

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
JUNE 5, 2018 MEETING
AGENDA

**THERE WILL BE AN EXECUTIVE SESSION IMMEDIATELY FOLLOWING THE PUBLIC COMMENT PERIOD
TO DISCUSS POTENTIAL LITIGATION AND CURRENT LITIGATION RE: MILFORD REALTY BUILDING
ASSOCIATES**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - May 15, 2018 Regular Meeting
3. PUBLIC HEARING
 - a) NJ Y Camps Conditional Use Hearing - Continuance Requested
4. OLD BUSINESS
 - a) Park Trail & Bridge Preserve Frank Trail projects - Final Payment Release
 - b) Other
5. NEW BUSINESS
 - a) Workers Comp Insurance Proposal
 - b) Other
6. SUBDIVISIONS / LAND DEVELOPMENTS
 - a) Pocono Woodland Lakes/Chaisson Subdivision
7. CORRESPONDENCE
 - a) Dingman Twp. Volunteer Fire Dept.
 - b) Robert Bernathy, Esq. re: EMS Shortage
 - c) Glen DeLeeuw
 - d) Mitchell Hyams
 - e) Miscellaneous Correspondence
8. EMERGENCY SERVICES REPORTS
9. ROADMASTER REPORT
10. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
11. TREASURER'S REPORT / SECRETARY'S REPORT
 - a) Payment of Bills: \$ 59,323.09 General Fund
\$ 4,453.67 Rec Fund
\$ 3,320.00 Bridge Preserve Fund
 - b) General Fund Balance: \$ 1,191,215.37
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, EMS Coordinator; Mark O'Brien, DTVFD Chief; 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 May 15, 2018 Minutes as presented.
- ITEM NO. 3: PUBLIC HEARING
NJ Y Camp Conditional Use Hearing** The Board was in receipt of a request from the applicant for a 60-day time extension on the Hearing, and a recommendation from the Planning Commission that the Hearing be continued to the July 17, 2018 meeting. The applicant also completed a Waiver of Time Limitations for the Land Development Plan. MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to approve the requested 60-day time extension and to continue the Hearing to the July 17, 2018 meeting on the NJ Y Camp Conditional Use application, and to accept the Waiver of Time Limitations for the NJ Y Camp conditional use and land development applications.
- ITEM NO. 4: OLD BUSINESS**
A) Park Trail & Bridge Preserve Frank Trail Projects Final Payment Request The Board received a Request for Final Payment for the Park Trail (\$1,500) and Frank Trail (\$3,250). The Board noted that the Conservation District Report stated there was one area at the Park Trail to be stabilized. Dennis Brink confirmed a small area where the trail meets the roadway needs stone; everything else is satisfactory. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to release \$1,250 for the Park Trail retaining \$250 until stabilized, and to release \$3,250 for the Frank Trail at the Preserve.
- ITEM NO. 4(B):
Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 5: NEW BUSINESS**
A) Workers Comp Insurance Proposal The Board reviewed a Proposal from EHD Group to switch the workers compensation coverage for employees and the ambulance to MRM Pooled Trust, leaving the Fire Department coverage with the state (SWIF). MRM is a self-insured municipal group. The initial savings will be between \$4,700-\$6,700; thereafter dividends will also be received. Chairman Mincer and Karen Kleist met with a representative from EHD Group, and Tom did additional research after that. Solicitor Klemeyer also reviewed the MRM Trust documents. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to advertise the Township's intent to adopt a Resolution authorizing participating in the MRM Workers' Compensation Pooled Trust.
- ITEM NO. 5(B):
Other New Business** There was no Other New Business.
- ITEM NO. 6:
SUBDIVISIONS / LAND DEVELOPMENTS** A) Pocono Woodland Lakes/Chaisson Subdivision: The Board reviewed the proposed "re-subdivision" of Pocono Woodland Lakes removing lots 1598, 1599, & 1600 (combined in 2009 to be known as Lot 1598A) from the community by amending the previously approved subdivision map. It is noted that this is the result of a Court Order. Attorney Magnotta consulted in this submission as Solicitor Klemeyer has a conflict. Documentation reviewed including maps, Court Order, and letters of adequacy from the Township Engineer and Alternate Solicitor, the County Planning Commission, and a recommendation from the Township Planning Commission for approval noting that the parcel should be identified strictly by its Tax Map parcel number of 110.02-02-02. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the re-subdivision of PWL-PDA for the court ordered removal of Lots 1598, 1599, & 1600 from the original subdivision plan of Pocono Woodland Lakes.

**ITEM NO. 7: CORRESPONDENCE
A) DTFVD Fundraiser Request**

The Board was in receipt of a Request from the Department to add a Sip-n-Paint fundraiser to be held on August 3, 2018 to their list of approved fundraisers. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the DTFVD holding a Sip-n-Paint fundraiser on August 3, 2018.

**ITEM NO. 7(B):
Atty. Bernathy re: EMS Shortage**

The Board was in receipt of a letter from Westfall Township Solicitor Robert Bernathy inviting Milford and Dingman Townships to join with them and Shohola Township in meetings/discussions regarding the provision of Basic Life Support services. The Board agreed, but also felt Milford Borough should be included. The Secretary was directed to respond relaying the Board's interest in participating.

**ITEM NO. 7(C):
Glen DeLeeuw**

The Board was in receipt of a letter from Glen DeLeeuw informing that he has moved out of the Township and as such is resigning from his position on the Planning Commission (Alternate). Glen is also a Board member on the Parks & Recreation Commission. The Board regrettably accepted his resignation and acknowledged that it needs to also extend to his position on the parks & Recreation Commission. They were glad and thankful to hear that Glen would still be helping out with the events at the Park.

**ITEM NO. 7(D):
Mitchell Hyams**

The Board was in receipt of a letter from resident Mitchell Hyams expressing interest in serving on the Parks & Recreation Commission. My Hyams was going to try to attend tonight, but was not present. The Board requested that he attend the Rec Board meeting on June 11th, and for the Board to send us a recommendation regarding appointment.

**ITEM NOP. 7(E):
Miscellaneous Correspondence**

The Board reviewed various Miscellaneous Correspondence and noted a letter from the Milford Water Authority informing that they will provide an emergency water filling station in front of 717 Broad Street that will be available to all residents.

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

DTVFD Fire Chief Mark O'Brien reported that they had 45 fire and 110 EMS calls during the month of May. The Department received the "Golden Brain Award" from Lehigh Valley Health Network for a response/treatment of a stroke patient.

**ITEM NO. 9:
ROADMASTER REPORT**

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the May 7-20, 2018 and May 21-June 3, 2018 Roadmaster Reports as submitted and reviewed by Jim Snyder.

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

The Board reviewed a Memo from Chris Wood informing that he has noticed an increase in popularity in the region for "campsite leasing" whereby homeowners, through an agency, lease a campsite on their property. As with Air-BnB, it introduces a new use to properties. The Board directed the information be sent to the Planning Commission to look into and see if our ordinances cover or should cover these situations.

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

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the June 5, 2018 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

Karen Kleist received a quote from Voltron to replace the electric baseboard heaters in the Grange Building for \$2,380 (10 units). MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to accept the proposal from Voltron Electric in the amount of \$2,380 to replace the electric baseboard heaters in the Grange building.

ITEM NO. 12: PUBLIC COMMENT

Tom Leiper of TML Construction was present to see if the Stop Work Order imposed by the Sewage Enforcement Officer at 104 Miller Court could be lifted. He is constructing a detached garage that is being rough-plumbed for a future slop sink with a 3" drain line and 1" water line run underground to the house (not connected) and terminating above the garage floor slab. The owner, Mark Leone was also present and said the garage is a workshop and he wants to be able to wash up before going into his house. He state that nothing but a sink will be installed. The garage is sheathed, but is not weather-tight, and he would like to finish the exterior. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to lift the stop work order for the purpose of weather proofing the structure (roof and siding), on the condition that the owner provide written notice to the Township that the purpose of the water and drain lines is for a future sink, and agreeing to get all permits necessary at that time; to submit amended building plans covering the work done as soon as possible, and to obtain a sewage permit for the work done.

ITEM NO. 13: EXECUTIVE SESSION

The Board recessed to Executive Session at this time.

ITEM NO. 14: ADJOURNMENT

There being no further business upon reconvening the regular meeting, MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to adjourn the June 5th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer