

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
MAY 15, 2018 MEETING
AGENDA

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

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES - April 17, 2018 Regular Meeting
May 1, 2018 Regular Meeting
3. OLD BUSINESS
 - a) Resolution #2018-06 - Tax Collector to pass on bad check fees
 - b) Road Materials Bid Award Amendment
 - c) Updated Personnel Policy (Resolution #2018-07)
 - d) Other
4. NEW BUSINESS
 - a) Pike County Tick Study
 - b) Spotted Lanternfly Informational Meeting
 - c) Office Building painting quote
 - d) Other
5. CORRESPONDENCE
 - a) Miscellaneous Correspondence
6. EMERGENCY SERVICES REPORTS
7. ROADMASTER REPORT
8. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
9. TREASURER'S REPORT / SECRETARY'S REPORT
 - a) Payment of Bills: \$ 17,262.97 General Fund
\$ 2,210.63 Rec Fund
 - b) General Fund Balance: \$ 1,211,611.80
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; Jeff Christiansen, Milford Fire Dept; Mark O'Brien, DTVFD Chief; 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 Thomas Mincer, and carried to approve the April 17, 2018 Minutes as presented. Supervisor Nikles abstained as he was not at the meeting. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the May 1, 2018 Minutes as presented.
- ITEM NO. 3: NEWBUSINESS**
A) Res. No. 2018-06 Authorizing Tax Collector to Charge for Bad Check Fees Resolution No. 2018-06 authorizes the Tax Collector to charge bank fees associated with bad checks back to the issuer. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to adopt Resolution No. 2018-06.
- ITEM NO. 3(B): Road Materials Award Amendment** Karen Kleist informed the Board that Eureka and Springbrook Enterprises both bid the same (tied) for 2-A stone delivered, and we should have flipped a coin to award the contract. Jim Snyder contacted both bidders and each agreed to split the award for 2-A stone - 600 tons each. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to change the award for 2018 Road Materials as follows: 1200 tons 2-A stone to be split evenly between the tied low bidders Eureka Stone and Springbrook Enterprises.
- ITEM NO. 3(C): Res. No. 2018-07 - Personnel Policy Update** The Board completed review of the updated Policy draft which deals primarily with part-time hours/benefits structure and hiring requirements. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to adopt Resolution No. 2018-07, updated Personnel Policy.
- ITEM NO. 3(D): Other Old Business** There was no Other Old Business at this time.
- ITEM NO. 4: NEW BUSINESS**
A) Pike County Tick Study The Board was in receipt of a letter from the Pike County Commissioners informing that the County will be undertaking a county-wide study of ticks as to what pathogens are prevalent. They have requested permission to use the Township Park as a tick collection site. The Board agreed.
- ITEM NO. 4(B): Spotted Lanternfly Informational Meeting** The Board reviewed information on the Spotted Lanternfly, an invasive insect that is a serious threat to the forest products industry. Pike Conservation District is cosponsoring an informational meeting on May 30th at Grey Towers. It was determined that someone should attend on behalf of the Township.
- ITEM NO. 4(C): Office Building painting quote** The Board reviewed a quote from Bill Kopcsa Painting for painting inside the building (except for file room) and the exterior of the front and rear entrances in the amount of \$6,450.00. MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to accept the painting proposal from Bill Kopcsa Painting with the understanding that no payment can be made prior to work starting.
- ITEM NO. 4(D): 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 no comments.

**ITEM NO. 6:
EMERGENCY SERVICES REPORTS**

DTVFD Chief Mark O'Brien reported that there were 35 fire and 89 EMS calls in April. Of the 35 fire calls, only 19 were in Dingman; the rest were mutual aid calls.

**ITEM NO. 7:
ROADMASTER REPORT**

MOTION was made by Dennis Brink, seconded by Ed Nikles, and unanimously carried to approve the April 23-May 6, 2018 Roadmaster Report as submitted.

**ITEM NO. 8:
SEWAGE / ZONING OFFICER REPORT**

Chris Wood reported that the Ding-Del School sewage system counts are still off; Maple Park sewage system was off-line for 16 days in arch (no power), and Lake Adventure water meters were off-line for part of the month.

**ITEM NO. 9:
TREASURER'S REPORT
SECRETARY'S REPORT**

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the May 15, 2018 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

Karen Kleist reported on the following: Auditor General's Office performed audit of 2016 & 2017 Liquid Fuels fund with no findings or discrepancies; requested permission to get an estimate on replacing the old electric baseboard heaters at the Grange as a couple are not operating properly (Board agreed); Doug Jacobs has resigned as the Building Hearing Board Solicitor (Tony Magnotta is the Alternate); requested permission to purchase 8-10 picnic tables to replace deteriorating tables from Luhrs Hardware at \$159 each, assembled and delivered (The Board authorized purchasing 10 tables).

ITEM NO. 10: PUBLIC COMMENT

There were no comments from the public or press.

ITEM NO. 11: EXECUTIVE SESSION

The Board recessed to Executive Session at this time to discuss potential litigation.

ITEM NO. 12: ADJOURNMENT

There being no further business upon reconvening the regular meeting, MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to adjourn the May 15th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer