

Pledge of Allegiance. ROLL CALL: HOWTON, MACKO, SMITH, WELEBOB, ZAMPETTI

MINUTES OF THE 10/9/23 REGULAR MONTHLY MEETING – DISPENSE WITH THE READINGS – MOTION TO APPROVE.

ESTIMATED TREASURER’S REPORT OF THE FOLLOWING FUNDS TO 9/30/2023:

	General Fund	Capital Reserve	Highway Aid	Police Pension	70.Funds Fiduciary	CD
Total	\$521,891	\$1,543,927	499,344	3,142,894	403,050	127,482

Check Register 11/13/23

General Fund: October Bills = \$200,846.92

November Bills = \$107,769.01

Police Pension Fund RATIFICATION: Retirees’ \$13,220.95

DEPARTMENT REPORTS:

ENVIRONMENTAL

ADVISORY COUNCIL: Monthly Report

FIRE: Monthly Report

PARKS & RECREATION: Monthly Report

PLANNING: Monthly Report

POLICE: Monthly Report  
Monthly Fire Police Report

PUBLIC WORKS: Monthly Report

RECYCLING: Monthly Reports

ZONING: Zoning Officer’s Monthly Report

WORK SESSION: No DPW applications received.

Project update – Green Mountain in process and Park parking lot paving in process.

Agility agreement in progress with PADOT

ANNOUNCEMENTS: Budget available for public review.

DEP grant funded COG grinder to arrive before Christmas.

Leaf collection update.

BUSINESS

MOTIONS:

Motion to approve purchase of AED Lifepak CRD with battery and electrode replacement at 4 years to Stryker in the amount of \$1,920.15.

Motion to approve cancellation of Recreation Board Christmas Lights contest for 2023.

**RESOLUTIONS:**

Motion to approve Resolution 2023-30 to expend ARPA funds to Lexipol in the amount of \$25,256.75 for sample policies, online learning, behavioral health resources, etc. for the purposes of assisting the Police Department with becoming accredited for the term of 15 months.

Motion to approve Resolution 2023-34 DCNR Grant close out certification.

Motion to approve Resolution 2023-35 for the purchase of new server from ET&T totaling \$22,243.20 with ARPA funds.

Motion to approve Resolution 2023-36 to set building code fees.

Motion to approve Resolution 2023-37 to set driveway permit fees.

Motion to approve Resolution 2023-38 to set zoning fees.

**PUBLIC COMMENTS:**

**ADJOURNMENT**

WRIGHT TOWNSHIP SUPERVISORS REGULAR MEETING 6:45 pm October 9, 2023

The regular monthly meeting of the Wright Township Supervisors was called to order by Chairman Donald Zampetti on the above date at 6:45 PM. Mr. Zampetti announced an executive session was held to discuss The Grove. The meeting began with the pledge of allegiance.

Supervisors Matthew Howton, Colleen Macko, Candace Smith, Louis Welebob and Donald Zampetti were in attendance.

The Chairman dispensed with the reading of the Minutes of the 9/11/2023 regular monthly meeting. Mrs. Smith made a motion to approve the Minutes, seconded by Mrs. Macko. Roll call vote: unanimous.

Mrs. Heard presented the following estimated Treasurer's Report of funds to 9/30/2023:

	General Fund	Capital Reserve	Highway Aid	Police Pension	Fiduciary Funds	CD
TOTAL:	\$680,086	1,584,402	497,824	3,156,533	402,252	126,228

Mrs. Heard presented the following Check Detail dated 10/09/2023:

**General Fund:** September Bills = \$94,423.89

October Bills = \$200,846.92

**Police Pension Fund RATIFICATION:** Retirees' Monthly Checks \$13,220.95

Motion was made by Mrs. Macko to accept the Treasurer's Report, Check Detail, and Police Pension Fund distributions as read, seconded by Mr. Howton. Roll call vote: unanimous.

**DEPARTMENT REPORTS:** Mr. Zampetti announced the reports are available online.

ENVIRONMENTAL ADVISORY COUNCIL: No report

FIRE DEPARTMENT: Monthly report

PARKS/RECREATION: No report

PLANNING: Monthly report

POLICE: Monthly report. FIRE POLICE: No report

PUBLIC WORKS: Monthly Report

RECYCLING: Monthly Report

ZONING: Zoning Officer's Monthly Report

**ANNOUNCEMENTS:** Senator Lynda Schlegel Culver open house on Thursday, October 12, 2023 at 2:00 PM in the Wright Township Municipal Building.

Halloween parade Saturday, October 21, 2023 at 1:00 PM in the Wright Township Park.

CORRESPONDENCE: Police report receive re: park vandalism

Heritage Oaks field inspection report – notes issue with curbing

Resident comments on The Grove

**BUSINESS:**

**MOTIONS:**

Motion was made by Mrs. Smith to award ADA improvements park parking lot to Gaver/Barker & Barker paving in the amount of \$196,450, seconded by Mrs. Macko. Roll call vote: unanimous.

Motion was made by Mr. Welebob to approve the resignation of DPW employee Logan Miller and to place an advertisement in the newspaper for a new DPW employee, seconded by Mr. Howton. Roll call vote: unanimous.

Motion was made by Mr. Welebob to advertise budget meetings on October 16, 2023 at 6:00 PM and November 6, 2023 at 6:00 PM, seconded by Mrs. Macko. Roll call vote: unanimous.

Motion was made by Mrs. Macko to approve March 3, 2024 dog park bingo to be held by the Wright Township Recreation Board, seconded Mr. Howton. Roll call vote: unanimous.

Motion was made by Mr. Howton to award stump removal contract to HLSR in the amount of \$3,000.00 with a \$500 tax deductible contribution to Wright Township Environmental & Recreation (amended), seconded by Mrs. Macko. Roll call vote: unanimous.

**RESOLUTIONS:**

Motion was made by Mr. Welebob to table approval of Resolution 2023-30 to expend ARPA funds in the amount of Lexipol in the amount of \$25,256.75 for sample policies, online learning, behavioral health resources, etc., for the purposes of assisting the Police Department with becoming accredited for the term of fifteen (15) months, seconded by Mrs. Macko. Roll call vote: Mrs. Smith – No; Mr. Howton, Mrs. Macko, Mr. Welebob and Mr. Zampetti – Yes.

Motion was made by Mrs. Smith to approve Resolution 2023-31 to add Township policy regarding use of marked police vehicles, seconded by Mr. Howton. Roll call vote: unanimous.

Motion was made by Mr. Welebob to approve Resolution 2023-32 to allocate State Pension Aid received, seconded by Mrs. Macko. Roll call vote: Mr. Howton, Yes except for the non-uniform portion; Mrs. Macko, Mrs. Smith, Mr. Welebob and Mr. Zampetti, Yes.

Motion was made by Mrs. Macko to approve Resolution 2023-33 to adopt Park Master Plan, seconded by Mrs. Smith. Roll call vote: unanimous.

**PUBLIC COMMENTS:**

Mr. Pat Rushton questioned the The Grove executive session.

**ADJOURNMENT:**

There being no further business, Mrs. Smith made a motion to adjourn, seconded by Mrs. Macko. All were in favor.

Respectfully submitted,

Pamela Heard, Secretary/Treasurer

Attendees: Pat Rushton, Laurel Prohaska, Gary Price, Linda Case, Susan Kahlau, Colleen Malia and Nicole Barr

**DRAFT**  
**Wright Township Environmental Advisory Council**  
**November 6, 2023**  
**Council Meeting Minutes**  
**7:00 PM**

Members Present: Bernard Graham (Chair), Tom Mayka, John Stachacz, Jason Wells, Anthony D'Anglio (via ZOOM), Joan Schmidt (via phone), Dale Hildebrandt (via phone)

1. Discussed the Possible Environmental Day for Saturday April 27, 2024. (Earth Day is April 22, 2024). We will attempt to possibly schedule the following activities:
  - Reptile exhibit (aka Snake Guy)
  - Rain Barrel give away
  - Recycle receptacle giveaway
  - Crestwood Environmental Club
  - Library
  - Garden Club
  - DCNR
  - Barry Islet
2. The NPDES MS4 permit was discussed and attempt was made to determine involvement by the EAC. Tom reviewed possible educational interactions. Tom will share some of the brochures and literature prepared for his work environment. Discussion included using the Environmental Day and possibly Jason's Boy Scout Troop. Bernie will pursue this topic with Pam.
3. The topic of bird houses was approached. Tom, Jason and Dale actively participated in this discussion. In the spring we will investigate the status of the Blue Bird Houses in the field. We will also investigate the modification of the bird houses in storage to suit a target bird population suitable for the area of use. We plan to bring an expert bird person to help us determine the target bird species. Jason will talk to a parent of one of his scouts who is an expert. John will make contact with a Biology faculty member at Wilkes University. Tom will forward information on the locations of the current Blue Bird Houses.

Meeting adjourned at 8:15 PM

# Wright Township Volunteer Firemen's Association Wright Township Volunteer Fire Department

477 South Main Road  
Mountain Top, PA 18707

(P/F) 570-868-3765  
WWW.WTVFD.COM

Proudly Serving Wright Township and the Mountain Top Community Since 1955

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Scheduled Meeting Date: November 13, 2023  
To: Board of Supervisors

The Wright Township Volunteer Fire Department responded to 37 in the month of October 2023.

Please see the attached for additional incident information.

## **ADDITIONAL:**

Wright and Dorrance Fire have been conducting in house training sessions on a weekly basis together practicing fire ground operations and tactics.

Our department is hosting and attending a certification level Engine and Tanker Operator class consisting of 50 plus hours of training on driving, pumping and other skills. It will conclude in November with a national certification test. This class is being attended by 3 departments in our mutual aid and by a few from other areas around mountain top.

The department and the mutual aid attended a live structural burn session at the Monroe County Training facility to practice live fire operations and tactics.

Building and ground maintenance continue as we continue to improve the grounds slowly.

Daily, weekly and monthly inspections completed on all apparatus and maintenance performed. Battery replacement on 3 apparatus has been completed along with general repairs. Pump and Aerial Certification will be discussed before the end of the year.

The department has attended several day cares and schools to assist in fire safety education during the past months. Halloween events were attended, several trunk or treats, Halloween Extravaganza in Rice and Halloween Safety Patrol in Wright and Rice handing out almost 2000 glow necklaces.

Our department has applied for the Assistance to Firefighters Grant which is awarded by FEMA. We should know sometime in the year 2024 or possibly late 2023 if we are considered. The grant was submitted for a diesel exhaust removal system for the apparatus bay. More info will be made available if the grant is awarded.

The department is waiting on backordered equipment for the UTV project however it is ready for action as needed locally.

We look forward to working with the township officials now and well into the future.

Respectfully,

Dave Pettit – FC WTVFD

Questions, please contact the department at 570-868-3765 Ext 700 (Fire Chief) or email below.

# Wright Township Volunteer Fire Department

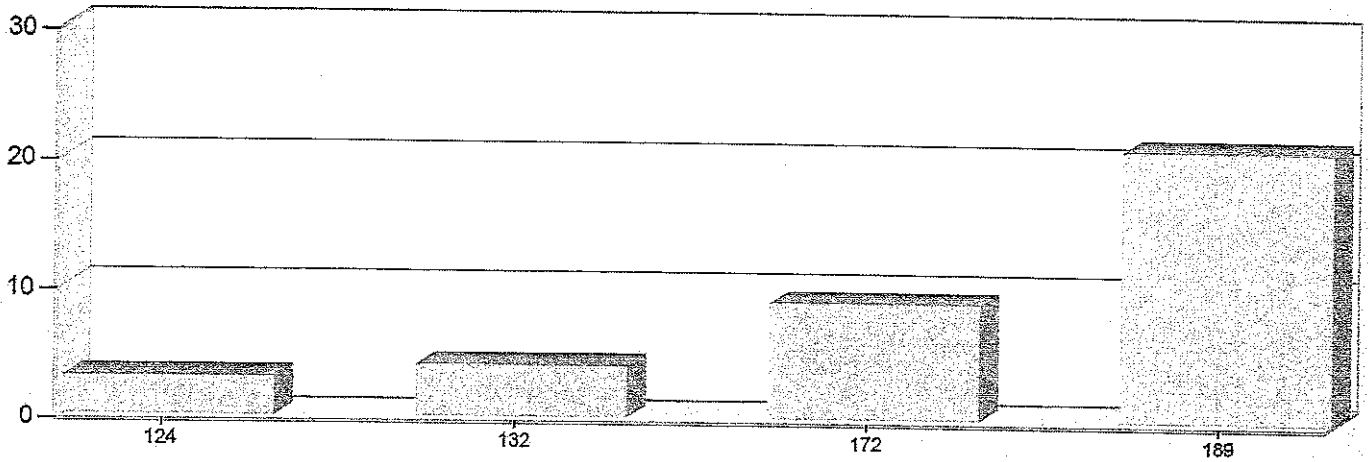
Mountain Top, PA

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## Incident Type Count per Zone for Date Range

Start Date: 10/01/2023 | End Date: 10/31/2023



ZONES	INCIDENT TYPE	COUNT
<b>124 - Dorrance</b>		
	324 - Motor vehicle accident with no injuries.	2
	500 - Service Call, other	1
	<i>Total Incidents for 124 - Dorrance:</i>	
		3
<b>132 - Fairview</b>		
	111 - Building fire	1
	412 - Gas leak (natural gas or LPG)	1
	743 - Smoke detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 132 - Fairview:</i>	
		4
<b>172 - Rice Township</b>		
	116 - Fuel burner/boiler malfunction, fire confined	1
	320 - Emergency medical service, other	1
	321 - EMS call, excluding vehicle accident with injury	1
	322 - Motor vehicle accident with injuries	2
	324 - Motor vehicle accident with no injuries.	1
	460 - Accident, potential accident, other	1
	542 - Animal rescue	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for 172 - Rice Township:</i>	
		9
<b>189 - Wright Township</b>		

Zone information is defined on the Basic Info 3 screen of an incident.  
Only REVIEWED incidents included.





ZONES	INCIDENT TYPE	COUNT
	100 - Fire, other	1
	322 - Motor vehicle accident with injuries	3
	323 - Motor vehicle/pedestrian accident (MV Ped)	1
	324 - Motor vehicle accident with no injuries.	3
	400 - Hazardous condition, other	1
	440 - Electrical wiring/equipment problem, other	1
	710 - Malicious, mischievous false call, other	1
	733 - Smoke detector activation due to malfunction	2
	735 - Alarm system sounded due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	2
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	3
	813 - Wind storm, tornado/hurricane assessment	1
	<i>Total Incidents for 189 - Wright Township.</i>	21
<b>Total Count for all Zone:</b>		<b>37</b>

Zone information is defined on the Basic Info 3 screen of an incident.  
Only REVIEWED incidents included.



# Wright Township Volunteer Fire Department

Mountain Top, PA

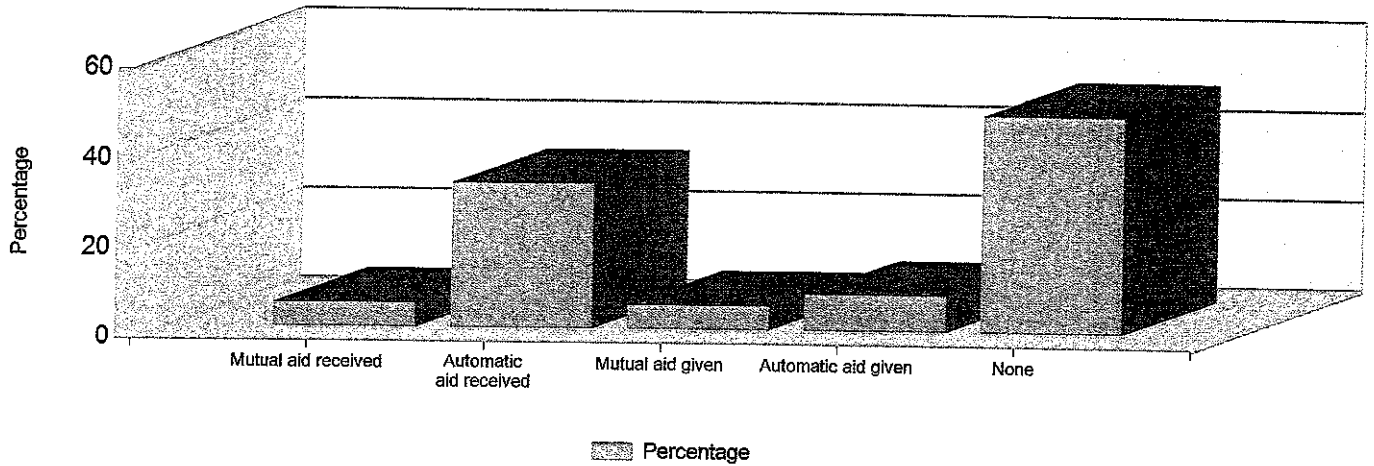
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## Count of Aid Given and Received for Incidents for Date Range

Start Date: 10/01/2023 | End Date: 10/31/2023

Percentage of Aid Type



AID TYPE	TOTAL	% of TOTAL
Mutual aid received	2	5.4%
Automatic aid received	12	32.4%
Mutual aid given	2	5.4%
Automatic aid given	3	8.1%
None	18	48.6%

Only REVIEWED incidents included



Wright Township Recreation Board Minutes  
October 23, 2023

Present: Laurel Prohaska, Tracy Cornelius, Tom Mayka, Lauren McCurdy, Pam Heard

Call to order: 7:00pm

Discussion Items:

Dog Park fund balance \$11241.09.

Purse Bingo date of March 3, 2024

Maintenance request for park trail swales.

Graffiti reported in Kiwanis Pavilion.

Master Plan (draft) link available on website.

Christmas light fundraiser cancelled for 2023.

Meeting for November cancelled. No meeting in December.

2024 Meeting dates set.

Meeting adjourned. Next meeting is Tuesday, January 23 at 7pm.

**REGULAR MEETING – OCTOBER 17, 2023** The regular monthly meeting of the Wright Township Planning Commission was held on 10/17/2023 via Zoom platform. Carolyn Sromoski conducted the meeting from the Township building to accommodate any walk-ins. Mr. D’Angio called the meeting to order at 7:00 PM. Mr. Hollock called the roll: Anthony D’Angio, Brett Hansen, Thomas Urosevich and Dave Hollock were present. Motion to accept the Minutes of the September 19, 2023 regular meeting was made by Mr. Hollock, seconded by Mr. D’Angio. Roll call vote: unanimous.

**CORRESPONDENCE:** None

**STANDING COMMITTEE REPORTS: Environmental Advisory Council –** Mr. D’Angio reported discussion was held regarding the lantern flies, i.e., remedies to eradicate.

**Zoning Hearing Board –** Nothing to report.

**BUSINESS:**

**THE GROVE AT MOUNTAINTOP, 378 South Mountain Blvd. – Preliminary/Final Minor Subdivision/Land Development –** Presented at October Work Session. Remains a work in progress. The current expiration date at the time of drafting the agenda was Sunday, November 21, 2023. Updated extension granted for Saturday, February 17, 2024 received the day of the regular meeting.

**COMMENTS FROM THE PUBLIC:** None

Mr. D’Angio announced the Planning Commission’s next regular work session will be Wednesday, 11/8/23 at 7:00 PM via in-person at the Township building, and the next regular monthly meeting will be Tuesday, 11/21/22 at 7:00 PM via Zoom with a 6:30 PM Executive Session. The Planning Commission Administrator will attend Zoom meetings from the Township building to accommodate any public interested in attending.

Mr. D’Angio made a motion to adjourn, seconded by Mr. Hansen. Roll call vote: unanimous.

Respectfully submitted,

David Hollock, Assistant Secretary



# Wright Township Police Department

MUNICIPAL BUILDING

321 South Mountain Blvd. • Mountaintop, Pennsylvania 18707

Telephone (570) 474-9251 • FAX (570) 474-0918



**Royce A. Engler**

Chief of Police

FBINA - 223

DATE: November 13, 2023

**Scott Rozitski**

Sergeant

FBINA - 266

TO: Wright Township Board of Supervisors

FROM: Chief Royce Engler

SUBJECT: Monthly Report for October 2023

During the month of October this department answered 286 incidents and included are the following:

- |  |                      |
|--|----------------------|
| (1) Assault                            | (1) Closed           |
| (1) Theft                              | (1) Closed           |
| (5) Fraud                              | (5) Closed           |
| (2) Vandalism                          | (2) Closed           |
| (2) Offenses Against Family & Children | (1) Open; (1) Closed |
| (1) D.U.I. – Alcohol                   | (1) Closed           |
| (1) Public Drunkenness                 | (1) Closed           |
| (5) Disorderly Conduct                 | (5) Closed           |
| (1) Fighting                           | (1) Closed           |
| (1) Harassment                         | (1) Closed           |
| (2) Threats                            | (2) Closed           |

This department issued twenty-one (21) traffic citations, eight (8) warnings and investigated thirteen (13) accidents. This department assisted other law enforcement agencies on fifteen (15) incidents and was assisted by other law enforcement agencies on thirty-four (34) incidents.

Respectfully yours,

Chief Royce Engler

# FIRE POLICE INCIDENT RECAP WRIGHT TOWNSHIP

Month October Year 2023

Date	Incident	F A S FA	Time on scene	# of Fire Police	Total Hours
10-6	Home coming Parade	S	1hr	3	3hrs
9-23	MVA	A	40min	2	1hr 20 min
9-3	MVA	A	1hr 10 min	2	2hr 20 min
8-13	MVA	A	40 min	2	1hr 20 min
7-5	BRush Fire	FA	10 min	1	10 min
10-13	Bomb threat	O	2hr 15 min	1	2hr 15 min
10-7	Residential Fire Alarm	FA	26 min	1	26 min
10-7	Commercial Fire Alarm	FA	44 min	1	44 min
10-3	MVA	A	41 min	1	41 min
10-10	Gas leak	O	1hr 32 min	3	4h 54 min
10-3	Residential Structure Fire	FA	1hr	1	1hr
10-3	Wires Down	O	28 min	1	28 min
10-3	Residential structure fire	F	1hr 16 min	2	2hr 32 min
10-6	Residential structure fire	F	1hr 57 min	1	1hr 57 min
10-6	MVA	A	1hr 3 min	2	2hr 6 min
10-17	MVA	A	24 min	1	24 min
10-18	MVA	A	39 min	1	39 min
10-22	MVA	A	1hr 16 min	2	2hr 32 min
10-24	MVA	A	45 min	1	45 min
10-24	MVA	A	13 min	3	39 min
10-31	Residential Structure Fire	F	44 min	1	44 min
10-31	Halloween Safety	S	2hr 30 min	2	5 hrs
					Total Hours
					23 Hours 6 minutes

F—Fires    A—Accidents    S—Specials (parades, etc.)    FA—False Alarms  
3                    10                    2                    3                    4

Joe Tamerantz fax number....820-7854

Assistance To: Rice - 5  
 Fairview - 1  
 Dorrance - 1  
 Hazel Twp - 1

Assistance From: Fairview - 7  
 Dorrance - 1

TO: Lou Welebob, Road Master Public Works  
 FROM: Matthew J. Howton, Public works Foreman  
 SUBJECT: Public Works Department Monthly Report for October 2023

**PUBLIC WORKS DEPARTMENT ADDRESSED THE FOLLOWING:**

1. **COMPLAINTS**

Complaints received: 2  
 Requests for work: 3  
 Requests completed: 3  
 Complaints reviewed: 2  
 Complaints addressed: 2

2. **PERMITS ISSUED:**

**DRIVEWAY**

Violations 2  
 Permits approved 2  
 Permits problems 2  
 Permits reviewed 5  
 Permits expired 1  
 Permits Voided 0

**PA AMER. WATER**

Permits approved 0  
 Permits denied 0  
 Permits reviewed 0  
 Permit Problems 0

**UGI ENERGY**

Permits approved 0  
 Permits denied 0  
 Permits reviewed 0  
 Permit Problems 0

3. **PUBLIC WORKS DEPARTMENT**

1. Barricades for truck and treat placed and picked up on Division street.
2. Elbe Road, North Sunset millings added and compacted.
3. #38 sink hole addressed. Repaired and monitored.
4. Completed Rebel hill pave repairs, crack sealing and shoulder restoration.
5. Maintained fuel inventory for diesel and gasoline. (Monthly)
6. Maintained recycling operations and processed materials through vendor. (Weekly)
7. Removed seed and straw barrier from swale on Deer Run drive after homeowner tore it out.
8. Replaced inlet box and completed black top repairs along with installing delineators at Hickory and Oak Drive intersection.
9. Police Speed trailer relocated (Church road, Hinkle)
10. 811 Mark outs completed during the month. Including off hours emergency requests.
11. Completed installation of inlet and grate along with frame and blacktopping at #2 Senate Drive.
12. Addressed Westbrook Drive ownership and plated sink holes along shoulder/storm pipe area.
13. Completed repairs of inlet and installed grate with frame and grass restoration at #39 Terrace Drive.
14. Discussed #108 Kestrel road curb cut with supervisors.
15. Completed tar sealing and patching of roads in Forest point.
16. Park refuse picked up.
17. Trail in park repaired near splash pad. (Modified and compacted)
18. Evergreen lake Drive swale and driveway apron repaired with cold patch.
19. Continued with updating of requests for leaf pick up.

20. Leaf Pick up FALL 2023 initiated.
22. #6 Finn driveway apron repaired with cold patch.
23. Cleaned and organized the salt building and storage area.
24. Mountain Road project of drainage improvements initiated construction.
25. Removed broken picnic tables from the park area.
26. Re graded entrance to Mountain road and prepped sides for blacktop.
- 27 Restored Brookfield way shoulder at #105
28. Sink hole on Timberwood drive filled (Opiel)
30. 6 loads of millings to COG per request.
31. Assisted MJSA with bobcat and trailer for Weiss pump station
- 32 Addressed flooding issues at Springmill road with Engineer. Still waiting on reply from them.
33. Cleaned drains of leaves and debris on township roads.
34. Re graded shoulder area of #43 Oak drive.
35. Cold patched Mountain Road, Oak drive, and Washington Boulevard.
36. Helped load Boom on TT lowboy to go to Lindsey for repairs.

#102 Truck is still at Falzones towing being repaired.

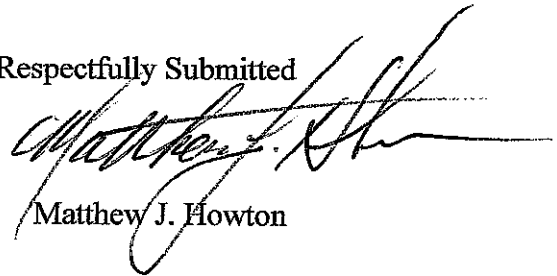
#103 Returned from Falzones towing. Fuel filter replaced and injector replaced under warranty.

#105 went to pick up and had air leak. Still at Ayers for repairs.

#110 Truck washed, gone over, fluids checked and put into service for leaf pick up 2023

#114 Greased.

Respectfully Submitted



Matthew J. Howton



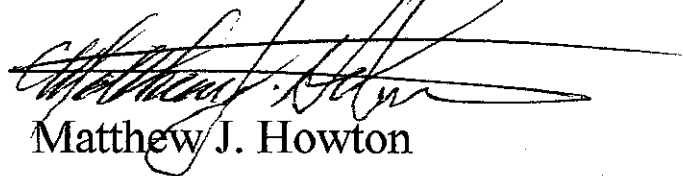
## Recycling Report for October 2023

The following materials were processed and recycled at the Wright Township Recycling Center:

3 Containers were processed.

Plastic, Cardboard, tin and Aluminum were recycled with a combined weight of 6.93 Tons.

Respectfully submitted



Matthew J. Howton

**Matthew Howton**

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**From:** David Solomon <solomoncontainer@gmail.com>  
**Sent:** Tuesday, November 7, 2023 1:54 PM  
**To:** Matthew Howton  
**Subject:** October's Recycling Weights

**Categories:** Red Category

Hello Matt.

Below are Wright Township's recycling service dates and weights for October 2023. Please let me know if you need any additional information.

Thank you.  
Tracey Solomon  
Solomon Container Service  
570-829-2206

October 17	40 yd	Door 2	.71 (Weights in tons)
October 17	40 yd	Door 3	.70
October 24	35 yd	Door 1	5.52



WRIGHT TOWNSHIP ZONING  
WRIGHT TOWNSHIP MUNICIPAL BUILDING

321 South Mountain Boulevard  
Mountain Top, PA 18707  
Telephone 570-474-9067  
Fax 570-474-2722



Tuesday, November 7, 2023

Zoning Report:

The wright Township Zoning Office has received 5 (UCC/Zoning) Applications Since the last report for various projects throughout the township Zoning has processed 4 approvals.

We have had 1 property of concern reported, all have been processed and are ongoing, there are open cases from the last report that are still on going. The Zoning Officer has closed 2 issues.

We have had 1 driveway permit issued in October awaiting final inspections and signatures on 6 installations from past months.

2 Short Term Rental applications were finalized during October and the rental units have been inspected and permits issued.

Numerous recycling letters were sent explaining The Commonwealths Act 101 and, Wright Township solid waste ordinance (Chapter 125) to businesses their responsibility for satisfying their role in the townships recycling program.



**RESOLUTION NO. 2023-30**

**MUNICIPALITY OF WRIGHT TOWNSHIP, LUZERNE COUNTY PENNSYLVANIA A  
RESOLUTION OF THE TOWNSHIP TO PURCHASE ACCREDITATION AND OTHER  
SERVICES WITH ARPA FUNDING**

**WHEREAS**, on March 1, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President. Section 9901 of ARPA amended Title VI of the Social Security Act to add section 602, which established the Coronavirus State Fiscal Recover Fund, and section 603, which established the Coronavirus Local Fiscal Recover Fund (together, the Fiscal Recovery Funds; and

**WHEREAS**, Section 602 (c)(1) and 603 (c)(1) provides that funds may be used: for revenue replacement,

**WHEREAS**, the Wright Township has received ARPA funding in the amount of \$593,844, paid in two tranches; and

**WHEREAS**, the Township Treasurer has presented a proposal for allocations of ARPA funding; and

**WHEREAS**, a portion of the proposed allocations are time sensitive in order to best respond to the mitigation or prevention of the public health emergency, and to address economic harm resulting from or exacerbated by the pandemic impact.

**NOW, THEREFORE BE IT RESOLVED**, that the following allocation of expenditures to be incurred for actions taken to respond, mitigate, and or address the public health emergency be approved as allocated and appropriated through the American Rescue Plan Act funding under Title VI of the Social Security Act as follows: \$25,256.76 to LexiPol for accreditation and other services.

**BE IT FURTHER RESOLVED**, the Wright Township Board of Supervisors hereby grants approval for appropriation and funding of the above referenced ARPA initiatives, the welfare of the Township and its Citizens requiring it.

**RESOLVED AND adopted** this 9<sup>th</sup> day of October 2023.

**WRIGHT TOWNSHIP BOARD OF SUPERVISORS**

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Donald Zampetti, Chairman Board of Supervisors

**ATTEST:**

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Pamela Heard, Secretary-Treasurer

**RESOLUTION NO. 2023-34**

**MUNICIPALITY OF WRIGHT TOWNSHIP, LUZERNE COUNTY  
PENNSYLVANIA -A RESOLUTION TO CLOSE OUT DCNR GRANT  
BRC-PRD25-126**

**WHEREAS**, DCNRT GRANT PRD25-16 has been completed in accordance with the grant agreement;

**WHEREAS**, All project expenditures have been made and were in accordance with the grant agreement;

**NOW THEREFORE, IT IS HEREBY RESOLVED** by the Wright Township Board of Supervisors that the above grant is completed and closed.

**RESOLVED AND adopted** this 13<sup>th</sup> day of November 2023.

**WRIGHT TOWNSHIP BOARD OF SUPERVISORS**

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Donald P. Zampetti, Chairman Board of Supervisors

**ATTEST:**

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Pamela Heard, Secretary-Treasurer

**RESOLUTION NO. 2023-35**

**MUNICIPALITY OF WRIGHT TOWNSHIP, LUZERNE COUNTY PENNSYLVANIA A  
RESOLUTION OF THE TOWNSHIP TO PURCHASE ACCREDITATION AND OTHER  
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**WHEREAS**, the Wright Township has received ARPA funding in the amount of \$593,844, paid in two tranches; and

**WHEREAS**, the Township Treasurer has presented a proposal for allocations of ARPA funding; and

**WHEREAS**, a portion of the proposed allocations are time sensitive in order to best respond to the mitigation or prevention of the public health emergency, and to address economic harm resulting from or exacerbated by the pandemic impact.

**NOW, THEREFORE BE IT RESOLVED**, that the following allocation of expenditures to be incurred for actions taken to respond, mitigate, and or address the public health emergency be approved as allocated and appropriated through the American Rescue Plan Act funding under Title VI of the Social Security Act as follows: \$22,243.20 to ET&T for accreditation and other services.

**BE IT FURTHER RESOLVED**, the Wright Township Board of Supervisors hereby grants approval for appropriation and funding of the above referenced ARPA initiatives, the welfare of the Township and its Citizens requiring it.

**RESOLVED AND adopted** this 13<sup>th</sup> day of November 2023.

**WRIGHT TOWNSHIP BOARD OF SUPERVISORS**

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Donald Zampetti, Chairman Board of Supervisors

**ATTEST:**

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Pamela Heard, Secretary-Treasurer

**RESOLUTION NO. 2023-36**

**MUNICIPALITY OF WRIGHT TOWNSHIP, LUZERNE COUNTY PENNSYLVANIA, A  
RESOLUTION TO ESTABLISH FEES FOR RESIDENTIAL & NONRESIDENTIAL  
STRUCTURESPURSUANT TO THE PENNSYLVANIA UNIFORM CONSTUCTION  
CODE**

**WHEREAS**, the Township has elected to administer and enforce the Pennsylvania Construction Code Act 35 P.S. Section 7210.101 et. seq.; and the regulations promulgated pursuant thereto, the Uniform Construction Code 34 OPA Code Section 401 et. Seq; and

**WHEREAS**, the Township has appointed Barry Isett & Associates as Code Official/Inspector as third-party agency to act on behalf of the Township as authorized by Section 501 (b) of The Pennsylvania Construction Code Act entitled "Municipal Administration and Enforcement", 35 P.S. Section 7210.501b

**WHEREAS**, it is necessary that an appropriate Fee Schedule be established sufficient to defray all expenses that may be incurred by the Township in connection with consideration of the various applications and permits and that Barry Issett & Associates is compensated for performance of duties under UCC as per the attached rate schedule.

**SCHEDULE OF FEES**

<b>New Construction</b>	
Single Family Dwelling up to 2,500 gross square feet	\$595.00
Per 100 gross square feet or fraction thereof above 2,500 square feet	\$10.00

- *Plan Review Fees Additional.*
- *Mechanical, Electrical, and Plumbing Permit Fees Additional.*

<b>Additions</b>	
9 Addition Up to 200 gross square feet	\$225.00
Per 100 gross square feet or fraction thereof above 200 square feet	\$10.00

- *Plan Review Fees Additional.*
- *Mechanical, Electrical and Plumbing Permit Fees Additional.*

<b>Alterations and Renovations</b>	
1.5% of total cost of construction (materials and labor)	\$150.00 minimum

- *Plan Review Fees Additional.*
- *Mechanical, Electrical, and Plumbing Permit Fees Included.*

<b>Decks</b>	
Up to 200 gross square feet	\$150.00
Per 100 gross square feet or fraction thereof above 200 square feet	\$10.00

- *Covered decks, enclosed porches and three season rooms shall be priced as an addition.*

<b>Accessory Buildings and Detached Garages</b>	
Up to 1,500 gross square feet	\$250.00
Per 100 gross square feet or fraction thereof above 1,500 square feet	\$10.00

- *Mechanical, Electrical, and Plumbing Permit Fees Additional*

<b>Demolition Permit</b>	
Detached Garage / Accessory Structures (1,000 square feet or greater)	\$100.00
Single-Family, Two-Family, or Townhouses	\$150.00 per dwelling

<b>Manufactured Homes (HUD Certified)</b>	
Manufactured home up to 2,500 gross square feet	\$595.00
<ul style="list-style-type: none"> <li>• <i>Utility Connections, Decks, Porches, Garages, or Other Attachments Additional</i></li> </ul>	

<b>Swimming Pools/Spas</b>	
Spa or Hot Tub	\$125.00
Above-ground Pool	\$200.00
In-ground Pool	\$300.00
<ul style="list-style-type: none"> <li>• <i>Includes Electric Permit Fees</i></li> </ul>	

<b>Miscellaneous Construction (Retaining Walls, Fences, Etc.)</b>	
2% of total cost of construction (materials & labor)	\$125.00 minimum

### RESIDENTIAL ELECTRICAL PERMIT FEE SCHEDULE (supplemental)

<b>Rough Wiring</b>	
Up to 100 devices	\$75.00
Each additional 20 devices	\$5.00

<b>Final Wiring</b>	
Up to 100 devices	\$75.00
Each additional 20 devices	\$5.00

<b>Services, Panelboards, Feeders</b>	
Up to 400 amps	\$150.00

### RESIDENTIAL PLUMBING & MECHANICAL PERMIT FEE SCHEDULE (supplemental)

<b>Rough and Final Plumbing</b>	
Per Bathroom	\$150.00
Individual Fixtures (Outside of Bathrooms)	\$25.00

<b>Heating and Air Conditioning</b>	
Indoor or Outdoor Appliance	\$75.00
Combination indoor appliance and outdoor appliance	\$125.00
Water Heater	\$75.00

### RESIDENTIAL PA UCC PLAN REVIEW FEE SCHEDULE (supplemental)



<b>New Construction, Additions, and Renovations/Alterations</b>	
\$10.00 per 100 gross square feet or fraction thereof	\$150.00 minimum

- *Includes Building, Mechanical, Electrical, Plumbing, and Energy*

<b>Re-inspection/Additional Inspection Fees</b>	
Each Re-inspection	\$85.00

**NOTES:**

- UCC Permit Fees are to be paid at the time of UCC Permit pickup and are non-refundable. If a permit application is cancelled prior to the UCC Permit approval, any outstanding UCC Permit Plan Review fees or outstanding UCC fees are required to be paid for any balance due for the application.
- If a project is cancelled or the project is ceased for any reason after receiving a UCC Permit and/or construction is commenced, proper closeout and safety site planning is required, all fees paid shall remain associated with the permit without a refund of UCC fees.
- Residential UCC permits are for one and two-family dwellings, as defined by the 2018 IRC definition of a residential building, and any subsequent revisions. A single building containing three or more dwelling units shall require a Non-Residential UCC Permit.
- Construction work in a floodplain may require additional permitting/review fees.

***A Township Administration Fee of (25%) shall be added to the total permit fees.***

**NON-RESIDENTIAL PA UCC PERMIT FEE SCHEDULE**

**(All Structures other than One- and Two-Family Dwellings)**

<b>New Construction &amp; Additions</b>	
1.5% total cost of construction (materials and labor)	\$500.00 minimum
<ul style="list-style-type: none"> <li>• <i>Plan Review Fees Additional.</i></li> <li>• <i>Includes Building, Accessibility, Mechanical, Electrical, Plumbing, Energy, Fire Suppression</i></li> </ul>	
<b>Alterations, Renovations, and Change of Use</b>	
1.5% of total cost of construction (materials and labor)	\$475.00 minimum
<ul style="list-style-type: none"> <li>• <i>Plan Review Fees Additional.</i></li> <li>• <i>Includes Building, Accessibility, Mechanical, Electrical, Plumbing, Energy, Fire Suppression</i></li> </ul>	
<b>Demolition Permit</b>	
Buildings up to 5,000 gross square feet	\$250.00
Per 100 gross square feet or fraction thereof above 5,000 square feet	\$25.00
<b>Miscellaneous Construction (Towers, Retaining Walls, Fences, Signs, Etc.)</b>	
2% of total cost of construction (materials & labor)	\$150.00 minimum
<b>Services, Panelboards, Feeders</b>	
Not over 200 amps	\$150.00
Not over 400 amps	\$200.00
Not over 600 amps	\$250.00

<b>Swimming Pools, Spas</b>	
3-year state certification	\$300.00

**NON-RESIDENTIAL PA UCC PLAN REVIEW FEE SCHEDULE (supplemental)**

<b>New Construction, Additions, and Renovations/Alterations</b>	
1% total cost of construction (materials and labor)	\$250.00 minimum
<ul style="list-style-type: none"> <li>• <i>Includes Building, Accessibility, Mechanical, Electrical, Plumbing, Energy, Fire Suppression</i></li> </ul>	

<b>Re-inspection/Additional Inspection Fees</b>	
Each Re-inspection (minimum of 1 hour)	\$100.00/hour

**NOTES:**

- UCC Permit Fees are to be paid at the time of UCC Permit pickup and are non-refundable. If a permit application is cancelled prior to the UCC Permit approval, any outstanding UCC Permit Plan Review fees or outstanding UCC fees are required to be paid for any balance due for the application.
- If a project is cancelled or the project is ceased for any reason after receiving a UCC Permit and/or construction is commenced, proper closeout and safety site planning is required, all fees paid shall remain associated with the permit without a refund of UCC fees.
- Construction work in a floodplain may require additional permitting/review fees.

