

JENKS TOWNSHIP

135 PINE STREET
MARIENVILLE, PA 16239

MINUTES

December 15, 2025

The Supervisor called the regular meeting of the Board of Supervisors to order at 5:00 PM with the Pledge of Allegiance.

Those present at the meeting were as follows:

Edward Stoner Jr., Chairman
Kevin Carter, Supervisor
Scott Dittman, WWTP
Greg Geyer

Andy Spicer, Supervisor
Misty Dittman, Sec/Treas
Dave Neill, The EADS Group

PUBLIC COMMENT: None

APPROVAL OF PREVIOUS MEETING MINUTES AND TREASURER'S REPORT:

Mr. Spicer made a motion to approve the minutes of the regular meeting held November 3, 2025. Mr. Carter seconded the motion; motion carried, 3-0.

Mr. Carter made a motion to accept the report of the Treasurer, transfer to payroll and pay the bills as listed. Mr. Spicer seconded the motion; motion carried, 3-0.

AGENDA:

Mr. Dave Neill, The EADS Group, presented a report with updates on grants and projects. The Hub project is about 65% complete. He presented a pay application in the amount of \$506,125.76. Mr. Stoner made a motion to approve the application. Mr. Spicer seconded the motion; motion carried, 3-0. Mr. Neill reported the pavilion should be delivered in February and he will make sure the change order is done for water to the pavilion. Stormwater issues from East Spruce Street to the Hub project was discussed. Also, Cherry Street pump station project will begin January 5, 2026.

Mr. Scott Dittman, WWTP, reported all generators have been serviced. Heritage Environmental will be here in January to install the chlorine pumps. Mr. Dittman is scheduled for the PRWA conference in March and he and Mr. Long will schedule classes to obtain necessary hours. Also, the Casagrande property on Old Route 899 needs inspected. An electric update was done

improperly and probably illegally. Bureau Veritas and Penelec will be contacted.

CORRESPONDENCE:

Notice of a well permit was received from Cameron Energy.

The Liquid Fuels bidding thresholds for 2026 were received.

Forest County sent information on a survey and LECOM tax exempt information.

The Marienville Area Library sent a letter on highlights of 2025 and plans for 2026.

Information regarding the SRS funding was received. It will be approved for the balance of 2025 and the next 3 years.

The EADS Group sent information on SEO services.

The Forest County Conservation District sent a letter about 2026 Dirt & Gravel.

Morrissey Adams Road will now be officially 2 separate roads- Elm Drive and Hickory Lane.

OLD BUSINESS:

Mr. Stoner made a motion to approve the 2026 Budget, seconded by Mr. Andy Spicer. Motion passed 3-0.

Mr. Stoner made a motion to approve the tax collector opening a bank account with Misty Dittman, Secretary as a signatory signer. Mr. Spicer seconded the motion; motion carried, 3-0.

A Grinder pump Resolution was reviewed and changes need made.

NEW BUSINESS:

The October 2025 WWTP report was presented.

Mr. Carter made a motion to approve leave requests. Mr. Spicer seconded the motion; motion carried, 3-0.

Mr. Stoner made a motion to approve a Holding Tank Agreement. Mr. Spicer seconded the motion; motion carried, 3-0.

Mr. Stoner made a motion to approve re-investing cash in to the Trust Fund. Mr. Spicer seconded the motion; motion carried, 3-0.

Mr. Stoner made a motion to approve purchase of an AED machine, batteries and a box to have an AED located outside the RR Station. Mr. Spicer seconded the motion; motion carried, 3-0.

Mr. Stoner made a motion to approve a Weight Limit permit with Maintenance Agreement. Mr. Spicer seconded the motion; motion carried, 3-0.

The Clarion Housing Authority is working to start a Forest redevelopment program to help with worn down houses in Jenks Township.

The Forest County Conservation District sent the Stormwater Memorandum. It was discussed and other options will be looked at for Jenks Township.

The PA Wilds Conservation Shop will be closed until March. Repairs where the insulation will be done.

The Treasurer provided the following balances:

Trust Fund	\$ 923,286.21
General Fund	477,389.36
Payroll Account	10,061.23
Sinking Fund	2,033,547.87
State Checking Account	506.62
State Savings Account	1,954.43
Fire Protection Account	22,986.37

The Chairman adjourned the meeting at 5:50 pm.

Respectfully submitted,

Misty D. Dittman, Secretary/ Treasurer