

MINUTES

April 7, 2026

The Board of Supervisors met for their scheduled meeting at the Township Building.

Members present: Kyle Wheatley, Gary Phelps, Mark Starkweather, and Secretary;

Patricia A. Reese.

VISITORS: Ben Sayers, Carol Phelps, Linda Reese, Clinton Kain, Shelia Holdren, Martha Rusk, Nate Lineaweaver, Sheila Yungwirth, Ted Rusk, Chad Collins, Erin & Dan Stadler, and Steve Andrulonis.

PLEDGE OF ALLEGIANCE

MINUTES: After review Kyle made a motion to approve the minutes as read. Gary seconded the motion. All in favor. Carried.

VISITOR COMMENTS: Sheila Yungwirth noted that at the last Supervisors meeting it was discussed about complaining to the Board. She noted that the visitors are only expressing their feelings and should be allowed to do so.

Martha Rusk noted that the Supervisors should have been at the Auditors 2025 close out meeting to show support for the Auditors and the Secretary.

Shelia Holdren asked about ATV's traveling on Twp roadways. She also asked about getting quotes for the Health and Dental Insurance. Mark noted that we received one quote but it was incomplete and still waiting on the other Company to give us a quote.

Linda Reese noted that it was very dusty when the roadcrew was sweeping the S. Elk Run Road. She noted they were also traveling very fast and dust would have made it very hard for anyone to see while traveling on the roadway at that time.

BIDS:

Gasoline:
No Bids

Fuel Oil:
No Bids

Permanent Pavement Repair Material:
Glenn O. Hawbaker Inc-165.24 delivered

Vestal Asphalt- 155.00 delivered

Russel Standard- 180.25

1B Stone -PA Dot Approved:
S.Andrulonis Enterprises, LLC- 40.14

LJP Trucking, Inc.-40.71

Glenn O. Hawbaker Inc.-(Pleasant Gap) 51.24

1B Cleaned Stone-NON- PA DOT Approved:
Cross Excavating- stockpile 22.60

LJP Trucking, Inc.-33.79

DeCristo- (Middlebury Quarry)- 24.60 stockpile

Glenn O. Hawbaker Inc.-(Shinglehouse Quarry) 32.43

S.Andrulonis Enterprises, LLC- 32.00

2A Gravel:

DeCristo- (Middlebury Quarry)- PA Approved -15.60 stockpile, 16.65 tailgate, 12.00 pickup

Cross Excavating- PA Approved 20.55 tailgate, 20.00 stockpile, pickup- 11.00

Glenn O. Hawbaker Inc.-(Lawrenceville Quarry Type S) -PA Approved- 22.84 tailgate, 21.43 stockpile, 11.00 pickup

Rock Salt:

Cargil-90.42

Bradco Supply- 120.00

Anti-Skid:

S. Andrulonis Enterprises, Inc.-36.63

LJP Trucking, Inc.-42.25

Glenn O. Hawbaker Inc- 39.97

Cinders-(Black in color)

McClure Enterprises, Inc.- 46.25

S. Andrulonis Enterprises, Inc.-58.00

After review of the bids Gary made a motion to accept the highlighted bids. Kyle seconded the motion. All in favor. Carried.

OLD BUSINESS- Zoning Amendment-Mineral Extraction- After discussion Gary made a motion to have the Solicitor draft a Zoning Amendment to allow for Mineral Extraction. Kyle seconded the motion. All in favor. Carried. Once the Zoning Amendment is approved the Board will be working on getting the Zoning and Subdivision Ordinance updated.

NEW BUSINESS/CORRESPONDENCE: 2025 Audit Report reviewed and filed.

Bradford County Conservation District sent notice of the Mosquito-borne Disease Control Program that will be offered to the Twp. Letter reviewed and filed.

Wellsboro Fire Department sent a copy of the year-to-date budget for review. Read and filed.

Potter's Inspections LLC- Chad Potter is currently licensed for residential building inspections under the Uniform Construction Code. He forwarded a copy of his insurance information and fee schedule. After discussion Gary suggested we get more information regarding Chad Potter's certifications. After all information is received Potter's Inspections LLC will be added to list of building inspectors for Charleston Twp. Kyle seconded the motion. All in favor. Carried.

Penndot sent notice of the upcoming County Maintenance Municipal Outreach Program scheduled for Tioga County on April 15, 2026 at the Wellsboro Firehall Annex. Letter read and filed.

CTMA sent notice of one new EDU for the Wendell Benson by Executrix; Dena Benson property. Letter read and filed.

Gary attended the Municipal Coordination Meeting held on April 2, 2026. He reported that the Ambulance and Fire Departments are in need of volunteers. Some Departments have been closed down in the area because the lack of volunteers. The County will be offering training in the future.

Erb Inspections sent a copy of Building Permits issued in March 2026. Read and filed.

Zoning Officer, Mike Carson sent a copy of the Building/Zoning Permits issued in March 2026.

Penndot sent notice of upcoming resurfacing and seal coat projects. Read and filed.

DEP sent a letter regarding the proposed UGI gas line replacement project on the S. Elk Run Road. DEP noted they have reviewed the proposed plan. Letter read and filed. Nate Lineaweaver noted his concerns regarding the proposed plan. Gary noted that he was in contact with UGI and the PUC. He noted the plan is only a proposed plan. He has been to the Court House to review the ROW for S. Elk Run Road. Gary noted he is still gathering information related to the proposed project.

UGI sent notice of an unsafe appliance at 106 Dartt Settlement Road. Letter read and filed.

Penndot sent notice of the upcoming Bridge Inspection in August of 2026 for the bridge on Mills Hill Road. Read and filed.

Mills Hills Road Bridge Replacement- Tioga County Commissioner, Marc Rice sent information regarding the Mills Hills Bridge proposed replacement project. The

project will be partially funded by the State and Federal funds. Transportation Improvement Program is currently closed till October but Marc Rice will be submitting a letter so this project can be considered. After review and more discussion Gary made a motion to move forward with getting funding to have the Bridge replaced. Kyle seconded the motion. All in favor. Carried.

Codes Assessment Professionals (CAP) sent a Memorandum of Agreement for review and approval. CAP provided a fee schedule for inspecting Residential and Commercial Buildings, Licensing and Insurance information. The Supervisors reviewed the memorandum of agreement and Gary made a motion to sign the memorandum to have CAP issue Building Permits for Residential and Commercial Building following the UCC. They will also be issuing building permits and reporting permits for Floodplain areas in the Township. Kyle seconded the motion. All in favor. Carried. Residents will have a choice of whom they would like to issue a building permit. But if the building is in a Floodplain area, they will need to use CAP to issue the permit.

ROADMASTER REPORT: Trish read the Roadmaster Report.

BILLS: GENERAL & STATE - After review Kyle made a motion to accept all the General & State Bills as read. Gary seconded the motion. All in favor. Carried.

ADJOURN: Mark made a motion to adjourn the meeting. Gary seconded the motion. All in favor. Carried.

GENERAL FUND

CHECKING: 943538.55

IMPACT FEE: 597630.62

EXP: 39673.20

STATE FUND

CHECKING: 270366.94

EXP: 0