

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
SEPTEMBER 7, 2021 MEETING
AGENDA

**THERE WILL BE AN EXECUTIVE SESSION IMMEDIATELY FOLLOWING THE PUBLIC COMMENT PERIOD
TO DISCUSS CODE VIOLATIONS/POTENTIAL LITIGATION**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES: August 3, 2021 Meeting
3. OLD BUSINESS
 - a) Sunrise Lake Section 9 Water & Sewer
 - b) Preserve at Milford Hills
 - c) Garage Project
 - d) Delaware Football League
 - e) Other Old Business
4. NEW BUSINESS
 - a) Keeping of Cats Recommendation from Planning Commission
 - b) 2022 Pension MMO Calculation
 - c) Other New Business
5. CORRESPONDENCE
 - a) Miscellaneous Correspondence
6. SUBDIVISIONS / LAND DEVELOPMENTS
 - a) PMWL Aspen Drive School Bus Stop Final Land Development
 - b) Murphy Lot Improvement
 - c) Raymondskill Creek Estates – Re-signing of maps
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORT
9. SEWAGE/ZONING/CODES ENFORCEMENT OFFICER REPORT
10. TREASURER'S REPORT / SECRETARY'S REPORT
 - a) Payment of Bills: \$ 67,051.65 General Fund
 \$ 369.28 Rec Fund
 \$ 34,103.00 Capital Reserve Fund
 - b) General Fund Balance: \$1,317,819.40
11. PUBLIC COMMENT PERIOD
12. 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; and Shane Williams, Roadmaster.
- ITEM NO. 1: CALL TO ORDER** Chairman Mincer called the meeting to order at 7:00 pm opening with the Pledge of Allegiance. A moment of silence was held to honor the passing of Tom Stephenson of the Milford Fire Department; Paula Coughlin, former Zoning Hearing Board member; Viola Canouse, former Milford Township Secretary/Treasurer and Tax Collector; and Leon Husson, former Pike County General Authority member and local architect.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the August 3, 2021 Minutes as presented.
- ITEM NO. 3: OLD BUSINESS**
A) Sunrise Lake Section 9 Chris Wood reported that Jim Ott requested the frac tank be installed on an emergency basis for the impending rains from the tropical storm as the current tanker would not be able to handle the volume. The frack tank was to be removed in seven days, but is still there.
- Later in the meeting Joe Valentine was permitted to call into the meeting as he thought it was being held remotely. In response to questions from the Board, Mr. Valentine informed that does not know if officers were elected; he is pushing to have the sewer lines replaced to stop the I/I issues; they are waiting to a response to the mailing sent out to all property owners regarding on-lot testing.. he asked if the frack tank can be utilized until DEP approves it. Chairman Mincer stated that emergency use was approved for 7 days only – they need to revert back to the tanker until DEP approves use of the frack tank as a holding tank.
- ITEM NO. 3(B):
Preserve at Milford Hills** Comments were received from Mike Weeks on the draft Seventh Amendment to the Developers Agreement. The Secretary was directed to forward them to the developer for response.
- ITEM NO. 3(C):
Garage Project** The Board was in receipt of a Change Order in the amount of \$7,818.10 for HVAC changes requested by the Township. Most of the cost is to run heating duct drops from the main duct along the ceiling to a few feet off the floor. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the HVAC Change Order as presented.
- The Board was also in receipt of a Request for Payment #3 in the amount of \$34,103.00, which was also reviewed and approved by the project engineer. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve Payment Request #3 in the amount of \$34,103.00.
- ITEM NO. 3(D):
Delaware Football League** This item was tabled from the last meeting. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to allow Delaware Football League to use the light stanchions stored at the fire house to be used during practices when it starts getting dark early.
- ITEM NO. 3(E):
Other Old Business** Karen Kleist informed the Board that she obtained quotes for line painting calling for only most of the yellow center lines to be done. One quote came in under the bidding threshold. This item will be put on the agenda for the next meeting.
- ITEM NO. 4: NEW BUSINESS**
**A) Recommendation from Planning
Commission on Keeping of Cats** The Board was in receipt of a memo from the Planning Commission that after looking whether the Township should limit the number of cats in a household (like is done with dogs), they recommend a maximum of three cats over 6 months old, consistent with the number of dogs. The Board tabled this item for further consideration.
- ITEM NO. 4(B):
2022 Pension MMD Calculation** Karen Kleist presented the Minimum Municipal Obligation worksheet for the Township's 2022 contribution into the pension. Based on this year's projected payroll, the MMD for next year is \$28,188.00. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to

approve the FY2022 Pension contribution of \$28,188.00.

**ITEM NO. 4(C):
Other New Business**

There was no Other New Business at this time.

**ITEM NO. 5: CORRESPONDENCE
A) Miscellaneous Correspondence**

The Board reviewed various Miscellaneous Correspondence and had the following comment: regarding the article about the private bridge at Wyckoff Lane being closed after an engineer inspection, Chairman Mincer stated that the Township did not do nor order the inspection, but was done by the property owner.

**ITEM NO. 6:
SUBDIVISIONS / LAND DEVELOPMENTS**

- A) PMWL Aspen Drive School Bus Stop Final Land Development: The Board reviewed the Final Land Development plan, recommendation from the Planning Commission for approval, and a letter from the Township Engineer that the improvements were installed in general conformance with the approved plans. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the Aspen Drive School Bus Stop Final Land Development submission.
- B) Murphy Lot Improvement: The Board reviewed the proposed Conashaugh Lake 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 Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the Murphy lot improvement, combining lots 1114 & 1115 of Conashaugh Lake, to be known as lot 1114-A.
- C) Raymondskill Creek Estates – re-signing of maps. The maps were not yet received

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

There were no Reports at this time.

Supervisor Brink stated that he was asked by DTVFD if they could put a second ambulance crew on duty on weekends when demand on them is higher, mostly from Milford and Delaware. He approved.

**ITEM NO. 8:
ROADMASTER REPORT**

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the August 9-23, 2021 and the August 23-September 6, 2021 Roadmaster Reports as submitted. Shane reported that the new culvert on Van Auken Hill by the pond had a bit of a washout from the storm. The contractor and engineer are waiting for the water level to decrease to determine what happened. It is currently stabilized.

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

Chris Wood reported on the following:

- On August 1, 2021 a controlled fill for sewage purposes was placed on 209 E Lake Drive (Section 3, Block 6, Lot 8) of Gold Key Lake.
- We have exceeded the number of permits issued the entire year last year.
- Suggested considering regulations on geo-thermal wells; the Well Ordinance refers to drinking water wells only.
- He attended a Sewage Advisory Committee meeting where DEP wants to upgrade their O&M policy to include inspecting the wiring, pump and tank in addition to just pumping.

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

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the September 7, 2021 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

ITEM NO. 11: PUBLIC COMMENT

No comments were received.

EXECUTIVE SESSION

The Board recessed to Executive Session at this time.

ITEM NO. 12: ADJOURNMENT

There being no further business after reconvening the regular meeting, MOTION was made by Dennis Brink, seconded by Thomas Mincer, and unanimously carried to adjourn the September 7th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer