

The Board of Supervisors of Dallas Township held their monthly meeting for March on Tuesday, March 2, 2021 at 6:30pm in the Municipal Building located at 105 Lt. Michael Cleary Drive, Dallas, Luzerne County, Pennsylvania.

Those in attendance included: Supervisor Chairman William J. Grant, Supervisor Vice Chairman Elizabeth A. Martin, Supervisor Robert J. Wagner, Attorney Thomas J. Mosca, Township Manager Martin K. Barry, Police Chief Douglas J. Higgins 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: Township Roadmaster Gary VanDeutsch, Township Engineer Ryan Doughton and Township Engineer Thomas Doughton. 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 40 viewers who participated at some point 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 February 2, 2021 Monthly Meeting, seconded by Supervisor Martin 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 \$1,243.40 seconded by Supervisor Martin and carried. Total employee health reimbursements made for 2021 is \$3,996.56.

Citizens' Comments Concerning Agenda Items:

None.

Agenda:

Supervisor Grant provided a financial update as of February 28, 2021. We have not received any Real Estate taxes as those bills were recently mailed. Earned Income Tax collections are at 26% of budget or \$339,123 which is the highest percentage over the past 5 years. Local Services Tax collections are at 20% of budget or \$32,243 which is a little behind last year, but higher than some previous years. As of February 28, 2021, our police pension plan is at 162% and our nonuniform pension plan is at 125% of their January 1, 2019 actuarial liability. We should receive our January 1, 2021 actuarial liability in April. Pension plan assets as of February 28, 2021 were \$5,682,309 for the Police Pension Plan and \$3,109,319 for the Non-Uniform Pension Plan.

Supervisor Grant stated that the most recent Declaration of Disaster Emergency approved at the February 2, 2021 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 April 6, 2021. Supervisor Martin made a **Motion to approve the Declaration of Disaster Emergency of March 2, 2021 through April 6, 2021**, seconded by Supervisor Wagner and carried.

Supervisor Martin read a report from EMA Coordinator Alan Pugh. It stated that vaccine information is on the PA Department of Health website. The link will be shared on Facebook. We will continue to follow the weather forecast to watch for spring rain and potential flooding. EMA staff held a meeting on February 28th to review supplies on hand and to prepare for the upcoming year.

Supervisor Grant and Attorney Mosca provided a summary of Ordinance 2021-1, Dallas Township Mobile Food Facilities Ordinance which will regulate Mobile Food Facilities and Booths. It is designed to protect our residents and will require Mobile Food Facilities and Booths to provide proof of insurances, licenses and certifications. There will be an annual permit fee of \$50 or a one-time function fee of \$25. Supervisor Wagner made a **Motion to approve Ordinance 2021-1, Dallas Township Mobile Food Facilities Ordinance**, seconded by Supervisor Martin and carried.

Attorney Mosca stated that DAMA had provided us a resolution to pass concerning Act 537 Plan. However, it had included the word "interim" in it and they are requesting that we approve a resolution that has "Final". Supervisor Martin made a **Motion to approve Resolution 2021-5, The Final Act 537 Plan (Amends and Restates Resolution 2021-4)**, seconded by Supervisor Wagner and carried.

Township Manager Barry and Attorney Mosca stated that every 10 years Luzerne County has to update their Municipal Solid Waste Management Plan. Luzerne County Council approved it on January 12, 2021 and each Luzerne County Municipality has to also approve it. Supervisor Martin made a **Motion to approve Resolution 2021-6, 2021 Luzerne County Municipal Solid Waste Management Plan**, seconded by Supervisor Wagner and carried.

Attorney Mosca stated that due to COVID-19, there are now more entities doing digital signatures. He recommends that we approve an Ordinance which would allow for Ordinances, Resolutions and contracts to be signed digitally. Supervisor Wagner made a **Motion to Advertise an Ordinance to Allow Digital Signatures**, seconded by Supervisor Martin and carried.

The Supervisors will be doing road inspections with Roadmaster VanDeutsch as soon as the weather is good. They will then decide which roads need to be advertised for contracted milling and paving. This is an item in the approved 2021 budget and all Supervisors were in agreement to proceed.

Township Manager Barry stated that we would like to advertise for dumpsters for the Annual Spring Clean-Up. Due to COVID-19 and the salt shed construction, we would like to include alternate dates in the bids in case it is not safe to do this the first week of May. This is an item in the approved 2021 budget and all Supervisors were in agreement to proceed.

Township Manager Barry and Roadmaster VanDeutsch would like to advertise for bids for materials. We may be able to get better rates by advertising compared to the Costars rates. This is an item in the approved 2021 budget and all Supervisors were in agreement to proceed.

Township Manager Barry and Engineer R. Doughton stated that site work was scheduled to begin this week, but has been delayed due to the snow. Precast walls should arrive March 17th. Gutters have been eliminated and we have changed from an aluminum roof to a metal roof which results in about \$5,900 in savings.

Township Manager Barry stated that work is on hold due to the winter weather. There will be a site visit next Tuesday and determine the spring schedule for completion.

DCED has inquired to us about our grant request concerning the property next door and Ecumenical Enterprises, Inc's sewer line extension. EEI will provide us an updated schedule by Friday and we have signed an agreement with Olin Smith to have the property next door appraised.

Police Update:

Chief Higgins provided the Police Department update. They are currently doing some mandatory training, some officers have received their COVID-19 vaccinations and they are very busy. We have received donations towards the purchase of an UTV and are in the process of ordering it. Backgrounds on the candidates have been completed. They will narrow down the list to 3 or 4 and inform all candidates. They will then proceed with those candidates. He hopes to start up the Neighborhood Watch program in April. He also thanked the Road Department for the excellent job they did on snow removal as the Police Department only had one notification of a car being stuck in the snow.

Road Department Update:

Roadmaster VanDeutsch stated the road crew has continued keeping up with the winter weather dealing with frequent snowfall and wrestling with freezing rain and icy conditions. He is very proud of the crew for their steadfast efforts in maintaining the roads through one of the highest recorded amounts of snow for the month of February. The road department has been proud to be a good neighbor and help Dallas Borough with snow removal for their streets in a group effort with Jackson Twp., Kingston Twp., DAMA, AMP Global Strategies, and Misericordia University during these difficult times. The new tractor and flail mower has been ordered. There is actually an upgrade from the original order from a 12x12 transmission to a 24x12 due to supply delays during the pandemic. The \$1,000 change will be waived by the manufacture and will allow us to receive delivery in July instead of September or October at the original quoted price of \$139,642.70. A new mini dump, a Ram 5500 has been ordered with expected delivery just into the new year of 2022. The total cost is \$100,384. This will replace a 2009 Ram 5500. An equipment replacement plan has been put together for continued need to rotate out tired equipment. As weather permits, they will be addressing potholes that may appear in the changing temperatures for the month of March. They also plan to begin street sweeping this month. Overall the roads have held up well during this winter.

Additional Citizens' Comments:

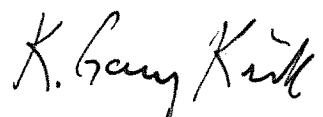
David Lawrence posted on Facebook about the hiring of new police officers and then thanked Chief Higgins for providing the information during his Police Department Update.

Sue Van Horn posted on Facebook about any update on reimbursement to the Township for services provided for the Biden Rally. Chief Higgins stated that the original contact information we had for the Biden Rally are no longer in service. Supervisor Grant suggested that he contact Kathy Bozinski, Chairperson of the Luzerne County Democratic Committee. It was also suggested that he contact Dallas School District Superintendent Thomas Duffy.

Adjournment:

Supervisor Martin made a **Motion to adjourn**, seconded by Supervisor Wagner and carried. The Meeting adjourned at 7:06pm.

Respectfully submitted by,



K. Gary Kirk, CPA
Secretary/Treasurer