

The Board of Supervisors of Dallas Township held their monthly meeting for May on Wednesday, May 13, 2020 at 6:30pm in the Municipal Building located at 105 Lieutenant Michael Cleary Drive, Dallas, Luzerne County, Pennsylvania.

Those in attendance via phone included: Supervisor Chairman William J. Grant, Supervisor Elizabeth A. Martin, Solicitor Attorney Thomas J. Mosca, Police Chief Douglas J. Higgins, Township Roadmaster Gary VanDeutsch, Township Engineer Thomas Doughton, Township Engineer Ryan Doughton and EMA Coordinator Alan Pugh. Supervisor Vice Chairman Robert J. Wagner, Township Manager Martin K. Barry and Secretary/Treasurer K. Gary Kirk were present at the Municipal Building. Marketing Consultant Amanda Faneck was at the Administration Building and set up Facebook live to allow other residents participate in the meeting.

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

Supervisor Wagner made a **Motion to approve the Minutes** from the April 8, 2020 Meeting, seconded by Supervisor Martin and carried.

Supervisor Martin made a **Motion to approve employee health care reimbursements** that had been requested since the last meeting in the amount of \$133,08, seconded by Supervisor Wagner and carried. Total employee health reimbursements made for 2020 is \$8,818.65.

Citizens' Comments Concerning Agenda Items:
None.

Agenda:

Supervisor Grant provided a financial update. There is currently \$3,645,000 in our bank accounts with \$247,483 in the Fire Protection Account, about \$125,000 in various escrow accounts and about \$3,250,000 available for general purposes net of current liabilities. The Non-uniform Pension Plan's value on May 8th was \$2,505,000 and the Police Pension Plan's value was \$4,567,000. The January 1, 2019 Actuarial Liability for the Non-uniform plan was \$2,474,495 and for the Police plan was \$3,490,029. The Non-uniform plan would be considered 101% funded and the Police plan would be 130% funded. Our pension investment advisor has stated that our pension plans are in the top 5% funded plans in Pennsylvania. Our 2020 Municipal Minimum Obligations (MMO) for the plans is \$292,000 and we have already made \$150,000 of the 2020 MMO. We expect to receive around \$160,000 from Pennsylvania to apply towards the MMO. Our Real Estate Tax, Earned Income Tax (EIT) & Local Services Tax (LST) collections are very similar to the past 3 years' collections with the EIT slightly behind just the 2017's collections and the LST slightly behind the past 3 years. Overall, we are in a strong financial position.

Supervisor Grant stated that the most recent Declaration of Disaster Emergency approved at the April 8, 2020 Supervisors' Meeting needed to be renewed. The only changes from the previous Declaration of Disaster Emergency would be that it would be effective today and continue until June 10, 2020. Supervisor Wagner made a **Motion to approve the Declaration of Disaster Emergency of May 13, 2020 through June 10, 2020**, seconded by Supervisor Martin and carried.

Township Manager Barry begin the COVID-19 update and stated that our fire departments and police department are working very closely with each other and helping each other provide needed services. We are starting to receive masks, gowns and disinfectant on a faster basis. Our citizens have been very

supportive and while they have had some questions, there have been very few complaints. EMA Coordinator Pugh stated that Pennsylvania has the 6th number of cases in the United States, but our numbers are trending down and the highest daily total was on April 9th. There are 20 cases in Dallas. Police Chief Higgins stated that there are about 60 cases in the Back Mountain region.

Supervisor Grant stated that we had made a \$2,500 donation to the Back Mountain Food Pantry in April. Our summer recreational program budget of \$10,000 will not be used this year since Kingston Township has cancelled the program due to COVID-19. Supervisor Martin made a **Motion to make an additional \$2,500 donation to the Back Mountain Food Pantry**, seconded by Supervisor Wagner and carried.

The Eddinger Road Milling & Paving bids were opened. We received 5 bids as follows:

| <u>Company</u> | <u>Base Bid</u> | <u>Add Alternate (Guide Rail)</u> | <u>Total with Alternates</u> | <u>Bid Bond</u> | <u>Addendum No. 1</u> |
|------------------|-----------------|-----------------------------------|------------------------------|-----------------|-----------------------|
| Pennsy Supply | \$227,946.50 | \$32,575.00 | \$260,521.50 | Yes | Yes |
| American Asphalt | \$211,844.00 | \$29,500.00 | \$241,344.00 | Yes | Yes |
| M&J Excavation | \$265,472.88 | \$33,000.00 | \$298,472.88 | Yes | Yes |
| Pikes Creek | \$239,263.58 | \$16,169.38 | \$255,432.96 | Yes | Yes |
| New Enterprise | \$202,997.02 | \$32,945.00 | \$235,942.02 | Yes | Yes |

Township Engineer R. Doughton will tabulate the bids and review them to verify that all requirements have been met and then the bid will be awarded.

Resolution #2020-3, Employee Handbook has been tabled until the June meeting.

Supervisor Martin made a **Motion to approve Resolution #2020-4, Implement Act 15 of 2020's Property Tax Provisions**, which waives any fee or penalties associated with late payment of real estate taxes, provided they are paid in their entirety by August 18, 2020, seconded by Supervisor Wagner and carried.

Supervisor Wagner made a **Motion to approve Resolution #2020-5, Authorizing the Township Manager and Secretary/Treasurer to sign Pennsylvania Department of Community & Economic Local Share Account Grant Documents**, seconded by Supervisor Martin and carried.

Supervisor Wagner made a **Motion to approve Resolution #2020-6, Plan Revision for Land Development for Firm Foundation Builders, LLC and Authorization for the Township Secretary to Sign, pending approval of the documents by the Township Engineer**, seconded by Supervisor Martin and carried.

Based on the recommendation from Township Engineer T. Doughton, Supervisor Wagner made a **Motion to Release a portion of Dallas School District's Financial Security concerning their building project which will reduce the financial security from \$761,272.60 to \$141,570.00**, seconded by Supervisor Martin and carried.

Supervisor Grant stated that due to COVID-19, our Spring Clean Up scheduled for the week of May 4th has been postponed. It will be rescheduled for the week of June 22nd. Supervisor Wagner made a **Motion to reject all week of May 4th Spring Clean Up Bids**, seconded by Supervisor Martin and carried.

Supervisor Martin made a **Motion to move Spring Clean Up to the week of June 22nd and to advertise for bids for dumpsters**, seconded by Supervisor Wagner and carried.

Township Manager Barry stated that the Planning Commission provided South Side Avenue Park conditional approval pending NPDES approval. It is on the Zoning Hearing Board's May 26th meeting agenda. Barry Isett & Associates plans to have the bid package ready to be advertised in June with the park completed by the end of October. Supervisor Grant asked Township Manager Barry to contact Barry Isett & Associates about getting the bid package ready sooner.

Supervisor Grant reminded everyone that the monthly Supervisors' meetings will change to the first Tuesday of the month beginning July 7th. They will still be at 6:30pm.

Police Update:

Chief Higgins stated that along with Dallas Borough & Kingston Township we had 12 police applicants do a physical fitness test and 10 passed. The written test will be June 14th. They are still using protective measures and the call volume has increased recently. They participated in several drive by birthday parties, but this has ended as they have changed back to their normal work schedules effective May 8th.

Road Department Update:

Roadmaster VanDeutsch stated that they have been prepping Eddinger Road to get it ready for paving. The road sweeper has completed about 70% of our roads and they are doing routine maintenance.

Township Manager Barry stated that we were informed yesterday by the Luzerne County Bureau of Elections that all 5 Dallas Township voting districts will be voting at the Dallas High School in the June 2nd Primary Election.

Additional Citizens' Comments:

Resident John C. Jorda via Facebook asked about Lower Yeager Avenue road conditions. Township Manager Barry stated that the Overbrook Water Company is being sold to the Suez Water Company and that Suez plans on making repairs to the water lines in that area and then will fix the road. The sale has been delayed due to COVID-19. Roadmaster VanDeutsch stated that we having been fixing the major pot holes.

Resident Brenda Pugh via Facebook asked about our composting site still being closed. Township Manager Barry stated that our EMA is storing equipment and materials in buildings near the composting site and that it will be closed while we are in this emergency. The DAMA site on Route 118 is open.

Adjournment:

Supervisor Martin made a **Motion to adjourn**, seconded by Supervisor Wagner and carried. The Meeting adjourned at 7:17pm.

Respectfully submitted by,



K. Gary Kirk, CPA
Secretary/Treasurer