

**347 NITTANY ROAD
LOCK HAVEN, PA. 17745
AGENDA November 3, 2025**

Supervisors

Attendees: Judy Courter, David Courter, Rick Schulze, Emily Wright (The Record), Tyler Bates, Art Dion, Kate Kishbaugh, Margey Miller, Molly Conklin, Terry Crawford.

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

Secretary Minutes:

- Chairman Coleman made a motion to approve the October Meeting Minutes as presented, second by Supervisor Gradel, MCU.

Financial Report:

- Supervisor Gradel made a motion to approve the October Financial Reports as presented, second by Supervisor Clukey, MCU.

Public Comment:

- Mrs. Courter had a question about the cars & trucks behind the post office on Brown Street along the fence line across from the paper plant. There is a brown truck that has been parked there. Chairman Coleman said he was aware of it and would have Roger Hoy, Zoning Officer address.
- A motion to approve the quote of \$2679 from Denney Electric for repairs/materials at the Fire Company was presented by Supervisor Gradel, seconded by Supervisor Clukey, MCU.
- Teresa Brundage contacted us from the local food bank about setting up a drop-off/pick-up space at the township for people that are in need of assistance. The Castanea Recreation Committee will discuss further at their upcoming meeting and present a plan for moving forward.
- Joe Miller asked Chairman Coleman why he was moving logs and using the Township's equipment for personal use as he moved the logs to his house. Chairman Coleman stated that he moved the logs to his house because the Township had nowhere to store them so he took them to his house to get them out of the way.

Correspondence and Other Communications:

Reports of Officials and Committees:

Supervisor's Reports:

Brandon Coleman:

- The road crew has been picking up leaves & brush and repairing potholes. The park bathrooms have been winterized, the ditches have been cleaned out. The mower has been serviced and stored for winter. The speed bumps on Nittany Road will be removed this week. The plows and trucks are ready to tackle winter weather.

- The salt shed has been repaired & stocked and is ready for winter weather.
- The generator at the pump station has failed. We are expecting the replacement of the generator to cost approximately \$32,500.

Charley Clukey Jr. – Sewer Report

- Sewer Bills October \$35,775

John Gradel:

- We have sold all but 1 space on the Community Sign

Auditors: Kristy Sellers, Bonnie Poorman, Mary Margaret Winton – N/A

Engineer: Tom Levine – N/A

Code & Zoning Officer: Roger Hoy:

1. There was one permit issued in November of 2025.
 - a. VFW on Water Street for a sign. It looks great.
2. Turkish Depot has gotten all paperwork completed with L&I at Code Assessments. They are preparing to proceed with what was needed for L&I approval. They should be open by the 1st of the year.
3. Talked to Paul Ryan about Judy Nichols. He said we will need a motion to go forward on filing against her. Called Shelley and explained it to her and she said she would put it on the agenda for next month. It will be December 15th.
4. Talked to Dan Stoltzfus about the properties he has purchased on Fleming Avenue. We went over what he wanted to do. I had to call Tom Levine about what he was going to need. He wants to subdivide the one property from 5 lots to two lots. That will require subdivision, soil erosion and storm water management. On the other side he is not sure what he wants to do. He needs to submit both sides and one time to save money. He wants to come to the December meeting to get township approval.
5. Vinnie at the Good Neighbor building, is moving right along. It really looks great. A good look for the township. He has Code Assessments working with him on it.
6. Sent a courtesy letter to Sabrina Darby on the Con Ex Box. Told her it had to be removed by the 30th of the month. Stopped to talk to someone there and no one was home. The letter stated we would proceed with a filing letter to her. The front yard is as messy as I have seen. I would like to know if there is anything we can do about that. If it was summer, it would stick.
7. Working on violation for Thor Glenn and Dale Walker.

Police Officer Report: - Brandon Coleman - Report Attached

Planning Committee:

- Joe Miller stated that he spoke with the owner at the packing plant and questioned why a permit was issued by Roger Hoy, Zoning Officer without involving the Planning Commission. The owner had contacted Chairman Coleman and stated that he did not want Joe Miller on his property going forward and that he had Mr.

Miller on camera four times. Also, Chairman Coleman stated that there is no reason for the Planning Commission to be involved and that the owners had obtained a Floodway Elevation Certificate prior to Roger issuing the permit.

Recreation Committee:

- Chestnut Festival Update
 - Open 11am – 4pm at the Fireman’s event grounds.
 - We are looking into renting a tent to house the food & beverage area in to allow an extended vendor space as we have had 30 vendor requests for this years’ events.
 - We will be purchasing roasted chestnuts from Finger Lake’s Farm. They will be donating chestnuts for the festival as well. Supervisor Gradel paid the invoice in advance of the festival and Shelly has a copy.
 - There is a great article in The Renova Record regarding the dedication & ribbon cutting ceremony for the Bald Eagle Valley Trail.
 - The Halloween Parade was a success.
 - A reminder t the community that December 17th is the final day of the Christmas House Decorating Contest and judging will be at 6:30pm.
- Christmas Tree purchase, Ice Rink & Band update:
 - Central Mountain High School will be in attendance
 - Photo Ops with Mrs. Claus & Santa
 - Donors have offered to pay for the tree and it is ready for the Township to pick-up.
 - Santa’s Mailbox – remind residents to include their addresses on the envelopes so that Santa is able to respond.

Old Business:

- Harvey’s Run Park Update – In process, there is still work to complete which will probably be addressed in the spring.
- Sewer Improvement Project Update – Work should be completed within the next two week, weather permitting.
- Zoning Appeals Board – Still need one more person
ATV Ordinance Update – N/A
- Pump Station Dialer Alarm
 - Tom Levine has been given the approval to order the dialer.
- Retroactive Hiring of part-time employees
 - A motion was presented by Supervisor Clukey to approve the retroactive hiring of Matthew Masorti, Dominic Hardy & Lucas McHenry, second by Supervisor Gradel, MCU.
- Municibid Items
 - All items have been sold, Shelly will contact the bid winners and arrange pick-up of the equipment at the Township Building.
- Real Estate Tax Collection

- Supervisor Gradel made a motion approve Berkheimer as our Real Estate Tax Collector, second by Supervisor Clukey, MCU. Shelly will send the signed Resolution to the appropriate parties.
- Berkheimer has established an office in McElhattan.
- On-line Sewer Payment – Shelly working on setting up for beginning of 2026
 - A discussion regarding on-line payment fees and a possible credit to sewer account for quarterly payments
 - Chairman Coleman made a motion to approve the institution of the On-line sewer payment, seconded by Supervisor Gradel, MCU.

New Business:

- Accept resignation of Glenn Hilty
 - A motion was presented by Supervisor Gradel to approve the resignation of Glenn Hilty, seconded by Supervisor Clukey, MCU.

Review & Pay Bills:

- A motion was presented by Supervisor Gradel to approve and pay the bills as presented, seconded by Supervisor Clukey, MC, Chairman Coleman abstains from the vote due to conflict of interest.

Adjournment: 7:35pm

- A motion was presented by Chairman Coleman to adjourn the meeting at 7:35pm, seconded by Supervisor Gradel, MCU.

Next Supervisor's Meeting will be December 15, 2025 at 7:00pm