

**THE TOWNSHIP OF MAXATAWNY  
BOARD OF SUPERVISORS MEETING  
JANUARY 13, 2025**

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**MINUTES**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Chairman John Deplanque called the meeting to order at 6:30PM with the Pledge of Allegiance. Members present: Heath Wessner and Marcus Simonetti. Professionals present: Township Engineer, Chris Falencki; Township Solicitor, Chris Muvdi; Code Enforcement Officer, Chris Paff; Secretary/Treasurer, Jerilyn Wehr.

**ANNOUNCEMENTS:** Wehr announced that the Board did meet in executive session to discuss personnel on January 2, 2025 from 4 – 4:30pm and on January 13, 2025 from 6:00 – 6:15pm to discuss litigation

**PUBLIC COMMENT:** (AGENDA ITEMS ONLY)-Public comment on agenda items will take place at the agenda item after discussion is completed by the Board

**APPROVAL OF THE MINUTES:**

1. Motion to approve the minutes of the December 9, 2024 Board of Supervisors Meeting
2. Motion to approve the minutes of the December 16, 2024 Board of Supervisors Meeting
3. Motion to approve the minutes of the January 6, 2025 Board of Supervisors Reorganization Meeting
  - a. Motion made by Simonetti and seconded by Wessner to approve the minutes of the December 9, 2024 and the December 16, 2024 Board of Supervisors meetings, and the January 6, 2025 Board of Supervisors Reorganization meeting. Motion passed (3-0)

**REPORTS:**

1. State Police Report
  - a. The Police report was presented. There were 112 calls in December
2. Kutztown Library – nothing at this time
3. Volunteer Fire Department/Ambulance
  - a. Kutztown Fire Co. Fire Chief, Todd Evans presented the 2024 call numbers
4. Historic Commission
  - a. Wehr stated that there was no meeting of the Historic Commission in December
5. Municipal Authority
  - a. Chairman Berger was in attendance, but had no updates
  - b. Simonetti questioned the townhouse developments and their reservations, as well as if there was a need to expand the sewer plant
6. Roadcrew
  - a. Wessner presented the monthly report
  - b. Resident Merick Boyer questioned the intersection at High and Topton Roads due to safety concerns with one direction of traffic not having to stop at the 4-way
7. Code Enforcement – Chris Paff
  - a. Paff presented his report

- b. Paff informed the Board that he received a letter regarding the Valentino's guiderail escrow release request. The letter did not have a seal on it. He is waiting for a revised letter to include the seal
  - c. Paff added that he is also reviewing the Florez Trucking escrow release request
- 8. Secretary/Treasurer – Jerilyn Wehr
  - a. ARPA funds – account closure request
    - Wehr stated that the ARPA funds have all been spent as of the end of 2024. Wehr requested approval to close out the account
    - Motion made by Simonetti and seconded by Wessner to close the ARPA account. Motion passed (3-0)
  - b. Discussion on closure of Township Building the week of January 27<sup>th</sup>
    - Wehr stated that the interior renovations will begin on the 27<sup>th</sup> and requested closing the Office to the public during regular business hours for the week. Staff will still be onsite and will be working on reviewing and organizing Township records/files
    - Motion made by Simonetti and seconded by Wessner to approve closing the Office the week of January 27<sup>th</sup>. Motion passed (3-0)
- 9. Motion made by Wessner and seconded by Simonetti to approve the reports as presented. Motion passed (3-0).

