

The Board of Supervisors of Dallas Township held their monthly meeting for February on Tuesday, February 1, 2022 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 Robert J. Wagner, Supervisor Elizabeth A. Martin, 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. Those in attendance via GoTo Meeting/phone included: Alan Pugh, EMA Coordinator and Thomas J. Doughton, Township Engineer. Social Media Administrator 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 January 3, 2022 Organizational & Monthly Meeting, seconded by Supervisor Martin and carried.

Supervisor Wagner made a **Motion to approve employee health care reimbursements** that had been requested in January in the amount of \$2,576.88 seconded by Supervisor Martin and carried. Total employee health reimbursements made for 2022 was \$2,576.88.

Citizens' Comments Concerning Agenda Items:

None

Agenda:

Supervisor Martin made a **Motion to Amend the Agenda** to include Moyer Realty Contract for Appraisal of former Administration Building, seconded by Supervisor Wagner and carried.

Supervisor Grant provided a financial update as of January 31, 2022. There have not been any Real Estate taxes received and the bills are expected to be mailed mid to end of February. Earned Income Tax collections are at 3.25% of budget or \$45,511 which is lower than the previous 5 years. Local Services Tax collections are at 1.87% of budget or \$2,993 which is better than the previous 5 years. Our Police Pension Plan is at 126.87% and our Non-Uniform Pension Plan is at 104.78% of the January 1, 2021 actuarial liability. Pension plan assets as of January 31, 2022 were \$6,088,388 for the Police Pension Plan and \$3,382,966 for the Non-Uniform Pension Plan. Our non-restricted cash balance is about \$2,300,000 and the Fire Protection account is about \$7,700.

Township Manager Barry stated that we received bids on all 7 items we listed on Municibid. The items and the high bidder on those items are:

Steel Stormwater Pipe #1	James Davis, Jr.	\$600.00
Steel Stormwater Pipe #2	Charles Welles	\$605.00
Steel Stormwater Pipe #3	John Armentrout	\$625.00
Steel Stormwater Pipe #4	Thomas Evers	\$600.00
York YB32 3-Point Hitch Broom	Randy Shaner	\$335.00
1985 John Deere 2350 Tractor Flail Mower	Francis Schultz	\$14,200.00
2008 Chevrolet Silverado	Eric Gavin	\$9,054.00

Supervisor Martin made a **Motion to approve all the bids**, seconded by Supervisor Wagner and carried.

Secretary/Treasurer Kirk stated that Dallas Township Elected Auditors Edward Dudick, Jr., Bruce Kerr and Holly Kulp met and approved the wage rate \$26.07 for Supervisor Wagner while working as a

Roadworker in our Road Department. They also approved the wage rate of \$26.07 for any Supervisor who does road inspections during 2022. Mr. Dudick abstained from voting since he had just been approved as an auditor the day before the required annual Elected Auditor Meeting.

Secretary/Treasurer Kirk stated that there was a house fire at 16 Hildebrandt Road in December 2021. Dallas Township has an ordinance that if there is more than 60% damage to a residence due to a fire, then the insurance proceeds are required to be placed in a separate escrow account to pay for the repairs. The Nationwide Insurance Agent has indicated that it is possible that the damage will exceed 60%. Supervisor Wagner made a **Motion to Conditionally Approve opening an Escrow Bank Account at Luzerne Bank if we receive any insurance proceeds**, seconded by Supervisor Martin and carried.

Township Manager Barry stated that we had asked Road Department Laborer Nathan Pavlichko to obtain his CDL license and that we would like to promote him to Roadworker. Supervisor Martin made a **Motion to promote Nathan Pavlichko to Roadworker effective February 2, 2022**, seconded by Supervisor Wagner and carried with Supervisor Grant abstaining since he is a distant relative of Mr. Pavlichko.

Supervisor Grant stated that we are working on new Memorandum of Understanding (MOUs) agreements with both Back Mountain Regional Fire & EMS and Kunkle Fire & Ambulance. The MOUs will outline how the Fire Protection Tax will be distributed.

Township Manager Barry stated that Township Engineer Ryan Doughton will begin working on getting documents ready for 2022 contracted milling & paving. Roadmaster Van Deutsch stated that we are considering Valley View Drive, Mountain View Drive, Laurel Drive, Midland Drive, West Fallbrook Avenue and East Belmont Avenue.

Township Manager Barry stated that in 2021 we had some issues getting road materials timely from our approved bidders. He recommended that we approve COSTARS pricing which would allow us to use any approved COSTARS vendor. Supervisor Martin made a **Motion to use COSTARS pricing for Road Materials in 2022**, seconded by Supervisor Wagner and carried.

Township Manager Barry stated that due to COVID-19 restrictions the scheduling of the SALDO Ordinance public hearing on a change recommended by the Planning Commission had been tabled at last month's Supervisors' Meeting. The Planning Commission is close to having additional changes ready for the SALDO and it was determined that we would wait until all the SALDO changes are ready before scheduling the public hearing.

Chief Higgins stated that it has been a long process of finding a new Administrative Assistant and we are down to three candidates. An interview with each candidate and the Supervisors will be scheduled.

Supervisor Grant stated that due to the expected attendance at the next Zoning Hearing Board Meeting being larger than our Administration Building Meeting Room capacity, it will be held at the Dallas Middle School Auditorium. It will still be on February 21, 2022 at 6:30pm.

Supervisor Wagner made a **Motion to approve Moyer Realty to perform an appraisal on the former Administration Building at a cost of \$2,150**, seconded by Supervisor Martin and carried.

EMA Update:

EMA Coordinator Pugh stated that COVID-19 cases have been trending down, but are still high, 76% of Pennsylvania adults are vaccinated, households may receive 4 free at home COVID tests from the government and the Moderna vaccine has been approved by the FDA along with the Pfizer vaccine. Comcast has installed the internet at the Southside Avenue Park and they will be making adjustments to the lights. The lights at the ice-skating rink have been fixed. We are expecting a significant weather

event later this week. There were several follow-up meetings with the fire departments and Offset Paperback concerning the recent fire at Offset Paperback. 3G cell phone service is being phased out. There was extreme cold weather during the Offset Paperback fire and he recommends that the Supervisors purchase a portable heater which may be used by the fire departments at a cost of \$3,800-4,000. We may also need to purchase a generator to operate the heater.

Police Update:

Police Chief Higgins stated that Officer Eric Eramo has obtained his certification in Use of Force & Defensive Tactics and can train our other officers. All officers are working on their mandatory inservice and the new county-wide radios have been installed in all police vehicles.

Road Department Update:

Roadmaster Van Deutsch provided the Road Department update. Christmas tree pick up recycling is winding down and 383 trees have been collected. Some routine maintenance of pothole patching continues during the freeze and thaw season. He thanked the Supervisors for the purchase of a 2022 Western Star 4700SB dump truck which replaces a 1997 truck. The plow for the new truck is on back order and we hope to receive it later this month. The truck ordered in February 2021 is expected to be received by the end of 2022. Winter weather road maintenance has been steady and there have been 11 snow events and 3 freezing rain and ice events. Not all roads in Dallas Township are Dallas Township responsibility. There is a total of 80.04 miles of roadway and the township has 42.44 miles of road (53%), State roads make up 32.1 miles (40%), while Luzerne County Road and Bridge has 5.5 miles (7%). He congratulated Nathan Pavlichko for obtaining his CDL class B license.

Additional Citizens' Comments:

Nicole Musko Rismondo posted on Facebook about a speed tracker on Southside Avenue. Township Manager Barry & Police Chief Higgins stated that we have applied for one with our 2022 Local Share Account grant submission. We have done some improvements with signs and lines. We hope to have different device that can be placed on a pole put up this spring/summer.

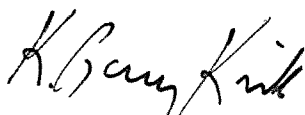
Rob Stitzer Jr. posted on Facebook that he has a Christmas tree ready to be picked up and that he lives on West Centerhill Road. Township Roadmaster Van Deutsch stated that they should be able to pick it up tomorrow.

Supervisor Martin stated that the Kiwanis ice-skating rink is being used by many people and starting today there will be two 1-hour periods that will be for beginner skaters only. The beginner skater times will be 11am to noon and 3pm to 4pm each day and a sign will be posted

Adjournment:

Supervisor Wagner made a **Motion to adjourn**, seconded by Supervisor Martin and carried. The Meeting adjourned at 7:02pm.

Respectfully submitted by,


K. Gary Kirk, CPA
Secretary/Treasurer

Edward Dudick, Bruce Kerr & Holly Kulp, Dallas Township Elected Auditors met and approved the following wage rate for following Dallas Township Supervisor who is also employed by Dallas Township:

Robert Wagner, Road Department - \$26.07

They also approved the hourly rate of \$26.07 for any supervisor who does road inspections.

Elected Auditor Edward Dudick abstained from voting since he had just been approved as an elected auditor the day before the required annual Elected Auditor meeting.