

**DINGMAN TOWNSHIP BOARD OF SUPERVISORS**  
**OCTOBER 3, 2017 MEETING**  
**AGENDA**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - September 19, 2017 Meeting
3. PUBLIC HEARINGS
  - a) Pocono Woodland Lakes POA Conditional Use Hearing
  - b) Firefighter/EMS Reimbursement Policy
4. OLD BUSINESS
  - a) Frank Trail Project - Change Order/Request for Payment
  - b) Park Trail - Request for Payment
  - c) Pike County Hazard Mitigation Plan Update
  - d) Other
5. NEW BUSINESS
  - a) Josh Musano, Boy Scout Troop 1005
  - b) Carol Phillips, Boy Scout Troop 1071
  - c) Regional EMS
  - d) Other
6. CORRESPONDENCE
  - a) Miscellaneous Correspondence
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORT
9. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
10. TREASURER'S REPORT / SECRETARY'S REPORT
  - a) Payment of Bills: \$ 10,093.84 General Fund  
\$ 21,733.10 Rec Fund  
\$ 6,000.00 Bridge Preserve Fund  
\$ 77,134.84 Liquid Fuels Fund
  - b) General Fund Balance: \$ 1,144,957.77
11. PUBLIC COMMENT PERIOD
12. ADJOURNMENT

- ATTENDANCE:** Thomas E. Mincer, Chairman; Kerry W. Welsh, Supervisor; Karen Kleist, Secretary/Treasurer; John H. Klemeyer, Solicitor; Alternate Solicitor Anthony Magnotta; Township Engineer Mike Weeks; Jim Snyder, Roadmaster; Attorney John Stieh for PMWL-PDA; John Musano; and members of the public and press. Supervisor Dennis Brink was absent.
- ITEM NO. 1: CALL TO ORDER** Chairman Mincer called the meeting to order at 7:30 opening with the Pledge of Allegiance. A moment of silence was held in remembrance of those that lost their lives in the Las Vegas mass shooting.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to approve the September 19, 2017 Minutes as presented.
- ITEM NO. 3: PUBLIC HEARINGS**  
**A) PWL-PDA Conditional Use Hearing**
- A duly advertised public hearing was held to consider the conditional use zoning application of Pocono Woodland Lakes Property Owners Association (PWL-PDA) to upgrade their trash/recycling facility on community property located on Marigold Lane. Documentation reviewed included a recommendation from the Planning Commission for approval subject to: the site plan to show the shed has been removed; electrical lighting fixtures shown on sheet E3 also be shown on the site plan; and the setback for Sunflower Lane should be designated as a front yard setback. It was noted that these items have been completed.
- Chairman Mincer asked if there were any plans to erect a new shed at the site. If so, it would be best to indicate it on the plan now, rather than get into the situation of doing so without proper approvals. Eventually a Board Member identified only as "Rich" stated that there would be no shed.
- Also reviewed was the Township Engineer's Technical Review Comments of October 3, 2017, which indicated that the side yard setbacks indicated on the plan should be rear yard setbacks and the plans still have not been signed by the design professional. Attorney Stieh objected to the comment regarding side yard setbacks not being made earlier in the review process and also stated that the Zoning Ordinance does not indicate corner lots have two front and two rear setbacks. During a debate on the issue, Mike Weeks attempted to determine if the change in setbacks would have an adverse affect, but discovered that there were a few different scales of measurement used on the plan with no constant factor involved.
- Mike Weeks pointed out to the Board the Narrative prepared by MEP Designs dated September 22nd and a supplemental Narrative prepared by Attorney Stieh dated September 27th. The narrative outlines hours of operation, among other things, that the Board should review for appropriateness.
- There were no comments from the public. MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to approve the Conditional Use Zoning Permit of PWL-PDA subject to the following conditions: (1) All fees currently owed to the Township are paid; (2) a properly scaled map (site plan) will be submitted to be reviewed and approved by the Township Engineer; (3) the facility will be operated as outlined in all the various statements contained in the September 22, 2017 Narrative submitted by MEP Designs and the September 22, 2017 supplemental Narrative submitted by Attorney Stieh, except that the hours of operation may be modified by the PDA, but shall not start before 8:00 am nor end later than 9:00 pm. It shall be noted that a Court Stenographer was present and a copy of the transcript shall be maintained in the permit file.
- ITEM NO. 3(B):**  
**Firefighter/EMS Reimbursement Policy**
- MOTION was made by Thomas Mincer, seconded by Kerry Welsh, and unanimously carried to continue this item to the October 17th meeting.
- ITEM NO. 4: OLD BUSINESS**  
**A) Frank Trail- Change Order/Request for Payment**
- The Board reviewed the Change Order for additional mulch on the Frank Trail. An additional 100 cy was used over the 400 cy estimate. Payment for same in the amount of \$6,000 (\$60 x 100 cy) was also requested. The Board requested that the inspection report from McLane Associates be forwarded to the contractor with a request that instead of mulch, extra millings should be installed

