

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
JANUARY 19, 2016 MEETING
AGENDA

**THERE WILL BE AN EXECUTIVE SESSION IMMEDIATELY FOLLOWING
THE PUBLIC COMMENT PERIOD TO DISCUSS POTENTIAL LITIGATION**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - January 5, 2016 Meeting
3. OLD BUSINESS
 - a) November Regular Meeting date correction
 - b) Other
4. NEW BUSINESS
 - a) Tri-State Dog Obedience Club proposal
 - b) Zoning Hearing Board appointment - Bill Fedun
 - c) Planning Commission appointment - Scott Brancy
 - d) Draft Zoning Ordinance Amendment - Transient Residential Uses
 - e) Planning Commission 2015 Annual Report
 - f) PSATS Convention - attendance authorization
 - g) Other
5. SUBDIVISIONS / LAND DEVELOPMENTS
 - a) Good Shepherd Child Care Center - Final Land Development
 - b) McLain Final Subdivision - signing of maps
6. CORRESPONDENCE
 - a) RKR Hess Acts 67/68/127 Notification - Lake Adventure
 - b) Storb Environmental - Downstream Notification Pocono Oil & Heat
 - c) Parks & Recreation Commission - 2016 Events
 - d) Miscellaneous Correspondence
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORT
9. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
10. TREASURER REPORT
 - a) Payment of Bills: \$ 36,371.59 General Fund
\$ 631.81 Rec Fund
 - b) General Fund Balance: \$ 606,147.02
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; Jim Snyder, Roadmaster; Bill Mikulak, EMA Coordinator; Attorney Eric Hamill and Beth Jones for Good Shepherd Childcare Center; Bill Wilson, Tri-State Dog Obedience Club; 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 potential litigation.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the January 5, 2016 Minutes as submitted.
- ITEM NO. 3: OLD BUSINESS**
A) November Meeting Date correction Karen Kleist informed the Board the at the Organizational Meeting the first November meeting was set for Wednesday as she thought Election Day was the first Tuesday. However, Election Day is the second Tuesday and therefore the Board's first November meeting can be switched back to the first Tuesday. The Board agreed.
- ITEM NO. 3(B): Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 4: NEW BUSINESS**
A) Tri-State Dog Obedience Club Bill Wilson of the Tri-State Dog Obedience Club was present to express their interest in sponsoring two dog litter bag stations at the Bridge Preserve, one in the area of each trash receptacle. They would purchase, install and maintain the stations as well as do a general cleanup once a week or so. They love the trails there and are interested in preventing problems from occurring that may jeopardize dogs being welcome. The Board expressed interest, and directed the Secretary to forward the request to the Park & Recreation Commission for review and comment.
- ITEM NO. 4(B): Zoning Hearing Board Appointment** The Board was in receipt of a letter of interest from William Fedun to fill the vacancy on the Zoning Hearing Board, and tendering his resignation from the Parks & Recreation Commission should the Board appoint him. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to appoint William Fedun to fill the vacancy on the Zoning Hearing Board and to accept his resignation from the Parks & Recreation Commission.
- ITEM NO. 4(C): Planning Commission Appointment** The Board was in receipt of a letter from Andrew "Scott" Brancy expressing interest in filling the vacancy on the Planning Commission. Karen Kleist informed the Board that while Walter Myer had verbally informed us of his intent to retire, written notification has not yet been received. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to appoint Scott Brancy to fill the vacancy on the Planning Commission pending written confirmation from Walter Myer that he is retiring.
- ITEM NO. 4(D): Draft Zoning Ordinance Amendment** The Board reviewed the draft zoning ordinance amendment extending the deadline to register a Nonconforming transient residential use provided the applicable hotel and sales taxes have been being paid. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to advertise the proposed amendment for public hearing/adoption.
- ITEM NO. 4(E): Planning Commission Annual Report** MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to accept the Planning Commission's 2015 Annual Report.
- ITEM NO 4(F): PSATS Convention** MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to authorize Dennis Brink (voting delegate), Karen Kleist, and any other personnel the Board feels is appropriate

to attend the PSATS Convention in Hershey, April 17-20.

**ITEM NO. 4(G):
Other New Business**

There was no Other New Business at this time.

**ITEM NO. 5:
SUBDIVISIONS /LAND DEVELOPMENTS**

- A) Good Shepherd Childcare Center - Final Land Development: The Board reviewed the Final Land Development Plan and documentation, including the Township Engineer's comments regarding bonding of improvements and Planning Commission recommendation for approval conditioned upon original signed corrected Parking Agreement, revised Developers Agreement, and recommending the Board request PaDOT reduce the speed limit from 35 to 25 mph and "school bus stop ahead" signs be placed in both directions on SR2001. Chairman Mincer noted that the Center is looking to obtain a temporary certificate of occupancy so that they may file for the necessary licensure with the State. He stated that he is not comfortable allowing any Center operations (occupancy by employees or children) prior to completion of the safety items; that the temporary CO should be for licensure purposes only (including placement of the items needed into the building). Board members Brink and Welsh agreed. Following additional discussion, it was determined that the only items that can be bonded are: site preparation, paver walkway, rubber mulch play area, and play area seeding; the other items (bollards, privacy fence and chain link fence) must be installed prior to the building being occupied. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to grant approval of the Final Land Development Plan conditioned upon corrected and signed Parking Agreement with the American Legion, revised Developers Agreement limiting bonding of the non-safety items outlined above and reviewed and approved by the Township Solicitor; and to issue a Temporary Certificate of Occupancy for licensure purposes only once the conditions have been satisfied; that the Zoning Officer is directed to sign the Temporary CO; and that the signed Final Land Development plans will not be released until the safety items have been completed.
- B) McLain Final Subdivision - Signing of maps: Karen Kleist informed the Board that the conditions of approval of the McLain Subdivision have now all been satisfied and the maps can be signed.

**ITEM NO. 6: CORRESPONDENCE
A) RKR Hess re Lake Adventure**

The Board received an Act 67/67/127 Notice that Lake Adventure will be applying for state permits to install a booster pumping station on it's water system. The Board had no comments.

**ITEM NO. 6(B):
Storb Environmental**

The Board received the annual "Downstream Notification" for Pocono Oil and Heat's fuel storage tanks. The Board had no comment.

**ITEM NO. 6(C):
Parks & Recreation Commission**

The Board was in receipt of a Memo from the Rec Board informing that they will be holding the following events: Spring Festival on May 14; Car Show with Live Music June 18; Outdoor Movie Night July 15; Scarecrows in the Park on September 24; Halloween Haunted Trail on October 22; and Ghost Stories in the Park (date not set). MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the Parks and Recreation Commission to hold the above events at the Township Park.

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

The Board reviewed various Miscellaneous Correspondence and had no comments.

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

EMA Coordinator Bill Mikulak informed the Board that he has received the updated Emergency Evacuation Plan for Beaver Lake's dam permit renewal to review.

**ITEM NO. 8:
ROADMASTER REPORT**

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the January 4-17, 2016 Roadmaster Report as written and presented.

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

Chris Wood submitted his 2015 Sewage Department Report. Permit applications were up from 2014.

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

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the January 19, 2016 Treasurer's Report, Bill Payment List and General Fund balance, and to sign the bill payment 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.

ITEM NO. 13I ADJOURNMENT

There being no further business after reconvening the regular meeting, MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to adjourn the January 19th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer