

**DINGMAN TOWNSHIP BOARD OF SUPERVISORS**  
**JULY 5, 2011 MEETING**  
**AGENDA**

**AN EXECUTIVE SESSION WILL BE HELD IMMEDIATELY FOLLOWING  
THE PUBLIC COMMENT PERIOD TO DISCUSS CURRENT LITIGATION**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES: June 21, 2011 Meeting
3. PUBLIC HEARINGS
  - a) Adames Home Occupation Conditional Use Hearing
4. OLD BUSINESS
  - a) Preserve at Milford Hills Development Agreement extension
  - b) Other
5. NEW BUSINESS
  - a) Leach Request for two Wells
  - b) Fee Schedule proposed revision
  - c) Other
6. EMERGENCY SERVICES REPORTS
7. SUBDIVISIONS / LAND DEVELOPMENTS
  - a) Frenchtown Estates – Revised Final Subdivision
8. CORRESPONDENCE
  - a) Haraldsen/Mattos Tax Abatement Request
  - b) Miscellaneous Correspondence
9. ROADMASTER REPORT
10. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
11. TREASURER REPORT
  - a) Payment of Bills: \$ 205,178.11
  - b) General Fund Balance: \$ 870,200.41
12. PUBLIC COMMENT PERIOD
13. EXECUTIVE SESSION
14. ADJOURNMENT

- ATTENDANCE:** Thomas E. Mincer, Chairman; Dennis L. Brink, Vice Chairman; Kerry W. Welsh, Supervisor; Karen Kleist, Secretary/Treasurer; John H. Klemeyer, Solicitor; Chris Wood, Sewage/Zoning Enforcement Officer; Jim Snyder, Roadmaster; William Mikulak, EMA Coordinator; Joe Kupcha, Pike ALS; and members of the public and press.
- ITEM NO. 1: CALL TO ORDER** Chairman Mincer called the meeting to order at 7:30 pm opening with the Pledge of Allegiance. He announced that there would be an Executive Session immediately following the Public Comment Period to discuss current litigation.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the June 21, 2011 Minutes as presented.
- ITEM NO. 3: PUBLIC HEARINGS**  
**A) Adames Home Occupation Hearing** A duly advertised Public hearing to consider the conditional use zoning application of Matthew Adames to conduct a plumbing business from his home at 235 Christian Hill Road. The Board was in receipt of a letter from Mr. Adames requesting that the hearing be continued to August 2, 2011. The Secretary reported that there was some information lacking that he was working on completing. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the requested continuance to August 2, 2011.
- ITEM NO. 4: OLD BUSINESS**  
**A) Preserve at Milford Hills Development Agreement renewal** The Board was in receipt of an updated proposed Agreement renewal from the developer's attorney. The Board tabled this item to allow for their review.
- ITEM NO. 4(B): Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 5: NEW BUSINESS**  
**A) Leach Request for two Wells** The Board was in receipt of a request from Del Leach in Cranberry Ridge to be able to keep his old well in service for his barn (he had to drill a new well for the house as the old one is no longer reliable). Following discussion, MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve Mr. Leach's request to utilize the old well for his barn, subject to a portion of the piping from it to the house being removed and verified by the Well Officer.
- ITEM NO. 5(B): Proposed Fee Schedule Revision** Karen Kleist reminded the Board that when the Township contracted with Building Inspection Underwriters (BIU), only residential fees were evaluated and discussed as the Township normally has very little non-residential construction. However, there has been quite a few projects over the past few months. She recommended adopting BIU's commercial fee schedule, and submitted a revised Fee Schedule for their review.
- The Board was also in receipt of a Memo from Chris Wood who feels more and more people are taking the "catch me if you can" attitude towards getting permits for decks, finishing basements, etc. as there is no penalty for starting work without permits. He suggested that maybe BIU can issue immediate citations. Karen Kleist explained that the Building Code also requires notification and time to correct violations. A remedy would be doubling permit fees for those that start work before getting permits. She also provided a version of an updated Fee Schedule that would double zoning, building, sewage, and driveway permits when work (other than an emergency) is started prior to permit issuance. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to adopt Resolution No. 2011-05, amended the Fee Schedule to adopt BIU's commercial/multi-family fee schedule and to double permit fees when work is started before obtaining permit(s).
- ITEM NO. 5(C): Other New Business** There was no Other New Business at this time.

**ITEM NO. 6:  
EMERGENCY SERVICES REPORTS**

Joe Kupcha of Pike ALS reported that they have had 26 Dingman Township calls in May and 29 in June. Their new ambulance has been delivered and now needs to be certified. They now have 4 ambulances. The Board asked if Pike ALS has considered installing GPS tracking units in their vehicles. Joe responded that they are very expensive; he will look into actual costs.

DTVFD Chief Bill Mikulak submitted his report for June 2011. There were 43 fire/rescue calls and 47 EMS calls.

**ITEM NO. 7:  
SUBDIVISIONS / LOT IMPROVEMENTS**

A) Frenchtown Estates – Revised Final Subdivision: The Board reviewed the revised Final Plan. All copies of previous approved final plans were returned to the Township; maps were never recorded. The revised plan changes an interior lot-line. The Engineer confirmed that all pins/monuments placed for the previous plan were removed/relocated to reflect the new plan. The Planning Commission recommended approval. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the revised Frenchtown Estate Final Subdivision Plans dated May 20, 2011.

**ITEM NO. 8: CORRESPONDENCE  
A) Haraldsen/Mattos Tax Abatement**

The Board was in receipt of a request for abatement of 2011 taxes for the Haraldsen/Mattos property in Gold Key Lake because the house was destroyed by fire. Karen Kleist confirmed this and added that the fire loss escrow has been received. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the abatement as requested.

**ITEM NO. 8(B):  
Miscellaneous Correspondence**

The Board reviewed various Miscellaneous Correspondence and had no comments.

**ITEM NO. 9:  
ROADMASTER REPORT**

MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the June 13 to June 26, 2011 Roadmaster Report as submitted and reviewed by Jim Snyder. On the subject of paving projects this year, Chairman Mincer asked Jim to discuss the Buist Road project with Supervisor Brink.

**ITEM NO. 10:  
SEWAGE / ZONING OFFICER REPORT**

Chris Wood submitted his report, which included: Zoning Hearing Board – Shi variance approved; an open-ended continuance was granted on the cell tower application; Lake Adventure Appeal hearing is tomorrow night. Lake Adventure's May report shows 10 days with influent over 160,000 gpd, with the monthly average just below that. Average water usage was 1168 gpd/occupied unit.

**ITEM NO. 11:  
TREASURER'S REPORT**

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the July 5, 2011 Treasurer's Report, Bill Payment List and General Fund balance, and to sign the checks following the meeting.

**ITEM NO. 12: PUBLIC COMMENT**

There were no comments from the public or press.

**ITEM NO. 13: EXECUTIVE SESSION**

The Board recessed to Executive Session at this time.

After reconvening the regular meeting, Supervisor Brink asked the Board if, due to timing issues, it would be okay to advertise for paving bids for Buist Road after he meets with Jim Snyder to review the project. MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to authorize advertising for bids for resurfacing Buist Road after Supervisor Brink meets with Jim Snyder to review the project scope.

**ITEM NO. 14: ADJOURNMENT**

There being no further business, MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to adjourn the July 5<sup>th</sup> meeting.

Respectfully submitted,  
Karen Kleist, Secretary/Treasurer