

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
NOVEMBER 15, 2011 MEETING
AGENDA

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES: November 1, 2011 Meeting
3. OLD BUSINESS
 - a) Preserve at Milford Hills – Developers Agreement/Bond Renewal
 - b) Maple Park Garden Apartments
 - c) Other
4. NEW BUSINESS
 - a) Krick Fire Loss Escrow – Partial Release
 - b) Park Electric Service Quotes
 - c) Springbrook Enterprises partial Bond release
 - d) Kirk, Summa & Co. Audit Proposals
 - e) DTVFD 2012 Proposed Fundraising Schedule
 - f) 2012 Proposed Budget
 - g) Other
5. EMERGENCY SERVICES REPORTS
6. CORRESPONDENCE
 - a) Shohola Township – draft updated SALDO
 - b) Pike County Advanced Life Support
 - c) Miscellaneous Correspondence
7. ROADMASTER REPORT
8. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
9. TREASURER REPORT
 - a) Payment of Bills: \$ 46,757.62 General Fund
\$ 161,222.83 Liquid Fuels Fund
 - b) General Fund Balance: \$ 549,663.89
10. PUBLIC COMMENT PERIOD
11. ADJOURNMENT

- ATTENDANCE:** Thomas E. Mincer, Chairman; Dennis L. Brink, Vice Chairman; Kerry W. Welsh, Supervisor; Karen Kleist, Secretary/Treasurer; Atty. Tom Farley for Solicitor Klemeyer; Jim Snyder, Roadmaster; Chris Wood, Sewage/Zoning Enforcement Officer; William Mikulak, EMA Coordinator; Tom Stephenson, Milford Fire Dept; 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.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the November 1, 2011 Minutes as presented.
- ITEM NO. 3: OLD BUSINESS**
A) Preserve at Milford Hills
Development Agreement renewal Following the last meeting, the Developer was to submit the executed Agreement and new or extended Bond within two weeks. Neither the Township nor Solicitor have received it. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to have Solicitor Klemeyer call the bond for the Preserve at Milford Hills.
- ITEM NO. 3(B):**
Maple Park Garden Apartments The Board was in receipt of a response from Attorney Stieh to Solicitor Klemeyer's letter. Also received was a copy of Engineer Mike Weeks' reply to Attorney Stieh. The Board deferred any followup until after receipt of the updated survey.
- ITEM NO. 3(C):**
Other Old Business Chairman Mincer announced that the Township received a donation from the Bridge estate for the development and maintenance of the Florence & Cornelia Bridge Preserve in the amount of \$793,500.00. All three Supervisors expressed their gratitude to Charlie and his family for their extremely generous donations.
- ITEM NO. 4: NEW BUSINESS**
A) Krick Fire Loss Escrow Release The Board was in receipt of a request from the Krick's for a partial release from their fire loss escrow as the framing is done. Karen Kleist reported that the framing inspection has not yet been done, but the builder informed her they should be requesting it next week. A release of \$6,000 will leave \$5,068 in the account until CO. MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to approve a release of \$6,000.00 from the Krick Fire Loss Escrow, to be held until the framing inspection is complete.
- ITEM NO. 4(B):**
Park Electric Service Quotes The Board was in receipt of three quotes for installation of a pedestal electric service at the Park. Voltron Electric was the low quote in the amount of \$6,400.00. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to accept the quote from Voltron Electric in the amount of \$6,400.00 to install the electric pedestal service in the Park.
- ITEM NO. 4(C):**
Springbrook Ent. Partial Bond Release Springbrook Enterprises has requested release of half of the cash Performance Bond being held for anti-skid materials bid award. Roadmaster Snyder verified that he has received more than half the materials. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the release of one-half of Springbrook Enterprise's cash performance bond in the amount of \$3,100.00.
- ITEM NO. 4(D):**
Kirk, Summa & Co. Audit Proposals The Board was in receipt of two audit proposals from the Township's CPA – one to audit the DCED Local Share Account grant (not to exceed \$1,900) we received and the second for the annual audit (\$4,000). Karen Kleist explained that they need to start the Grant audit; the proposal for the annual audit can be approved along with their appointment at the December 20th meeting. MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to accept the DCED Grant Program Audit proposal from Kirk, Summa & Co. in the amount not to exceed \$1,900.00, and to also approve advertising the Township's intent to appoint Kirk, Summa & Co. to conduct the FY2011 Audit.

- ITEM NO. 4(E):
DTVFD 2012 Fundraising Schedule** The Dingman Twp. Volunteer Fire Dept submitted their proposed 2012 Fundraising schedule. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the DTVFD 2012 Fundraising schedule as submitted.
- ITEM NO. 4(F):
2012 Proposed Budget** The Board presented the 2012 Proposed Budget for public review. No tax increase is proposed. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the 2012 Proposed Budget and to authorize advertising it for public review.
- ITEM NO. 4(G):
Other New Business** There was no Other New Business at this time.
- ITEM NO. 5:
EMERGENCY SERVICES REPORTS** Tom Stephenson of Milford Fire Department reported that, year to date, there were 385 fire calls (165 in Dingman) and 592 EMS calls (292 in Dingman). Training and Continuing Ed are ongoing. DTVFD Chief Bill Mikulak congratulated Tom Mincer on his reelection.
- ITEM NO. 6: CORRESPONDENCE
A) Shohola Twp. - Draft SALDO** The Board was in receipt of a copy of Shohola Township's proposed updated Subdivision & Land Development Ordinance for review.
- ITEM NO. 6(B):
Pike County Advanced Life Support** The Board was in receipt of a letter from Pike ALS informing that they have relocated their station from Buist Road in Dingman Township to Water Street in Milford Borough.
- ITEM NO. 6(C):
Miscellaneous Correspondence** The Board reviewed various Miscellaneous Correspondence and commented on the following: Route 209 Closure: The Board decided to send a letter to the National Park Service informing them of our concerns over the increased traffic on SR2001 and Rt. 739 during the winter months and asking if they have a plan to assist with mitigating the impacts of the long-term closure of Rt. 2009.
- ITEM NO. 7:
ROADMASTER REPORT** Jim Snyder explained that their leaf blower (walk-behind) had seized and he had to purchase a new one. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the purchase of a new walk-behind leaf blower in the amount of \$650. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the October 31 to November 10, 2011 Roadmaster Report as submitted.
- ITEM NO. 8:
SEWAGE / ZONING OFFICER REPORT** Chris Wood submitted his report. He attended the Sewage Advisory Committee meeting at DEP in Harrisburg on November 9th; Zoning Hearing Board has two upcoming hearings – Greene/Disla Bed & Breakfast and the Cell Tower, both on November 17th starting at 6 pm.
- ITEM NO. 9:
TREASURER'S REPORT** MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the November 15, 2011 Treasurer's Report, Bill Payment List and General Fund balance, and to sign the checks following the meeting.
- ITEM NO. 10: PUBLIC COMMENT** There were no comments from the public or press.
- ITEM NO. 11: ADJOURNMENT** There being no further business, MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to adjourn the November 15th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer

