

**DINGMAN TOWNSHIP BOARD OF SUPERVISORS**  
**JULY 6, 2021 MEETING**  
**AGENDA**

**THERE WILL BE AN EXECUTIVE SESSION IMMEDIATELY FOLLOWING THE PUBLIC COMMENT PERIOD  
TO DISCUSS CURRENT LITIGATION AND CODE COMPLIANCE ISSUES**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES: June 1, 2021 Meeting
3. OLD BUSINESS
  - a) Sunrise Lake Section 9 Water & Sewer
  - b) Garage Project – Parapet
  - c) Bid Award – Paving
  - d) Blooming Grove Township EMS Meetings
  - e) Other Old Business
4. NEW BUSINESS
  - a) Bid Opening – Line Painting
  - b) IT Services Proposal
  - c) Other New Business
5. CORRESPONDENCE
  - a) Arlene Matthews, Sunrise Lake
  - b) Miscellaneous Correspondence
6. SUBDIVISIONS / LAND DEVELOPMENTS
  - a) Ignacio Lot Improvement
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:     \$ 72,515.64 General Fund  
                                   \$ 4,717.64 Rec Fund  
                                   \$ 2,050.00 Capital Reserve Fund
  - b) General Fund Balance: \$ 1,358,223.98
11. PUBLIC COMMENT PERIOD
12. EXECUTIVE SESSION
13. 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; Shane Williams, Roadmaster; Mark O'Brien, Chief, DTVFD; and a member of the 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 June 1, 2021 Minutes as presented.
- ITEM NO. 3: OLD BUSINESS**  
**A) Sunrise Lake Section 9** There was nothing new received from Sunrise Lake Section 9.
- ITEM NO. 3(B):**  
**Garage Project – Parapet** Nothing received yet confirming the Township will not be charged for the parapet.
- ITEM NO. 3(C):**  
**Bid Award – Paving** The following bids for resurfacing Van Auken Hill Road were received and opened on July 1, 2021 as advertised: E.R. Linde \$209,479.48; Hanson Aggregates \$217,385.10; and Wayco Inc. \$220,764.65. The estimate for the job was \$221,153.00. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to award the resurfacing of Van Auken Hill Road to the low bidder, E.R. Linde.
- ITEM NO. 3(D):**  
**Blooming Grove twp. Ems Meetings** The Pike County Commissioners are now hosting the next EMS meeting at the Pike County Training Center on July 27, 2021 at 7pm.
- ITEM NO. 3(E):**  
**Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 4: NEW BUSINESS**  
**A) Bid Opening – Line Painting** Karen Kleist reported that no bids were received.
- ITEM NO. 4(B):**  
**IT Services Proposal** Karen Kleist presented a proposal from Topp Business Solutions for IT Services. Following discussion the Board determined that clarification was needed on whether the services included labor to fix hardware when needed. The current proposal seems to include only assistance with software.
- ITEM NO. 4(C):**  
**Other New Business** There was no Other New Business at this time.
- ITEM NO. 5: CORRESPONDENCE**  
**A) Arlene Mathews** The Board was in receipt of a letter from the Sunrise Lake resident complaining about “cat hoarding” on two properties. Our ordinances regulate the number of dogs in a residence, but not cats. The Board directed the Secretary to forward the letter to the Planning Commission to research and make a recommendation.
- ITEM NO. 5(B):**  
**Miscellaneous Correspondence** The Board reviewed various Miscellaneous Correspondence and had no comments.
- ITEM NO. 6:**  
**SUBDIVISIONS / LAND DEVELOPMENTS**  
**A) Ignacio Lot Improvement:** The Board reviewed the proposed Gold Key lot improvement and documentation including deeds, letter of adequacy from the Township Engineer, comment (correction made) from the County Planning Commission, and a recommendation from the Township Planning Commission for approval. MOTION was made by Dennis Brink, seconded by Ed

Nikles, and unanimously carried to approve the Ignacio Lot Improvement, combining lots 4 & 5, Block 31, Section 3 of Gold Key Lake, to be known as Lot 4A.

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

DTVFD Chief Mark O'Brien reported that there were 40 Fire and 90 EMS calls in June. 55 of the EMS calls were within Dingman Township. They added extra staff (second ambulance) over the July 4<sup>th</sup> weekend.

**ITEM NO. 8:  
ROADMASTER REPORT**

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the June 14-28, 2021 Roadmaster Report as submitted.

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

Chris informed the Board that the street names in Raymondskill Creek Estates subdivision were never formally approved for submission to the County 911 Office. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the street names shown on the Final Subdivision plans for Raymondskill Creek Estates for submission to the County 911 Office.

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

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the July 6, 2021 Treasurer's Report, Bill Payment List, and General Fund balance and to sign the checks following the meeting.

Karen Kleist reported that she spoke to two firms regarding ARP funding support. Zelenkofske Axelrod is an accounting firm recommended by PSATS (proposal attached). Their fee is based on the amount of the award and would be \$31,000. Hailstone Economics is who the County has been using for last year's CARES Act funding. Their fee is \$125 hour (\$225/hour for legal pinions if needed). The Board requested we get a written proposal from Hailstone.

**ITEM NO. 11: PUBLIC COMMENT**

There were no comments.

**ITEM NO. 12: EXECUTIVE SESSION**

The Board recessed to Executive Session at this time to discuss current litigation and code compliance issues.

**ITEM NO. 13: ADJOURNMENT**

There being no further business after reconvening the regular meeting, MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to adjourn the July 6<sup>th</sup> meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer