

The regular October meeting was called to order by Chair James Zefran on October 8, 2025, at 7:01pm. Vice Chair Brad Bates and Supervisor Brian Non were in attendance. Solicitor Jeff Treat was in attendance.

- A. **Pledge of Allegiance** –The Pledge of Allegiance was recited.
- B. **Hearing Check** –The hearing check was done.
- C. **Minutes of September 18, Regular Monthly Meeting** - *Motion made by Supervisor Non, seconded by Vice Chair Bates to accept the minutes of the September 18, 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**-No correspondence reviewed.
- F. **New Business**
 - a. **Full-time Ambulance Service for Township**- Chair Zefran informed the public that the Township has met with Forest City Ambulance representatives to discuss their financial situation. The primary goal is to achieve full-time, 24/7 ambulance coverage for the areas they serve. To plan effectively, the ambulance service needs clarity on its operating budget. Chair Zefran explained that the Forest City Fire Company and the Ambulance Service are both part of a single entity, Forest City Emergency Management Services (EMS) which means all incoming funds are deposited into one shared account. Chair Zefran attended the Forest City Borough Council meeting on October 6 and recommended the following: Separate the ambulance and fire services into two entities. This would make it possible to track the revenue and expenses for each service. Create a board consisting of three members possibly consisting of retired judges from ambulance serviced surrounding counties which would meet annually to review the number of service calls handled by the ambulance and then determine by percentage the number of ambulance service calls, creating a fair donation from each township, borough, etc. Chair Zefran also stated that the Forest City Borough will be reaching out to the EMS Board of Trustees to discuss and to make a decision to divide the services into two entities. Chair Zefran also explained regarding township donations to the ambulance in review of the township budget and maintaining financial spending, an increase in taxes should not take place, he also mentioned a separate fire tax was suggested, however Zefran does not believe it is necessary at this time. Zefran indicated that we are not the

only township or municipality dealing with ambulance coverage and donations, it is a major issue everywhere he stated, we also received a registered letter from an attorney requesting donations to another Ambulance which should vote no to donate. Supervisor Non mentioned attendance at the Wayne County Association of Township Supervisors Conference and the ambulance issue was one of the main topics discussed, especially regarding ALS (Advanced Life Support) ambulance services. The county board created a task force to address this concern and will be meeting with county commissioners to figure something out for county constituents. Non also stated he will have updates and will inform the public of such after the first meeting with the commissioners.

- b. Agricultural Security Area committee resolution-**Chair Zefran indicated the motion was passed to create the committee at the last meeting and the resolution needs to be signed. *Vice Chair Bates made a motion, seconded by Supervisor Non to repass the resolution and sign the resolution at the end of this meeting. All voted in favor. Motion carried.*
- c. Browndale “No Parking Here to Corner” ordinance-** Chair Zefran the order was passed by the State, a specific ordinance is required with specific measurements. Ordinance to be drafted and reviewed at the November meeting, in addition, the signs will be properly placed.

G. 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	245
2018 Ford F550	Zero-not used
2022 International Dump Truck (CV)	227
2018 Peterbilt 580	Zero-not used
580 Backhoe	10 hours
Tractor	12 hours

- b. Road Reports -**Supervisor Non indicated quite a bit of work is needed on Flat Rock Road, ditches need to be pushed back and should be addressed prior to this winter. Non stated the work will be split into two sections: Section A being top of hill and Section B being bottom of hill, Non will mark the sections and interested contractor estimates may be submitted by Monday, October 13, 2025.

- i. **Browndale ditch between Chestnut and Martin Streets update** -Road Master Non said the job is near completion.
- ii. Bill from Bradco. Roadmaster Non said the township got a bill for faulty equipment and Bradco has dropped the bill, township not responsible for paying the bill for faulty equipment.
- iii. Salt Contract-Roadmaster Non indicated salt has been ordered, delivery date is unknown at this time.
- iv. **Cinders Bids (2025 Materials)** opened by Roadmaster Non:

Company	Material	Bid
WAYCO, Inc. Waymart, PA 18472	Cinder Materials/Antiskid	\$20.75 per ton delivered to Twp. Building
Jen Rutledge Materials Equinunk, PA 18417	PENNDOT AS-3	\$22.25 per ton delivered to Twp. Building
S Andrulonis Ent. Troy, PA 16947	PENNDOT AS PENNDOT 1B PENNDOT Type 4 AS	33.91 per ton delivered to Twp. Building 38.86 per ton delivered to Twp. Building 35.33 per ton delivered to Twp. Building

Roadmaster Non made a motion, seconded by Vice Chair Bates to award the 2025 Materials (cinders) bid to WAYCO, Inc. at \$20.75 per ton delivered to the township building. All voted in favor. Motion carried.

- v. Winter Maintenance Bids opened by Roadmaster Non:

A bid (envelope) received from S Andrulonis LLC indicated Winter Maintenance, however a representative in attendance from S Andrulonis LLC stated the bid was for cinders and not snow plowing, not interested in snow plowing and asked if he could leave a sample of the cinders, Roadmaster Non agreed.

Company	ADDRESS	Bid
Mikloiche Timber & Constructions	9 Grand Ave. Forest City, PA 18421	\$80.00 per hour per truck, plowing, cindering, and salting. Materials delivered to Forest City.
Debevec Excavating LLC	432 Maple St.	\$95.00 per hour per truck, plowing, cindering, and salting.

	Browndale, PA 18421	\$100.00 per hour for road openings or clearing intersections (at Twp request). Materials delivered to Browndale.
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Awarding the bid was tabled until after the Public Comment agenda of the meeting. At that time *Vice Chair Bates made a motion, seconded by Roadmaster Non to award the Winter Maintenance bid to Debevec Excavating LLC. Chair Zefran abstained from voting. The motion passed unanimously.*

vi. Long Pond Road Update-Roadmaster Non-indicated the project is complete and that notice of bump signs are still needed.

A resident from Little Keen Road asked Roadmaster Non since the bridge is now completed, residents are wondering about dust control and if Non has seen the roads since the bridge project has been completed and if patching can be done. Roadmaster Non said he has seen the road but too late in season for dust control as well as patching, Non also stated the road was already sprayed. Non also mentioned the township was supposed to get reimbursed by the state for Crossroads Road, which was part of the detour set during the bridge project, but nothing received yet.

H. Treasurer's Report Including Bills for Payment- *Motion made by Vice Chair Bates, seconded by Supervisor Non 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
\$32,513.24	\$411.00	\$0.00	\$1,100.00

Chair Zefran informed the public that the township is in decent shape financially with an adjusted balance of \$235,000.00 which may change depending on bills, money received and the cost for Flat Rock Road repairs. A tentative budget for 2026 will be presented at the November meeting.

I. Browndale Fire Department - Chief Debevec read September's Fire Chief Report. Report on file. Chief Debevec also reminded the public of the Fire Company's Chicken Barbeque fundraiser being held on October 19, 2025.

J. Old Business-

- a. Nuisance Ordinance- Chair Zefran stated the ordinance that was passed on 11/14/2018 is outdated and informed Solicitor Treat that Mr. Shepstone will be reviewing the township ordinances. Chair Zefran also informed Solicitor Treat of the new Notice of Violation fees that were addressed at the September meeting and in the interim, new fees will be enforced.

Chair Zefran announced that permit office Don Salak is currently addressing a couple issues, one being a resident Salak previously notified by registered mail, however the updated fees for the violations were not disclosed on the Notice of Violation previously sent. Chair Zefran told Mr. Salak to start from the beginning now using the new updated Notice of Violation Form disclosing the new fees and dates. The second issue is a resident with regards to a structure located at 15

Sensentine Drive, Waymart that needs to be demolished. Mr. Salak said he spoke to the daughter of the deceased owner of said property and that she is not the rightful owner of the property yet and asked Mr. Salak to request a 6 (six) month extension to rectify the problem. *Motion made by Chair Zefran, seconded by Supervisor Non to grant the 6 (six) month extension. All in favor. Motion carried.* Mr. Salak will be sending a notification of the extension.

K. Public Comment- Don Salak made a commendation to Debevec Excavating of the satisfactory snow plowing and cinderling of Browndale streets and roads. Justin Sinawa presented to the board an interest in purchasing property on North Smith Road with the intention of erecting a wedding venue and private recreational use area, which can also be used by recreational vehicle users of the Rail Trails that run through the property and asked what they need to do prior to purchasing the property. Solicitor Treat explained they need to go through a process by first submitting a plan of intention including any permits, ground movement, building specs, etc. Supervisor Non also questioned the acreage involved at which time Solicitor Treat said further steps may be needed under county and state levels. A list of township contacts was provided to Mr. Sinawa for direction in the planning process. Agnes Heenan, resident on Lizzy Lane, Elk Lake said there is an issue with a neighbor's property involving sewage run-off and that a township official had previously contacted the owner, but the owner just covered up the problem with dirt and seed. Solicitor Treat asked who owns the property, Ms. Heenan provided the property owner's name, Ed Wisniewski at which time Solicitor Treat stated he currently has a complaint regarding the property owner. Ms. Heenan also indicated he has an RV on a connecting lot that is being converted into a house and there are water and electric lines running through his property to the RV, and questioned sewage for the RV, there is an outhouse but Ms. Heenan has a concern about sewage. Ms. Heenan had pictures of the property and presented them to Solicitor Treat. Enforcement Officer Salak asked if any further information had been received on a property located at 262 Belmont Turnpike which Wayne County DEP investigated, Supervisor Non said nothing further has been received and that he will contact Keith Pierson with the Wayne County Conservation District.

Chair Zefran commented to the public about a Data Centers Ordinance and a Rental Units Ordinance that Solicitor Treat was previously asked to look into. Solicitor Treat first addressed the Nuisance Ordinance that needs updating, Treat said ordinances and violations are complex and he will review what Shepstone is updating and will provide input if necessary.

Solicitor Treat then discussed a request the township previously received for donations to the PPH Ambulance Association from their Solicitor Anthony Magnotta. Treat said Magnotta wishes to receive a response back from the township indicating the status of donations to PPH. *Chair Zefran made a motion, seconded by Supervisor Non to reply stating the township will not be distributing funds to them at this time due to the township trying to reconcile its own concerns with ambulance service. All voted in favor. Motion carried.* Solicitor Treat was asked to draft a letter to be signed by the township supervisors.

Solicitor Treat requested contact information on the Stormwater Easement in Browndale for Loomis and Kovalski.

Solicitor Treat said he is working on a complaint regarding the Wisniewski property on Lizzy Lane and also indicated the property is owned by four people. Treat will be drafting a complaint at the request of the township board.

Solicitor Treat discussed a rental unit ordinance and has researched surrounding municipal ordinances and will draft one for the township board's review.

Solicitor Treat then discussed Data Centers Ordinance and has researched surrounding municipalities and suggested possible zoning, however the ordinance may not affect the building of data centers. Treat said he will draft an ordinance and submit it to the township board for review.

Chair Zefran announced there is a lot more involved within townships, not just road maintenance and snow plowing.

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 8:18 pm.

Respectfully submitted,

Michele Durmiaki, Secretary