

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
JUNE 20, 2017 MEETING
AGENDA

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - June 6, 2017 Meeting
3. PUBLIC HEARINGS
 - a) Small Properties/Calvary Church Conditional Use Hearing
4. OLD BUSINESS
 - a) Planning Commission & Building Appeals Board Appointments
 - b) Other
5. NEW BUSINESS
 - a) Other
6. CORRESPONDENCE
 - a) PaDCNR - Notification of DEP Permit Application
 - b) Request for Refund of Taxes: Unbehagen
 - c) Miscellaneous Correspondence
7. SUBDIVISIONS / LAND DEVELOPMENTS
 - a) Rapisarda Lot Improvement
8. EMERGENCY SERVICES REPORTS
9. ROADMASTER REPORT
10. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
11. TREASURER'S REPORT / SECRETARY'S REPORT
 - a) Payment of Bills: \$ 50,588.03 General Fund
\$ 950.58 Rec Fund
\$ 25,505.59 Fire Tax Fund
\$ 310.00 Bridge Preserve Fund
 - b) General Fund Balance: \$ 1, 210,260.55
12. PUBLIC COMMENT PERIOD
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; Bill Mikulak, EMA Coordinator; Tom Stevenson, Milford Fire Dept.; Mark O'Brien, DTVFD Chief; John Schneider, Esq. & Debbie Beck of Samall Properties; Pastor Edward Pinaro of Calvary Church; Joshua Musano; 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 June 6, 2017 Minutes as presented.

ITEM NO. 3: PUBLIC HEARINGS**A) Samall Properties/Calvary Church
Conditional Use Hearing**

A duly advertised public hearing was held to consider the application of Samall Properties to lease two units at Milford Professional Park to Calvary Church. There were no additional interested parties other than the Township and the Applicant. Documentation reviewed included site plan, application and supporting documentation, Technical Reviews by the Township Engineer and Sewage Enforcement Officer, and a recommendation from the Planning Commission for approval subject to conditions regarding consulting with the Township prior to any changes in hours/days of operation for existing tenants; Certificates of Use must be filed for any changes in tenants; the plans must be recorded and proof of recording submitted to the Township. Parking and sewage flows were the main concerns hammered out during the Planning Commission's review.

Debbie Beck, Property Manager, testified that Calvary Church is interested in leasing (ten years) two units in building 5. She did a survey of existing tenants as to their hours/days of operation, number of employees, average number of clients, etc. The Church will be operating primarily on Sundays with some evening and Saturday hours. She is aware of the conditions recommended by the Planning Commission and feels there will be no problem meeting those conditions. They are also aware that a building permit will be required.

Pastor Edward Pinaro testified that Calvary Church has been located in Milford for five years and is outgrowing their current location. He is confident they can meet the permit requirements at Milford Professional Park.

The Board noted that there is very little "wiggle room" regarding parking and sewage flows; any changes in days/hours of operation for the tenants will need to be reviewed by the Township, and even the current permitted occupancies (existing plus church) very well may severely limit eligible tenants for the two empty units. The Applicant entered two exhibits and the Township entered 24 exhibits.

MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the application of Samall Properties Inc. to lease two units at Milford Professional Park to Calvary Church, subject to the following conditions: (1) The current parking layout is approved based on the non-overlapping days/hours of operation of the current tenants and Calvary Church. Any change in the days/hours of operation of the Church, current tenants, or future tenants must be presented to the Township for approval, which may or may not be able to be approved due to available parking, sewage capacity, or other site restrictions; (2) A Certificate of Use/Change of Use must be applied for prior to any changes in tenants or acceptance of new tenants and occupancy may not occur until the Certificate is issued; and (3) The signed Conditional Use Plans along with a copy of the approval letter must be recorded within 90 days, and the recording receipt submitted to the Township within 30 days thereafter.

NOTE: A Court Stenographer was present and the transcript will be maintained as part of the permit file/property record.

ITEM NO. 4: OLD BUSINESS**A) Board Appointments**

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to appoint Andrew Covert to fill the vacancy on the Planning Commission, with a term to expire 12/31/20; and to appoint Glen DeLeeuw as an Alternate Member on the Planning Commission with a term to expire 12/31/20.

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to appoint Bill Wilson to fill the vacancy on the Building Appeals Board, with a term to expire 12/31/17.

ITEM NO. 4(B):**Other Old Business**

There was no Other Old Business at this time

ITEM NO. 5: NEW BUSINESS**A) Other New Business**

There was no Other New business at this tie.

ITEM NO. 6: CORRESPONDENCE**A) PaDCNR - Notification**

The Board received notification that DCNR is filing for an E&S Permit to demolish the structures located on their property formerly known as the Rock Hill Camp on Rt. 739. The Board had no comments.

ITEM NO. 6(B):**Request for Refund of Taxes**

The Board received a request for a refund of taxes for Philip Unbehagen following eligibility for a Disabled Veteran Exemption effective March 8, 2017. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to refund ten months of Township tax paid.

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

The Board reviewed various Miscellaneous Correspondence and had no comments.

ITEM NO. 7:**SUBDIVISIONS / LAND DEVELOPMENTS**

A) Rapisarda Lot Improvement: The Board reviewed the proposed Sunrise Lake Lot Improvement and documentation including deeds, letters of adequacy from the County Planning Commission and Township Engineer, and a recommendation for approval from the Planning Commission. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the Rapisarda Lot Improvement combining lots 1A & 3B, Block 4, Section 2 of Sunrise Lake, to be known as Lot 3C.

ITEM NO. 8:**EMERGENCY SERVICES REPORTS**

Tom Stevenson of Milford Fire Dept. reported that there were 269 EMS and 167 Fire dispatches year-to-date. He stated that they are conducting a recruitment campaign (daytime help desperately needed).

DTVFD Chief Mark O'Brien reported that they had 26 Fire and 88 EMS dispatches in May.

ITEM NO. 9:**ROADMASTER REPORT**

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the June 5-18, 2017 Roadmaster Report as submitted.

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

Chris Wood had nothing noteworthy to report.

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

MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the June 20, 2017 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. Chairman Mincer acknowledged boy scout Joshua Musano, who was working on his Communications Merit Badge.

EXECUTIVE SESSION:

Chairman Mincer announced that they would be convening an Executive Session to discuss a potential land use matter; no decisions would be made, and nothing will be voted on afterwards.

ITEM NO. 13: ADJOURNMENT

Upon reconvening the regular meeting, MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to adjourn the June 20th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer