

**TOWAMENSING TOWNSHIP BOARD OF SUPERVISORS MEETING**  
**TOWAMENSING TOWNSHIP BUILDING**  
**Meeting Minutes**  
**May 1, 2025 -7:00 p.m.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Guy Seifert** – Chairperson -, **John Kleintop** – V. Chairperson/Treasurer, **Scott Mosier** – Supervisor, **Thomas Nanovic** – Solicitor, **Patricia Mann** – Secretary, **Jim Melber** – Zoning Officer, **Greg Haas** – Engineer

Patricia Mann and BRC recording.

**APPROVAL OF REPORTS:**

Towamensing Township Meeting Minutes April 3, 2025 Board of Supervisors Meeting – **Scott Mosier made motion to approve minutes – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried**

Bill List and Payroll from April 1, 2025 – April 30, 2025 – **Scott Mosier made motion to approve bill/payroll list. – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried**

Towamensing Township Treasurer’s Report as of April 30, 2025 – **Scott Mosier made motion to approve Treasurer’s Report – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried**

**PUBLIC PARTICIPATION - 5 MINUTE LIMIT:**

None

**PLANS & SUBDIVISION:**

Schoch Reverse Subdivision provided an email for 90-day extension from current expiration of May 10, 2025 – **Scott Mosier made a motion to accept the extension letter for August 8, 2025– John Kleintop 2<sup>nd</sup> – AIF – Motion Carried.**

**OLD BUSINESS:**

Garbage bid was tabled.

Update on the Torrone property was tabled.

Greg Haas stated that KCE completed an Existing Features Plan of the baseball fields to be utilized for grant applications, etc. Copies will be dropped off at the office. John Kleintop advised the steps are gone and cordoned off as a safety issue and still looking for contractor for concrete work. Guy Seifert mentioned getting bleachers instead of waiting for grant due to safety concerns. John Kleintop stated there was an issue with parking due to overcrowding.

**Guy Seifert made a motion for burn ban to stay in effect for 30 days starting May 1, 2025– Scott Mosier 2<sup>nd</sup> – AIF – Motion Carried**

**NEW BUSINESS:**

John Kleintop advised we currently do not have a Zoning Hearing Board / Planning Commission Solicitor due to using a temporary solicitor. He contacted Strubinger Law / Atty. Matthew Schnell and he is not representing anyone in the township at this time. John asked him for a letter of intent since the township had interest in him before. Discussion was had with George Karas, ZHB President, as to his opinion. George stated if the conflicting issue on property in the township, Atty. Schnell was representing, has ended then he is ok.

**Guy Seifert made a motion to accept Strubinger Law, Atty. Matthew Schnell as the Zoning Hearing Board / Planning Commission Solicitor– John Kleintop 2<sup>nd</sup> – AIF – Motion Carried**

**Guy Seifert made a motion to retroactively hire Charles Stegura as part-time Administrative Clerk as of April 28, 2025– John Kleintop 2<sup>nd</sup> – AIF – Motion Carried**

A Zoning and Township Fee workshop was set for June 3, 2025 at 6:00 p.m.

#### **HISTORICAL COMMISSION:**

Don Bonett stated the members have been discussing the township involvement for the 250<sup>th</sup> Celebration. He also made mention; they are having a hard time finding a painter to complete the task of painting the front of Greenzweig school.

#### **ROAD MASTER REPORT:**

Greg Haas informed that 2025 Asphalt Seal Coat Project should be awarded to Asphalt Maintenance Solutions, LLC. They were the lowest bidder, the only bid. Bid amount \$304,000.58. The 2025 Bituminous Paving, 3 bids were received. He stated New Enterprise Stone & Lime Co., Inc. was the lowest bidder and should be awarded. Bid amount \$177,651.18. **Scott Mosier made a motion to award Asphalt Maintenance Solutions, LLC for the 2025 Asphalt Seal Coat Project – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried.**

**Scott Mosier made a motion to award New Enterprise Stone & Lime Co., Inc., for the 2025 Bituminous Paving Project – John Kleintop 2<sup>nd</sup> – AIF – Motion Carried.**

Email questions or comments to [ttroad@ptd.net](mailto:ttroad@ptd.net)

#### **ZONING OFFICER REPORT:**

Available in township office

#### **SEO REPORT:**

Available in township office

#### **FIRE COMPANY REPORT:**

No report.

#### **PLANNING COMMISSION:**

Palmerton Area Comprehensive Plan - Planning Commission will be reviewing and going through pages 10 to 20 of the existing Plan at their next meeting.

Carbon County Comprehensive Plan - Letter was sent to David Bodner and HRG requesting the draft Plan be provided in a word format so that the Township can review it and track changes.

Next meeting is Monday, April 14, 2025 at 7 p.m.

#### **CORRESPONDENCE:**

**Scott Mosier made a motion to accept Borough of Palmerton's request for Fire police to assist in traffic control for Memorial Day Parade – Monday, May 26, 2025 – 9:30 a.m.– John Kleintop 2<sup>nd</sup> – AIF – Motion Carried.**

#### **OFFICIALS:**

Next Board of Supervisor meeting will be June 5, 2025 at 7:00 p.m.

#### **ZONING OFFICER HOURS:**

Hours for May 2025:

Thursday, May 1 – 4:00 pm to 6:00 pm

Thursday, May 8– 4:00 pm to 6:00 pm

Thursday, May 15– 4:00 pm to 6:00 pm

Thursday, May 22 – 4:00pm to 6:00 pm

Thursday, May 29 – No hours.

Jim Melber, Towamensing Township Zoning & Code Enforcement Officer, can be reached by calling: 570-657-7293. Email: [M35A3Deuce@outlook.com](mailto:M35A3Deuce@outlook.com)

**John Kleintop made a motion to adjourn meeting, 7:26pm – Scott Mosier 2<sup>nd</sup> – AIF – Motion Carried.**

Respectfully submitted,

*Patricia Mann*, Secretary