**PLANS TO REVIEW:**

- 1. Newswanger Annexation – waiver request and Prelim/Final plan approval
  - a. Rob Hain presented the plan
  - b. Engineer Falencki stated that the Planning Commission completed their review of the project and recommended approval of the requested waivers, as well as the Prelim/Final plan
  - c. The letters of Falencki dated December 16, 2024 and Paff dated December 11, 2024, as well as the waiver request letter dated November 27, 2024 were reviewed
  - d. Motion made by Simonetti and seconded by Wessner to approve the requested waivers. Motion passed (3-0)
  - e. Motion made by Simonetti and seconded by Wessner to approve the Prelim/Final plan based on the letters of Falencki and Paff. Motion passed (3-0)

**OLD BUSINESS:**

- 1. Discussion on placement of crosswalk at Trexler and Baldy
  - a. Paff stated that Kutztown University has not provided a plan, but the University and Township Engineer do not believe that the project can be constructed entirely inside the right-of-way. The property owner is not interested in allowing the project onto their property if it can not be completed in the right-of-way
  - b. No action taken at this time
- 2. Leck Waste Services – update on modification application with DEP
  - a. Wehr informed the Board that Tony Wright provided an email update that there is no new information to provide

**NEW BUSINESS:**

- 1. Extension expiration – Wessner Subdivision

- a. Motion made by Simonetti and seconded by Wessner to approve the extension to August 31, 2025. Motion passed (3-0).
- 2. Extension expiration – Hoch/Tercha Subdivision
  - a. Motion by Simonetti and seconded by Wessner to approve the extension to August 31, 2025. Motion passed (3-0).
- 3. Request of Land Development waiver – Kutztown University Keystone Hall Renovations
  - a. The engineer for the project stated that they are hoping to renovate the interior of the building, along with three small additions totaling approximately 3,500 square feet. There will also be sidewalk improvements. Stormwater management will be completed. Both Paff and Falencki met with the project officials and support the request
  - b. Motion made by Simonetti and seconded by Wessner to approve the requested Land Development waiver, with stormwater management to be completed, and applicable permits to be obtained. Motion passed (3-0).
- 4. Discussion of request to fund trap, neuter, return of stray cats
  - a. Resident Chayrn Ayoub presented her request for funding for spay and neutering of stray cats in the Township requesting \$2,600.00 (65 procedures at \$40.00 each) to be put towards the program each year
  - b. Wehr stated that if the Board were so inclined to grant the request, that maybe start at a lower amount, possibly \$1,500.00, which is the amount that was budgeted for Safety Net Sanctuary, and see how the first year goes before committing to another year or more services
  - c. Resident Marty Yourkavitch questioned what other organizations will do
  - d. Resident Garret Miller stated that he feels this is a waste of taxpayer funds
  - e. Motion made by Simonetti and seconded by Deplanque to approve 37 procedures in 2025 . Motion passed (2-1). Wessner – no
- 5. Motion to approve Resolution 2025-04 – signature authorization form for PennDOT – Deer Run Road project
  - a. Motion made by Simonetti and seconded by Wessner to approve Resolution 2025-04. Motion passed (3-0)
- 6. Motion to approve Resolution 2025-05 – appointment to maintain Gary Englehardt as an alternate on the Zoning Hearing Board to complete the existing McDonalds Hearing
  - a. Motion made by Simonetti and seconded by Wessner to approve Resolution 2025-5. Motion passed (3-0)

**PROFESSIONAL SERVICES:**

- 1. Solicitor – Christopher Muvdi – nothing at this time
- 2. Engineer – Chris Falencki
  - a. Falencki’s report was presented to the Board
  - b. Falencki stated that the last inspection of the stormwater facilities at Rutter’s looked good
  - c. Falencki stated that the sidewalk improvements draft is being prepared. Napa is on board with the project. Falencki and Muvdi will be meeting with representatives of the Airport property to discuss the project

**PUBLIC COMMENT** (non-agenda items) nothing at this time

**FINANCIAL MATTERS:**

1. Motion was made by Simonetti and seconded by Wessner to approve the bills as presented. Motion passed (3-0).
2. Motion was made by Simonetti and seconded by Wessner to approve the Treasurer's Report and transfers as presented. Motion passed (3-0)

**ADJOURN:** Chairman Deplanque adjourned the meeting at 7:15PM

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Respectfully submitted,

Jerilyn R. Wehr  
Secretary/Treasurer