

The Board of Supervisors of Dallas Township held their **2020 Organizational Meeting and monthly meeting** on Monday January 6, 2020 at 6pm in the Municipal Building located at 105 Lieutenant Michael Cleary Drive, Dallas, Luzerne County, Pennsylvania.

Following the Pledge of Allegiance, Temporary Chairman, Robert J. Wagner, opened the floor for nominations for **Chairman of the Board of Supervisors**. Motion made by Supervisor Wagner to nominate Supervisor William J. Grant, seconded by Supervisor Elizabeth A. Martin and carried.

Temporary Chairman Wagner turned the Meeting over to the newly elected Chairman Grant.

Supervisor Grant requested nominations for **Vice-Chairman of the Board of Supervisors**. Motion was made by Supervisor Grant to nominate Supervisor Wagner, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for **the appointment of a tie-breaker in the event of an Elected Vacancy in Dallas Township Board of Supervisors**. Motion made by Supervisor Martin to nominate Clem Gover, seconded by Supervisor Wagner and carried.

Supervisor Grant requested nominations for **Township Manager**. Motion made by Supervisor Grant to nominate Martin K. Barry, seconded by Supervisor Wagner and carried.

Supervisor Grant requested nominations for **Secretary/Treasurer to the Board of Supervisors**. Motion made by Supervisor Grant to nominate K. Gary Kirk, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for **Solicitor to the Board of Supervisors**. Motion made by Supervisor Grant to nominate Attorney Thomas J. Mosca, seconded by Supervisor Martin and carried. Retainer fees were set at \$350 per month with additional charges for services rendered.

Supervisor F. Wagner requested nominations for **Township Road Master**. Motion made by Supervisor Grant to nominate Martin K. Barry, seconded by Supervisor Martin and carried.

Supervisor Grant announced the proposed **appointment of full-time Road Department Employees** as follows: **William Fedrow, Mark Good, Donn Hunter, Jr., Daniel Kozick, Raymond Miller, Nathan Pavlichko, Gary VanDeutsch and Robert Wagner**. Motion made by Supervisor Grant to approve the above listed as Road Department Employees for the Township, seconded by Supervisor Martin and carried with Supervisor Wagner abstaining. Wages are set per the previously approved union contract.

Supervisor Grant requested nominations for **Township Police Chief**. Motion made by Supervisor Grant to nominate Douglas J. Higgins, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for **Township Police Secretary**. Motion made by Supervisor Grant to nominate Susan E. Maloney, seconded by Supervisor Wagner and carried.

Supervisor Grant announced the proposed **appointment of full-time Township Police Officers** as follows: **William Acuff, Todd Adams, Bradley Balutis, Eric Eramo, Brian Feeney, Paul Henn, Gina Kotowski, John Mendygral, Jason Mislevy, Bernard Posten and Robert J. Odgers**. Motion made by Supervisor Grant to approve the above listed as Police Officers for the Township, seconded by Supervisor Martin and carried. Wages are set per the previously approved union contract.

Supervisor Grant requested nominations for **Township Right-to-Know Officer**. Motion made by Supervisor Wagner to nominate K. Gary Kirk, seconded by Supervisor Martin and carried.

Supervisor Grant requested approval of **Luzerne County's appointment of Berkheimer Tax Administrator as Collector of the Township's Earned Income Tax**. Motion made by Supervisor Grant to approve Luzerne County's appointment of Berkheimer Tax Administrator as Collector of the Township's Earned Income Tax, seconded by Supervisor Wagner and carried.

Supervisor Grant requested nominations for the **Collector of the Township's Local Service Tax**. Motion made by Supervisor Grant to appoint Berkheimer Tax Administration, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for the **Collector of the Township's Delinquent Per Capita Taxes**. Motion made by Supervisor Grant to appoint Berkheimer Tax Administration, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for a **Township Engineer and Representatives**. Motion made by Supervisor Grant to appoint Douglas F. Trumbower & Sons with Thomas J. Doughton & Ryan Doughton named as the representatives, seconded by Supervisor Martin and carried. Rates are set at \$75 per hour for each representative.

Supervisor Grant requested nominations for a **Township Zoning Officer and Code Enforcement Officer**. Motion made by Supervisor Grant to appoint Carl M. Alber, seconded by Supervisor Wagner and carried.

Supervisor Grant requested nominations for the **Solicitor for the Township's Planning Commission**. Motion made by Supervisor Grant to appoint Attorney Benjamin Jones, seconded by Supervisor Wagner and carried. Rate is set at \$150 per hour.

Supervisor Grant requested nominations the **Solicitor for the Township's Zoning Hearing Board**. Motion made by Supervisor Grant to appoint Attorney Donald Karpowich, seconded by Supervisor Martin and carried. Rate is set at \$100 per hour.

Supervisor Grant requested nominations for the appointment of one **Planning Commission Member** to replace Jack Dodson whose term expired December 31, 2019. Motion made by Supervisor Grant to appoint Jack Dodson to a four-year term, seconded by Supervisor Wagner and carried.

Supervisor Grant requested nominations for the appointment of one **Zoning Hearing Board Member** to replace Mary Barbara Gilligan whose term expired December 31, 2019. Motion made by Supervisor Grant to appoint Mary Barbara Gilligan to a three-year term, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for One **Alternate Member of the Township's Zoning Hearing Board**. Motion made by Supervisor Grant to appoint Nanda Palissery, seconded by Supervisor Wagner and carried.

Supervisor Grant requested nominations for **Secretary/Treasurer for both the Township's Planning Commission and Zoning Hearing Board**. Motion made by Supervisor Grant to appoint Tammy L. Miller, seconded by Supervisor Wagner and carried.

Supervisor Grant requested nominations for the **Township's Pension Plan Committee**. Motion made by Supervisor Grant to appoint the Township's Supervisors Grant, Martin and Wagner, Township Manager Barry, Secretary/Treasurer Kirk, Chief Higgins, Raymond L. Miller and Robert J. Odgers, seconded by Supervisor Wagner and carried.

Supervisor Grant requested a motion to set the **bonding** for the Township's Secretary/Treasurer, Township Manager and Planning Commission/Zoning Hearing Board Secretary to be set at \$3,000,000 each. Motion made by Supervisor Grant, seconded by Supervisor Martin and carried.

Supervisor Grant requested a motion to approve **depositories** for the Township's funds. Motion made by Supervisor Grant to approve Luzerne Bank and Janney Montgomery Scott, LLC, seconded by Supervisor Martin and carried.

Supervisor Grant requested a motion **for the Township's bills to be paid out of the Township's General Checking Account Fund**. Motion made by Supervisor Grant, seconded by Supervisor Wagner and carried.

Supervisor Grant requested a motion to **establish a Regular Monthly Meeting date, time, and location for the Board of Supervisors' Meetings**. Motion by Supervisor Grant to set regular Meetings for the Board of Supervisors to the second Wednesday of each month at 6:30pm in the Township's Administration Building located at 105 Lt. Michael Cleary Drive, Dallas, PA, seconded by Supervisor Martin and carried.

Supervisor Grant requested that **Officials/Employees to attend the PSATS Convention in May and for Supervisor Wagner to be the voting delegate**. Motion made by Supervisor Grant, seconded by Supervisor Martin and carried.

Supervisor Grant requested **authorization for Compensation and Expenses for those attending PSATS Convention, Luzerne County Convention, or attending educational training meetings or conferences**. Motion made by Supervisor Grant, seconded by Supervisor Martin and carried.

Supervisor Grant requested that the **Mileage Rate to be established for Driven Business Miles** to be set at \$0.575/mile, as established by the IRS. Motion made by Supervisor Grant, seconded by Supervisor Martin and carried.

Supervisor Grant requested **nominations for EMA Director, EMA Deputies, and Supervisor Representative to sit on Board**. Motion made by Supervisor Grant to approve EMA Director, Alan Pugh, EMA Deputies, Harry Vivian and Jack Dodson, EMA Staff Members, Brenda Pugh, Russell Eyt and Douglas Higgins, and Supervisor Representative, Supervisor Wagner, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for a **Township EMA Representative for Back Mountain Regional EMA**. Motion made by Supervisor Grant to appoint Alan Pugh, seconded by Supervisor Martin and carried.

Supervisor Grant requested nominations for the **voting member and alternate member of the Back Mountain Community Partnership (BMCP)**. Motion made by Supervisor Martin to appoint Supervisor

Grant as our voting member and Township Manager Barry as our alternate member of the BMCP, seconded by Supervisor Wagner and carried.

Supervisor Grant requested a motion continue the **Township's Representatives for the Dallas Area Municipal Authority Board**, which include Ryan Doughton, whose five-year term ends in 2022 and Brett Snowden, whose five-year term ends in 2020. Motion made by Supervisor Grant, seconded by Supervisor and carried.

All nominations being completed, the Organization Meeting agenda items concluded at 6:15pm and the Regular Monthly Meeting agenda items began.

Supervisor Wagner made a **Motion to Pay the Bills**, seconded by Supervisor Martin and carried.

Supervisor Grant made a **Motion to approve the Minutes** from the December 3, 2019 Meeting, seconded by Supervisor Wagner and carried.

Supervisor Grant made a **Motion to approve the Minutes** from the December 13, 2019 Special Meeting, seconded by Supervisor Wagner and carried with Supervisor Martin abstaining.

Supervisor Grant made a **Motion to approve the Minutes** from the December 30, 2019 Special Meeting, seconded by Supervisor Wagner and carried.

Supervisor Wagner made a **Motion to approve employee health care reimbursements** that had been requested since the last meeting in the amount of \$2,105.09, seconded by Supervisor Martin and carried. Total employee health reimbursements made for 2019 is \$6,928.03.

Citizens' Comments Concerning Agenda Items:

None.

Agenda:

Supervisor Wagner made a **Motion to approve Resolution #2020-1, A Resolution Levying and Re-enacting the Act 511 Taxes**, seconded by Supervisor Grant and carried with Supervisor Martin abstaining.

Supervisor Wagner made a **Motion to approve the 2020 non-union employee wages (attached)**, seconded by Supervisor Grant and carried with Supervisor Martin abstaining.

Township Manager Barry provided an update on No Nonsense Neutering. The contract was previously approved by the supervisors and vouchers are available to Township residents.

Township Manager Barry provided an update on Southside Park. He discussed that the project was presented to the Planning Commission and that the bidding process will begin after it is approved by the Planning Commission.

Township Manager Barry stated that DAMA will keep the 2020 MS4/Storm Water fees for residential properties at \$5/month and that commercial properties' fee will be based on impervious area. DAMA is also working on storm water improvement projects including one located at Southside Avenue.

Supervisor Grant stated that the bids for the Route 309 building renovations were opened on December 13, 2019. The lowest bid on each of the 4 contracts totaled about \$1,300,000. Based on these bids being so high, we probably will not move forward on the renovations and are looking at other options including building or purchasing a building. There may be USDA funding available and updates will be provided at future meetings.

Township Manager Barry stated that we have submitted a Local Share Account grant for \$372,000 for the purchase and site work on the property next to the Administration Building. This property would provide for more parking and more ADA accessibility for our Administration Building. The 2.19 acres could also be considered as a site for a new police station.

Police Update:

Chief Higgins stated that National Night Out will be August 4, 2020 and that on January 7, 2020 there will be a meeting about starting a Neighborhood Watch Program.

Road Department Update:

Township Manager Barry stated that the road department have been doing snow removal during snow storms, pot hole patching and sign replacement. They have also started picking up Christmas Trees which will officially begin Monday January 13, 2020.

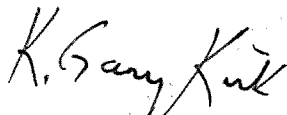
Additional Citizens' Comments:

Resident Bruce Kerr asked about the playground being moved back to the Southside Park location and about the property next to the Administration Building being acquired. Supervisor Grant stated that the DCNR grants are site specific and that we are not able to move the location. The actual playground site at the Park has been adjusted to avoid the flooding issues which had been discussed at previous meetings. Township Manager Barry also stated that more trees will be removed and security cameras included to provide a safer environment. Supervisor Grant stated that we are waiting to hear on our LSA grant application before we pursue purchasing the property next to the Administration Building.

Adjournment:

Supervisor Martin made a **Motion to adjourn**, seconded by Supervisor Wagner and carried. The Meeting adjourned at 6:32 pm.

Respectfully submitted by,



K. Gary Kirk, CPA
Secretary/Treasurer