

# **DINGMAN TOWNSHIP BOARD OF SUPERVISORS**

## **NOVEMBER 15, 2016 MEETING**

### **AGENDA**

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

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - November 1, 2016 Meeting
3. OLD BUSINESS
  - a) Delaware Plaza Traffic Signal
  - b) Regional EMS as Primary ALS Responders
  - c) Chickens in NC District
  - d) Zoning Change Request (Cornelis Wit)
  - e) Other
4. NEW BUSINESS
  - a) 2017 Proposed Budget
  - b) Zimnik Fire Loss Escrow - Partial Release
  - c) Proposed Zoning Amendment - Lot Coverage
  - d) Proposal for Additional Planning Consultant
  - e) Other
5. SUBDIVISIONS / LAND DEVELOPMENTS
  - a) Kenthack Lot Improvement
  - b) Lariviere Lot Improvement
  - c) Sunrise Lake Ballfield Parking Lot
6. CORRESPONDENCE
  - a) Miscellaneous Correspondence
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORT
9. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
10. TREASURER'S REPORT / SECRETARY'S REPORT
  - a) Payment of Bills: \$ 45,279.65 General Fund  
\$ 423.97 Rec Fund
  - b) General Fund Balance: \$ 945,485.95
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; Tom Stevenson, Milford Fire Dept.; Mark O'Brien & Joe DeMaio, DTVFD; 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 and pending litigation.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the November 1, 2016 Minutes as presented.
- ITEM NO. 3: OLD BUSINESS**  
**A) Delaware Plaza Traffic Signal** Solicitor Klemeyer stated that he received the final draft of the Developer's Agreement from Attorney Stieh this afternoon and found all in order. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve signing the Traffic Control Development Agreement outside a meeting once the Board has also had a chance to review the final draft.
- ITEM NO. 3(B):  
Regional EMS as Primary ALS** Karen Kleist informed the Board that in order for Regional EMS to be dispatched as the ALS provider for Dingman Township effective on January 9th, a letter needs to be sent to the County 911 Office. Also, Atlantic was designated as third-responding BLS unit for the Township; if the Board wishes Regional to fill that position, it needs to be included in the letter. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to designate Regional EMS as primary ALS provider and third-responding BLS provider in Dingman Township, effective January 9, 2016.
- ITEM NO. 3(C):  
Chickens in NC District** The Board was in receipt of a Memo from the Planning Commission who provided a copy of an ordinance from Ferguson Township, Centre County and requesting that Solicitor Klemeyer review it with an eye towards using it as a model for Dingman Township. The Board agreed to have Solicitor Klemeyer review it.
- ITEM NO. 3(D):  
Zoning Change Request (Cornelis Wit)** The Board was in receipt of a Memo from the Planning Commission informing that they feel Buist Road poses access issues for larger scale commercial development, and they suggest that the developer propose what their plan for access would be prior to giving any further consideration to a zoning change. Solicitor Klemeyer suggested and the Board agreed to have the owner attend the next Planning Commission meeting to discuss the matter.
- ITEM NO. 3(E):  
Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 4: NEW BUSINESS**  
**A) 2017 Proposed Budget** The Board announced that the 2017 Proposed Budget maintains the current tax millage. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to advertise the 2017 Proposed Budget for public review.
- ITEM NO. 4(B):  
Zimnik Fire Loss Escrow Partial Release** Karen Kleist reported that the demolition of the Zimnik house is complete and rebuilding has started. Mr. Zimnik is requesting as much as possible be released from the Escrow. The Township usually maintains at least \$5,000 until the time of CO; this property is on central water (no well), so there would be less expense. A release of \$13,500 would leave a little over \$5,000 in escrow. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to release \$13,500 from the Zimnik Fire Loss Escrow.

- ITEM NO. 4(C):  
Proposed Zoning Amendment - Lot Coverage**
- The Board reviewed the proposed zoning ordinance amendment proposed by the Planning Commission and Alternate Solicitor changing the maximum lot coverage in the CP and RI districts from 10,000 square feet to 50% to match the rest of the districts. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to advertise the proposed amendment for public comment and adoption.
- ITEM NO. 4(D):  
Additional Planning Consultant Proposal**
- The Board reviewed the proposal received from Simone Collins, Inc. for professional planning consulting services. Solicitor Klemeyer stated that occasionally we run across unique situations where additional input is needed. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the proposal from Simone Collins, Inc. for planning consulting services on an as-needed basis.
- ITEM NO. 4(E):  
Other New Business**
- There was no Other New Business at this time.
- ITEM NO. 5:  
SUBDIVISIONS / LAND DEVELOPMENTS**
- A) Kenthack Lot Improvement: The Board reviewed the proposed lot improvement and documentation including deeds, letters of adequacy from the Engineer and County Planning Commission, and recommendation for approval from the Planning Commission. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the Kenthack Lot Improvement combining lots 5707A and 5705 of Conashaugh Lake, to be known as lot 5705A.
- B) Lariviere Lot Improvement: The Board reviewed the proposed lot improvement and documentation including deeds, letters of adequacy from the Engineer and County Planning Commission, and recommendation for approval from the Planning Commission. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve th Lariviere Lot Improvement combining lots 1 and 2 on Armstrong Road, to be known as lot 2R.
- C) Sunrise Lake Ballfield Parking Lot: The Board was in receipt of a completed Waiver of Time Limitations form from the Sunrise Lake POA for their Conditional Use and Land Development applications. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the Waiver of Time Limitations on the Conditional Use and Land Development applications of the Sunrise Lake POA ballfield parking lot.
- ITEM NO. 6: CORRESPONDENCE**
- A) **Miscellaneous Correspondence**
- The Board reviewed various Miscellaneous Correspondence and had no comments.
- ITEM NO. 7:  
EMERGENCY SERVICES REPORTS**
- Tom Stevenson of Milford Fire Dept. reported that they have had 577 EMS and 347 EMS calls year-to-date. Training is ongoing; two members recently completed FireFighter 2 training.
- DTVFD Chief Mark O'Brien reported that they had 81 EMS and 22 Fire dispatches in October. Breakfast with Santa is on December 4th.
- ITEM NO. 8:  
ROADMASTER REPORT**
- MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the October 24-November 6, 2016 Roadmaster Report as presented.
- ITEM NO. 9:  
SEWAGE / ZONING OFFICER REPORT**
- Chris suggested the Board consider updating the zoning ordinance to address changes in the RV industry: some manufacturers are building RVs with decks and porches attached as part of the unit. The Ordinance prohibits decks from being attached. The Board asked John Klemeyer to look into it.
- ITEM NO. 10:  
TREASURER'S REPORT**
- MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the November 15, 2016 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.
- ITEM NO. 13: ADJOURNMENT      There being no further business after reconvening the regular meeting, 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