

The regular November meeting was called to order by Chair James Zefran on November 12, 2025, at 7:00pm. 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 October 08, 2025 Regular Monthly Meeting-** *Motion made by Vice Chair Bates, seconded by Supervisor Non to accept the minutes of the October 08, 2025 monthly meeting. All voted in favor, motion carried.*
- D. **Public Comment –Items on Agenda Only-**Township resident Raymond Vogt asked Roadmaster Non why there are speed bumps on Long Pond Road, Roadmaster Non replied they are not speed bumps, they are grade rakes for water runoff and will remain in place for one year.
- E. **Correspondence-**There was no correspondence presented for discussion.
- F. **New Business-**
  - a. Adoption and approval of advertising of the proposed 2026 budget. Chair Zefran announced copies are available if meeting attendees did not receive one. Zefran also indicated a new addition of Capital Reserve Account at \$35,000.00, Zefran spoke to the CPA and almost all townships have this account, suggesting this account be included in the yearly budget moving forward, Zefran also suggested this money be used for incidental expenses such as equipment, building repairs, etc. Another new addition to the proposed 2026 budget is Professional Services at \$27,000.00 due to the Township's Updated Comprehensive Plan, roughly cost of \$20,000.00-\$25,000.00. Zefran also stated the balance forward from this year to 2026 is approximately \$150,000.00 more due to road projects not being completed as planned this year due to weather, the state account budget forecast is \$142,783.42, Public Sewer Account forecast is \$101,410.71 and the UCC Account forecast is \$50,010.70. Chair Zefran asked if there were any questions regarding the proposed 2026 budget. No comments or questions were made. *Supervisor Non made a motion, seconded by Vice Chair Bates to advertise the 2026 proposed budget. All in favor. Motion carried.*
  - b. Determine the required year-end meeting date. *Motion made by Supervisor Non, seconded by Vice Chair Bates to approve the year end meeting to be held on December 30, 2025, at 7:00pm at the township building. All voted in favor. Motion carried.*
  - c. Planning commission submits the following for approval: John and Evonne Szweda subdivision/addition.-Approval tabled until end of meeting at which time *a motion was*

*made by Supervisor Non, seconded by Vice Chair Bates to approve the Szweda subdivision/addition. All voted in favor. Motion carried.*

d. Resolution for LSA Grant Application-Roadmaster Non indicated request to purchase a new truck last year and with the government and no PA Budget, we have not heard back on this, so we are applying for an LSA Grant in the amount of \$91,100.00 for the purchase of a 2026 F-350 Crew Cab with snow package. *Motion made Roadmaster Non, seconded by Vice Chair Bates to adopt the resolution and apply for the LSA Grant. All voted in favor. Motion carried.*

e. Clinton Township Board of Supervisors Re- Organization meeting will be held on Monday January 5, 2026, at 7:00 pm. The regular January meeting will follow directly afterward. *Motion made by Chair Zefran, seconded by Supervisor Non for the Re-organization meeting to be held on January 5, 2026, at 7:00pm, with the regular January 2026 meeting immediately following. All voted in favor. Motion carried.*

f. The Township Auditor's Re-Organization meeting will be held on Tuesday, January 7, 2026, at 7:00pm. Supervisor Non announced that Tuesday, January 7, 2026 is January 6, 2026, correction noted to the correct date. *Motion made by Chair Zefran, seconded by Supervisor Non that the auditor's Re-Organization meeting is on Tuesday, January 6, 2026.*

g. Township Auditors- two vacant positions as of January 1, 2026. Chair Zefran asked if there were any volunteers, John Doyle said yes. Current Auditor Mark Lopatofsky asked if someone was elected on write-in votes. Secretary Durmiaki said she spoke with the Wayne County Board of Elections and was informed that we should hold off on this until the Board of Elections sends the Township official notification of the results. *Motion made by Supervisor Non, seconded by Vic Chair Bates to table until the January 5, 2026 Re-Organization meeting. All voted yes. Motion carried.*

**G. Road Master Report-** Roadmaster Non reported the following vehicle reports.

Vehicle	Total mileage during the month
2015 Ford F550	1,479
2018 Ford F550	Zero-not used
2022 International Dump Truck (CV)	52
2018 Peterbilt 580	42
580 Backhoe	8 hours

Tractor	20 hours
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Roadmaster Non said the 2018 is back from Palmers with an expensive clean bill of health. Non said the township received salt and should be in good shape for the winter.

a. Long Pond Road Completed-Conservation signed off, project completed-Roadmaster Non stated project is completed, road is gorgeous. We have applied for the new dirt & gravel grant, no word received as of this date.

b. Flat Rock Road repair quotes-Roadmaster Non stated he spoke to a local contractor and was told it was too late to do what needs to be done. Non recommended to only do what can be done for the winter to keep it safe which would be filling holes on the entire road. Non also stated we received a couple of quotes for the whole project and suggested to not open the quotes and put the project off until next year. Non asked Josh Debevec, Debevec Excavating if he could supply a cost to just make repairs to get through this upcoming winter, Debevec stated under \$5,000.00. *Roadmaster Non made a motion, seconded by Chair Zefran to table the big project and revisit in the spring and to have Debevec Excavating to make repairs to make the road safe and passable through the winter. All voted in favor. Motion carried.* Chair Zefran asked if there were any questions, Christine Salak asked if the road could be closed, Roadmaster Non replied no. Ray Vogt asked since this road is mentioned frequently, can it be applied to the dirt and gravel program instead of coming out of the township budget? Roadmaster Non said, "No because there is no water involved with the project.

H. **Treasurer's Report Including Bills for Payment**-*Motion made by Chair Zefran, 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
\$263,938.87	\$169.00	\$0.00	\$1,800.00

I. **Browndale Fire Company**- Chief Debevec gave an oral report. A written report is on file. Chief Debevec also indicated there are no fundraisers until Spring 2026.

J. **Old Business**-

a. Browndale No Parking Here to Corner Ordinance to be reviewed and/or enacted. Chair Zefran informed Solicitor Treat that PENNDOT indicated an Ordinance should be enacted in order to enforce the no parking regulation in Browndale where Marion Street meets Main Street. Chair Zefran gave distance measurements, fire hydrant location and

No Parking sign placement specifics to Solicitor Treat and requested Treat to have an ordinance drafted for next month's meeting. Chair Zefran also informed Treat of the resolution created on who will enforce the no parking regulation.

b. PPH Ambulance donation letter\*\*-Solicitor Treat said he informed PPH about the township's stand on this. Supervisor Non said we should probably hold up on sending a reply due to the county committee that was created to address emergency services. Chair Zefran asked Non about the request received by Forest City Ambulance for financial assistance and was this discussed with them. Chair Zefran also said due to change of supervisors, the ambulance should have an idea of the status. Non replied, the new committee mentioned the cost of Sprinter units, but nothing has been acted on and the county committee will be addressing to keep ALS units available within the county which will also include townships, this is in early stages and will be discussed in future county committee meetings. Non also said the county cannot impose an ambulance tax prohibited by PSATS, which then trickles down to the township. Chair Zefran said he feels there is no need currently for an ambulance tax due to the current township budget status. Mark Lopatofsky commented that the township needs to look at the whole picture before making a donation since this is a large issue within the county. Forest City Ambulance representative indicated the request for financial assistance is to cover 24/7 paid ambulance service since volunteer services are diminishing.

c. Quality of Life Ordinance "DRAFT" to be reviewed and/or enacted. Solicitor Treat stated the township needs to advertise the intention of the ordinance and that the draft is available for public review and input prior to enactment. *Motion made by Chair Zefran, seconded by Vice Chair Bates to advertise that the Quality-of-Life Ordinance Draft is available for public review. All in favor. Motion carried.*

Permit Officer Donald Salak asked about what can be done further regarding a violation issued to a Browndale resident since he is still receiving complaints and the resident has not acted on the violation. Solicitor Treat said the board can make a motion for a complaint to be filed for prosecution on the violation. *Supervisor Non made a motion, seconded by Vice Chair Bates to have Solicitor Treat file a complaint. All voted in favor. Motion carried.*

K. Public Comment-Jaclyn Skubic resident commented on Long Pond Road saying Pleasant Mount took materials that were awarded to them which may affect the completed project creating a gully with standing water, she also mentioned grade breaks drop and the speed bumps act as grade breaks, she then asked what is the plan for plowing, Roadmaster Non said the plow would be lifted. Skubic then asked about the emergency preparedness plan requesting township resident surveys indicating livestock, pets, people with disabilities, number of household residents, etc. Supervisor Non said an updated Comprehensive Plan is currently being created.

Skubic said she is also employed by the township and asked for the supervisors' cooperation in supplying her employment information for lost-wage documentation to her lawyer, since she has been and is currently unable to work due to an accident she was involved in on March 1, 2025. She also questioned the number of hours reported for her lost-wage claim. Skubic asked if her wages were only being based on her January plowing, Supervisor Non said she is a part-time employee and that her lawyer had been given an entire year of wage records that was equaled out over the year. Chair Zefran added that all payroll information requested by Skubic's lawyer had been submitted. Skubic said she had not been informed of this and apologized.

Long Pond Road resident Elaine Skubic asked if more speed bump signs can be placed on the road. Roadmaster Non said the township is waiting for more which will be installed on both sides of the road.

Ron Poska asked about road counters on some roads. Supervisor Non said they were placed by PENNDOT, and cannot provide a reason for them.

Supervisors Non announced for an Executive Session regarding a personnel matter.

L.        *Adjournment-Motion made by Supervisor Non, seconded by Vice Chair Bates to adjourn the meeting. All voted in favor, motion carried. The meeting adjourned at 7:41 pm.*

Respectfully submitted

Michele DURmiaki, Secretary