

**MINUTES - RALPHO TOWNSHIP SUPERVISORS**  
**REGULAR MONTHLY MEETING - OCTOBER 14, 2025**  
**Held in Municipal Building Meeting Room, 206 S. Market St., Elysburg, PA**

*Chairman Daubert called the meeting to order at 6:30 p.m. and led the recitation of the Pledge of Allegiance to the flag.*

Attending were: Supervisors Blaine Madara Sr., Vincent Daubert, Daniel Williams, Steve Major and Blaine Madara Jr; Also, attending were: Township Manager Joseph Springer, Township Secretary/Treasurer Debra Olson; Code Officer Mark Lyash; Chief Bryon Chowka; Roadmaster Damion Beagle; and 1 interested citizen.

CITIZEN INPUT ON AGENDA ITEMS- none

Minutes of September 9, 2025 regular monthly meeting were accepted as presented on Williams/Madara Jr. Motion carried.

TREASURER'S REPORT was accepted as presented on Major/Madara Sr. motion and carried.

Bills were approved as presented for payment including those bills paid between regular meetings on a Madara Sr./Major motion, motion carried unanimously.

**CORRESPONDENCE**

- Bureau of Occupational & Industrial Safety UCC 5-year Audit was received.

**COMMITTEE/DEPARTMENT REPORTS:**

**PLANNING – Mark Lyash**

- none

**STREET DEPARTMENT – Madara Sr.**

- Report was received.
- Major/Daubert motioned to repair 2008 F550 at Abundant Auto for \$5,000. Motion carried.
- Supervisor Madara asked that Secretary send a thank you letter to Matt Swartz of PennDOT for helping Township with timing and priority of the traffic signal.

**BUILDINGS – Daubert**

- None
- Building to building internet for the shop is still in process.

**RECREATION – Madara Jr.**

- DCNR Recreation Grant Project lowest bid was \$119,244.43 from HPCI for base bid. Madara Sr./Major motioned to award the project. Motion carried.
- Baseball field repairs were discussed.
- Aging playground trees were discussed.

**ZONING OFFICER'S REPORT – Williams**

- 15 permits were issued and \$89,003.97 fees were collected during September. 36 letters of correspondence were sent; 17 permits were closed; and, 29 complaints were received for vehicles, trash, dumping and dangerous structures, etc.

**POLICE DEPARTMENT/PUBLIC SAFETY – Major**

- Report was read

**RECYCLING – Williams**

- none

**MANAGER’S REPORT**

- Major/Daubert motioned to renew GHP Insurance with change to higher deductible covered by HRA. Motion carried.
- Madara Sr./Williams motioned to remain with Girard Pension Services. Motion carried.
- Manager Springer was informed that the PIB Loan process has two more bench marks to get through.

**SOLICITOR’S REPORT**

- none

**ENGINEER’S REPORT**

- Report was received.

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- Madara Sr./Madara Jr. motioned to purchase computer for office at approximately \$1,264 including Microsoft Office. Motion carried.
- Williams/Madara Sr. motioned to adopt resolution #2025-07 in support of Regional Multi-Modal and Wayfinding Study in the Roaring Creek Valley. Motion carried.
- Madara Jr./Daubert motioned to send out Per-Capita/Occupation Tax Bill Reminders for approximate cost of \$400. Motion carried.
- Madara Sr./Williams motioned to adopt Resolution #2025-08 to change collection agent for Delinquent Per Capita and Occupation Taxes to Keystone Collections Group. Motion carried.
- Madara Sr./Major motioned to return remaining escrow balance of \$5,748.50 for Roseview Subdivision; to return of \$1,000 storm water escrow on completed lot in Roseview Estates, lot owned by Perles; to return of \$1,000 storm water escrow on completed lot in Roseview Estates, lot owned by Karpinski; to return of \$1,000 storm water escrow on completed lot in Roseview Estates, lot owned by Filarski; to return remaining escrow balance of \$2,500 for Michael Lerch Land Development; to return remaining escrow balance of \$72.50 for Thomas/Williams Minor Subdivision; to return remaining escrow balance of \$2,500 for Thomas/Williams Major Subdivision; to return remaining escrow balance of \$1,000 for Heartland Village Stormwater Review; to return remaining escrow balance of \$1,000 for Heartland Village Stormwater Review; and to return remaining escrow balance of \$2,500 for Novipax Land Development. Motion carried.
- Supervisor Major informed the board that the Municipal Authority has filed with DEP to remove the current moratorium or if that is not possible to request 200 EDUs.

**CITIZEN INPUT – none**

ADJOURNMENT – there being nothing further for discussion, meeting adjourned at approximately 7:20 p.m. on Williams/Madara Jr. motion and carried.

Respectfully submitted,

Debra L. Olson  
Ralpho Township Secretary