

The Board of Supervisors of Dallas Township held their monthly meeting for April on Tuesday, April 6, 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, Roadmaster Gary VanDeutsch, Township Engineer Thomas Doughton and Secretary/Treasurer K. Gary Kirk, all who were wearing masks. Those in attendance via GoTo Meeting/phone included: EMA Coordinator Alan Pugh. Marketing Consultant Amanda Faneck was at the Administration Building and set up Facebook Live to allow additional residents to participate in the meeting.

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 March 2, 2021 Monthly 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 \$1,065.94 seconded by Supervisor Wagner and carried. Total employee health reimbursements made for 2021 is \$5,062.50.

**Citizens' Comments Concerning Agenda Items:**  
None.

**Agenda:**

Supervisor Grant provided a financial update as of March 31, 2021. Our cash balance available excluding the Fire Protection account is over \$2,800,000. We have received \$94,272 or 9.11% Real Estate taxes plus an additional \$404,000 was received in April. Earned Income Tax collections are at 30% of budget or \$395,111 which is the highest percentage over the past 5 years. Local Services Tax collections are at 25% of budget or \$40,021. As of March 31, 2021, our police pension plan is at 165% and our nonuniform pension plan is at 128% of their January 1, 2019 actuarial liability. Pension plan assets as of March 31, 2021 were \$5,773,625 for the Police Pension Plan and \$3,158,325 for the Non-Uniform Pension Plan.

Supervisor Grant stated that the most recent Declaration of Disaster Emergency approved at the March 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 May 4, 2021.

Supervisor Wagner made a **Motion to approve the Declaration of Disaster Emergency of April 6, 2021 through May 4, 2021**, seconded by Supervisor Martin and carried.

EMA Coordinator Pugh stated that cases are going up and we need to continue to use facemasks and follow CDC and PA Department of Health guidelines to keep everyone safe.

The 2021 Road Materials bids were opened and read aloud by the Supervisors. The bids were:

- 1. 200 tons #1B Stone more/ less del**
  - American Asphalt – unit price of \$15.60 for a total of \$3,120.00
  - Brdaric Excavating, Inc. – unit price of \$15.25 for a total of \$3,050.00
  - Pikes Creek Quarry & Asphalt – unit price of \$16.45 for a total of \$3,290.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$19.45 for a total of \$3,890.00
- 2. 4,000 tons 2A Modified Stone more/less del**
  - American Asphalt – unit price of \$8.75 for a total of \$35,000.00
  - Brdaric Excavating, Inc. – unit price of \$10.95 for a total of \$43,800.00
  - Pikes Creek Quarry & Asphalt – unit price of \$10.25 for a total of \$41,000.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$12.45 for a total of \$49,800.00
- 3. 500 tons 3A Stone more/less del**
  - American Asphalt – unit price of \$10.90 for a total of \$5,450.00
  - Brdaric Excavating, Inc. – unit price of \$12.25 for a total of \$6,125.00
  - Pikes Creek Asphalt – unit price of \$12.10 for a total of \$6,050.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$17.45 for a total of \$8,725.00
- 4. 400 tons 2B Stone more/less del**
  - American Asphalt – unit price of \$12.25 for a total of \$4,900.00
  - Brdaric Excavating, Inc. – unit price of \$12.25 for a total of \$4,900.00
  - Pikes Creek Asphalt – unit price of \$13.50 for a total of \$5,400.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$15.45 for a total of \$6,180.00
- 5. 500 tons Gabion Stone more/less del**
  - American Asphalt – unit price of \$13.60 for a total of \$6,800.00
  - Brdaric Excavating, Inc. – unit price of \$15.75 for a total of \$7,875.00
  - Pikes Creek Asphalt – unit price of \$16.45 for a total of \$8,225.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$17.95 for a total of \$8,975.00
- 6. 100 tons R3 and R4 more/less del**
  - American Asphalt – unit price of \$13.60 for a total of \$1,360.00
  - Brdaric Excavating, Inc. – unit price of \$16.75 for a total of \$1,675.00
  - Pikes Creek Asphalt – unit price of \$16.45 for a total of \$1,645.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$19.00 for a total of \$1,900.00
- 7. 100 tons R5 and R6 more/less del**
  - American Asphalt – unit price of \$17.20 for a total of \$1,720.00
  - Brdaric Excavating, Inc. – unit price of \$19.95 for a total of \$1,995.00
  - Pikes Creek Asphalt – unit price of \$27.50 for a total of \$2,750.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$22.45 for a total of \$2,245.00
- 8. 100 tons R7 and R8 more/less del**
  - American Asphalt – unit price of \$17.20 for a total of \$1,720.00
  - Brdaric Excavating, Inc. – unit price of \$21.00 for a total of \$2,100.00
  - Pikes Creek Asphalt – unit price of \$29.75 for a total of \$2,975.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$27.45 for a total of \$2,745.00
- 9. 500 tons Superpave, 9.5mm Fine more/less del**
  - American Asphalt – unit price of \$59.50 for a total of \$29,750.00
  - Pikes Creek Asphalt – unit price of \$64.95 for a total of \$32,475.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$63.18 for a total of \$31,590.00
- 10. 1800 tons Superpave, 9.5mm more/less del**
  - American Asphalt – unit price of \$58.60 for a total of \$105,840.00
  - Pikes Creek Asphalt – unit price of \$64.95 for a total of \$116,910.00
  - New Enterprise Stone & Lime Co., Inc. – unit price of \$61.38 for a total of \$110,484.00

- 11. 800 tons Superpave, 19mm more/less del**  
 American Asphalt – unit price of \$54.00 for a total of \$43,200.00  
 Pikes Creek Asphalt – unit price of \$57.67 for a total of \$46,136.00  
 New Enterprise Stone & Lime Co., Inc. – unit price of \$56.20 for a total of \$44,960.00
- 12. 800 tons Superpave, 25mm more/less del**  
 American Asphalt – unit price of \$50.80 for a total of \$10,160.00  
 Pikes Creek Asphalt – unit price of \$55.95 for a total of \$11,190.00  
 New Enterprise Stone & Lime Co., Inc. – unit price of \$52.78 for a total of \$10,556.00
- 13. 1000 Gallons Tack Coat more/less fob**  
 No Bids received
- 14. 300 Crack Sealer more/less fob**  
 American Asphalt – unit price of \$4.90 for a total of \$1,470.00

Supervisor Martin made a **Motion to have Township Manager Barry, Township Roadmaster VanDeutsch and Township Engineer Ryan Doughton review the bids to make sure they are in compliance with our bid specifications and to award the bids to the lowest responsible bidder**, seconded by Supervisor Wagner and carried.

The Waste Container Bids for Spring Clean-Up were opened by the supervisors. The 3 bids submitted were:

<b>Bidder</b>	<b>Bid Bond or Certified Check (10% of Bid)</b>	<b>Price of Each Container</b>	<b>Total Price for 25 Waste Containers</b>
Solid Waste Services Inc. d/b/a JP Mascaro & Sons	Yes	\$750.00	\$18,750.00

Stell Enterprises, Inc. Bid submitted was for Dallas Borough, therefore they are disqualified

Waste Reduction Recycling & Transfer, Inc.	Yes	\$545.00	\$13,625.00
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Supervisor Wagner made a **Motion to have Township Manager Barry review the bids to make sure they are in compliance with our bid specifications and to award the bid to the lowest responsible bidder**, seconded by Supervisor Martin and carried.

Township Manager Barry stated that several residents from Crestview Drive have requested a speed study concerning the speed limits in the Haddonfield Hills and Shrive View Acres developments. They would like to see it reduced from the current speed limit of 35MPH. Chief Higgins had started a study last July in the area and most vehicles were between 21-25MPH. A full certified study may cost around \$9,000 and in order to obtain a reduction in the speed limit, more than 80% of the vehicles must be exceeding the speed limit by more than 10MPH. Resident Jennifer Hoover requested that stop lines be painted on the road by the stop signs. Chief Higgins stated that the police department will check the speed of vehicles for a 1½ week period. An update will be provided at the May Supervisors’ meeting.

Township Manager Barry stated that updated Zoning Map has been completed. The Supervisors were all in agreement to submit it to the Planning Commission for their review. After their review, we will set up for the public to review including a public meeting for comments. After all comments have been received, it will come back to the Supervisors for approval.

Township Manager Barry stated that it is the goal of Dallas Township to have clean water. Our stormwater audit from last year went very well. DAMA is in the process of plotting all the stormwater infrastructure and will be taking over newer detention/retention basins. Roadmaster VanDeutsch stated that DAMA has provided training for our road department on best maintenance practices for stormwater. We will still be responsible for street cleaning and maintaining stormwater pipes/inlets. DEP is requiring that all municipalities update their stormwater ordinance by September 2022 and our goal is to have ours ready by January 2022.

Supervisor Grant & Township Manager Barry discussed signs in the Township including advertising, political signs and digital signs. Discussion also included placement, size, brightness and length of time. Code Enforcement/Zoning Officer Carl Alber is researching this item and will have some recommendations for the Supervisors at their May meeting.

Township Manager Barry stated that PSATS is working on a sample ordinance concerning digital signatures. He recommended that we wait and see what PSATS puts together before proceeding with an ordinance. All Supervisors were in agreement to see what PSATS recommends.

Township Manager Barry and Roadmaster VanDeutsch stated that the salt shed construction is going well and the contractors have been working hard. They will be removing dirt to get ready to pour the floor and doing some grading work. There have been 2 reductions to the cost of the contract. The gutters have been eliminated and some aluminum materials have been replaced with plastic. There is currently an aluminum shortage and waiting would cause a delay to the project. The construction should not delay Spring Clean-Up scheduled for the first week of May.

Township Manager Barry stated that construction has resumed on the Southside Avenue Park now that the weather is better. A decision has been made concerning the safety surface and we are still expecting a June 1<sup>st</sup> opening.

Supervisors Grant & Martin and Township Manager Barry discussed phase 2 of the Southside Avenue park. This could include a dog park, a pavilion, additional parking and a multi-purpose field. We plan on applying for a \$250,000 Pennsylvania Department of Conservation and Natural Resources (DCNR) grant. Supervisor Martin made a **Motion to approve Resolution 2021-7, to apply for the DNCR grant and authorize Township Manager Barry to complete and sign the application electronically**, seconded by Supervisor Wagner and carried.

Supervisor Grant stated that Spring is here, Earth Day is April 22<sup>nd</sup> and hopefully COVID restrictions will be ending soon. He encouraged residents to clean up their yards and help neighbors clean their yards to help keep Dallas Township looking beautiful.

Supervisor Grant stated that Dallas School District Superintendent Thomas Duffy called him and they are working on getting funds to reimburse them and us for costs incurred from the Biden for President rally. There will also be a meeting on April 15<sup>th</sup> between the Township and the Dallas School District to discuss the School Resource Officers' contract.

**Police Update:**

Chief Higgins provided the Police Department update. They are awaiting the delivery of the UTV recently ordered. National Night Out is scheduled for the first Tuesday in August and he plans on scheduling a Neighborhood Watch meeting in May. There are currently 3 candidates for a new police officer position and final interviews are scheduled for April 12<sup>th</sup>.

**Road Department Update:**

Roadmaster VanDeutsch provided the Road Department update. The road department has gone through routine maintenance of equipment including oil & filter changes and grease for the dump trucks. The crew also serviced smaller equipment in preparation of spring and summer jobs. They have been filling pot holes. The street sweeper is busy cleaning the roads and will continue making its way around the Township. Approximately 35% of Township roads have been swept. He asked that when residents clean up along their yards to please not make piles as this makes it much more difficult to pick up. The new truck is scheduled to be received in early 2022 and the flail mower should be received in July 2021.

Township Manager Barry stated that we recently had 2 major wind events. Our police, road and fire departments worked very hard and were able to keep all of our roads open.

Supervisor Martin stated that the Dallas Harvest Festival is considering having their event this September. Dallas Borough is still not available and it may be back at the Dallas High School. All Supervisors were in support of providing a Certificate of Insurance for the Dallas Harvest Festival if it is held at the Dallas High School. EMA Coordinator Pugh stated that there were recently new guidelines issued concerning COVID and festivals.

Township Manager Barry explained the process for obtaining permits.

**Additional Citizens' Comments:**

Resident Rachel Dunn made a couple of comments on Facebook concerning the Traffic Study for Haddonfield Hills and Shrine View Acres developments. She stated that there are not any posted speed limit signs on Crestview Drive and Idlewood Drive. She would like speed limit signs posted and would like the Township to consider painting stop lines at the stop signs of Crestview & Laurel and Crestview & Idlewood. These items will be taken in to consideration as part of the traffic study.

Resident Brenda Pugh posted on Facebook that she would like to thank Dallas Township for the use of the EMA trailer to help the Back Mountain Chamber of Commerce's food drive. Back Mountain businesses and residents contributed 5,712 pounds of food and over \$3,100 to the Back Mountain Food Pantry.

**Adjournment:**

Supervisor Wagner made a **Motion to adjourn**, seconded by Supervisor Martin and carried. The Meeting adjourned at 7:37pm.

Respectfully submitted by,



K. Gary Kirk, CPA  
Secretary/Treasurer