

The regular September meeting was called to order by Chair James Zefran on September 18, 2025, at 7:00pm. Vice Chair Brad Bates and Supervisor Brian Non were in attendance. Solicitor Jeff Treat was not in attendance.

- A. Pledge of Allegiance** –The Pledge of Allegiance was recited.
- B. Hearing Check** –The hearing check was done. Chair Zefran announced the meeting is being audio and video recorded.
- C. Minutes of August 13, 2025 Regular Monthly Meeting** - *Motion made by Supervisor Non, seconded by Vice Chair Bates to accept the minutes of the August 13, 2025 monthly meeting. All voted in favor, motion carried.*
- D. Public Comment** –Items on Agenda Only –No public comments regarding items on agenda.
- E. Correspondence**
 - a. **Volunteer Fire Relief Association 2025 state allocation of \$17,787.81.** Chair Zefran stated all will be allocated to the Browndale Fire Company. *Motion made by Supervisor Non, seconded by Vice Chair Bates approving the state allocation total to Browndale Fire Company. All voted yes. Motion carried.*
 - b. **Wayne County Board of Elections requests to use township building to conduct the Municipal Election on November 4, 2025.** *Motion made by Vice Chair Bates, seconded by Supervisor Non approving the use of the township building by the Wayne County Board of Elections on November, 4, 2025. All voted yes. Motion carried.*
 - c. **White Oak Pond Restoration Petition.** Chair Zefran read an email received by the township from **Change.org** regarding a petition to the following issue— “White Oak Pond was drained in 2015 after the dam was labeled unsafe, with a promise it would be repaired and restored by the Pennsylvania Fish & Boat Commission. It is now 2025 and the pond is still dry with no clear answers and no visible progress. Homeowners have lost lakefront views and property value. The community lost recreational space, fishing, boating, and the natural beauty that brought people together. We deserve transparency on how public funds have been used and a firm, public timeline for completion. It’s time to restore White Oak Pond”. Chair Zefran stated the township cannot sign the petition and has nothing to do with White Oak Pond and provided online information for residents interested in signing the petition.

F. New Business

- a. **Notice of Violation form revised for review and approval.** Chair Zefran announced the revision of the Administrative Notice of Violation form issued for township ordinance violations. The revision includes deadline compliance dates and violation fees as follows: 1st Deadline – thirty-five (35) days from Issue Date with a \$100.00 penalty; 2nd Deadline – seven (7) days from 1st Deadline penalty will increase to \$250.00; Final Deadline – seven (7) days from 2nd Deadline penalty will increase to \$500.00. In addition, a \$500.00 penalty will be accrued every 30 days after the final deadline until the violation(s) are/is corrected. Bill Pelick mentioned issues located on Vine Street, Browndale of multiple unregistered vehicles and vegetation. Supervisor Non said to let the enforcement office be aware of the concerns and the matters will be checked into. *Motion made by Supervisor Non, seconded*

by Vice Chair Bates to revise and approve the revised Notice of Violation deadlines and penalty costs. All voted in favor. Motion carried.

- b. **Agricultural Security Area**-Supervisor Non explained the township needs to create an Agricultural Advisory Committee. This committee will consist of 3 (three) active farmers; Brian Non, Brad Bates and Mark Lopatofsky; 1 (one) citizen, Linda Pazel and 1 (one) Chair, James Zefran. Non also indicated anyone interested in having land placed in an Agricultural Security Area can contact either Jenny Mann, Wayne County Courthouse or the township to get started.
- c. **Browndale “No Parking Here to Corner” order and resolution.** Resolution 09.18.2025 “No Parking Here to Corner” Order and Enforcement was created authorizing the Township Supervisors and Code Enforcement Officer to enforce the no parking order, Chair Zefran read the resolution aloud. *Motion made by Supervisor Non, seconded by Vice Chair Bates to adopt the resolution. All voted yes. Motion carried.* Chair Zefran indicated one of the no parking signs had fallen and asked Josh Debevec if he has an instrument/tool to reinstall the sign. Debevec said yes and requested one of the supervisors to be on site when the sign is being installed. Chair Zefran agreed.

