

The Board of Supervisors of Dallas Township held their monthly meeting for May on Tuesday, May 2, 2023 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 Higgins, Police Department Administrative Assistant Kimberly Landmesser and Secretary/Treasurer K. Gary Kirk. Participating through GoTo Meeting were Township Engineer Thomas Doughton and Roadmaster Gary Van Deutsch. There were about 20 other people were in attendance. Administrative Assistant Landmesser 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 April 4, 2023 Monthly Meeting and the April 20, 2023 Town Hall Meeting**, seconded by Supervisor Wagner and carried.

Supervisor Wagner made a **Motion to Approve Employee Health Care Reimbursements** that had been requested in April in the amount of \$750.00 seconded by Supervisor Martin and carried. Total employee health care reimbursements made for 2023 was \$6,721.08.

**Citizens' Comments Concerning Agenda Items:**

None.

**Agenda:**

Supervisor Grant provided a financial update as of April 30, 2023. We have received \$424,847 of Real Estate taxes which is 32.38% of our budget and is better than most of the previous 6 years. Earned Income Tax collections are at 30.11% of budget or \$463,639 which is better than most of the previous 6 years. Local Services Tax collections are at 27.22% of budget or \$47,632 which is better than the previous 6 years. Our Police Pension Plan is at 117.49% and our Non-Uniform Pension Plan is at 97.92% of the January 1, 2021 actuarial liability. Pension plan assets as of April 30, 2023 were \$5,637,933 for the Police Pension Plan and \$3,161,771 for the Non-Uniform Pension Plan. Our non-restricted cash balance is about \$3,075,000 and the Fire Protection account is about \$97,000.

Jody Gurnari and Mark Granteed from JH Williams presented the draft 2022 audit. The Township has a clean audit opinion in the audit report which is the best opinion. They discussed several items in the audit report and also presented a two-year comparison and discussed major differences between 2021 and 2022.

Chief Higgins stated that Officer Gina Kotowski recently received the highest award from the Luzerne County Child Advocacy Center. Chief Higgins presented her with the award.

Supervisor Grant stated the Rogers Services was the lowest responsible bidder for the spring clean-up dumpsters of the bids opened at the April meeting.

Supervisor Martin made a **Motion to Approve Resolution 2023-11, A Resolution to Create a Property Maintenance Board of Appeals and Appoint Members**, seconded by Supervisor Wagner and carried. Members will be David Landmesser, Harry Cooper, Nanda Palissery, Roger Howell and Dale Campbell.

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Brenda Pugh will serve as the alternate member. Zoning/Code Enforcement Officer Coolbaugh will be an ex-officio member.

Supervisor Wagner made a **Motion to Approve Resolution 2023-12, A Resolution to Request Greenways, Trails and Recreation Program Grant in the amount of \$120,000 and Authorize Township Manager Barry as the official to execute all documents**, seconded by Supervisor Martin and carried.

Supervisor Wagner made a **Motion to Approve Resolution 2023-13, Schedule of Fees**, seconded by Supervisor Martin and carried. The main changes from the previous Schedule of Fees are to increase the Major Subdivision Escrow from \$2,000 to \$2,500, increase the Major Land Development Escrow from \$2,000 to \$2,500, and to create Property Maintenance Board of Appeals Escrows of \$500 for Residential Property Appeals and \$1,000 for Commercial Property Appeals.

Attorney Mosca stated that the previous owner of the Sunoco and previous owner of our Administration Building had entered into an easement agreement to allow Sunoco to access the water line through our property. We will be working on a Maintenance Agreement or an amendment to the easement with new Sunoco owners.

Attorney Mosca stated that the Maple Street Agreements have been reviewed and are proper except for a date on the Financial Security. Supervisor Wagner made a **Motion to Conditionally Approve the Maple Street Agreements subject to changing the date on the Financial Security**, seconded by Supervisor Martin and carried.

Supervisor Martin made a **Motion to Approve Fellowship Church's Development Agreement, Operations & Maintenance Stormwater Best Management Practices Agreement and Easement Agreement**, seconded by Supervisor Wagner and carried.

Attorney Mosca stated that the Fellowship Church Financial Security is not completed since the bond company is waiting for the contractor bonds to be completed. Supervisor Martin made a **Motion to Conditionally Approve Fellowship Church's Financial Agreement in the amount of \$294,000 subject to them submitting the final Financial Security Bond**, seconded by Supervisor Wagner and carried.

Supervisor Martin made a **Motion to Approve Participating in the Luzerne County Community Development Block Grant Program**, seconded by Supervisor Wagner and carried.

Township Manager Barry stated that the Police Department checked for cars speeding on Grandview Avenue on April 21, 2023. There were 5 cars of 101 that were travelling more than 10mph over the speed limit. The Police Department will check for speeding cars again the end of May. Based on this information, we will ask LTAP to conduct a site survey for stop sign intersections. Grandview Avenue resident, Alan Stevens, thanked the Township for doing this.

Township Manager Barry stated that PennDot would allow parking changes to be made on a segment of state route County Club Road from Route 415 to Lake Street. If a change was made to not allow parallel parking in front of houses in that area, there would be many homes involved. The owners of the lot who requested the change also have some line of site issues where they would like to place a driveway. At this time, we will not pursue and changes to our Parking Ordinance on Country Club Road.

Supervisor Grant stated that per our 2023 budget and the Memorandum of Understanding Agreements with Back Mountain Regional Fire Department and Kunkle Fire Department, we will be issuing each Fire Department \$40,000 from the Fire Protection Tax for their operational expenses in May.



Township Manager Barry stated that Roadmaster Van Duetsch and Township Engineer Ryan Doughton have recommended that Camp Ground Road be advertised for contracted milling & paving. There was discussion whether we should do this or Tar & Chip other roads. Supervisor Martin made a **Motion to Approve to Table Agenda Item #15, Additional Contracted Milling & Paving Advertising**, seconded by Supervisor Wagner and carried.

Supervisor Martin made a **Motion to Amend the Agenda to add Advertising of Tar & Chip of Goldsmith Road and a portion of Ryman Road**, seconded by Supervisor Wagner and carried.

Supervisor Wagner made a **Motion to Advertise Tar & Chip of Goldsmith Road and a portion of Ryman Road**, seconded by Supervisor Martin and carried.

**EMA Update:**

EMA Coordinator Alan Pugh was not at the meeting. Supervisor Martin stated that Mr. Pugh will be working on the Southside Park lights which are on more than they should be and that the EMA assisted today with a tractor trailer stuck at Offset Paperback.

**Police Update:**

Chief Higgins had to leave after the presentation of the award to Officer Kotowski to attend required training. Township Manager Barry stated that in addition to the award presentation, the only other item he had for his update was the Grandview Avenue Speed update.

**Road Department Update:**

Roadmaster Van Deutsch got disconnected from GoTo Meeting. Township Manager Barry stated that the Road Department had already filled 5 dumpsters during spring clean-up and that they will do additional street sweeping after spring clean-up is completed.

**Planning & Zoning Update:**

Zoning/Code Enforcement Officer Coolbaugh was not able to attend due to attending a required training class tonight. Township Manager Barry stated that 25 permits were issued in April, a couple of rental inspections were performed, he had a meeting with Williams Gas Company on the work being done on the new gas line being done under Wyoming Road and that he had assisted our Police Department with an incident at Country Club Apartments.

**Additional Citizens' Comments:**

Nicole Rismondo asked the Supervisors about Pennsylvania Act 172 which provides a 20% municipal real estate tax exemption to volunteer firefighters. She will provide information to the Supervisors and they will review it.

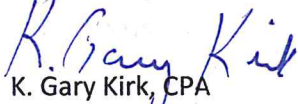
Alan Stevens asked about the annual Ambulance Service Subscription letters and was informed that they should be mailed to soon by the appropriate departments.

Joe & Nick Dreier, Bob & Paula Glicini, Russ & Sherri Newell, and Al & Mary Rodriguez discussed the upcoming planned paving of The Maples. Most of the discussion concerned the planned removal of curbs when the road is paved and where mailboxes will be placed. The Supervisors stated that they will have the Township Engineer review the paving project to see what the cost difference would be to not remove the curbs when paving and any other options which could be done to keep the curbs. The June 30<sup>th</sup> completion deadline may have to be extended.

**Adjournment:**

Supervisor Wagner made a **Motion to Adjourn**, seconded by Supervisor Martin and carried. The Meeting adjourned at 7:43pm.

Respectfully submitted by,

  
K. Gary Kirk, CPA  
Secretary/Treasurer

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