

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
NOVEMBER 3, 2021 MEETING
AGENDA

**THERE WILL BE AN EXECUTIVE SESSION IMMEDIATELY FOLLOWING THE
PUBLIC COMMENT PERIOD TO DISCUSS PERSONNEL MATTERS**

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES: September 21, 2021 Meeting
3. OLD BUSINESS
 - a) Sunrise Lake Section 9 Water & Sewer
 - b) Preserve at Milford Hills
 - c) Garage Project
 - d) Van Auken Hill Road Culvert replacements
 - e) Other Old Business
4. NEW BUSINESS
 - a) Intent to Appoint CPA for FY2021 Audit
 - b) Swearing-In of Special Fire Police
 - c) Other New Business
5. CORRESPONDENCE
 - a) Miscellaneous Correspondence
6. EMERGENCY SERVICES REPORTS
7. ROADMASTER REPORT
8. SEWAGE/ZONING/CODES ENFORCEMENT OFFICER REPORT
9. TREASURER'S REPORT / SECRETARY'S REPORT
 - a) Payment of Bills: \$ 96,994.52 General Fund
 \$ 2,231.98 Rec Fund
 \$ 1,705.00 Bridge Preserve Fund
 \$210,021.28 Capital Reserve Fund
 \$ 21,000.00 EMS Fund
 \$ 78,645.98 ARP Fund
 - b) General Fund Balance: \$1,285,106.92
10. PUBLIC COMMENT PERIOD
11. EXECUTIVE SESSION
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; Bill Mikulak, EMA Coordinator; Mark O'Brien, DTVFD Chief; Jim Ott for Sunrise Lake Section 9; 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 Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the September 21, 2021 Minutes as presented.
- ITEM NO. 3: OLD BUSINESS**
A) Sunrise Lake Section 9 Jim Ott informed the Board that they made a submission for holding tanks to the Township yesterday. Section 9 should be electing officers at their meeting on November 6th. They estimate the 1/1 at 150 gpd per household.
- ITEM NO. 3(B):**
Preserve at Milford Hills There still is no response from the Developer and the Agreement expires November 30th. The Board directed Solicitor Klemeyer to send a letter informing we intend to call the bond if the Phase I work is not complete by the end of the month.
- ITEM NO. 3(C):**
Garage Project The Board was in receipt of a Payment Request in the amount of \$210,021.28 and a Punch List. Being there are still a few minor items left to be done, the Board is opposed to releasing full payment. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to authorize a payment less a retainage as recommended by Northeast Construction.
- ITEM NO. 3(D):**
Van Auken Hill Road Culvert The Board was in receipt of a Request for Payment in the amount of \$78,645.98 certified by the Township Engineer, and including a retainage of \$1,000. All work is complete. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the payment to Morgan Site Contractors in the amount of \$78,645.98.
- ITEM NO. 3(E):**
Other Old Business Karen Kleist informed the Board that she received calls regarding nearly non-existent site distance from Log Tavern Road onto Rt. 739 due to the placement of the construction barriers. It was also noted that the barriers need to be removed before plow season. Karen was directed to call PaDOT.
- ITEM NO. 4: NEW BUSINESS**
A) Intent to Appoint CPA for Audit The Board reviewed the proposal from Kirk, Summa & Co. for completing the FY2021 Audit and the draft legal notice required under the Township Code. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to advertise the Township's intent to have a CPA conduct the Township Audit.
- ITEM NO. 4(B):**
Swearing-In of Special Fire Police Peter VanWort was sworn in as Special Fire Police with the Dingman Twp. Volunteer Fire Dept.
- 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 noted that Pike County EMA and Wane Memorial will be holding vaccine clinics (including boosters) on the third Wednesday of each month from 9am to noon at the Pike County Training Center.
- ITEM NO. 7:**
EMERGENCY SERVICES REPORTS DTVFD Chief Mark O'Brien submitted his report for October. There were 35 Fire calls (23 in Dingman) and 108 EMS calls (62 in Dingman). The delivery of the new ladder truck was pushed back to March.

**ITEM NO. 8:
ROADMASTER REPORT**

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the October 18- November 1, 2021 Roadmaster Report as submitted.

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

Chris Wood informed reported that:
- The Dingman/Delaware School's Sewage Monitoring report showed levels of N+N slightly over the limit.
- He is reviewing the Sunrise Section 9 application for 10 2000-gallon holding tanks.
- He will be out at a DEP Sewage Advisory Committee meeting tomorrow.

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

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the November 3, 2021 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

ITEM NO. 11: PUBLIC COMMENT

Chairman Mincer announced that effective January 1 2022 Station 26 Ambulance will be the primary responder in the entire Township. The current Fire Districts will remain the same.

ITEM NO. 12: EXECUTIVE SESSION

The Board recessed to Executive Session at this time.

After reconvening the regular meeting, the following motions were made:

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to terminate John Olivieri as a full-time "CDL" employee effective October 5, 2021. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to retain John Olivieri as a temporary laborer through approximately November 12, 2021, effective October 17, 2021.

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to hire Pasquale Venditti Jr. as a full-time Road Department CDL Employee/Mechanic, effective November 9, 2021 at the rate of \$26/hour; employment is subject to satisfactory Pre-Employment Physical, Drug Screening, and Driver Records check, and a Probationary Period of 60-days, with paid holidays becoming effective after 30 days.

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to provide Premium Pay for Frontline Workers in accordance with the American Rescue Plan Funding Guidelines to Susan Mikulak and Bonnie Mullins in the amount of \$3/hour for hours worked during the year 2020; said payment to be made from ARP Funds.

ITEM NO. 13: ADJOURNMENT

There being no further business, MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to adjourn the November 3rd meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer