

# MINUTES

## December 15, 2025

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

Members present: Kyle Wheatley, Mark Starkweather, Gary Phelps, and Patricia A. Reese, Secretary

### **PLEDGE OF ALLEGIANCE**

**VISITORS:** Ben Sayers, Hilma Cooper, Linda Reese, Stan Krotowski, Carol Phelps, Sheila Yungwirth, Kevin Connelly, Caleb Williams, Scott Lewis, Bill Coolidge, Barb Richards, Bob Borzok, Mike Seidel, Nate Lineaweaver, Chad Collins, Kyle Owlett and Martha Rusk.

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

**EXECUTIVE SESSION:** Mark called an Executive Session to discuss an employee issue regarding property damage. After discussion the Supervisors noted that the employee will be on a 30-day probation period.

**VISITOR COMMENTS:** Kevin Connelly gave an update on the Planning Commission. He noted they are in the process of working on updating the Subdivision Ordinance for Charleston Township. The current Ordinance is dated 1975. He also discussed a DATA Center Ordinance for Charleston Township. He discussed the Dark Sky Ordinance. He thanked the Twp for keeping the roads plowed and cindered.

Linda Reese had questions about the newly elected auditors getting a key to the building and information for the audit. Trish noted that the material presented for auditing the twp books cannot leave the building and she would be here to open the door when the audit starts. Linda also had concerns related to the proposed Supervisors pay increase Ordinance.

Hilma Cooper discussed the Supervisors donating to the Wellsboro Library. She would like to see the Twp give an annual donation.

Caleb Williams would like the Board of Supervisors give an annual donation to the Wellsboro Library.

Bob Borzok also would like the Board of Supervisors give an annual donation to the Wellsboro Library. He also discussed the benefits of the Dark Sky Ordinance and Data Center Ordinance.

After more discussion Gary Phelps noted that the Board will be in contact with the Solicitor and working with them to get Zoning and Subdivision Ordinances updated and also have the Data Centers and Dark Sky Ordinances included in the drafts.

Barb Richards, Mike Seidel, and Scott Lewis thanked the Township crew for keeping the roadways clear.

Martha Rusk congratulated those who were newly elected. She presented information regarding an upcoming online class presented by PSATS for auditors and township staff. The course will be held on January 21, 2026, for those interested. Martha presented her resignation letter for the Charleston Township Planning Commission.

Sheila Yungwirth presented her Statement of Financial Interests form to the Board. She also noted her concerns related to the ongoing Beuters cleanup. After some discussion the Board asked that the Solicitor send them letter regarding removing the vehicles and taking the next step.

Nate Lineaweaver discussed and had concerns regarding enforcing the Ordinances that are in place in Charleston Township.

**BUDGET:** After review Gary made a motion to accept the final budget for 2026. Kyle seconded the motion. All in favor. Carried.

**SUBDIVISIONS AND LOT ADDITIONS:** Planning Minutes were reviewed and filed.

William and Tracy Coolidge Lot Addition to Corey and Skylar Lewis- After review Gary made a motion to approve the Lot Addition. Kyle seconded the motion. All in favor. Carried.

**OLD BUSINESS:** None.

**NEW BUSINESS/CORRESPONDENCE:** Seneca Resources sent notice of proposed well drilling on the Goodwin pad. Letter read and filed.

Erb Inspections, Inc sent the Building Permits issued in November 2025. Reviewed and filed.

2000 Volvo Truck Bid- Two bids were received for the sale of the 2000 Volvo Truck. W.E. Robinson Auto Sales sent a bid for \$7770.00. Kyle Owlett sent a bid for \$26000.00. After discussion Kyle made a motion to accept Kyle Owlett's bid for \$26000.00. Gary seconded the motion. All in favor. Carried.

Wellsboro Library Donation- There was discussion on donating to the Wellsboro Library. Hilma Cooper asked why the Board would not donate for 2026. Other visitors suggested a donation to the Library. Gary suggested next meeting the Board votes on donating to the Wellsboro Library.

**ROADMASTER REPORT:** Trish read the report.

**BILLS: GENERAL** – After review Kyle made a motion to accept the General Bills as read. Gary seconded the motion. All in favor. Carried.

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

**GENERAL FUND**

**CHECKING: 900187.41**

**IMPACT FEE: 592842.68**

**EXP: 88101.85**

**STATE FUND**

**CHECKING: 3238.03**

**EXP: 0**