

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
JANUARY 22, 2019 MEETING
AGENDA

THERE WILL BE AN EXECUTIVE SESSION IMMEDIATELY FOLLOWING THE PUBLIC COMMENT PERIOD TO DISCUSS A PERSONNEL MATTER AND A MATTER OF POTENTIAL LITIGATION

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - January 7, 2019 Organization Meeting
January 7, 2019 Regular Meeting
3. MOMENT OF SILENCE in remembrance of Walter H. Myer
4. PUBLIC HEARINGS
 - a) Preserve at Milford Hills
5. OLD BUSINESS
 - a) Jim Ott, Sunrise Lake Section 9 Water/Sewer
 - b) Park Projects Selection
 - c) Resolution No. 2019-03 - ZHB Re-Appointment
 - d) Other
6. NEW BUSINESS
 - a) Herman Fire Loss Escrow - Request for full release of funds
 - b) Code Inspections Inc. renewal contract
 - c) Foreign Fire Funds Audit - Milford Vol. Fire Dept.
 - d) Other
7. CORRESPONDENCE
 - a) Miscellaneous Correspondence
8. EMERGENCY SERVICES REPORTS
9. ROADMASTER REPORT
10. SEWAGE/ZONING/CODES ENFORCEMENT OFFICER REPORT
11. TREASURER'S REPORT / SECRETARY'S REPORT
 - a) Payment of Bills: \$ 33,941.99 General Fund
\$ 3,417.23 Rec Fund
 - b) General Fund Balance: \$ 765,354.75
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; Jeff Christiansen, Milford Fire Dept.; Marc O'Brien, DTVFD; 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 Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the January 7, 2019 Organizational Meeting and the January 7, 2019 Regular Meeting Minutes as submitted.
- ITEM NO. 4: MOMENT OF SILENCE for Walter H. Myer** Chairman Mincer requested a Moment of Silence in remembrance of Walt Myer, who served on the Planning Commission for 53 years, many as Chairman.
- ITEM NO. 4: PUBLIC HEARINGS**
A) Preserve at Milford Hills The Board was in receipt of a letter from Attorney Wolfe responding to the Board's December 19, 2018 letter and informing that he will not be able to attend tonight's meeting due to a scheduling conflict. Chairman Mincer stated that they will be discussing this matter under Executive Session later in the meeting. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to continue the Public Hearing to February 5, 2019. [NOTE: following Executive Session this motion was amended to continue the Hearing to February 19th]
- ITEM NO. 5: OLD BUSINESS**
A) Jim Ott, Sunrise Lake Section 9 The Board received an email that Mr. Ott was unable to attend and that he would be forwarding an Interim Report within a week.
- ITEM NO. 5(B): Park Projects Selection** Karen Kleist informed the Board that the Conservation District has determined that the proposed projects will be a field change amendment to the NPDES permit. Following discussion, the Board elected to apply for SRCP funds for a pavilion, and to work on fine tuning the band shell/concession building addition to be ready to apply for grants by next year.
- ITEM NO. 5(C): Resolution No. 2019-03** Karen Kleist informed the Board that the MPC requires zoning hearing board members to be appointed by Resolution. William Fedun was only appointed by motion at the Organizational Meeting; this Resolution is to correct that oversight. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to adopt Resolution No. 2019-03, reappointing William Fedun to the Zoning Hearing Board with a term to expire 12/31/21.
- ITEM NO. 5(D): Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 6: NEW BUSINESS**
A) Herman Fire Loss Escrow - Request for full release of funds The Board was in receipt of a request from Mr. Herman's contractor requesting a full release of the fire loss escrow funds to Mr. Herman and the house is substantially complete (water/sewer hooked up, siding being installed) and explaining that keeping funds until a Certificate of Occupancy is issued is causing a hardship (the bank will not release construction funds until "demolition" funds are completely expended). Solicitor Klemeyer noted that our Ordinance requires the funds be held until "repairs, removal or securing of the structure is complete", and releasing all funds prior to completion of the "repair" would violate the Ordinance. Karen Kleist stated that escrow balance is currently \$9,030; we usually maintain \$5,000 until the CO is issued. Following discussion, MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to release \$4,030.00 from the Herman Fire Loss Escrow, and explaining our Ordinance and Policy.

- ITEM NO. 6(B):**
Code Inspections Inc. Renewal Contract
- The Board reviewed the renewal contract with Code Inspections Inc. for Building Code services. Karen pointed out their response to John Klemeyer's request that additional Liability insurance be provided. Code Inspection Inc. carries a \$3 million umbrella which will be noted in the Certificate of Insurance. Solicitor Klemeyer stated that the umbrella provision should be noted in the contract. MOTION was made by Thomas Mincer, seconded by Dennis Brink, and unanimously carried to approve the renewal contract with Code Inspections Inc. provided that the maintenance of a \$3 million umbrella policy during the term of the contract be added to the contract, and to allow the Board to sign the document outside a regular meeting once corrected.
- ITEM NO. 6(C):**
Foreign Fire Funds Audit - Milford Vol. Fire Department
- The Board was in receipt of a copy of the Auditor General's audit report of the Foreign Fire funds provided to the Milford Volunteer Fire Department. There was one finding - failure to maintain a complete/accurate roster of equipment purchased with foreign fire funds.
- ITEM NO. 6(D):**
Other New Business
- The Board was in receipt of the Annual Report from the Township Planning Commission.
- ITEM NO. 7: CORRESPONDENCE**
A) Miscellaneous Correspondence
- The Board reviewed various Miscellaneous Correspondence and had no comments.
- ITEM NO. 8:**
EMERGENCY SERVICES
- Milford Fire Dept. Chief Jeff Christiansen reported that in 2018 they had 449 Fire (210 in Dingman) and 1103 EMS (480 in Dingman). Their ambulance is back in service.
- DTVFD Chief Mark O'Brien reported that they had 35 fire and 100 EMS calls in December. In 2018 there were 435 fire and 1248 EMS calls. They have received a couple of applications for membership..
- ITEM NO. 9:**
ROADMASTER REPORT
- MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the December 31, 2018 to January 13, 2019 Roadmaster Report as submitted and presented by Jim Snyder.
- ITEM NO. 10:**
SEWAGE / ZONING OFFICER REPORT
- Chris Wood submitted his report which included: DEP Webinar concerning new fees for public water systems (ie our Park); completed the DEP 2018 year-end Sewage Report; website updated.
- ITEM NO. 11:**
TREASURER'S REPORT
- MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the January 22, 2019 Treasurer's Report, Bill Payment List, and General Fund baalance, and to sigh 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. After reconvening the regular meeting at 8:53 pm, MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to amend the Motion made earlier tonight regarding continuing the public hearing for the Preserve at Milford Hills to change the Hearing date to February 19, 2019 and to have Solicitor Klemeyer send a letter to Attorney Wolfe outlining certain benchmarks that are to be completed and submitted by one week prior to the meeting.
- ITEM NO. 14: ADJOURNMENT**
- MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to adjourn the January 22nd meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer

