

The Board of Supervisors of Dallas Township held their monthly meeting for December on Tuesday, December 1, 2020 at 6:30pm in the Municipal Building located at 105 Lieutenant Michael Cleary Drive, Dallas, Luzerne County, Pennsylvania.

Those in attendance included: Solicitor Attorney Thomas J. Mosca, Township Manager Martin K. Barry, and Secretary/Treasurer K. Gary Kirk, all who were wearing masks, had their temperature checked and also used hand sanitizer prior to the meeting. Those in attendance via GoTo Meeting/phone included: Supervisor Chairman William J. Grant, Supervisor Vice Chairman Robert J. Wagner, Supervisor Elizabeth A. Martin, Police Chief Douglas J. Higgins, Township Roadmaster Gary VanDeutsch, Alan Pugh, EMA Coordinator and Thomas Doughton, Township Engineer. Marketing Consultant Amanda Faneck was at the Administration Building and set up Facebook Live to allow additional residents to participate in the meeting. There were over 20 people participating through Facebook Live.

The meeting began with 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 November 4, 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 \$314.67 seconded by Supervisor Wagner and carried. Total employee health reimbursements made for 2020 is \$12,851.09.

Citizens' Comments Concerning Agenda Items:

None.

Agenda:

Supervisor Grant provided a financial update as of November 30, 2020. We have approximately \$2,967,000 available in the General Fund and \$191,000 in the Fire Protection Tax fund. We currently have an operating deficit and should be close to breakeven by the end of the year. Real Estate taxes collected are at 99.95% of our budget, our Earned Income Tax is at 101% which is ahead of previous years even with an increase in the budget, and our Local Services Tax is at 89% which is behind previous years. Our police pension plan is at 156% and our nonuniform pension plan is at 121% of their January 1, 2019 actuarial liability.

Supervisor Grant stated that the most recent Declaration of Disaster Emergency approved at the November 4, 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 January 4, 2021. Supervisor Martin made a **Motion to approve the Declaration of Disaster Emergency of December 1, 2020 through January 4, 2021**, seconded by Supervisor Wagner and carried.

Township Manager Barry provided a COVID-19 update and stated that we have not received any concerns or complaints from Township Residents. We are continuing to order and receive PPE items. EMA Coordinator Pugh stated that we are expecting an uptick in cases following the Thanksgiving holiday, but there is good news about a vaccine coming. Misericordia University dismissed students early and they will be addressing when they come back. Dallas School District has had some cases and are occasionally having certain schools being all virtual classes at times. The state prison in Chase has

had an increase in cases and while not in Dallas Township, they are in the 18612 zip code for reporting purposes.

Attorney Mosca stated that DAMA is making changes concerning the Sewage Enforcement Officer and we will need to amend our Articles of Agreement of Cooperation with them. He will be working with their solicitor on these changes and it will require us to pass a resolution to approve these changes.

We have received 2 letters of interest for the Planning Commission replacement due to Walter Belchick's resignation. The Planning Commission will be meeting on December 8th and make their recommendation to the Supervisors. The Supervisors will make their appointment at the December 15, 2020 special meeting.

Since the November meeting, we have made some changes to the proposed 2021 budget. The 2021 budget now includes a full-time police officer and a full-time road department employee to be hired around August 2021. This does not guarantee that we will be hiring these positions, but we want to include them in the budget in case we do hire. We are also waiting for our 2021 insurance renewals which may be required some small changes to the 2021 budget. The budget will be presented at the December 15, 2020 meeting for approval.

Attorney Mosca stated that he is reviewing the Blue Ridge Cable Franchise Agreement. He is comparing it to the Comcast Cable Franchise Agreement since there are provisions in this agreement which states that they must receive provisions similar to any other cable franchise agreement we may have.

Township Manager Barry stated that we will be making some changes to the Employee Handbook to better match our two union contracts and to include provisions for part time employees.

Township Manager Barry stated that 17 companies came to the salt shed pre-bid meeting last week and that 23 companies had requested information to bid. The bids will be opened at the December 15, 2020 special meeting. Weather permitting the new salt shed should be ready by May 1, 2021. We have received LSA funding for the salt shed including the transfer of \$212,000 from the Overbrook Sewer extension that was canceled by DAMA. Senator Lisa Baker and Representative Karen Boback were very helpful in getting the LSA funds transferred to the salt shed project.

Township Manager Barry stated that the Southside Park construction is going well and that EBI, LLC is doing a good job. A lot of the site work and retention pond work has been completed. We have not received any complaints about the construction from Southside Avenue residents.

Supervisor Grant stated that there will be a special supervisors meeting on Tuesday December 15, 2020 at 3pm. Items on the agenda include the opening of the salt shed bids, the 2021 budget, the Planning Commission member appointment and any other business that needs to be addressed.

Supervisor Grant stated that the Annual Organization meeting and January's regular monthly meeting will be on Monday January 4, 2021 at 6pm.

Police Update:

Police Chief Higgins stated that the body cameras are up and running and working great. We received a \$15,000 donation from The Williams Companies towards an ATV and there are others in

the community who are interested in donating towards the ATV. The police department has been very busy lately with an increase in calls.

Road Department Update:

Roadmaster VanDeutsch stated that they have paved 500 feet of the approach of Ryman Road to Eddinger Road and continue to fill pot holes. The bagged leaf pick-up was one of the lowest he can recall, but the Leaf Vac truck has been out 23 times and has picked up between 60 and 80 tons. It will continue to make rounds as long as weather permits. Line painting was completed on approaches to several state roads as well as Main Road, Church Road and Harris Street. Ray Miller and Nathan Pavlichko completed a training class on maintenance of dirt & gravel roads and he virtually attended the 2020 PSATS Stormwater Conference. He also attended 2 LTAP training classes on Equipment & Worker Safety and Work Zone Temporary Traffic Control. The Road Department also contributed 4 days on in-kind contribution towards the DCNR grant on the Southside Avenue Park which included 2 days of dirt removal and 2 days of cutting and removing trees.

Township Manager Update:

Township Manager Barry stated that 2020 has been a very unique and difficult year due to COVID-19, but we have been able to provide all necessary services. He commended the Road Department, Police Department, Volunteer Fire Departments, Engineering staff, Legal staff, EMA Department, Administration, Secretary/Treasurer, Code/Zoning Enforcement Officer, and Planning/Zoning Secretary for keeping the operations going. He thanked Amanda Faneck from Fuel Interactive Media for all her help in setting up remote meetings and social media to keep our residents informed. He wished everyone a Merry Christmas. The Supervisors also thanked everyone for what they were able to do during 2020.

Supervisor Grant thanked Brenda Pugh for making sure we still have a Christmas Tree lighting this year. Due to COVID-19, it will be a virtual lighting and will be this Saturday at 6pm.

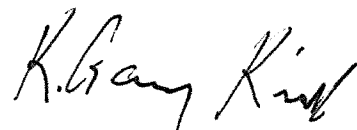
Additional Citizens' Comments:

David Lawrence commented on Facebook about information on the Police Department applicants' background checks. Chief Higgins stated that they are still working on the background checks.

Adjournment:

Supervisor Martin made a **Motion to adjourn**, seconded by Supervisor Wagner and carried. The Meeting adjourned at 7:00pm.

Respectfully submitted by,



K. Gary Kirk, CPA
Secretary/Treasurer