine – Not in attendance

- Reviewed sewer project bids and made recommendation on contractor.

D. Code Officer: Roger Hoy

- Monthly report attached

E. Zoning Officer: Roger Hoy

- Monthly report attached

F. Police Officer Report: Given by Brandon Coleman

- 15 incidents reported, report attached.

G. Planning Committee: Joe Miller

- Nothing new to report, waiting on First Quality and Restaurant to get back to him.

#### H. Recreation Committee – Rick Schulze

- Meeting on debrief from Chestnut Festival and plans for 2026 discussed. Plan on extending the number of vendors and exhibits as well as offering additional food and beverage options in a separate outdoor tented area next year.
- The Recreation Committee would like to request donations from the community to help with the cost of the festival.
- Discussion on the Easter event and confirmed that the information on Easter Bunny photos will be shown on the sewer bills when they are mailed out for April.
- Free Programs for the Township to be held at the Municipal Building
  - May 20<sup>th</sup> – 630-730pm Senior Scam Prevention presented by Dana from the PA Attorney General’s office. Township will provide refreshments.
- Castanea Days is expanding with addition of an obstacle course at the Moose Lodge along with a band, animal exhibits and entertainment. Chairs will be provided at the fire hall and we will make sure that the grounds are more accessible and attractive for upcoming joint ventures we plan to hold there.

#### **7. Old Business**

- Solicitor Ryan responded to City of Lock Haven regarding Upper Castanea Dam in a letter sent February 27, 2025 and Engineer Tom Levin sent a letter with our concerns to DEP. Further discussion among residents however, the project is out of our hands.
- Sanitary Sewer Improvement Bid – Tom reviewed bid and suggested we award Pine Mountain Excavating once he completes his final analysis and submits documentation to the Township.
- Pump Station Survey – deeds have been pulled and survey is complete.
- Appeals Board Establishment – more discussion at upcoming work session. Shelly has submitted application, resolution and bylaws to Solicitor Ryan for review.
- Demolition Fee Schedule for 2025 motion to approve by Supervisor Gradel, seconded by Supervisor Clukey, MCU.
- PPL removal of street lights at 428 Grape Street & Fleming Avenue. Chairman Coleman has spoken with PPL and will follow-up on their plans.
- Letter to Historical Society approving use of Train Station property for Castanea Community Days – Motion by Supervisor Clukey, second by Chairman Coleman, MCU. Shelly to send letter of approval to Historical Society.
- Approval for Fireworks at Castanea Days – Supervisor Coleman will get necessary information to Supervisor Gradel in order to finalize insurance estimate.

#### **8. New Business:**

- Motion to approve the following donations from the Chestnut Festival made by Supervisor Gradel, seconded by Supervisor Clukey, MCU.
  - \$100 donation to the LHU Foundation – Track & Field Fund for labor
  - \$150 donation to the Castanea Fire Company for use of their site
  - \$150 donation to Flemington Fire Company for handling of traffic and security. Shelly will process checks accordingly.

#### **9. Review and Pay Bills:**

- Motion to approve and pay bills made by Supervisor Gradel, seconded by Supervisor Clukey, MC. Chairman Coleman abstains from vote due to involvement with Fire Company.

**10. Adjournment** – Motion to adjourn made by Supervisor Gradel, seconded by Supervisor Clukey, MCU

Meeting adjourned at 7:40pm

Respectfully Submitted,  
Shelly Davis  
Secretary/Treasurer  
Castanea Township

**Work Session will be held on Monday, March 17, 2025, at 5:00pm**

**Next Board of Supervisors Meeting will be held April 7, 2025, at 7:00pm**