

DELAWARE TOWNSHIP BOARD OF SUPERVISORS
Workshop & Regular Meeting
July 26, 2017
MINUTES

WORKSHOP

Call to Order was made at 5:29 p.m.

Pledge of Allegiance

Roll Call: In attendance: Ron Hough, John Henderson, Thomas Farley, Township Solicitor, and Krista Predmore. **Absent:** None.

The following items were discussed:

- Township Donation Policy & Application
- Akenac Park Rec Hall Kitchen Rental Policy
- Board of Supervisors Vacancy
- Salt Shed bids
- Portland Contractors contract

Motion to adjourn the workshop was made at 6:04pm by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. **Motion** carries.

REGULAR MEETING

Call to Order was made at 6:30 p.m.

Pledge of Allegiance

Roll Call: In attendance: Ron Hough, John Henderson, Thomas Farley, Township Solicitor, and Krista Predmore. **Absent:** None.

Public Comment on Agenda- Mr. Hammond – motion #10.

1. **Motion** to accept the Minutes from the Board of Supervisors meeting dated July 12, 2017 was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.

Treasurer's Reports

2. **Motion to accept Treasurer's Report dated July 26, 2017** was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
3. **Motion to pay General Fund bills in the amount of \$141,993.90** was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
4. **Motion to pay Recreation Fund bills in the amount of \$5,551.13** was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.

5. **Motion to pay PSATS Pension Trust in the amount of \$50,539.00 for the 2017 Pension Minimum Municipal Obligation** was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.

OLD BUSINESS:

6. **Motion** to adopt Akenac Park Recreation & Kitchen Rental Policy with full kitchen use at a rate of \$400 for a minimum of 5 hours and \$80 per hour for each additional hour rented including mandatory online training was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
7. **Motion** to adopt Township Donation Policy and Application was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
8. **Motion** to approve the purchase of S/P2 Culinary online training package in the amount of \$248 annually was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.

NEW BUSINESS

9. **Motion** to accept the resignation of Jeff Scheetz as Delaware Township Supervisor and Treasurer effective July 25, 2017 was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
- a. **Motion** to accept the resignation of Jane Neufeld as elected Delaware Township Auditor was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
- b. **Motion** to appoint Jane Neufeld as Delaware Township Supervisor until the 2018 re-organization meeting was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.

Ms. Neufeld was sworn into office by Ms. Predmore, notary.

- c. **Motion** to appoint Jane Neufeld as Delaware Township Treasurer was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.

- d. **Motion** to appoint John Henderson as Chair to the Delaware Township Board of Supervisors was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
 - e. **Motion** to appoint Ron Hough as Vice-Chair to the Delaware Township Board of Supervisors was made by Ms. Neufeld with a second by Mr. Henderson. Voting: All in favor. Nay: None. **Motion** carries.
 - f. **Motion** to send a letter to the Pike County Board of Elections regarding the resignation of Jeffrey Scheetz as elected Township Supervisor was made by Mr. Henderson with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
 - g. **Motion** to send a letter to the Pike County Board of Elections regarding the resignation of Jane Neufeld as elected Auditor was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
- 10. Motion** to award bid on the salt shed project at 145 Wilson Hill Road in the amount of \$139,700.90 by JPA Masonry with a substantial completion deadline of September 29, 2017 was made by Ms. Neufeld with a second by Mr. Hough. Voting: All in favor. Nay: None. **Motion** carries.
- 11. Motion** to renew annual contract with Portland Contractors, Inc. for August 1, 2017 through July 31, 2018 as the Township's Certified Water Operator at a rate of \$400 per month was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
- 12. Motion** to approve Mike Kolenet, Mike Moffa and Ed Hammond attend free LTAP Chainsaw Safety Training & Demo on Thursday, August 3, 2017 from 8am to 3pm at Chestnuthill Township in Brodheads ville was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.
- 13. Motion** to approve the following lot improvement as recommended by the Planning Commission at their meeting on July 18, 2017:
- a. Keeslar – Birchwood Lakes 14-102-7B

was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

14. Motion to approve the following lot improvement as recommended by the Planning Commission at their meeting on July 18, 2017:

a. Tracy – Pocono Mt. Lake Forrest 1-120A

was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None.
Motion carries.

15. Motion to approve the following unimproved property from the Pike County Repository:

PREVIOUS OWNER: CHAN, YIM MING & CHEW SHEUNG

SALE NUMBER: 16-023

CONTROL NUMBER: 02-0-063741

DESCRIPTION: LOT 1 BLK M-205 SEC 2, MARCEL LAKE ESTATES

MAP NUMBER: 148.04-05-31

BIDDER: WILLIAM S CULLENY, 102 CLAUDINE CT, DINGMANS FERRY PA 18428

AMOUNT OF BID: \$1,250.00

was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None.
Motion carries.

16. Motion to approve Akenac Park recreation hall only use request by M. Devito for Saturday, August 19, 2017 from 12pm to 5pm for a birthday party was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

17. Motion to change the start time of workshops and regular meetings held the 2nd and 4th Wednesday of each month by the Board of Supervisors to workshops beginning at 6pm and regular meetings beginning at 7pm effective immediately was made by Mr. Hough with a second by Ms. Neufeld. Voting: All in favor. Nay: None. **Motion** carries.

CORRESPONDENCE:

PennDot update on Wilson Hill Road dated July 20, 2017 read into the record by Mr. Henderson.

ANNOUNCEMENTS:

Family Fun Festival Fundraiser – Saturday, July 29, 2017 from 1:00pm to 6:00pm to benefit Holy Trinity Food Pantry and Habitat for Humanity - \$12 advance ticket/\$15 at the door. 103 Delaware Crest, Dingmans Ferry, PA.

BOS Budget Workshop scheduled for Wednesday, August 2, 2017 from 7-9pm.

PUBLIC COMMENT



116 Wilson Hill Road, Dingmans Ferry, PA 18328 • (570) 828-2347 • F: (570) 828-8705 • www.delawaretownshippa.gov

Public comment consisted of, but was not limited to the following: Mr. Henderson commented on a thank you note received from the DTVAC regarding the success of their annual chicken BBQ as well as working with fellow Supervisor Dr. Scheetz over his term; and lastly, Mr. Witkowski of the Pike County Dispatch commented on the ongoing tick borne illness problems.

Motion to adjourn the meeting was made at 6:55pm by Mr. Hough with a second by Ms. Neufeld. Voting: All in Favor. **Motion** carries.

Respectfully submitted,

Krista Predmore
Township Administrator/Assistant Treasurer