

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
APRIL 7, 2015 MEETING
AGENDA

**THERE WILL BE AN EXECUTIVE SESSION IMMEDIATELY FOLLOWING THE
PUBLIC COMMENT PERIOD TO DISCUSS PERSONNEL MATTERS**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES: March 17, 2015 Meeting
3. PUBLIC HEARING
 - a) Springbrook Enterprises Conditional Use Permit renewal
4. OLD BUSINESS
 - a) Zoning Ordinance Amendment - Ord. No. 05-2015
 - b) Other
5. NEW BUSINESS
 - a) Proposed Treated Salt Bid notice
 - b) Proposed Zoning Amendment - Transient Residential Uses
 - c) Hiring of Road Department employee
 - d) Bridge Preserve - Change Order No. 1
 - e) FY2014 Audit
 - f) Other
6. CORRESPONDENCE
 - a) Pike County Tax Administration - Abatement Request
 - b) Plenary Walsh Keystone Partners - Act 14 Notification
 - c) Kleinschmidt Group - Act 14 Notification
 - d) Miscellaneous Correspondence
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORT
9. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
10. TREASURER REPORT
 - a) Payment of Bills: \$ 81,870.58 General Fund
\$ 425.66 Rec Fund
 - b) General Fund Balance: \$ 363,396.35
11. PUBLIC COMMENT PERIOD
12. EXECUTIVE SESSION
13. 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; Roger & Keith Mitschele, Springbrook Enterprises; 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 Kerry Welsh, seconded by Thomas Mincer, and carried, to approve the March 17, 2015 Minutes as presented. Supervisor Brink abstained as he was not at said meeting.
- ITEM NO. 3: PUBLIC HEARINGS**
A) Springbrook Ent. Conditional Use A duly advertised and posted hearing was held to consider the conditional use zoning application of Springbrook Enterprises to extend the quarry operations on Springbrook Road for an additional ten years. A court stenographer was present and the transcript will be maintained in the permit file. Documentation reviewed included the application, site plan, narrative, and a copy of the DEP permit. The Planning Commission recommended approval of the ten year extension subject to the applicant submitting a copy of their current annual PaDEP permit to the Township, and the Roadmaster reviewing the road and reporting to Supervisors any recommended updates to escrow or road. Keith Mitschele testified that the area to be quarried remains the same as under the previous permit - they need additional time to remove the material. A draft Impact Fee Agreement was provided to the applicant, which is proposed to replace the Escrow Agreement structure; the fee/ton of material removed remains the same. The applicant approved and executed the Agreement. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve Conditional Use Zoning application #05-2015 subject to the recommendations made by the Planning Commission in their letter dated March 27, 2015.
- ITEM NO. 4: OLD BUSINESS**
A) Ordinance No. 05-2015 - Zoning Amendment A duly advertised hearing was held to consider adoption of an amendment to the zoning ordinance residing the provisions for various uses. No public comment was received. NMOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to adopt Ordinance No. 05-2015, amendment to the Zoning Ordinance.
- ITEM NO. 4(B): Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 5: NEW BUSINESS**
A) Proposed Treated Salt Bid The Board reviewed the proposed request for bids for 300 tons of treated road salt as requested by Jim Snyder. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to authorizing advertising for bids.
- ITEM NO. 5(B): Proposed Zoning Amendment - Transient Residential Uses** The Board reviewed the proposed zoning ordinance amendment providing regulations for short-term (daily/weekly) rental of residential properties, essentially changing a single family residential use into a more commercialized use. The Planning Commission discussed the issue and recommends adoption of the amendment. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to advertised the proposed zoning amendment for public hearing and adoption.
- ITEM NO. 5(C): Hiring of Road Department Employee** MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to hire James Rosso Jr to fill the open Road Department position at \$14.95 per hour full-time, with a 90-day probation period.
- ITEM NO. 5(D): Bridge Preserve - Change Order #1** The Board was in receipt of a Change Order from Stracka Construction for the following: 1.1 Additional concrete needed for increased pavilion footer size in the amount of \$8,318.00 (based on same unit cost in contract); 1.2 Additional cost for pavilion columns due to increased size of base

plate \$6,912.00; and 1.3 Excavation and tree removal for rain gardens #6-8, which was omitted from the bid/contract documents in the amount of \$3,840.00. Items 1.1 and 1.3 are completed. The contractor is also looking into alternatives for #1.2 to see if the specs can be modified to allow the larger stone columns to be provided at the same cost as the original. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve Change Order #1.1 and 1.3 at a combined cost of \$12,158.00.

**ITEM NO. 5(E):
FY2014 Audit**

The Board reviewed and accepted the FY2014 Audit prepared by the previously appointed CPA Firm of Kirk, Summa and Co.

**ITEM NO. 5(F):
Other New Business**

There was no Other New Business at this time.

**ITEM NO. 6: CORRESPONDENCE
A) Pike County Tax Administration**

The Board was in receipt of a request for an abatement of 2015 taxes by the Terpstras as the house and garage were demolished in January 2015. The Board had no objections.

**ITEM NO. 6(B):
Plenary Walsh Keystone Partners**

The Board received an Act 14 Notification that DEP permits are being filed for the replacement of the bridge near the Firehouse on Log Tavern Road. They are proposing to replace the steel beam bridge with a culvert bridge. The Board directed the Secretary to contact them to find out if/how long the bridge will be closed, anticipated time frame for construction, etc.

**ITEM NO. 6(C):
Kleinschmidt Group**

The Board was in receipt of an Act 14 Notification that DEP permits are being filed by Hemlock Farms for a road and culvert maintenance project. The Board had no comments.

**ITEM NO. 6(D):
Miscellaneous Correspondence**

A letter was received from Safe Haven asking if their annual contribution can be released earlier than May as recent fundraisers have not fared well. Supervisors Brink and Welsh directed the Secretary to cut the check to be signed with next week's payroll. Chairman Mincer abstained as he is a Safe Haven Board Member.

**ITEM NO. 7:
EMERGENCY SERVICES REPORTS**

There were no reports at this time.

**ITEM NO. 8:
ROADMASTER REPORT**

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the March 16-29, 2015 Roadmaster Report as submitted. Chairman Mincer asked the Secretary to get an update from Jim Snyder on the status of sweeping, culvert cleaning, line painting schedule and proposed paving projects.

**ITEM NO. 9:
SEWAGE / ZONING OFFICER REPORT**

Chris Wood requested an Executive Session to discuss a violation.

**ITEM NO. 10:
TREASURER'S REPORT**

MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the April 7, 2015 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

ITEM NO. 11: PUBLIC COMMENT

There were no comments from the public or press.

ITEM NO. 12: EXECUTIVE SESSION

The Board recessed to Executive Session at this time to discuss personnel matters and potential litigation.

ITEM NO. 13: ADJOURNMENT

There being no further business upon reconvening the regular meeting, MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to adjourn the April 7th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer