

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
APRIL 3, 2018 MEETING
AGENDA

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

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - March 20, 2018 Regular Meeting
3. PUBLIC HEARING - SJL Realty Holdings Conditional Use Hearing
4. OLD BUSINESS
 - a) Pike County Light & Power - Winter Storm follow-up
 - b) Other
5. NEW BUSINESS
 - a) Proposed Paving Projects for approval
 - b) Proposed Road Materials to be bid
 - c)
 - d) Other
6. CORRESPONDENCE
 - a) Pike County Office of Emergency Management
 - b) Miscellaneous Correspondence
7. SUBDIVISIONS / LAND DEVELOPMENTS
 - a) Dutkowski 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: \$ 12,701.31 General Fund
\$ 103.01 Rec Fund
 - b) General Fund Balance: \$ 580,998.38
12. PUBLIC COMMENT PERIOD
13. EXECUTIVE SESSION
14. ADJOURNMENT

ATTENDANCE:

Thomas E. Mincer, Chairman; Dennis L. Brink, Vice Chairman; Edward D. Nikles, Supervisor; Karen Kleist, Secretary/Treasurer; John H. Klemeyer, Solicitor; Chris Wood, Sewage/Zoning Enforcement Officer; Jim Snyder, Roadmaster; Bill Mikulak, EMA Coordinator; Mark O'Brien, DTVFD Chief; Stephen Leech, SJL Realty Holdings; Steve Grandinali, Pike County Light & Power; and members of the public and press.

ITEM NO. 1: CALL TO ORDER

Chairman Mincer called the meeting to order at 7:00 pm opening with the Pledge of Allegiance.

ITEM NO. 2: APPROVAL OF MINUTES

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the March 20, 2018 Minutes as presented.

**ITEM NO. 3: PUBLIC HEARING
SJL Realty Holdings Conditional Use**

A duly advertised public hearing was held to consider the conditional use zoning application of SJL Realty Holdings (Pike County Generator) to relocate their business to 880 Route 6 (former M&S Site). The only parties to the hearing are the Township and Applicant. The following documents were entered into evidence by the Township: Proof of Publication (T-1); March 16, 2018 letter from Planning Commission to Board of Supervisors (T-2); March 12, 2018 Technical Review Comments from Mike Weeks; Revised narrative dated Feb. 19, 2018; Zoning Application packet dated December 17, 2017 that includes the application, Certificate of Incumbency, and deed; and a Site Plan dated 10/16/17 with a latest revision date of 2/12/18 by Conrad, Close & Ewald (T-6).

The property consists of a large garage, a residence and a Cafe. The change of use applies to changing the 'cafe' building to an office. Mr. Leech stated that since the time he filed the application he has decided to use the cafe building for storage rather than office space as it has no septic. He intends for the house to remain a house. The large garage building will be used for the sales and service of equipment; the zoning officer determined that the previous and proposed use of the building falls under the same zoning classification. Mr. Leech was informed that the change of use for the cafe building to something other than what is included in the application and what was reviewed would have to take place later on as a separate application.

The Planning Commission recommended approval with the following conditions: 1. Existing landscape conditions remain; 2. Existing conditions for tenant/house on property will remain; 3. Vehicle and material storage will only be in designated areas per drawing; 4. Existing fencing will remain; 5. Wood fencing will be maintained; 6. Existing buffer for front and side property lines will be maintained. Supervisor Brink reminded the applicant that Dingman has mandatory recycling and burning is not allowed. Mr. Leech stated that he has both waste removal and recycling services.

There being no further questions or testimony, the Hearing was closed. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve Zoning Application #404-17 as testified and subject to the conditions recommended by the Planning Commission, and that the former Cafe building cannot be occupied as anything other than an office without receiving prior approvals from the Township. A Court Stenographer was present and the transcript will be maintained in the permit file.

**ITEM NO. 4: OLD BUSINESS
A) Pike County Light & Power -
Winter Storm Follow-up**

Steve Grandinali of Pike County Power & Light (PCPL) was present to recap the procedures followed during and following the March 2nd storm and to request feedback from the Board. Immediately following the storm they initiated damage assessment followed by tree removal and construction. 95% of Milford Borough had power restored by Saturday night; work started in the outlying areas on Sunday where the degree of damage was tremendous. He stated that he now has a three-man crew at the Milford location full-time. The Board asked if he had had communications with PennDOT who was waiting for confirmation that lines were not "hot" prior to cutting trees out of the roads. The Board thanked Mr. Grandinali for the constant updates regarding progress and restoration schedules.

- ITEM NO. 4(B):**
Other Old Business
- There was no Other Old Business at this time.
- ITEM NO. 5: NEW BUSINESS**
A) Proposed Paving Projects
- The Board reviewed the proposed paving overview for Nelson Road and Husson Road. As the project cost estimate has not yet been received from out PennDOT Municipal Services Rep, it is unknown if either job will fall under Prevailing Wage requirements. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to advertise for paving bids after cost estimate has been received.
- ITEM NO. 5(B):**
Proposed Road Materials
- The Board reviewed the draft quantities of road materials to be bid, and MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to have the Secretary advertise for bids.
- ITEM NO. 5(C):**
Other New Business
- There was no Other New Business at this time.
- ITEM NO. 6: CORRESPONDENCE**
A) Pike County Emergency Management
- The Board was in receipt of a letter from the Pike County Commissioners and their Department of Public Safety informing of an after-action meeting on April 12, 2018 to discuss strengths and weaknesses, and how to improve in the future, preparation and response to storm events and other emergencies. Tom will try to attend; neither Dennis or Ed are available.
- ITEM NO. 6(B):**
Miscellaneous Correspondence
- The Board reviewed various miscellaneous correspondence and noted an article in the Pike County Dispatch on a Blooming Grove Township meeting where excessive ambulance calls to Dingman Township in 2017. Mark O'Brien explained that most were justified (on other calls; at a fire scene, etc).
- ITEM NO. 7:**
SUBDIVISIONS / LAND DEVELOPMENTS
- A) Dutkowski Lot Improvement: The Board reviewed the proposed lot improvement and documentation including deeds, letters of adequacy from the County Planning Commission and Township Engineer, and a recommendation from the Planning Commission for approval. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the Andrew & Meghan Dutkowski lot improvement, combining lots 2, 3 & 4, Block 14, Section 2 of Gold Key Lake, to be known as Lot 4A.
- ITEM NO. 8:**
EMERGENCY SERVICES REPORTS
- DTVFD Chief Mark O'Brien reported that there were 87 Fire and 120 EMS dispatches in March. Approximately 400 attended Breakfast with the Easter Bunny; their Beefsteak Dinner fundraiser is on April 14th.
- ITEM NO. 9:**
ROADMASTER REPORT
- MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the March 12-25, 2018 Roadmaster Report as submitted.
- ITEM NO. 10:**
SEWAGE / ZONING OFFICER REPORT
- Chris Wood reported on the following:
- Dingman-Delaware school sewage system nitrate rates are still off.
 - Act 26 Policies (DEP): the comment deadline has been extended to May 8th.
 - Sunrise Lake Section 12: central water well was off-line for a couple days while repairs were made. The Association also voted to purchase property from Ramagosa for sewage disposal; the Planning Module is being finished.
- ITEM NO. 11:**
TREASURER'S REPORT
- MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the April 3, 2018 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.

ITEM NO. 13: EXECUTIVE SESSION

The Board recessed to Executive Session at this time to discuss personnel.

Upon reconvening the regular meeting, MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to declare that Daniel Paffenroth has successfully completed his probationary period, and to increase his wage to \$17.00 per hour with benefits as outlined in the Employees Manual.

ITEM NO. 14: ADJOURNMENT

There being no further business, MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to adjourn the April 3rd meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer