



**MUDDY CREEK TOWNSHIP
BOARD OF SUPERVISORS
November 19, 2025
7:00 PM**

CALL TO ORDER: The Muddy Creek Township Board of Supervisors was called to order at 7:00 PM by Mr. Dale Kerr. The Pledge of Allegiance was recited.

ROLL CALL: Those present included Mr. Dale Kerr, Mr. Rick Saunders, Mr. Dale Hall, Mr. Thomas Smith, and Mrs. Abbie Flinner.

NOTICE OF RECORDING POLICY: Mr. Kerr requested for anyone in the meeting to acknowledge the use of a recording device. No one acknowledged a recording device.

PUBLIC COMMENT/VISITORS:

James Shuty – Northern Surveyors (See Planning Commission)

Tim Ragan – Mr. Ragan approached the board of supervisors on behalf of his father to seek permission to temporarily place a mobile home on his father's property while his father has his home rebuilt following a house fire. Mr. Saunders made a motion to approve the temporary placement of a mobile home on the property under the condition that all proper permits be obtained and the mobile home will be removed once the home renovations/repairs have been completed. Mr. Hall seconded the motion. All in favor, motion carried.

Deb Allen – Ms. Allen approached the board of supervisors stating that her disabled son now has a "5th-wheel" camper that he has placed on the property that he utilizes for "personal space" following the demolition of his mobile home (irreparable damage caused by an explosion made the demolition necessary). She was asking permission to temporarily utilize the camper as his primary dwelling by allowing the family to connect it to the existing septic system (as they had previously done with the mobile home under a hardship exemption). Mr. Saunders made a motion to table this matter until next month so that a special meeting could be held, allowing the board time to independently review regulations regarding this matter prior to reconvening and ultimately making a decision regarding the matter. This meeting will be held on Wednesday, December 17, 2025 at 6:00 pm. Mr. Kerr seconded the motion. All in favor, motion carried.

**Jay Wack
Larry Coble**

TREASURER'S REPORT: A motion was made by Mr. Saunders to approve the Treasurer's Report for October, 2025. Mr. Hall seconded the motion. All in favor, motion carried.

ADMINISTRATIVE ACTION (Invoices): Motion made by Mr. Saunders to pay the bills. (General Fund: 15118 – 15148); Payroll (10/23/25, 11/06/25; 11/20/25); (Electric- 11/12/2025 -storage and main) Second by Mr. Kerr. Mr. Hall abstained from the motion, as check# 15136 was made payable to H & M Trucking. All in favor, motion carried.

MINUTES: A motion to approve the October 15, 2025 minutes was made by Mr. Kerr and seconded by Mr. Hall. Mr. Saunders abstained from the vote due to not attending the October 15, 2025 meeting. All in favor, motion carried.

MINUTES (CONT.):

Mr. Saunders made a motion to approve the September 17, 2025 minutes. This was seconded by Mr. Hall. Mr. Kerr abstained due to not arriving at the September 17, 2025 meeting until the final minutes of the meeting.

CORRESPONDENCE:

Selective Insurance – Annual Notification of Potential Increase/Decrease of Insurance Premiums.

United Concordia – Dental Insurance Renewal – No change in monthly rates. Mr. Saunders made a motion to renew the United Concordia Dental Plan. This was seconded by Mr. Hall. All in favor, motion carried.

Highmark – Vision Insurance Renewal – There was an increase of \$0.09 per month per employee for 2026. Mr. Saunders made a motion to renew the Highmark Vision Plan. Mr. Hall seconded the motion. All in favor, motion carried.

PSATS Unemployment Compensation Group Trust – 2026 Rate notification – 3.85% (no change from 2025)

Keystone State Consulting, LLC – letter expressing interest in handling the township's Zoning, Planning, and Code Enforcement needs.

DEP – Notice of Complaint Response – no violation has occurred; no action is necessary

Prospect Community Library – Director's Reports – May 2025 through September 2025

COMMITTEE UPDATES:

EMERGENCY SERVICES: No report

PLANNING COMMISSION:

Westerman Lot Line Revision #2 - Mr. Kerr made a motion to approve the Westerman Lot Line Revision #2. This was seconded by Mr. Hall. All in favor, motion carried.

Mr. Kerr made an additional motion to allow for the signing of the plan outside of a meeting in order to ensure timely recording of the plan. Mr. Hall seconded the motion. All in favor, motion carried.

Planning Commission Letter of Resignation – Mr. Kerr made a motion to accept the letter of resignation from Mr. James Jansce, removing him as a member for the Muddy Creek Township Planning Commission. Mr. Hall seconded the motion. All in favor, motion carried.

ROAD DEPARTMENT REPORT:

LubeWatch Results – the results of testing for metal in the oil of a Freightliner truck owned by the township were reviewed and compared to previous results. The results were within normal limits and showed a reduction in the amount of trace metals found within the oil sample. These levels will continue to be monitored.

127 Johnson Road – Mr. Kerr, as Roadmaster, had previously met with Mr. Sechan to discuss issues with the concreting of this driveway. A plan was developed to address these issues, and Mr. Sechan agreed to follow through with these repairs. As of the date of this meeting, these repairs have not been made. Mr. Kerr is to contact Mr. Sechan and further address these concerns.

Stanford Road – Road Damage – a video of recent damage to a portion of Stanford Road was viewed and discussed. It was determined that the cause of this damage was over-posted-weight vehicles going off the roadway while attempting to navigate a sharp bend in the road. Mr. Saunders made a motion to send a letter to the owner of the business utilizing these vehicles, informing them of the damage that has been done to the road, as well as reminding them of their obligation to repair this damage, as an over-posted-weight vehicle permit holder. Mr. Hall seconded the motion. All in favor, motion carried.

PERMITS:

Building:

144 Gram Terrace – New Mobile Home (Lake Arthur Estates)

NEW BUSINESS:

111 Thunder Mountain Lane Septic Hardship Exemption Renewal – Mr. Saunders made a motion to approve the septic hardship renewal for 111 Thunder Mountain Lane, contingent upon the system passing inspection. Mr. Hall seconded the motion. All in favor, motion carried.

Traffic Signal Maintenance 2026 Contract – Mr. Saunders made a motion to accept the 2026 Traffic Signal Maintenance Contract provided by Bruce and Merrilees. Mr. Hall seconded the motion. All in favor, motion carried.

Certificate of Deposit – Mr. Saunders made a motion to deposit the funds currently in a Certificate of Deposit with First National Bank into the General Fund Capital Reserve. Mr. Hall seconded this motion. All in favor, motion carried. The 2026 Preliminary Budget will be updated to reflect this motion.

2026 Preliminary Budget – Mr. Kerr made a motion to approve the 2026 Preliminary Budget for advertisement, once the aforementioned change with the Certificate of Deposit has been made. Mr. Hall seconded the motion. All in favor, motion carried.

SOLICITOR'S COMMENTS: The solicitor once again addressed the progress of the dedication of the Sunset Ridge Cul-de-Sac. No progress has been made, as the township is waiting for the developer to provide the required signed and notarized documentation.

SECRETARY'S COMMENTS: None.

ADJOURNMENT: Motion by Mr. Saunders to adjourn at 8:20 PM. Seconded by Mr. Hall. All in favor, motion carried.

MUDDY CREEK TOWNSHIP SUPERVISORS

Dale R. Kerr, Chairman

Abbie M. Flinner, Secretary/Treasurer

Eric "Rick" Saunders

Dale A. Hall

(Seal)