where necessary. MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to approve the Change Order for extra mulch installed, and to approve payment for same in the amount of \$6,000.00.

**ITEM NO. 4(B):  
Park Trail - Request for Payment**

The Board reviewed the Request for Payment #1 for the Park Trail in the net amount (after 10% retainage) of \$20,574. The trail corridor has been cleared and the footbridges are 75% complete. MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to approve payment #1 on the Park Trail in the amount of \$20,574.00.

**ITEM NO. 4(C):  
Pike County Hazard Mitigation Plan**

The Board was in receipt of correspondence from Mike Mrozinski that the Plan is completed and approved by FEMA. The next step is for the municipalities to adopt the Plan. Since EMA Coordinator Bill Mikulak was not present, this item was tabled until the next meeting to allow for his feedback.

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

There was no Other Old Business at this time.

**ITEM NO. 5: NEW BUSINESS  
A) Josh Musano, Boy Scout Troop 1005**

Josh Musano was present to propose a project he would like to do for his Eagle Scout project. He would like to raise funds and install a playground for special need children in the grassy area next to the existing playgrounds. The Board approved of the project and offered the use of the Township's Recreation Planner to help determine the specific location and with the plans.

**ITEM NO. 5(B):  
Carol Phillips, Boy Scout Troop 1071**

The Board received a request for Boy Scout Troop 1071 to hold an overnight campout at the Preserve on Veterans Day weekend. The Board approves of the idea and directed the Secretary to forward the request to the Rec Board for review and comment.

**ITEM NO. 5(C):  
Regional EMS**

The Board received notification that Regional EMS - the ALS provider for Dingman Township and others in the area - has ceased operations with only a couple day's notice. The Board will be exploring other options.

**ITEM NO. 5(D):  
Other New Business**

There was no Other New Business at this time.

**ITEM NO. 6: CORRESPONDENCE  
A) Miscellaneous Correspondence**

The Board reviewed various Miscellaneous Correspondence and had no comments.

**ITEM NO. 7:  
EMERGENCY SERVICES REPORTS**

There were no reports at this time.

**ITEM NO. 8:  
ROADMASTER REPORT**

MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to approve the September 11-24, 2017 Roadmaster Report as presented by Jim Snyder.

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

Chris Wood was attending a PaDEP Citizen's Advisory Committee meeting and was not present. Solicitor Klemeyer mentioned that mail delivery problems have apparently become so bad that even our Magistrate has been making allowances.

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

MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to approve the October 3, 2017 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

**ITEM NO. 11: PUBLIC COMMENT**

There were no comments from the public or press.

**ITEM NO. 12: ADJOURNMENT**

There being no further business, MOTION was made by Kerry Welsh, seconded by Thomas Mincer, and unanimously carried to adjourn the October 3rd meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer