

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
May 19, 2020 MEETING
AGENDA

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES:
3. COVID-19 RELATED BUSINESS
 - a) Contact Tracing Volunteers Needed
 - b) Township Operations update
 - c) Other
4. OLD BUSINESS
 - a) New Phone System Quotes
 - b) Other
5. NEW BUSINESS
 - a) Mitchell New Home & Detached Garage permit application
 - b) Road Materials – Request to bid
 - c) Other New Business
6. CORRESPONDENCE
 - a) Miscellaneous Correspondence
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORTS
9. SEWAGE/ZONING/CODES ENFORCEMENT OFFICER REPORT
10. TREASURER'S REPORT / SECRETARY'S REPORT
 - a) Payment of Bills: \$ 8,109.77 General Fund
 \$ 16,000.00 EMS Fund
 \$ 6,300.00 Capital Reserve Fund
 \$ 456.05 Recreation Fund
 - b) General Fund Balance: \$ 1,260,445.24
11. PUBLIC COMMENT PERIOD
12. ADJOURNMENT

- ATTENDANCE:** Thomas E. Mincer, Chairman; Dennis L. Brink, Vice Chairman; Karen Kleist, Secretary/Treasurer. Present remotely: Edward D. Nikles, Supervisor; John H. Klemeyer, Solicitor; Chris Wood, Sewage/Zoning Enforcement Officer; Jim Snyder, Roadmaster; Mark O'Brien, DTVFD Chief; Bill Mikulak, EMA Coordinator.
- 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** There were no Minutes to approve at this time.
- ITEM NO. 3: COVID-19 RELATED** Operations Policy Update: the Office is operating at full staff, and the waiting room has been opened to the public; there still is no public permitted in the inner office and no face-to-face meetings. The Road Dept. is also back to regular hours.
The County sent information on Contact Tracers for those interested.
- ITEM NO. 4: OLD BUSINESS**
A) New Phone System Quotes The Board reviewed the quote from All American Telecom for a replacement phone system in the amount of \$3,970. Discussion ensued comparing the traditional phone system verses the cloud-based system discussed a few weeks ago. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the quote from All American Telecom.
- ITEM NO. 4(B): Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 5: NEW BUSINESS**
A) Mitchell New Home & Detached Garage Permit application The permit application had what could be a self-contained suite with a second kitchen and a detached garage with a half bath on the first floor and a sink on the second level. The Board was in receipt of a letter from Mr. Mitchell stating that he will remove the second kitchen in the suite area for his mother and is willing to remove the sink on the second floor storage area of the garage. He submitted a signed deed Covenant attesting neither would be used as additional dwelling units. Solicitor Klemeyer noted two corrections needed to the covenant. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the Covenant with the corrections noted by Solicitor Klemeyer, and subject to the kitchen and the sink on the second floor of the detached garage being removed, and the plans updated to reflect those changes.
- ITEM NO. 5(B): Road Materials Bid Request** The Board was in receipt of a memo from Jim Snyder listing the quantities of stone and asphalt he would like to request bids for. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to advertise for road materials bids.
- ITEM NO. 5(C): Other New Business** With the price of asphalt down, the Board had asked Jim Snyder to come up with a list of other roads we should obtain bids for. He suggested Conashaugh Road, Metz Bridge Road, Old Bridge Road, and Honeywell Road which have not been done in ten years or more. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to advertise for paving bids on the roads suggested.
- ITEM NO. 6: CORRESPONDENCE**
A) Miscellaneous Correspondence The Board reviewed various Miscellaneous Correspondence and had no comments.
- ITEM NO. 7: EMERGENCY SERVICES REPORTS** DTVFD Chief Mark O'Brien had nothing new to report.
There was no Report from Milford Fire Department at this time.
- ITEM NO. 8: ROADMASTER REPORT** MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the May 4-17, 2020 Roadmaster Report as submitted.

**ITEM NO. 9:
SEWAGE / ZONING OFFICER REPORT**

Chris Wood reported on the following:

- DEP has scaled back somewhat on its controversial Technology Verification Policy created in response to Act 26 of 2017. SB1030 was introduced to remove the clause in Act 26 that permits DEP to create the policy.

**ITEM NO. 10:
TREASURER'S REPORT**

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the May 19, 2020 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

ITEM NO. 11: PUBLIC COMMENT

No public comment was received.

ITE NO. 12: ADJOURNMENT

There being no further business, MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to adjourn the May 19th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer.