

**East Brunswick Township
BOS Monthly Meeting
September 23, 2025~ Page 1**

The Board of Supervisors of East Brunswick Township held their regular monthly meeting on Tuesday, September 23, 2025, at the Municipal Building. The Meeting was called to order by Chairman Jeffrey Faust at 6:30 PM. There was a PLEDGE OF ALLEGIANCE to our flag.

In attendance for the meeting were Chairman Jeffrey Faust, Vice-Chairman John Heim, Supervisor Jean Strause, Solicitor James Crossen, Engineer Brian Baldwin and Secretary Jill Kulbitsky. Residents Thomas Noecker, Jane Shellhamer, Bradley Fetherolf, John Theisen, Peggy Pritchard, Bill Wallace, Kevin and Cathy Smith and Orwigsburg Library representatives - Claudia Gross, Rhonda Minchhoff, Nancy Snow and Nick Adams were also in attendance.

Public Comments

Kevin and Cathy Smith asked if anything is needed, at this time, from the neighboring residents of 36 Summer Mountain Rd. J. Crossen stated the permit was denied and the citation was issued and now we wait for the hearing to be scheduled so nothing is needed right now. Also, the code enforcement office has informed the new owner of the issues with the property.

Bradley Fetherolf questioned the requirement in the driveway ordinance which requires the first 20' of a driveway, over a certain length, to be paved. He asked for an exception or a change in ordinance which was denied. His driveway permit fee was returned to him at the meeting.

West Brunswick Supervisor, Peggy Pritchard, asked what can be done for the property of Bill Wallace (9 Stephen's Rd). The property has an East Brunswick tax parcel # but has a West Brunswick address. Peggy is concerned about confusion with 911 and permitting services. The West Brunswick address should not be an issue with 911 and permitting can be applied for with East Brunswick and deferred to West Brunswick, if necessary. J. Crossen will reach out to the county to inquire why they suggested a tax parcel id# change.

Long-time resident, John Theisen, offered his services, free-of-charge, except for out-of-pocket expenses, for field inspection of the Pine Valley bridge project. John has over 40 years of municipal engineering experience.

PERSONS TO BE HEARD

Claudia Gross, director of the Orwigsburg Library, with several library board members in attendance, asked for financial support from East Brunswick township, stating only 12% of the library’s budget comes from state funding and the library provides many services to the community. J. Heim made a motion that East Brunswick make a donation of \$1,000 to the Orwigsburg Library. J. Strause seconded. All in favor.

Jane Shellhamer mentioned that New Ringgold Fire Co. is hosting a chili/soup/boilo contest event on November 15. The 2026 egg hunt will be held in March due to the timing of Easter.

UNFINISHED BUSINESS

CFA LSA grant application-consideration of potential projects

Two considerations for the grant are land and truck purchases.

To adhere to grant application timeline, estimates need to be provided at the October BOS meeting and a resolution adopted at the November meeting.

NEW BUSINESS

Pine Valley Road bridge project

B. Baldwin has requested an updated quote from Contech for the arches. The original price proposal was \$187,950.

J. Faust made a motion to conditionally approve the purchase of pre-fabricated Conspan arches, according to the new Contech Costars price proposal not to exceed \$200,000. J. Heim seconded the motion. All in favor.

J. Faust made a motion to approve the professional agreement with TRC Engineers to provide 3rd-party inspection of the fabrication of the arches as per Attachment A. J. Heim seconded the motion. All in favor.

B. Baldwin will request incremental invoicing from Contech throughout the project for grant reimbursement purposes.

CORRESPONDENCE

The township received the annual health insurance renewal proposal. Continuing the current Highmark insurance program will result in a 7% increase in cost. J. Heim made a motion to continue the current Highmark health insurance program. J. Strause seconded. All in favor.

The township received ballots for Cory Adams for PSATS Board of Trustees of the Unemployment Compensation, Health Insurance and PA Municipalities Pension Trusts. J. Heim made a motion for East Brunswick township to cast a vote in favor of Cory Adams. J. Strause seconded the motion. J. Faust voted no, due to lack of information on the candidate.

Karen Coller has provided a letter of resignation from her auditor position. A new auditor will need to be appointed.

General

BLUE MOUNTAIN RECREATION COMMISSION MEETING

The monthly recreation meeting is scheduled for Wednesday, September 24 at 7PM.

CONCERNS/UPDATES

B. Baldwin reported that there are 2 subdivision agreements to be reviewed by the Planning Commission at the October 2, 2025 meeting.

ROAD MASTER REPORT

T. Noecker reported on the activities of the road crew, stating the crew helped West Brunswick Township and South Manheim townships with paving. Road and pothole repairs were made on Church St., Little Mountain Rd., Mountain Ave., and Koenig's.

MEETING MINUTES

BOS MONTHLY MEETING - July 22, 2025 J. Faust motion to approve. J. Heim second. J. Strause abstained. Motion approved.

BOS SPECIAL MEETING - July 28, 2025 (as amended) J. Faust motion to approve. J. Heim second. J. Strause abstained. Motion approved.

BOS SPECIAL MEETING - August 7, 2025 J. Heim motion to approve. J. Faust second. All in favor

BOS MONTHLY MEETING - August 26, 2025 J. Heim motion to approve. J. Faust second. All in favor.

TREASURERS REPORT

A motion was made by J. Faust to approve the treasurer's report. J. Heim seconded the motion. All in Favor.

J. Kulbitsky has submitted an application to become bonded.

REVIEW AND AUTHORIZATION OF BILLS

J. Heim made a motion to approve the payment of bills, as presented. J. Strause seconded the motion. All in favor of motion.

ADJOURNMENT

On a motion by J. Faust, second by J. Heim, the public meeting was adjourned at 8:59. All in favor of motion.

Respectfully submitted,

Jill Kulbitsky
Secretary/Treasurer