***A Township Administration Fee of (25%) shall be added to the total permit fees.***

**NOW, THEREFORE, BE IT RESOLVED**, by the Board Supervisors of Wright Township that pursuant to the authority granted, adopts the attached fee schedule to replace the fees under Section 61-12.

**RESOLVED AND adopted** this 13<sup>th</sup> day of November 2023.

**WRIGHT TOWNSHIP BOARD OF SUPERVISORS**

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Donald P. Zampetti, Chairman Board of Supervisors

**ATTEST:**

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Pamela Heard, Secretary-Treasurer

**RESOLUTION NO. 2023-37**

**MUNICIPALITY OF WRIGHT TOWNSHIP, LUZERNE COUNTY PENNSYLVANIA A  
RESOLUTION AUTHORIZING WRIGHT TOWNSHIP DRIVEWAY PERMIT FEES**

**WHEREAS**, the Board of Supervisors shall establish by resolution, a schedule of fees, charges and expenses for permitting other matters pertaining to the administration of said ordinance.

**NOW THEREFORE, IT IS HEREBY RESOLVED** by the Wright Township Board of Supervisors approve amendment of the driveway ordinance.

- ❖ New Driveway Installation or Rip out and Replace - \$100
- ❖ Topcoat Driveway (No Rip Out) - \$75.00
- ❖ Repair/Replace Portion of Driveway (no more than 30% ) Apron Work- \$50.00

**RESOLVED AND adopted** this 14<sup>th</sup> day of November 2022.

**WRIGHT TOWNSHIP BOARD OF SUPERVISORS**

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Donald P. Zampetti, Chairman Board of Supervisors

**ATTEST:**

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Pamela Heard, Secretary-Treasurer

**RESOLUTION NO. 2023-38**

**MUNICIPALITY OF WRIGHT TOWNSHIP, LUZERNE COUNTY  
PENNSYLVANIA -A RESOLUTION AUTHORIZING AN  
AMENDMENT TO WRIGHT TOWNSHIP ZONING FEES**

**WHEREAS**, Section 1305 of the Wright Township Zoning Ordinance, provides that the Board of Supervisors shall establish by resolution, a schedule of fees, charges and expenses for zoning permits, certificates of zoning compliance, certificates of nonconformance, appeals to the Zoning Hearing Board, applications for conditional uses, amendments to the Zoning Ordinance, Zoning Map and other matters pertaining to the administration of said ordinance.

**WHEREAS**, Wright Township wishes to amend the following section of the existing fee schedule as follows:

**SCHEDULE OF FEES**

**I. ZONING PERMITS**

**A. RESIDENTIAL USES - NEW CONSTRUCTION AND ADDITIONS INCLUDING  
MOBILE HOMES AND/OR MANUFACTURED  
HOUSING.....\$500.00**

**NOW THEREFORE, IT IS HEREBY RESOLVED** by the Wright Township Board of Supervisors that the above fee change.

**RESOLVED AND adopted** this 13<sup>th</sup> day of November 2023.

**WRIGHT TOWNSHIP BOARD OF SUPERVISORS**

\_\_\_\_\_  
Donald P. Zampetti, Chairman Board of Supervisors

**ATTEST:**

\_\_\_\_\_  
Pamela Heard, Secretary-Treasurer

**Wright Township  
Proposed Budget 2024**

	2022	2023	2024	23 less 24
REVENUE	General Fund	General Fund	General Fund	Diff
Property Taxes	577,225	\$ 466,335	\$ 759,647	\$ (293,312)
Local Enabling Taxes	1,240,000	1,312,000	1,427,094	(115,094)
Licenses, Permits & Fees	88,422	84,300	84,200	100
Rents	18,000	18,000	18,000	-
Grants	70,542	70,000	57,000	13,000
Shared Rev & Entitle	130,341	103,521	102,504	1,017
Gen Gov't	35,000	36,106	45,656	(9,550)
Public Safety	8,900	6,200	1,000	5,200
Sanitation & Recycling	8,000	6,250	9,966	(3,716)
Misc	28,056	30,200	66,961	(36,761)
Interfund Transfers	50,000	83,000	60,000	23,000
Prior Year Fund Bal Forward				-
	<u>2,254,487</u>	<u>\$ 2,215,913</u>	<u>\$ 2,632,029</u>	<u>\$ (416,116)</u>
EXPENSES				
Admin	164,342	\$ 179,965	\$ 202,632	\$ (22,667)
Bldg	35,100	35,850	47,250	(11,400)
Police	679,256	726,991	757,930	(30,939)
Fire	202,005	87,600	388,417	(300,817)
Planning & Zoning	52,350	67,250	66,338	912
Health	1,625	1,775	2,250	(475)
Intergovernmental	19,500	14,750	14,750	-
Recycle & Trash	29,300	30,200	29,400	800
Streets& Road	455,231	469,463	476,206	(6,743)
Storm Water Mgt	21,150	7,500	15,000	(7,500)
Park	71,600	54,400	54,400	-
Misc	2,548	2,600	2,100	500
Contingency				-
Insurances	520,480	537,570	575,356	(37,786)
	<u>2,254,487</u>	<u>\$ 2,215,913</u>	<u>\$ 2,632,029</u>	<u>\$ (416,116)</u>