

**DINGMAN TOWNSHIP BOARD OF SUPERVISORS**  
**JULY 7, 2020 MEETING**  
**AGENDA**

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

1. CALL TO ORDER - Pledge of Allegiance
2. APPROVAL OF MINUTES: May 19, 2020 Meeting  
June 2, 2020 Meeting
3. COVID-19 RELATED BUSINESS
  - a) Public Hearings during COVID-19 – Policy needed
  - b) Miscellaneous
4. OLD BUSINESS
  - a) Paving Projects 3 & 4 Bid Results/Award
  - b) PMWL School Bus Stop Project
  - c) Other
5. NEW BUSINESS
  - a) Atilla Segun re: Building Permit fee
  - b) Proposed Updated Park Facility Use Policy
  - c) Other New Business
6. CORRESPONDENCE
  - a) Eugene Ruzanski re: SRL-9 House Remodel
  - b) M/M DaSilva re: permit fee refund request
  - c) Miscellaneous Correspondence
7. EMERGENCY SERVICES REPORTS
8. ROADMASTER REPORTS
9. SEWAGE/ZONING/CODES ENFORCEMENT OFFICER REPORT
10. TREASURER'S REPORT / SECRETARY'S REPORT
  - a) Payment of Bills:     \$ 31,826.39 General Fund  
                                   \$   568.12 Recreation Fund  
                                   \$  1,345.00 Bridge Preserve Fund  
                                   \$ 81,150.00 Fire Tax Fund  
                                   \$  9,000.00 EMS Tax Fund
  - b) General Fund Balance: \$ 1,212,103.19
11. PUBLIC COMMENT PERIOD
12. EXECUTIVE SESSION
13. ADJOURNMENT

- ATTENDANCE:** Thomas E. Mincer, Chairman (arrived late); Dennis L. Brink, Vice Chairman; Edward D. Nikles, Supervisor; Karen Kleist, Secretary/Treasurer; John H. Klemeyer, Solicitor; Chris Wood, Sewage/Zoning Enforcement Officer; and DTVFD Chief Mark O'Brien. Present virtually: Joe Cutri, Building Code Official; Gene Ruzanski, PE; Greg Fleesler; Regina Alter; and a member of the press.
- ITEM NO. 1: CALL TO ORDER** Vice Chairman Brink called the meeting to order at 7:35 pm opening with the Pledge of Allegiance.
- ITEM NO. 2: APPROVAL OF MINUTES** MOTION was made by Ed Nikles, seconded by Dennis Brink and unanimously carried to approve the May 19, 2020 and the June 2, 2020 Minutes as presented.
- ITEM NO. 3: COVID RELATED**
- A) Public Hearings: Karen Kleist and Solicitor Klemeyer suggested a means by which the Township could start holding Public Hearings again. It would be noted in the advertisement that capacity is limited and anyone intending to attend should contact the Township to register. If it turns out there will be too many people to fit in the meeting room, the hearing could be continued to a date certain at a larger venue. The Board requested Solicitor Klemeyer draft a sample ad for review at the next meeting.
- B) Miscellaneous: On July 1<sup>st</sup> Governor Wolf expanded the mask-wearing order to require masks in all public spaces when social distancing cannot be consistently maintained.
- ITEM NO. 4: OLD BUSINESS**  
**A) Paving Projects 3 & 4 Bids** The Board reviewed the results of the June 30<sup>th</sup> Bid Opening: Project #3 (Old Bridge, Metz Bridge, Honeywell) – Wayco \$41,543.16, ER Linde \$55,896.00, Hanson \$65,262.00; and Project #4 (Conashaugh Rd) – Wayco \$97,225.82, ER Linde \$88,620.87, Hanson \$93,825.00. Solicitor Klemeyer confirmed the bid bonds were in order. Roadmaster Jim Snyder recommended the bids be awarded to the low bidders. MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to award the bid for Project #3 to Wayco, Inc and the bid for Project #4 to ER Linde.
- ITEM NO. 4(B): PMWL School Bus Stop Project** The project engineer received the report on the boring samples and will be discussing the results with the Township Engineer.
- ITEM NO. 4(C): Other Old Business** The Board received a response from the County Commissioners informing that the Policy regarding EMT employees will not be lifted. Mark O'Brien informed the Board that the last potential Covid call was on June 11<sup>th</sup>.
- ITEM NO. 5: NEW BUSINESS**  
**A) Atilla Segun re: permit fees** Chairman Mincer arrived at this time.  
 Mr. Segun purchased a two family house at 135 Christian Hill Road, and unfortunately started renovating it prior to obtaining a building permit. He explained to the Board that it was a three unit house when he bought it, but then the Township said only two were permitted (basement apartment was illegal). Mr. Segun insisted that other than remove the illegal apartment in the basement, no work requiring a permit was done. He said he replaced the front porches and rear deck because Mr. Cutri said he could do outside work like siding and window replacements. After some additional discussion, the Board requested that Joe Cutri do an inspection to document what was done and the issue of fees will be revisited at the next meeting.
- ITEM NO. 5(B): Proposed Updated Park Facility Use Policy** The Parks & Recreation Commission forwarded recommended updates to the "Field" Use Policy to include rental of the new pavilion. The Board expressed concern that if the pavilion is rented most of the time, visitors to the park will not be able to use it at all. It was decided to request the Rec Board evaluate if it should be allowed to be reserved, if so how often, etc.
- ITEM NO 5(C): Other New Business** There was no Other New Business at this time.

**ITEM NO. 6: CORRESPONDENCE**  
**A) Eugene Ruzanski – SRL-9 House Remodel**

The Board was in receipt of a letter from Gene Ruzanski, PE, regarding a remodeling job he is working on for his clients Regina Alter and Greg Fleesler (all were present remotely). The proposed remodel includes enlarging the kitchen, adding a new mud room and front porch, and reconfiguring the master bed/bath; it does not include increasing the number of bedrooms. However, at some point in the past one room was converted to a bedroom for a total of four. Only three bedrooms were permitted. Chris Wood requested a deed restriction (covenant) be added to restrict the home to three bedrooms until sewage approval for more bedrooms is obtained from the Township. Both he and the owners are opposed to "changing the deed", and are proposing an Affidavit containing the requested language.

The Board and Solicitor Klemeyer informed the homeowners that an Affidavit does not run with the land, which is why a Covenant is needed. The Covenant places a restriction on the property; should a new central sewage system be installed that will allow increased flows, the covenant can be removed. Chris Wood was directed to send the sample covenant used previously for the owners to complete.

**ITEM NO. 6(B):**  
**M/M DaSilva – Permit Fee refund request**

Karen Kleist forwarded the DaSilva's request to the Board. They stated that the generator never worked and several people from "Generac" came out to look at it and said if it had turned on it could have burned their house down. In consulting the permit records and speaking with Joe Cutri, the install by the original contractor failed inspection a couple times, but eventually the corrections were made and a Certificate of Use issued. It is unclear from the invoice provided what the second contractor felt was wrong and he basically re-installed the generator. Mrs. DaSilva was not satisfied with Karen's determination that the Building Inspector did nothing wrong and the fee would not be refunded, and requested the matter be put before the Supervisors. Following additional discussion with Joe Cutri, the Board determined that based on the information provided, the fee would not be refunded, and that the re-install should have/needs to be inspected for compliance, but no additional fee would be charged.

**ITEM NO. 6(C):**  
**Miscellaneous Correspondence**

The Board reviewed various Miscellaneous Correspondence and had no comments.

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

DTVFD Chief Mark O'Brien reported that there were 60 Fire and 86 EMS (54 in Dingman) dispatches last month. The last dispatch for a "Covid issue" was on June 11<sup>th</sup>. Fifteen calls in Dingman Twp could not be responded to due to the County's policy.

**ITEM NO. 8:**  
**ROADMASTER REPORT**

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the June 15-28, 2020 Roadmaster Report as submitted.

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

Chris Wood reported that he has been very busy with both zoning and sewage permits.

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

MOTION was made by Ed Nikles, seconded by Dennis Brink, and unanimously carried to approve the July 7, 2020 Treasurer's Report, Bill Payment List, and General Fund balance, and to sign the checks following the meeting.

**ITEM NO. 11: PUBLIC COMMENT**

Dakota Hendricks asked if the Board will be responding to the letter from the Pike County Commissioners. The Board stated they will be working on a response.

**ITEM NO. 12:**  
**EXECUTIVE SESSION**

The Board recessed to Executive Session at this time.

**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 7<sup>th</sup> meeting.

Respectfully submitted,

Karen Kleist, Secretary/Treasurer