

The Board of Supervisors of Dallas Township held their monthly meeting for September on Tuesday, September 5, 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 Robert J. Wagner, Attorney Thomas J. Mosca, Township Manager Martin K. Barry, Police Chief Douglas Higgins, Roadmaster Gary Van Deutsch, Zoning/Code Enforcement Officer Russell Coolbaugh, Police Department Administrative Assistant Kimberly Landmesser and Secretary/Treasurer K. Gary Kirk. Participating through GoTo Meeting: Supervisor Vice Chairman Elizabeth A. Martin. Most of the Dallas Township Police Officers and 7 other people were in attendance.

The meeting began with the Pledge of Allegiance.

Supervisor Wagner made a **Motion to Pay the Bills**, seconded by Supervisor Martin and carried.

Supervisor Wagner made a **Motion to Approve the Minutes from the August 1, 2023 Monthly Meeting**, seconded by Supervisor Martin and carried.

Supervisor Wagner made a **Motion to Approve Employee Health Care Reimbursements** that had been requested in August in the amount of \$1,005.50 seconded by Supervisor Martin and carried. Total employee health care reimbursements made for 2023 was \$14,168.09.

**Citizens' Comments Concerning Agenda Items:**

None.

**Agenda:**

Supervisor Grant provided a financial update as of August 31, 2023. We have received \$1,313,938 of Real Estate taxes which is 100.15% of our budget and is better than the previous 6 years. Earned Income Tax collections are at 74.90% of budget or \$1,153,386 which is better than the previous 6 years. Local Services Tax collections are at 78.45% of budget or \$137,292 which is better than the previous 6 years. Our Police Pension Plan is at 108.98% and our Non-Uniform Pension Plan is at 91.02% of the January 1, 2023 actuarial liability. Pension plan assets as of August 31, 2023 were \$5,763,111 for the Police Pension Plan and \$3,227,151 for the Non-Uniform Pension Plan. Our non-restricted cash balance is about \$3,884,000 and the Fire Protection account is about \$154,000.

Police Chief Higgins shared about the needs of a second detective and the process used to choose a new detective. He presented William Acuff with a new detective badge and everyone congratulated Detective Acuff on his promotion to detective.

Supervisor Grant stated that we are in the process of obtaining a loan from USDA to build a new police station and had requested bids from local banks. While local banks rates may be higher than USDA, their fees may be less and the application process may be shorter. Bids from ESSA Bank & Trust, First Keystone Community Bank, FNCB Bank and Luzerne Bank were opened. The loan proposals will be reviewed by the Supervisors and staff to determine if a proposal would be better than an USDA loan. A bid from Univest was received after the bid deadline and was not opened.

Supervisor Martin made a **Motion to Approve the JH Williams & Co., LLC to perform the 2023 audit at a rate of \$9,500**, seconded by Supervisor Wagner and carried.

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Government Forms &amp; Supplies 844-224-3338

Supervisor Wagner made a **Motion to Approve the Luzerne County Bureau of Elections Polling Place Agreement for District 3, Road Department Garage**, seconded by Supervisor Martin and carried.

Township Manager Barry stated we are discussing with Luzerne County to enter into an Intergovernmental Cooperation Agreement for Stormwater Improvements at Lower Demunds Road and Terrace Street and Contracted Work. Lower Demunds Road is a Luzerne County Road and Terrace Street is a Township street.

Supervisor Wagner made a **Motion to Approve Resolution 2023-15, Local Share Assessment Fund Luzerne County, A Resolution on Back Mountain Community Partnership Police Departments' Reporting Management System Project**, seconded by Supervisor Martin and carried. The grant will be for \$750,067 and Chief Higgins stated that there may be seven police departments that will benefit from the grant to purchase the CODY Pathfinder Reporting Management System.

Supervisor Wagner made a **Motion to Approve Resolution 2023-16, Local Share Assessment Fund Luzerne County**, seconded by Supervisor Martin and carried. The grant request will be for \$298,000 and be used for road improvements for Southside Nature Park and Sago Street access. It also designates Township Manager Barry to execute all documents and agreements related to the grant.

Attorney Mosca stated that we are working on a maintenance agreement with the Sunoco Gas Station.

Supervisor Wagner made a **Motion to Approve the Addendum to Intergovernmental Agreement between Dallas School District School and the Township of Dallas**, seconded by Supervisor Martin and carried. This is the second addendum and extends the Agreement related to School Resource Officers three years until June 2026.

Township Manager Barry stated that Attorney Thomas Brennan and Attorney Thomas O'Connor from Ecumenical Enterprises, Inc. are working on an updated Grant Agreement related to the Ecumenical Enterprises, Inc. 2017 DCED LSA. Attorney Brennan is representing Dallas Township since he worked on the original grant agreements and Attorney Mosca has a conflict of interest in this matter.

Township Manager Barry stated that the 2023/2024 Sodium Chloride contract will be \$82.27/ton. The contract is through Costars and is an increase of \$2.01 from last year.

Township Manager Barry stated that the contracted milling and paving for The Maples was less than what we had budgeted and that we would like to do additional road improvements this year. Supervisor Martin made a **Motion to Approve Moving \$113,000 from the 2023 Contracted Milling & Paving budget line item to the 2023 Road Materials line item**, seconded by Supervisor Wagner and carried.

Supervisor Grant stated that Attorney Mosca will not be available for the October Supervisors' meeting and that Attorney Brennan was available if the meeting was at an earlier time. Supervisor Wagner made a **Motion to Approve Change the October 3, 2023 Supervisors' Meeting Time to 5:30pm**, seconded by Supervisor Martin and carried.

#### **EMA Update:**

EMA Coordinator Alan Pugh was not at the meeting.

#### **Police Update:**

Chief Higgins provided the Police Department update. The National Night Out event on August 1, 2023 was well attended and went very well. They did a community outreach event at the Country Club Apartments and will be doing a Fall Night Out at the Meadows Complex on September 15, 2023. They



will be participating in the Dallas Harvest Festival on September 17, 2023. Daelyn Mynes is currently in the 92% of her cadet class.

**Road Department Update:**

Roadmaster Van Deutsch provided the Road Department update. They participated in a trailer operation safety and driving class. The stormwater project with Dallas Borough on West Center Hill Road has been completed. Work was performed on the drainage swales in Fox Hollow and Emily Lane and the berms on Idlewood Drive. Dirt and gravel road maintenance continues. Paving is continuing in the Northwoods Development cul-de-sacs.

**Planning & Zoning Update:**

Zoning/Code Enforcement Officer Coolbaugh provided the Planning & Zoning update. 38 permits were issued in August. He is still working with people in The Maples about correcting their drainage pipes. He conducted a trailer operation safety class for the road, police, and fire departments. He is addressing issues concerning Pyramid Healthcare, Tractor Supply and Country Club Apartments. There are many issues at Country Club Apartments and Township Manager Barry has been very helpful in dealing with these issues.

**Additional Citizens' Comments:**

None

**Adjournment:**

Supervisor Wagner made a **Motion to Adjourn**, seconded by Supervisor Martin and carried. The Meeting adjourned at 7:01pm.

Respectfully submitted by,



K. Gary Kirk, CPA  
Secretary/Treasurer

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