

Clinton Township Board of Supervisors Meeting Minutes December 10, 2025

The regular December meeting was called to order by Vice Chair Brad Bates on December 10, 2025, at 7:00pm. Supervisor Brian Non was in attendance. Chair James Zefran was in attendance via telephone. Solicitor Jeff Treat was also in attendance.

- A. Pledge of Allegiance** –The Pledge of Allegiance was recited.
- B. Hearing Check** –The hearing check was done.
- C. Minutes of November 12, 2025, Regular Monthly Meeting** - *Motion made by Supervisor Non, seconded by Vice Chair Bates to accept the minutes of the November 12, 2025, monthly meeting. All voted in favor, motion carried.*
- D. Public Comment** –Items on Agenda Only -There were no public comments on agenda items.
- E. Correspondence**
 - a. PA American Water Proposed rate increase for Browndale customers-Supervisor Non indicated this has nothing to do with the township.
Supervisor Non did mention a sewer line project at 713 Marion Street, Browndale stating the project has been completed by the property's contractor and said he would like a letter of intent written to Lackawanna River Basin Authority to take over all sewer lines in Browndale. Solicitor Treat requested maps of all township and sewer authority lines in Browndale to move forward. Maps to be provided to Solicitor Treat. *Motion made by Vice Chair Bates, seconded by Supervisor Non to move forward. All voted in favor, motion carried.*
 - b. PSATS-PA American Water grants to Fire and Emergency Services-Browndale Fire Co and Forest City EMS on list of recipients. Supervisor Non informed the public grants were disbursed by PA American Water Company to Emergency Services in which Forest City EMS and Browndale Fire Company were included as recipients.
 - c. PSP Megan's Law Alert Flier-Supervisor Non announced the notice received by the Township. Copy for viewing is located at the Township building.
 - d. PSATS Educational Conference scheduled for April 19-22, 2026, Registration opens January 13, 2026, at 9:00am. *Motion made by Supervisor Non, seconded by Chair Zefran stating township supervisors, treasurer and secretary should be attending this educational conference. All voted in favor, motion carried.*
 - e. Road Ordinance Highway Occupancy Permit. Supervisor Non said this is need of review in the event road cut permits are needed in the township and will be revisited at the Township's reorganization meeting in January 2026.
- F. New Business**
 - a. Resolution to adopt the 2026 Budget-*Motion made by Supervisor Non, seconded by Vice Chair Bates to adopt the 2026 Budget. All voted in favor, motion carried.*
 - b. The Township Planning Commission's Re-Organization meeting has been rescheduled from January 1, 2026, to January 8, 2026, at 7:00pm. Regular meeting to follow.
 - c. Resolution to hire Brad Murray CPA for the Clinton Township 2025 Financial Audit- *Motion made by Supervisor Non, seconded by Vice Chair Bates to hire Brad Murray, CPA to perform the township's 2025 financial audit. All voted in favor, motion carried.*
- G. Road Master Reports.**
 - a. Vehicle Mileage and Usage Reports-Roadmaster Non did not provide information due to today's current weather conditions. Trucks currently were out plowing snow and cindering.
 - b. Road reports-Roadmaster Non indicated an accident occurred on Flat Rock Road, the accident occurred due to speed and not winter road maintenance. Non recommends everyone to watch their speed during winter months.

- H. Treasurer's Report Including Bills for Payment-** *Motion made by Supervisor Non, seconded by Chair Zefran 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 |
|---------------------------|-------------------------|-------------------------|-----------------------|
| \$16,578.56 | \$0.00 | \$0.00 | \$1,100.00 |

Motion made by Chair Zefran, seconded by Vice Chair Bates to open a separate account at First National Bank solely for the new Capital Reserve Account. All voted in favor, motion carried. In case of emergency, funds can be moved. Treasurer Lopatofsky stated the last of the FEMA grant monies have been received in the amount of \$6100.00. Lopatofsky also stated the grant for Townhill Road has been accepted in the amount of \$21,000.00.

- I. Browndale Fire Company-** Chief Debevec was not present. Chief's report is on file.

J. Old Business

- a. Solicitor Treat reported that he is still reviewing the ordinance and indicated that additional clarification is needed regarding sign placement distance and the number of days required to lapse between violations. Chair Zefran stated that the distance from the "No Parking" sign to the curb should be fifteen (15) feet, and that the lapse period between the first, second, and third violations should be thirty (30) days. Solicitor Treat said he will draft the ordinance and will submit it to the supervisors for review. *Motion made by Supervisor Non, seconded by Vice Chair Bates to revisit at the January regular meeting. All voted in favor, motion carried.*
- b. Quality of Life Ordinance review and/or enactment-Ordinance is still in review and needs to be updated regarding the township's present nuisance ordinance and amendments. *Motion made by Supervisor Non, seconded by Vice Chair Bates to revisit at the January meeting. All voted in favor, motion carried.*

- K. Public Comment** – Supervisor Non invited Josalyn Barnes to the meeting indicating her interest in providing sewer enforcement in the township. Ms. Barnes introduced herself and provided the Board of Supervisors with her schedule of various sewer permit fees. Supervisor Non invited Ms. Barnes to attend the January reorganization meeting for further recommendation. Mark Lopatofsky asked about the Browndale Streetlights being paid by the township and inquired if the streetlights on Elk Lake Drive can also be paid by the township. Supervisor Non suggested bringing a light account back to township, this will require a light tax requiring a resolution. Non stated, this will be added to the January reorganization meeting agenda. Vice Chair Bates expressed his appreciation to a job well done by the township road workers.

- L. Adjournment** – *Motion made by Supervisor Non, seconded by Vice Chair Bates to adjourn the meeting. All voted in favor, motion carried. Meeting adjourned at 7:40pm.*

Respectfully submitted,

Michele Durmiaki, Secretary