

DINGMAN TOWNSHIP BOARD OF SUPERVISORS
FEBRUARY 4, 2014 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: January 21, 2014 ~~Organizational~~ Meeting
3. OLD BUSINESS
 - a) Other
4. NEW BUSINESS
 - a) 2014-15 COSTARS (State) Salt Contract
 - b) Old Building Permit issues (2)
 - c) Other
5. CORRESPONDENCE
 - a) Miscellaneous Correspondence
6. SUBDIVISIONS / LAND DEVELOPMENTS
 - a) Portella Lot Improvement
 - b) Lake Adventure Land Development - Extension Request
 - c) Maple Park Land Development - Extension Request
 - d) Xavisean (Muir House) Land Development - Extension Request
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORT
9. SEWAGE/ZONING ENFORCEMENT OFFICER REPORT
10. TREASURER REPORT
 - a) Payment of Bills: \$ 20,588.73 General Fund
\$ 180.00 Parks & Rec Fund
 - b) General Fund Balance: \$ 430,491.04
11. PUBLIC COMMENT PERIOD
12. EXECUTIVE SESSION
13. ADJOURNMENT

- ATTENDANCE:** Thomas E. Mincer, Chairman; Dennis L. Brink, Vice Chairman; Kerry W. Welsh, Supervisor; Karen Kleist, Secretary/Treasurer; John H. Klemeyer, Solicitor; Chris Wood, Sewage/Zoning Enforcement Officer; William Mikulak, EMA Coordinator; and members of the press.
- ITEM NO. 1: CALL TO ORDER** Chairman Mincer called the meeting to order at 7:30 pm opening with the Pledge of Allegiance. There was an Executive Session held just prior to the meeting to discuss personnel matters.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the January 21, 2014 Minutes as presented.
- ITEM NO. 3: OLD BUSINESS**
A) Other Old Business There was no Other Old Business at this time.
- ITEM NO. 4: NEW BUSINESS**
A) 2014-15 Costars Salt Contract Roadmaster Jim Snyder is requesting to participate in the 2014-15 State Salt contract in the amount of 650 tons. The Township is required to purchase a minimum of 60% and up to 140% of the amount stated. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to sign up to participate in the 2014-15 State Salt contract in the amount of 650 tons.
- ITEM NO. 4(B): Old Building Permit Issues** Karen Kleist informed the Board that she found two older building permits where the CO was never signed. The Larios permit passed all inspections (including final) in 2009, but the CO was not signed. The Dudle permit was for a basement finished initially without a permit; the Board authorized the owner to use a Certified Third Party Agency to inspect the work done for UCC compliance, and said Certificate was received. Solicitor Klemeyer recommended the Board authorize the Township Secretary to sign/issue the Certificate of Occupancy. Thomas Mincer abstained from voting as he has a conflict. MOTION was made by Dennis Brink, seconded by Kerry Welsh, and carried to authorize the Township Secretary to sign the Certificates of Occupancy for the Larios and Dudle building permits.
- 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 no comments.
- ITEM NO. 6: SUBDIVISIONS / LAND DEVELOPMENTS**
- A) Portella Lot Improvement: The Board reviewed the proposed lot improvement and documentation including deeds, letters of adequacy from the County Planning Commission and Township Engineer, and recommendation for approval from the Planning Commission. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the Portella Lot Improvement combining lots 17 & 18, Block I, Section I of Sunrise Lake, to be known as Lot 17A.
 - B) Lake Adventure Land Development: The Board was in receipt of a request for a 90-day time extension on the Water Tower Land Development, and a recommendation from the Planning Commission for approval. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to grant a 90-day time extension on the Lake Adventure Land Development, effective from the current expiration date.
 - C) Maple Park Land Development: The Board was in receipt of a request from the applicant's engineer for a 90-day time extension and a recommendation from the Planning Commission for approval. Supervisor Welsh questioned why another extension was needed. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to grant a 90-day time extension on the Maple Park Land Development, effective from the current expiration date.

D) Xavisean Land Development: The Board was in receipt of a request from the applicant's engineer for a 90-day time extension on the Muir House apartment conversion, and a recommendation from the Planning Commission for approval. Kerry Welsh, seconded by Dennis Brink, and unanimously carried to grant a 90-day time extension on the Xavisean Land Development, effective from the current expiration date.

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

DTVFD Chief Bill Mikulak submitted his report for January 2014. There were 47 fire/rescue and 92 EMS dispatches.

**ITEM NO. 8:
ROADMASTER REPORT**

MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to approve the January 20 to February 2, 2014 Roadmaster Report as submitted.

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

Chris Wood submitted his report. The Public Hearing before the Zoning Hearing Board Hearing Officer on the Home Occupation Acupuncture application was held on January 30th; decision was deferred until February 11, 2014 when the entire Board will be present. Chris reviewed the December Discharge report from Lake Adventure; average sewage per occupied unit/day was 1053 gallons and potable water was 2564.

Chris requested permission to attend the PASEO Training Convention on March 9-11, 2014. Estimated cost is \$250.00. MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to authorize Chris Wood to attend the Annual PASEO Convention on March 9-11, 2014.

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

MOTION was made by Dennis Brink, seconded by Kerry Welsh, and unanimously carried to approve the February 4, 2014 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

ITEM NO. 11: PUBLIC COMMENT

No public comment was received.

ITEM NO. 12: EXECUTIVE SESSION

As noted above, the Executive Session was held prior to the start of the public meeting.

ITEM NO. 13: ADJOURNMENT

There being no further business, MOTION was made by Kerry Welsh, seconded by Dennis Brink, and unanimously carried to adjourn the February 4th meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer