

**WOODWARD TOWNSHIP  
BOARD of SUPERVISORS  
REORGANIZATIONAL AND REGULAR MEETING**

**January 6, 2025 – Minutes**

The Reorganizational and Regular Monthly Meeting of the Woodward Township Board of Supervisors was held on Monday, January 6, at the Township Building. Chairman Jeff Stroehmann called the meeting to order at 6:00 p.m. Others present were Joseph Bertin, III, Wayne Robinson, Charles Blanchard, Dale Robinson, Dan Smith – Sun Gazette, RJ Glosser, Jennifer Glosser, Robert Glosser IV, William Miller, Craig Grove, and Pamela Musser.

**Recording the Meeting:** Dan Smith- Sun Gazette is recording the meeting as well as the Secretary.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson, Jeffrey Stroehmann was appointed as Chairman. Mr. Stroehmann abstained.

On a motion by Mr. Stroehmann, seconded by Mr. Robinson, Joseph Bertin, III was appointed as Vice Chairman. Mr. Bertin abstained.

On a motion by Mr. Bertin, III seconded by Mr. Robinson and unanimously approved, Pamela Musser was appointed Secretary/Treasurer with a Treasurers bond of 1.2 million.

On a motion by Mr. Stroehmann, seconded by Mr. Bertin III and unanimously approved to appoint Brad Eisenhower as Zoning Officer.

On a motion by Mr. Bertin, III, seconded by Mr. Stroehmann, Wayne Robinson was appointed as Road Superintendent and unanimously approved

On a motion by Mr. Robinson, seconded by Mr. Bertin, III approved James Carpenter as Chair of the Vacancy Board. Mr. Stroehmann voted nay.

On a motion by Mr. Bertin III, seconded by Mr. Robinson and unanimously appointed Justin Ulmer and Craig Grove to a four-year term of the Planning Commission.

On a motion by Mr. Robinson, seconded by Mr. Bertin III and unanimously appointed Charles Blanchard to the Zoning Hearing Board for a four-year term.

On a motion by Mr. Robinson, seconded by Mr. Bertin III and unanimously appointed Drier Law Firm as Solicitor. Approved fee schedule on a motion by Mr. Robinson seconded by Mr. Bertin, III and unanimously approved.

On a motion by Mr. Bertin III, seconded by Mr. Robinson and unanimously approved Bassett Engineering, Inc was appointed as the Engineer with their current year fee schedule.

On a motion by Mr. Stroehmann, seconded by Mr. Robinson the Worker's Compensation Insurance for the Volunteer Fire Company (with Anthony Township being billed for their portion) which includes in the line of duty, during all training sessions, and all fundraisers, that do not include any alcoholic beverages was approved. Mr. Bertin, III abstained from voting.

On a motion by Mr. Bertin, III, seconded by Mr. Stroehmann and unanimously approved for the Road Superintendent to spend up to \$1,000 for emergency finances without Board approval.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson the reimbursement rate for mileage is set at 70 cents/mile was approved unanimously.

On a motion by Mr. Stroehmann, seconded by Mr. Bertin, III to approve all Supervisors as designated and alternates for outside meetings (Lyco. Co. Planning Commission and Tax Collection Committee, etc.).

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved, Jersey Shore State Bank will be the depositories of all moneys.

On a motion by Mr. Bertin, III and seconded by Mr. Robinson and unanimously approved, the bills will be paid prior to the due dates to avoid penalties and take advantage of discounts.

On a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved for all Supervisors to be Road Masters.

On a motion by Mr. Bertin, III seconded by Mr. Robinson a 3% wage increase on all employees. Mr. Stroehmann voted nay.

On a motion by Mr. Bertin, III and seconded by Mr. Robinson and unanimously approved to appoint Terry Meyers as SEO for the Township. On a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved the 2025 SEO fees.

On a motion by Mr. Bertin, III, seconded by Mr. Robinson and unanimously approved, the Reorganizational meeting was adjourned.

**Minutes & Treasurer's Report:** The minutes of December 11<sup>th</sup> meeting were presented and approved on a motion by Mr. Bertin, III and seconded by Mr. Robinson and unanimously approved. The Treasurer's Report was approved on a motion by Mr. Robinson, seconded by Mr. Bertin, III and unanimously approved.

**Planning Commission Report:** Mr. Stroehmann stated that the Planning Commission met in December and talked about the rezoning of the river lots and the overall zoning of the township. Mr. Stroehmann stated that it was informal as there was not a quorum present.

**Zoning Report:** One zoning permit was issued for an addition to a residence on CPR Lane. There were 4 Zoning Violations sent out: 59 Wither Hollow Lane for on lot storage and junked or abandoned vehicles. Property owner fully cooperative and complying. 180 Wither Hollow Lane for on lot storage and junked or abandoned vehicles. Property owner fully cooperative and complying. Waiting on the eviction process, prior to cleaning up. 240 Wither Hollow Lane for on lot storage and junked or abandoned vehicles. Property owner fully cooperative and complying. Multiple truckloads and vehicles removed. 381 McGill Hollow Rd for on lot storage and junked or abandoned vehicles. Property owner fully cooperative and complying. Hearing scheduled for January 16<sup>th</sup>. Two complaints in writing  
1781 Quenshukney Rd for on lot storage and junked or abandoned vehicles. Property owner fully cooperative and complying. Attorney Drier is researching to see if it should still be considered a non-conforming use, since the owner discontinued his business. Property owner removed a dozen junk vehicles in 2023-2024.

2109 Quenshukney Rd Blighted property with blighted structures, abandoned residence. Complainant was advised to contact Codes Inspections.

Recommendations – codify Woodward Township Ordinance through ECode 360 to convert pdf documents into a user friendly electronic system – start up between 8 and 10 thousand dollars with a \$300 dollar annual fee. Easier to make amendments at a lower cost.

**Solicitor Report:** none

**Road Superintendent Report:** Wayne Robinson – Roads are cleared from the storms.

**Citizens Comments:** none

**Unfinished Business:**

1. Status of Blighted Properties – Mr. Stroehmann stated that the property on Pine Run Road was cited and fined by the District Judge.

**New Business:**

- a. Resolution for signatures on PENNDOT Highway Occupancy Permit. On a motion by Mr. Stroehmann, seconded by Mr. Bertin, III and unanimously approved to appoint Secretary Musser to sign forms for the Township.

**Registration of Property:**

- a. Scott & Lisa Munro to Andrew Placencia & Morgan Yartz

Correspondences were reviewed. Pending bills were reviewed and approved for payment. With no further business, the meeting adjourned at 6:40 p.m.

Respectfully Submitted,

Secretary