

The Board of Supervisors of Dallas Township held their monthly meeting for October on Tuesday, October 5, 2021 at 6:30pm in the Administration 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 R. Van Deutsch, and Secretary/Treasurer K. Gary Kirk. Officer William Acuff, residents Tim Rismondo, Nicki Rismondo, Lauren Dimaria, Lisa McGee and Jim McGee were also in attendance. Wayne Dotter, Alan Pugh & Denise Williams participated via GoTo Meeting. 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 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 September 7, 2021 Monthly Meeting, seconded by Supervisor Wagner and carried.

Supervisor Wagner made a **Motion to approve employee health care reimbursements** that had been requested in September in the amount of \$625.50 seconded by Supervisor Martin and carried. Total employee health reimbursements made for 2021 is \$7,794.90.

Citizens' Comments Concerning Agenda Items:

None.

Agenda:

Supervisor Grant provided a financial update as of September 30, 2021. We have received \$1,036,173 or 100.11% of the Real Estate taxes which is better than the previous 4 years. Earned Income Tax collections are at 83.54% of budget or \$1,086,026 which is better than most of the previous 4 years. Local Services Tax collections are at 75.55% of budget or \$120,883 which is lower than the previous 4 years but in line with our 2021 budget. Our Police Pension Plan is at 125.83% and our Non-Uniform Pension Plan is at 104.02% of the January 1, 2021 actuarial liability. Pension plan assets as of September 30, 2021 were \$6,038,289 for the Police Pension Plan and \$3,358,610 for the Non-Uniform Pension Plan. Our non-restricted cash balance is about \$3,236,000 and the Fire Protection account is about \$100,000.

Supervisor Martin made a **Motion to approve JH Williams & Company, LLC to perform our 2021 audit**, seconded by Supervisor Wagner and carried. This is will be the third year of the three-year agreement.

Township Manager Barry stated that we signed a contract with the Cohen Law Group on September 10, 2021 to represent us with our cable franchise fee agreements. There are currently 6 municipalities who have signed contracts with the Cohen Law Group and which would put our fee at \$8,000. If more municipalities join, the fee would be lower.

Supervisor Grant stated that the Supervisors, Chief Higgins and Dallas Township Police Officers Association have been working on a Police Discipline Policy. Officer Acuff stated that the Association was in agreement with the progressive discipline policy. All officers but one have signed the agreement and he will sign it when he gets back from an out of town training class. Supervisor Martin made a

Motion for conditional approval based on the all Police Officers signing the addendum to the Police Association Contract for the Police Discipline Policy, seconded by Supervisor Wagner and carried.

There was discussion concerning the Road Department/Voting District Restrooms Design & Bid Specifications including the engineers cost to prepare the Design & Bid Specifications. It was decided to table further discussion until we had the engineers' cost to prepare the Design & Bid Specifications.

Township Manager Barry stated that we received a request from Sue Van Horn asking that we have Brake Retarder Restrictions on State Route 309 in the Upper Demunds and Hildebrandt Road intersections areas. Supervisor Wagner made a **Motion to Authorize Township Manager Barry to send a letter to PennDot concerning Brake Retarder Restrictions on State Route 309**, seconded by Supervisor Martin and carried.

Township Manager Barry stated that Township Engineer Ryan Doughton and Tom Mayka, DAMA MS4 Stormwater Coordinator have prepared our annual MS4 report and it is available for review. Supervisor Martin made a **Motion to approve the Annual MS4 Report and to include a digital version on our website**, seconded by Supervisor Wagner and carried.

Resident Lisa McGee spoke on behalf of several residents from Southside Avenue. She stated that the residents think the park is very nice but have some concerns mostly related to safety. The concerns are attached to the minutes. Some of the concerns are already being worked on by the Township and should be completed over the next few weeks. Other concerns will be reviewed and addressed by the Township to see if there is anything we could do to resolve them.

Township Manager Barry provided an update on the Southside Nature Park. He stated that an additional swale is being completed to help with water runoff, we are awaiting additional signage and banisters are being customized made.

Supervisor Grant stated that the Road Department New Hire and the Facilities Maintenance Position for 2022 are personnel matters and are being tabled at this time.

Supervisor Grant stated that the November monthly meeting will be Wednesday November 3, 2021 since election day is November 2, 2021.

Supervisor Grant stated that the Annual Christmas Tree Lighting event will be Saturday December 4, 2021 at the Back Mountain Little League Fields.

Police Update:

Police Chief Higgins stated that the new UTV has been used at the Dallas Schools & Misericordia University football games. Two police officers have been certified as trainers for first aid & CPR and will be able to annually certify all staff in these areas. One of these officers will also be attending Tactical Emergency First Aid training and will be able to then train our staff. The Dallas School District had an active shooter drill last week at all their schools.

Road Department Update:

Roadmaster Van Deutsch provided the Road Department update. He acknowledged Fehlinger Construction for milling Southside Avenue. We used three township trucks and one truck each from Kingston and Lehman Townships to haul out the millings. The road crew paved Southside Avenue as well as the new parking lot and the parallel parking. Universal Line Painting painted the parking stalls. They have begun preparing trucks for the winter with preseason maintenance and new tires as needed. It has been a very wet year and they have worked hard to maintain the drains and ditches to prevent bigger problems. They have made many repairs as new issues have arrived. The leaf vac truck service was

completed and will begin making rounds throughout the township in the next week or so. A test run was performed, picking up some piles today as it looks as though the leaves are falling sooner. He also reminded residents to not to rake leaves into streets or gutters.

Additional Citizens' Comments:

Denise Williams, Luzerne County Bureau of Elections Chairperson, asked if Dallas Township would have a ballot collection box placed in the Administration Building lobby. There was discussion on this request including concerns that Township Officials will be on the ballot and that the lobby is also used by Pennsylvania State Representative Karen Boback.

Supervisor Martin made a **Motion to amend the Agenda to add Luzerne County Request to Place a Ballot Collection Box in the Dallas Township Administration Lobby**, seconded by Supervisor Wagner and carried.

Supervisor Martin made a **Motion to Place a Luzerne County Ballot Collection Box in the Dallas Township Administration Lobby with the following requirements:**

1. We receive an official letter of request from Luzerne County Bureau of Elections,
2. We verify with Representative Boback that a ballot collection box in the lobby is not in violation with any Commonwealth laws,
3. We have our solicitor verify that a ballot collection box in our lobby is not in violation of any Township laws concerning Township officials running for office,
4. Luzerne County will sign off that a ballot collection box is allowed in the lobby of a Township and PA Representative, and
5. Any costs incurred by Dallas Township for the ballot collection box will be reimbursed by Luzerne County Bureau of Elections.

seconded by Supervisor Wagner and carried.

There was a comment on Facebook from Sean Wedemeyer about where to find detailed information on the agenda items.

There was a comment on Facebook from Jessica Stephens about putting in a crosswalk and kids crossing signs on State Route 309 at New Goss Manor so that kids can be slightly safer getting to the new park.

Adjournment:

Supervisor Wagner made a **Motion to adjourn**, seconded by Supervisor Martin and carried. The Meeting adjourned at 7:40pm.

Respectfully submitted by,



K. Gary Kirk, CPA

Secretary/Treasurer