**WHITE DEER TOWNSHIP BOARD OF SUPERVISORS**

**MEETING MINUTES**

**December 17, 2024**

The regular meeting of the Board of Supervisors of White Deer Township was held on December 17, 2024. Present were Supervisors Carroll Diefenbach, Donald Wilver, Jr. and Paul Saber, Township Secretary Michelle Finck and Jason Brudecki, Esq. Also in attendance were Road Master Clint Heintzelman, David Hines, CKCOG Zoning Administrator, Garrett Enders, CKCOG Zoning Officer, Stevan Wilver, Heath Young of Specialized Transportation and Jeff and Tina Snyder.

The minutes from the November 26, 2024 meeting were approved following a motion by Mr. Wilver and seconded by Mr. Saber.

**PAYMENT OF BILLS**

Following a motion by Mr. Saber and seconded by Mr. Wilver, the Board of Supervisors voted unanimously to approve the bill sheet dated December 17, 2024 totaling $105,076.68. Mr. Diefenbach shared that $92,172.60 was for payments to the contractors for the new park pavilion.

**PUBLIC COMMENT**

Heath Young of Specialized Transportation was in attendance to inquire about a zoning change for a parcel of property for sale on Tabernacle Road. The use would be for a maintenance and storage facility for his transportation business. This property is located in the Village District and would need to be zoned commercial manufacturing in order to be used for the intended purpose. After discussion was held, it was determined that changing the zoning for this parcel would be considered spot zoning.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Pay Apps for Park Pavilion – General Contractor Pay App #2 for $83,595.60 and Plumbing Contractor Pay App #2 for $8,577.00**

Mr. Diefenbach shared that checks were written for the general contractor for the second pay application in the amount of $83,595.60 and for the plumbing contractor for the second pay application in the amount of $8,577.00. Both of these amounts are part of bids that were approved at the August 13th Supervisors meeting.

**Motion to Adopt 2025 Budget**

A motion was made by Mr. Wilver and seconded by Mr. Saber to adopt the 2025 Budget with a proposed revenue of $1,863,339.21 and expenses of 1,719,100.90, leaving an excess of $144,238.31.

**Motion to Approve the 2025 Meeting Dates for Advertising**

A motion was made by Mr. Saber and seconded by Mr. Wilver to approve the 2025 Meeting Dates for advertisement. The Reorganization Meeting will be held on January 6th at 6 p.m. and the Auditors Meeting will be held on January 7th at 6 p.m. The Planning Commission Meetings will continue to be held the first Tuesday of each month at 7 p.m. and the Board of Supervisors Meetings will be held the fourth Tuesday of each month at 7 p.m.

**Request for Zoning Change – Shree Associates LLP**

Mr. Diefenbach shared that he received a phone call from Jason Fitzgerald regarding a parcel of land owned by Shree Associates LLP off of Commerce Park which is currently vacant and is zoned commercial. Discussion ensued. Mr. Diefenbach will follow-up with Mr. Fitzgerald to find out the intended interest for this land to see if a zoning change would be requested.

**Letter of Support for White Deer Park Grant Application**

A letter was signed by Mr. Dieffenbach for the Township’s support for White Deer Park’s grant application with The First Community Foundation Partnership Ralph and Josephine Smith Fund. The grant funds are intended to be used for upgrades and improvements to the playground area at the park.

**ZONING AND PLANNING**

**Jeffrey & Tina Snyder Final Plan – Minor 1- Lot Subdivision #014-055-034.00000**

The property is located in the Agricultural Zoning District. The proposed use/existing use is for a single-family dwelling. The existing lot consists of a well, septic and driveway along with outbuildings. The proposed subdivision meets the minimum lot requirement. Ther existing shed has an existing non-conforming setback and may continue. The plan is in compliance with White Deer Township Ordinances.

As per Section 425C, the parent tract area is 48.066 acres, allowed non-ag development is 4.806 acres, proposed non-ag development is 1.558 acres and the remaining non-ag development is 3.248. This property is part of the Agricultural Land Preservation Program. There were no previous subdivisions.

A motion was made by Duane Kling and seconded by Greg Prowant to recommend the plan for Board of Supervisor approval with the condition of referencing the approval letter from Union County Agricultural Land Preservation Board that is attached to the plan in the file. All in favor, motion approved.

As a follow-up on 12/4/2024, Mr. Diefenbach obtained clarification that the PA Farmland Preservation Program, the Union County Agricultural Land Preservation Program or White Deer Township Ordinance/SALDO does not require documentation to be referenced on the plan if the property is part of the Agricultural Preservation Program.

A motion was made by Mr. Wilver and seconded by Mr. Saber to approve the plan.

**Albert F. Smith (Deceased) Derril R. Smith, Jr., Connie L. Leese, Allen W. Smith & Terry M. Smith Final Plan Showing Minor Add-On Subdivision – Smith/Leese Add-on Subdivision Plan #014-055-152,00000, 014-055-152-60000 & 014-055-152.90000**

This property is located in the Woodland Preservation Zoning District. The intent is to subdivide Lot 1A and Lot 2A Lands of the Smiths. Lot 1A will be added to the existing Person/Updegrove property. Lot 2A will be added to the existing Hess property. The existing and proposed use for both lots is for single-family dwelling.

Lot 1A consisting of 0.254 and Lot 2A consisting of 0.193 will be added to parcels that have existing dwellings and outbuildings that are serviced by on-lot well and septic. The residual lot (Lot 3) consists of 3.094 acres. Lot 1, 2 or 3 are not located within the 100-year flood plain.

There are existing non-conformities with this subdivision that may continue. The add-ons will make the lots less non-conforming. The plan as presented is in compliance with the Township’s Zoning and SALDO Ordinances.

A motion was made by Curtis Krebs and seconded by Duane Kling to recommend the plan for approval by the Board of Supervisors with the tract map typo correction to change Lot 2 (Residual) to Lot 3 (Residual) on the front page of the plan. All in favor, motion carried.

Confirmation was given by Mr. Hines that the correction to the tract map was made to the plan. A motion was made by Mr. Saber and seconded by Mr. Wilver to approve the plan as presented.

**SOLICITOR/SUPERVISOR OTHER COMMENTS**

Mr. Brudecki shared that the Ordinance Amending Chapter 1, Part 1, Section 101 of the Code of Ordinance in reference to the Compensation of Supervisors will be advertised and be adopted at the January Board of Supervisors meeting. Furthermore, the Ordinance Adopting the CKCOG Maintenance Code, Property, Fire Safety and Building (CMC) will be ready to be executed at the January meeting. The Resolution to adopt the new CKCOG fees will also be ready.

Mr. Wilver inquired about the status of the burning issue on the White Deer Pike if anymore has been done with getting the Magistrate involved. Mr. Wilver will follow-up with the COG.

Discussion was held regarding the electrical issues with new JCB Hydra Dig. The issues are not consistent and are not able to be duplicated when the technician is here to diagnose the problem. We were advised that next time the issue occurs, to let the machine running and to safety cone it off until the technician arrives. The machine will be taken back to Stephenson Equipment and another machine will be given to us to use in the interim.

Mr. Diefenbach asked Mr. Brudecki about a fireworks complaint at the White Deer Trailer Park. After discussion, Mr. Brudecki will check on possible solutions to address this issue.

Mr. Diefenbach shared that PPL is scheduled for the week of January 6th to hook up the new electrical service at the park. The new septic tank has been ordered through Diehl Vault and Precast. Discussion was held on the status of the construction as well as the lock system that will be installed.

Ms. Finck shared that we have not received confirmation from the Auditor General’s office regarding our proposed plan to satisfy the audit findings from the Pension Audit. Mr. Brudecki will follow-up with the auditor as we would like to submit the payments before the end of the year.

Mr. Diefenbach shared that the new snowplow drivers have been used with the recent snowstorm. We have a couple on-call drivers lined up in the event we have need to call in a replacement.

**ADJOURNMENT**

With no other business to discuss, a motion was made by Mr. Wilver and seconded by Mr. Saber to adjourn.

 Michelle Finck, Secretary

 Don Wilver, Jr., Treasurer

**“ALL SUPPORTING DOCUMENTATION NOT CONTAINED HEREIN ARE MAINTAINED IN A SEPARATE FILE AT THE WHITE DEER TOWNSHIP MUNICIPAL OFFICE.”**