F. Road Master Report

- a. **Vehicle Mileage and Usage Reports**- Roadmaster Non reported the following vehicle reports.

Vehicle	Total mileage during the month
2015 Ford F550	479
2018 Ford F550	0
2022 International Dump Truck (CV)	118
2018 Peterbilt 580	3
580 Backhoe	12 hours
Tractor	17 hours

Road Reports – Roadmaster Non reported very dusty and that some dust control is on its way. He also reported a problem on Flat Rock Road in several areas that will be looked at and will be getting a price for moving ditches out and making the road surface better. Non also stated Long Pond Dirt & Gravel project should be completed by September 30th and then the road will be open, he also stated the 2026 dirt and gravel has been applied for which will consist of Townhill Road.

- a. **Browndale ditch between Chestnut and Martin Streets.** Road Master Non said Josh Debevec will look at it and provide a price as soon as possible.
- b. **Bill from Bradco.** Roadmaster Non stated this is on hold.
- c. **Salt Contract**-Roadmaster Non indicated salt will be purchased from State Contract which will be lower cost.
- d. **Cinders.** Motion by
- e. **Winter Maintenance.** Motion made by Roadmaster Non

Treasurer's Report Including Bills for Payment- *Motion made by Supervisor Non, seconded by Vice Chair Bates to accept the Treasurer's report and pay the bills as listed. All voted in favor, motion carried.*

General Acct. Bills Total	State Acct. Bills Total	Sewer Acct. Bills Total	UCC Acct. Bills Total
\$47,687.45	\$14,612.47	\$0.00	\$1,225.00

- H. Browndale Fire Department** - Chief Debevec read July's Fire Chief Report. Report on file. Chief Debevec raised a concern regarding properties with solar roof panels, noting that it can be a hazardous surprise for the fire company responding to a structure fire at such locations. He suggested that if the fire company had a list of addresses with solar installations, the information could be entered into their database, allowing firefighters to respond more safely and effectively. The matter will be discussed further at the next meeting.
- I. Old Business**- Permit Officer Don Salak said he spoke to Margaret Ashman regarding a home with a collapsed roof that was owned by her mother located at 15 Sensentine Drive, Waymart, Pa. Ashman asked if a 6 (six) month extension could be given to rectify the problem since she still does not own the property. *Motion made by Chair Zefran, seconded by Supervisor Non to grant a 6 (six) month extension.* Mr. Salak will be sending a letter to Ashman.
- J. Public Comment**- Resident Jason Vogt raised a concern about excessive noise near his home, including late-night fireworks and racing on the road with side-by-sides during nighttime hours. Vogt asked if any action could be taken regarding the side-by-sides. Supervisor Non responded that no action can be taken regarding side-by-sides but stated that the township permit officer would be asked to look into the fireworks complaint. Resident Mark Lopatofsky inquired about funds in the township's general account. Treasurer Lisa Lopatofsky explained that, as of the August treasurer's report, the general account balance is \$406,900.34, which includes \$100,865.20 designated specifically for Long Pond Road and cannot be used for other purposes. Resident Vogt asked about Long Pond Road, Supervisor Non said it needs to be completed by September 1st. Solicitor Treat mentioned a sewage violation that was previously looked into, indicating the property owner has done nothing to rectify the issue. Treat asked if he could have authorization to file a complaint under the Sewage Act. *Motion made by Supervisor Non, seconded by Vic Chair Bates to authorize the filing of the complaint by Solicitor Treat. All voted yes. Motion carried.*
- L. Adjournment** – *Motion made by Chair Zefran, seconded by Supervisor Non to adjourn the meeting. All voted in favor, motion carried.* The meeting adjourned at 7:28 pm.

Respectfully submitted,

Michele Durmiaki, Secretary