

The Board of Supervisors of Dallas Township held their monthly meeting for June on Wednesday, June 10, 2020 at 6:30pm in the Municipal Building located at 105 Lieutenant Michael Cleary Drive, Dallas, Luzerne County, Pennsylvania.

Those in attendance included: Supervisor Chairman William J. Grant, Supervisor, Vice Chairman Robert J. Wagner, Supervisor Elizabeth A. Martin, Township Manager Martin K. Barry, Secretary/Treasurer K. Gary Kirk and Zoning/Code Enforcement Officer Carl Alber. Those in attendance via phone included: Solicitor Attorney Thomas J. Mosca, Police Chief Douglas J. Higgins, Township Roadmaster Gary VanDeutsch and Township Engineer Thomas Doughton. 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 Wagner made a **Motion to Pay the Bills**, seconded by Supervisor Martin and carried.

Supervisor Martin made a **Motion to approve the Minutes** from the May 13, 2020 Meeting, seconded by Supervisor Wagner and carried.

Supervisor Grant stated that there were not any **employee health care reimbursements** since the last meeting and that the total employee health reimbursements made for 2020 is \$8,818.65.

Citizens' Comments Concerning Agenda Items:
None.

Agenda:

Supervisor Grant stated that the most recent Declaration of Disaster Emergency approved at the May 13, 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 July 7, 2020.

Supervisor Wagner made a **Motion to approve the Declaration of Disaster Emergency of June 10, 2020 through July 7, 2020**, seconded by Supervisor Martin and carried.

Township Manager Barry provided the COVID-19 update and stated that we have not received any concerns or complaints from Township Residents. Our fire departments and police department are trying to keep up with all the needs and we are trying to stockpile supplies for a potential second wave of COVID-19. We have been able to get masks and gloves, but there is a shortage of disposable gowns. Hand Sanitizer is becoming more readily available. EMA Coordinator Alan Pugh is out of town on business and was not available to provide any additional updates.

Supervisor Grant stated that we have a received a donation request from Shavertown United Methodist Church Community Care Cabinet. They provide basic personal care and household cleaning products to families in the Back Mountain. We have made \$5,000 in donations to the Back Mountain Food Pantry early this year to help residents due to the COVID-19 emergency. Supervisor Martin made a **Motion to make a \$1,000 donation to the Shavertown United Methodist Church Community Care Cabinet**, seconded by Supervisor Wagner and carried.

The Waste Container Bids for Spring Clean-Up were opened by the supervisors. The 2 bids submitted were:

<u>Bidder</u>	<u>Bid Bond or Certified Check (10% of Bid)</u>	<u>Price of Each Container</u>	<u>Total Price for 25 Waste Containers</u>
Solid Waste Services Inc. d/b/a JP Mascaro & Sons	Yes	\$790.00	\$19,750.00
Waste Reduction Recycling & Transfer, Inc.	Yes	\$545.00	\$13,625.00

Township Manager Barry will review all the bids to verify that all the requirements have been met and award the bid.

Supervisor Grant stated that our current employee handbook is effective September 1, 2013 and that there have been changes in federal & state laws and Township policies & procedures since then. Our Supervisors, Township Manager Barry, Secretary/Treasurer Kirk, Solicitor Mosca and East Coast Risk Management (through our insurance company EMC) has reviewed and updated our Employee Handbook. Supervisor Wagner made a **Motion to approve Resolution #2020-3, A Resolution to Approve Updated Employee Handbook** to be effective July 1, 2020, seconded by Supervisor Martin and carried.

Supervisor Grant stated that we currently have our employee health insurance through Pennsylvania Municipal Health Insurance Cooperative (PMHIC). In order to consider other health plans and maintain certain coverages, we have to inform PMHIC by June 30th of our intention to leave the plan. If it is later determined that they have the best plan for our employees, we have until November 30th to rescind our intention to leave the plan. Supervisor Wagner made a **Motion to Terminate our PMHIC agreement**, seconded by Supervisor Martin and carried.

Supervisor Grant and Attorney Mosca discussed changes to Nuisance Ordinance #2001-1. The changes would include a more detailed definition of what a nuisance is. Zoning/Code Enforcement Officer Alber stated that he is in agreement with the proposed changes and believes it will help him to better enforce the ordinance. Supervisor Martin made a **Motion to advertise to Amend Nuisance Ordinance #2001-1 to include these changes**, seconded by Supervisor Wagner and carried.

Township Manager Barry stated that the Eddinger Road Contracted Milling & Paving bids opened at last month's meeting were reviewed by Township Engineer Ryan Doughton and the bid was awarded to New Enterprise Stone & Lime Co., Inc. at a base bid of \$202,997.02.

Township Manager Barry stated that we have received 2 requests for pave cuts which are within our 5-year exception period of newly paved roads. The Grandview Avenue pave cut request is a few months shy of the 5-year time period and is for connecting a gas line for a new furnace. The Windsor Drive request is to replace a bad cable line for several homes and will be done by boring under the road. Supervisor Wagner made a **Motion to allow the Grandview Avenue and Windsor Drive Pave Cut Requests**, seconded by Supervisor Martin and carried.

Supervisor Grant stated that a Township resident would like to sell/donate Dallas Township about 4 acres of land located on Route 309 north just past Valentine's Jewelry store. He would sell/donate the land for \$1 and would like us to cover all costs and fees associated with the sale. Solicitor Mosca will contact the individual's attorney to gather more information and will determine an estimate of what our costs would be to purchase the land.

Township Manager Barry stated that the new Salt Shed is progressing well. Township Engineer Ryan Doughton has been working on the plans and they were available on a display board. It will be 62' by 58' and will be going out to bid as soon as we receive the stormwater plan. Supervisor Grant stated that we have received a \$100,000 Local Share Account (LSA) grant and \$210,500 LSA grant transfer from the Overbrook Sewer Extension. These grants should cover close to 100% of the cost of the salt shed.

Township Manager Barry stated that the Eddinger Road paving bid was significantly lower than expected due to recent reduction in oil prices. The bid was \$202,997 and was expected to be around \$289,000. The 2020 Contracted Paving budget is \$300,000 and Contracted Milling budget is \$9,000. Due to these savings, we would like to consider milling and paving a portion of Harris Street & Lincoln Street. Supervisor Martin made a **Motion to advertise for bids for Contracted Milling & Paving of Harris Street & Lincoln Street**, seconded by Supervisor Wagner and carried.

Supervisor Grant stated that we have not had an increase in our zoning and stormwater fees in many years. A review of our zoning and stormwater fees was done which included a comparison to neighboring and similar municipalities. Based on this review, Supervisor Martin made a **Motion to advertise to amend some of our stormwater fees in our Stormwater Ordinance**, seconded by Supervisor Wagner and carried. Supervisor Martin made a **Motion to advertise to amend some of our zoning permit fees and Zoning Hearing Board fees in our Zoning Ordinance**, seconded by Supervisor Wagner and carried.

Township Manager Barry provided an update on the South Side Avenue Park. Barry Isett & Associates has finished the design is finished and it is currently out to bid on PennBid. We are still waiting for our NPDES permit from the Conservation District and DCNR approval. Construction will hopefully begin in July.

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 we participated and helped with the Dallas High School Senior Parade yesterday. We had received an LSA grant installed cameras in 3 police cars. There is about \$11,000 in LSA funds remaining. We still need a server to download the cameras and will use the remaining funds to get one from Watchguard for about \$10,400.

Road Department Update:

Roadmaster VanDeutsch stated that street sweeping is completed and they have been doing line painting, road patching and black top swale repairs. They are looking forward to the new salt shed and preparing for the "Summer" Spring Clean Up. Parsons Lane had more material applied, was graded and

then calcium applied. Goldsmith Road had some dust control added about 3 weeks ago and it seems to be working. They are evaluating calcium or soy beans as to which provides a better dust control.

Additional Citizens' Comments:

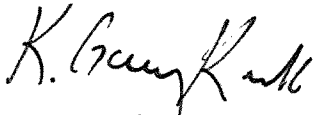
None

Supervisor Martin wanted to applaud the staff for keeping everything going during this difficult time and thanked Marketing Consultant Faneck for doing the Facebook live videos.

Adjournment:

Supervisor Martin made a **Motion to adjourn**, seconded by Supervisor Wagner and carried. The Meeting adjourned at 7:14pm.

Respectfully submitted by,

A handwritten signature in black ink that reads "K. Gary Kirk". The signature is written in a cursive style with a large, stylized "K" and "K" at the end.

K. Gary Kirk, CPA
Secretary/Treasurer