

**347 NITTANY ROAD  
LOCK HAVEN, PA. 17745  
December 15, 2025 Meeting Minutes**

**Supervisors**

**Attendance:** Signe Clukey, Mary Pat Dion, Mary Margaret Winton, Dan Stoltzfus, Dean Edwards, Tyler Bates, Art Dion

**Called meeting to order** by Brandon Coleman at 7:00 pm

**Secretary Minutes:**

- A motion was presented by Supervisor Gradel to approve the November meeting minutes as presented, seconded by Supervisor Clukey, MCU.

**Financial Report:**

- A motion was presented by Supervisor Clukey to approve the November financial reports as presented, seconded by Supervisor Gradel, MCU.

**Public Comment:**

- Dan Stoltzfus – 15 Fleming Avenue property owner of both lots. He plans to develop 2 lots and has concerns about the sewer taps. The Supervisor's stated that taps were not an issue and when he was ready we would have 2 taps for his property and that once permits were issued they were only good for 18 months.
  - He is dealing with right-of-way issues and the parking lot.
  - He is planning to tie into the sewer line on Fleming which has an 8' pipe and he can tie in with a 4' pipe on the public land.
  - Chairman Coleman stated that he needs to get a Storm Water Management plan, DEP approval and an Engineer Survey study completed. Zoning Officer Hoy provided him with an Engineering firm contact that can assist him with the project.
- Art Dion stated that the garage has been rebuilt at his neighbors however they still have a lot of garbage and scraps littering the property. Zoning Officer Hoy is aware of the issue and has been working with owners to resolve the problem. He requested the Art Dion testify in court in it goes that far.
- Art Dion also stated that it would great to have community volunteers to help with outreach programs and preservation projects.
- Mary Margaret Winton commented on the ice build-up at the corner of Mackey & Keller. Supervisor Clukey has been working on the issue, there is a leak in the alley. The resident's say there is a French drain. Supervisor Gradel stated that the Township has previously sent two letters requesting that they relocate the drain into their yard, however there has been nothing done to resolve the issue to date. More follow-up needed.
- Mary Margaret Winton expressed concern about the reservoir and the impact on the area when it rains and fills up. Tom Levine stated the it is the City of Lock Haven's facility, they received permission to breach the dam per their hydraulic study and they will eventually be removing the dam.

- The Township fought the removal of the dam and sent several letters from the solicitor stating our concerns.

**Correspondence and Other Communications:**

- A thank you letter to the Township Supervisors for the holiday lighting from George Conklin.

**Reports of Officials and Committees:**

**Supervisor's Reports:**

**Brandon Coleman –**

- The township hired three part-time employees that are doing a fantastic job and are saving the Township money. There are no common work hours and they are working evenings and weekends to make sure that everything is getting done in a timely manner.
- We have had one snow storm that required plowing and we have had several weather events requiring salting over the past month.
- We have been focused on cleaning and organizing the garage and equipment.
- We are in need of new/additional lighting in the garage.
- Supervisor Clukey made a comment that the new employees have been very effective and have not damaged any equipment or caused any incidents.

**Charley Clukey Jr. – Sewer Report**

- Sewer Bills November were \$38,949.44
- The meter at the pump station has been calibrated.

**John Gradel –**

- John & Brady worked on the Christmas light strings prior to putting them up this season however, they will need additional maintenance prior to storing them for next year.
- The Community Directory Board is full, all spaces have been sold.
- A special thank you to the Recreation Committee for their continued successes and the hard work they put into all the community events.

**Auditors: Kristy Sellers, Bonnie Poorman, Mary Margaret Winton**

- The auditors meeting will be held Tuesday, January 6, 026 at 5:30pm
- John will get Vicki's information to Mary Margaret.
- Mary Margaret Winton will need to be sworn in as an Auditor prior to the meeting.

**Engineer: Tom Levine:**

**• McElhattan Avenue Project**

- Pine Mountain Excavating – Payment #2 approved for \$103,206.19
- There is approximately \$14k in work to be completed in the spring from the original contract.
- Dean Edwards was present to answer any question on the Sewer Improvement Project. He stated that the manhole was shot and needed to

be replaced and resealed and he sent pictures of the completed work to Chairman Coleman.

- **Vicki Miller's property:**

She is very happy with the work that has been done, but is concerned about water getting into her rental house. Tom will review & evaluate with situation and report on it at the next meeting. Supervisor Clukey stated that the basement has a dirt floor and if there was water getting into the basement it would not cause any damage.

- **Flow Meter Report**

- **Harvey's Run Park**

- Revision Plan uploaded to the DCNR website and a copy was given to the supervisors.

- **Pump Station**

- The SCADA amendments are complete.
  - Dialer Training will be conducted by Christopher Dunn of Martz Technologies remotely. Chairman Coleman & Supervisor Clukey will attend the on-line training. Tom will schedule the training and notify both in advance.

- **Equalization Basin**

- The discharge amounts are too large for the frac tanks we had originally discussed to address the overflow amounts. Tom will look into other options and present at the next meeting.

**Code & Zoning Officer: Roger Hoy – Report Attached**

**Police Officer Report: - Brandon Coleman - Report will be emailed to Shelly.**

**Planning Committee: N/A**

**Recreation Committee:**

- PSATS approved our session for the upcoming conference.
- Chestnut Festival Update
  - A motion was presented by Supervisor Gradel to rent the tent from Farrington Tent Rentals for the festival, seconded by Supervisor Clukey, MCU.
  - There will be two bands performing.
- Christmas Festivities – Mary Pat Dion
  - The Christmas decorating contest is Wednesday
  - Letter to Santa are due today. Mary Pat will call Bill to have the mailbox removed and lights removed.

- The Christmas Tree Lighting Ceremony was a huge success, there were attendees from all over the area. This was the best lighting ceremony to date for Castanea.
  - A special thank you to the Nestlerode's for donating the fire wood for the event and to the Fire Company for storing the ice rink.

**Old Business:**

- Harvey's Run Park Update given by engineer. Remaining work will be completed in the spring.
- Sewer Improvement Project Update – 99% complete. There is a minor amount of work that will be completed in the spring.
- Zoning Appeals Board – Still need one more person
- Pump Station Dialer Alarm training will be scheduled by the engineer. Brandon and Charley will attend.
- On-line Sewer Payment – Shelly working on setting up for beginning of 2026
  - On-line payment fees will be credited to sewer account for quarterly payments

**New Business:**

- A motion was presented by Chairman Coleman to amend the agenda to include Resolution 2025-007 increasing the Sewer Authority rent for 2026, seconded by Supervisor Clukey, MCU.
  - A motion to approve Resolution 2025-007 increasing the Sewer Authority Rent amount to \$1000/month beginning in January 2026, seconded by Supervisor Gradel, MCU.
- Job description – Certified Operator of the Wastewater System
  - A motion was presented by Chairman Coleman to accept the job description for Certified Operator of the Wastewater System, seconded by Supervisor Gradel, MCU.
- Sewer Generator - \$32,145 estimate to replace. The cost has been incorporated into the 2026 Budget.
  - A motion to approve the purchase of a new sewer generator was presented by Supervisor Clukey, seconded by Supervisor Gradel, MCU.
  - A motion approving the 2026 budget without an increase to real estate tax was presented by Supervisor Gradel, seconded by Supervisor Clukey, MCU.

**Review & Pay Bills:**

- A motion was presented by supervisor Gradel to pay the bills as presented, seconded by Chairman Coleman, MCU.

**Adjournment:** A motion to adjourn was presented at 8:05pm by Chairman Coleman, seconded by Supervisor Gradel, MCU.

***The January Reorganizational Meeting will be at 5:00pm on January 5, 2025 immediately followed by the Supervisor's Meeting.***

***Work Session will be held at 5:00pm on the 3<sup>rd</sup> Monday of each month.***