

**Planning Commission- County of Wyoming Pennsylvania**

**Minutes # 682**

**November 19, 2025**

**6:00 pm**

**WYOMING COUNTY PLANNING COMMISSION**

Randy Ehrenzeller

Ed Coleman

Stacy Huber

Matthew J. Austin

Dale Brown

Roger Hadsall

Jeremy Leaidicker

Paul Rowker

Robert Thorne

Meeting Location:

Wyoming County Emergency Operations Center  
3880 State Route 6, Tunkhannock, PA

**I. Pledge of Allegiance**

*The pledge was taken. Staff Director Matt Jones then verbally notified all participants that audio from the meeting would be recorded.*

**II. Call to Order & Roll Call**

*Chairman Randy Ehrenzeller called the Planning Commission to order. He stated there are 9 members present which constitutes a quorum.*

<b>Present</b>	<b>Absent</b>	<b>Staff</b>
Randy Ehrenzeller, Chair		Matthew C. Jones, Director
Ed Coleman, Vice-Chair		Meghan Coury, Assistant
Stacy Huber, Secretary		
Dale Brown		
Roger Hadsall		
Matthew J. Austin		
Robert Thorne		
Paul Rowker		
Jeremy Leaidicker		

**III. Public Comment –** *(If audience members wish to address the commission on topics on the agenda, please let the Chairman know what item you wish to address, or that you wish to address the commission on an item not on the agenda)*  
*(None offered at this time)*

**IV. Approval of Today's Agenda (additions or deletions?)**

*Mr. Ehrenzeller asks if there are any additions to the Agenda this evening. Matt Jones replies that there are two proposed additions to the Agenda this evening. The first would be under Old*

*Business and he would ask if the Tunkhannock Ford item could be added to the meeting. It is file number 2019-56 and it has to do with the Planning Office receiving As-Built Plans recently. They have requested their escrowed monies to be returned to them. They finished their project quite a long time ago. We are just getting around to buttoning up that project officially on paper.*

*The other item would be under new business and it would be us looking over the proposed dates for next year's meetings. We have handed out a sheet to everyone marking the date of each month's meeting for 2026. Thank you.*

*Mr. Stacy Huber makes a Motion to approve the additions to the Agenda, Mr. Edward Coleman seconds the Motion and it is unanimously approved.*

**V. Announcements:**

*Mr. Ehrenzeller asks if there are any announcements to be made this evening. Matt Jones congratulates Stacy Huber on being reelected Mayor of Tunkhannock Borough. All members offer a round of applause. There are no further announcements to be made.*

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**VI. Approval of Minutes #681 from last meeting of October 15, 2025**

*A motion was made by Mr. Dale Brown to approve the Minutes #681 of October 15, 2025, seconded by Mr. Robert Thorne and approved unanimously.*

**VII. Correspondence: Review Chronological Report from October 2, 2025 through November 5, 2025**

*(Approved as presented).*

**VIII. Subdivision and Land Development**

**A. Review Minor/Unique Plans Report from October 2, 2025 through November 5, 2025.**

*(Approved as presented).*

**B. Krause Property Gym Facility – Land Development Plan – Tunkhannock Township – File #2025-37**

**- Project update:**

**Much progress made.** Number and arrangement of parking spaces appear Ordinance compliant. Trees have been proposed for shade and buffering. Stormwater and erosion controls verified to be adequate.

**-Action requested:** Consider vote to approve **Waiver Request** for §612.9B ten (10) feet of space typically required between parking lot and new building. Applicant proposes 3.5 feet of space.

*Mr. Ehrenzeller states that the project has made progress. There are a couple of items for possible*

*action. The first is to approve a waiver for §612.9B requiring a 10 foot space from the parking lot to the building. The applicant proposes 3.5 feet of space. This would be from the end of the parking area to the building. He asks if anyone has any questions on the proposed waiver. Mr. Edward Coleman makes a motion to approve the Waiver request for §612.9B and Mr. Roger Hadsall seconded the motion. He asked if there were any further discussions before he called for the vote. The waiver request was unanimously approved.*

*-Action Requested: Consider vote to provide **Conditional Approval** for this plan on contingent that the following Conditions are met within one year's time (by November 19, 2026):*

*C1. Sewage approval letter obtained from PA-DEP and forwarded to County Planning Office (§306.6).*

*C2. Applicant pays County for consult engineer stormwater review fees (invoice forthcoming) (§1105).*

*Mr. Ehrenzeller states that the next thing to consider for possible approval would be Conditional Approval of this plan contingent upon the following conditions to be required to be met within one year's time. There are two conditions noted, approval letter from DEP and Applicant pays County for consult engineer stormwater review fees. He asks if there are any questions or comments about those listed conditions.*

*Mr. Dale Brown makes a Motion that the Conditional approval be granted with the two stated conditions. Mr. Paul Rowker seconded the Motion. He asked if there were any questions on the Conditional Approval with the conditions. It was passed unanimously and Conditional Approval was made.*

*Mr. Jones congratulates Wayne Krause on the successful Conditional Approval of his project. He states he will be sending a letter tomorrow to him and a copy to Rebecca Peterson, PE of Folsom Engineering, LLC. He explains that the county consult charge has been made because he had to hire an Engineer to review the storm water runoff on the gym's plans. Mr. Krause said he had a check for payment this evening as he had received a copy of the bill by e-mail from the Planning Office. Meghan Coury, staff assistant retrieved the payment from Mr. Krause and thanked him. The Planning office will wait for the state DEP to send you an approval letter for your sewage planning. Once we receive that we will green light your project to begin construction. Once those two items are taken care of you will be approved to start building.*

*Mr. Krause commented that it has been a long three-year journey for him to get this far. If he thought that it might take this long he might have had reservations on the project but he appreciates everything that has been done. He hopes he can get the building done for his grandson. He does believe he will have to deal with added costs with building and getting electrical service from Penelec to the site and other minor costs. He has contracted to construct buildings in the past and he builds the structures he can afford. He says he may not erect the whole building at once but it will be built. He asks if he can put an addition onto the building in the same time frame.*

*Matt Jones says once he completes the two conditions on this approval he will be allowed to begin construction according to the approved plans. He was told that if he chose to put an addition on the building he would have to come back to the planning commission and begin a land development once again.*

*The Board wishes Mr. Krause and his grandson good luck with their project.*

**C. Oakwood Lake Village Water Treatment Plant Improvements – Land Development Plan-Tunkhannock Township – [File #2025-42]**

- Introduction of new proposal

-Action requested: Consider vote to acknowledge application package as “complete and received”.

*Mr. Ehrenzeller stated the next project is Oakwood Lake Village Treatment Plan, Tunkhannock Township, [File #2025-42] and the request this evening is that the application package is to be marked as “complete and received”. He asks if there is a representative present to discuss matters on the project. Ms. Jennifer Searcy is present and she introduces herself to the Board. She states she is responsible for the water and sewer compliance division of UMH Properties, Inc. She works out of their engineering office in Morgantown, West Virginia. She usually deals with compliance issues after the buildings are complete. She is here to represent the company and take back any questions you may have if she is not able to answer them directly. She does have copies of the plans and has discussed things with the project engineer so she hopes to satisfy all the Board’s inquiries.*

*Mr. Ehrenzeller asks if she can describe what will occur here and the scope of the project. She responds that the PA DEP has asked their company to relocate some of the underground water storage tanks to above ground to make them safer to access and inspect. They have hired a contract engineer. His name is David Sloan and he is with ADS, PE, LLC. Their company has hired him for a number of water and sewer projects. He is a professional engineer who is licensed in multiple states. He is also a certified water and sewer operator so he is incredibly qualified to assist with these types of projects. He is able to develop from operational perspectives which is one of the things that she appreciates about him.*

*They have submitted some plans for this project with the Planning Office. It is limited land disturbance. There is a preexisting building and preexisting water treatment facility. They are looking to relocate the generator that is connected to the system. They are looking to expand the building and as said they plan on relocating the underground existing water storage tanks above ground.*

*Mr. Hadsall said he noted that the plans show an addition to the underground contact loop. He assumes it is most likely being used for chlorine contact time. Ms. Searcy said yes it is being used with the forelock. Roger asked if they were going to add to that. She confirmed that it is also going to be relocated and the forelock plans are within the plans that are submitted. If there is not a copy of that she can provide it to him.*

*Mr. Hadsall stated that he was only questioning because he wondered if DEP was changing how they usually do things. Ms. Searcy said they were trying to maintain everything as it was originally permitted by PA DEP and just relocate some of the elements. Matt Jones pulled up photos of the plans on the monitor and asked Roger if this is the detail he was asking about on the plan. When he viewed the plan he noted that their tank is currently underground He understands the reason why they want it moved above ground and to inspect now.*

*Ms. Searcy said as it is now it is a compliance based entry point. It is not unsafe as it is but they would like to make it safer and more easily accessible so that their operator is not going into a confined space. They want to be able to service the equipment as needed safely. Mr. Hadsall acknowledges and agrees with her comments.*

*Matt Jones shows more detail of the building. It’s proposed right up on the 15 foot yard setback, the western side of the property. Here at the 10,000 foot level is where it sits on the overall tract of land that contains the trailer park. It’s a building addition. He states that the engineer, David Sloan put together a good proposal that already appears to have many of the requirements needed on the plan. It is a really good starting point from his perspective. There are only two comments that he has made to Mr. Sloan since the plans have come in. He stated that staff might recommend two evergreen buffer trees between*

*where the new portion of the building will be erected and some of where the mobile homes are located. This will give a visual buffer. He stated it looked like a really good plan right out of the gate.*

*Ms. Searcy acknowledged his comments and said they would have no objections to any landscaping that would be recommended. Also, she said that the company would be looking to add some additional security measures in the form of fencing to the facility at a later date. Mr. Jones said that the Planning Office did not regulate fencing so they could install it. When someone wants to pursue a land development or configuration of buildings they are required to follow this process. It is laborious and an engineer must be hired. The one saving grace with this project is that the structure is uphill from the pond located on the property. While it's close to the boundary line what's to the west of the facility is something of a commercial/industrial nature and it sits at the top of the hill near the boundary line. Anything that you build in that vicinity, any access rainwater runoff that is generated is going to go downhill eastward into the pond. He doesn't see any stormwater runoff needs with this project and that will save the company thousands of dollars. There could have been fees for proposing, checking and installing them. He envisions this as being land development lite. He believes she really has a solid application according to his perspective.*

*If the Board chooses to vote in favor of accepting the application as complete and received it will start a 90 day clock for the County to render a decision. It will probably be at one of our next two meetings that this would transpire. A letter would be sent from our office stating what our recommendation will be. At this stage the most he sees in his mind so far is the planting of two evergreen trees and the plan looks really good at the outset.*

*Ms. Searcy asks if there are any size restrictions or recommendations on what trees should be planted. Mr. Jones suggests installing white pine, arborvitae or eastern red cedar. Anything balled in burlap with a one or two inch thick caliper that could be obtained from a reputable nursery would be acceptable. She asks if there is a set age or growth that he would like to see for the trees. He responds one or two inch calipers thick in size are good and will grow. Ms. Searcy thanks Mr. Jones.*

*Mr. Ehrenzeller asks if there are anymore questions before we consider to accept the package. If not then he would ask for a Motion to accept the application package as complete and received. Mr. Bob Thorne made a motion to accept the application as complete and received. The motion was seconded by Mr. Roger Hadsall and it was approved unanimously as being complete and received.*

#### **IX. Old Business: Tunkhannock Auto Ford Dealership – Land Development – Eaton Township 2019-56**

*Mr. Ehrenzeller asks Matt for information on Tunkhannock Auto Ford Dealership. Matt says this project has been open for 6 years. It has been built and they've been open for business for quite a while and it may have fallen through the cracks. This was one of the projects that the Applicant decided to bond the project with the county. They placed \$26,000.00 in escrow monies with the county as a promise that they would build the project out according to plan. That is a good thing that some developers like to do to show insurance companies or financiers. It's built and has been open for business for years so we are following up. He was alerted to the fact that the Treasurer's office still held the money in escrow. We are going through a final process to check at the site to make sure the essentials are there. He has driven past the business thousands of times but he never took a really close look at the property. He assumes the storm water controls and trees are in place but he has an appointment on Friday to confirm. Their agent will meet him on site and they will take a look around and look at the plans. What he is asking the Board tonight is to authorize through a vote to give Randy and himself the authority to sign the As Built plans for this project. He refers them to the plans placed on the head table. After Friday's review of the property when all things check out he can issue the business a Certificate of Conformance. This will state that they have followed all state and county laws and the escrowed bond monies can be released to them.*

*Mr. Hadsall asks if he has to get the As Built plans signed and sealed by the Engineer. Matt assents that is his interpretation of the Ordinance. There are a few places where it intimates that. Mr. Ehrenzeller says that the Motion would be to give authority for the Chairman and Planning Director to sign the As Built Plans once the inspection is complete and in accordance with the original plans. He asks if there is a motion to that effect*

*Mr. Stacy Huber made a motion to authorize the signing of the As Built Plans. Mr. Jeremy Leaidicker seconded the Motion. Mr. Ehrenzeller asked if there were any further questions. There were none and the Motion was unanimously approved.*

**X. New Business: Planning Commission Meeting Dates for 2026.**

*New meeting dates for 2026. Mr. Ehrenzeller confirms that all members have been provided a list referencing all monthly dates for the meetings to be held in 2026. This would be the standard 3<sup>rd</sup> Wednesday of the month with a starting time at 6:00 p.m. He asks for any questions or comments. Mr. Edward Coleman questioned if the September third Wednesday would remain the same. He noted that the township association held their annual meeting that month. Matt says that event has been held on Thursday night the past few years. If the Board does not have strong feelings on changing the date he would like to keep it the same. He would like a Motion because he has hopes to publish the schedule with the newspaper this week so he may be in compliance with the laws of notification of public meetings.*

*Mr. Ehrenzeller asks if he has a Motion to approve the meeting dates and time for the monthly planning commission meetings to be held the 3<sup>rd</sup> Wednesday of the month at 6:00 p.m.*

*Mr. Dale Brown makes a Motion to approve the meeting dates and times and Robert Thorne seconds the Motion . It was approved unanimously.*

*He asked if there were any other new business, questions or comments from the audience.*

*Mr. Michael Wintermute of the Rocket Courier asked the name of the gentleman who was building the gym and where will it be located. He was told Mr. Wayne Krause is building Krause Gym Facility and it will be constructed on Dark Hollow Road behind the Pink Apple Restaurant. Matt Jones told him if Mr. Krause completed the two remaining items discussed tonight he will be sent a letter saying he may begin construction.*

## **XI Adjournment**

*A motion to adjourn was made by Mr. Jeremy Leaidicker seconded by Mr. Roger Hadsall and carried.*

*The meeting adjourned at 6:25 p.m.*

Visitors & Guests:

Mr. Wayne Krause, Ms. Jennifer Searcy, UMH Properties, Inc., Mr. Michael Wintermute, Rocket Courier.

Commission staff may be reached at:

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### **WYOMING COUNTY OFFICE OF COMMUNITY PLANNING**

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[WyomingCountyPA.gov/board](http://WyomingCountyPA.gov/board)