

**DELAWARE TOWNSHIP BOARD OF SUPERVISORS**  
**Regular Meeting**  
**December 19, 2018**  
**MINUTES**

**WORKSHOP** – 6:00 p.m.

**Motion** to suspend workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**Motion** to open executive session regarding Delaware Sewer, Spencer Road Property and DTVAC was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**Motion** to close executive session was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**Motion** reopen the workshop was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

The following items were discussed during the workshop:

- Pike County Drug Task Force Funding consideration
- Blue Ridge Cable
- NPS notifications for gate closures
- Truck 3

**Motion** to adjourn the workshop was made at 6:42 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**REGULAR MEETING**

**Call to Order** was made at 7:01 p.m.

**Pledge of Allegiance**

**Roll Call: In attendance:** Rick Koehler, John Henderson, Jane Neufeld, Thomas Farley, Township Solicitor, and Krista Predmore. **Absent:** none.

**Public Comment on Agenda** – None.

1. **Motion** to accept the Minutes from the Board of Supervisors meeting dated November 29, 2018 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
2. **Motion to pay General Fund bills in the amount of \$78,241.01** was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
3. **Motion to pay Recreation Fund bills in the amount of \$59,733.64** was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

4. As per the Township engineer's recommendation, **motion** to issue payment no. 1 to Mar-Allen Concrete Products, Inc. for the Akenac Park Recreation Building Pier Repair Project in the amount of \$39,382.25 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**OLD BUSINESS:**

5. **Motion** to approve township Christmas party on Friday, December 21, 2018 at 2pm at Chris & Gina's at a cost of \$31.95 per person was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

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**NEW BUSINESS:**

6. **Motion** to execute Kirk Summa & Co LLP management letter for the 2018 independent audit was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
7. **Motion** to approve the following lot improvement as per the Planning Commission's recommendation at their meeting on December 4, 2018:
  - a. McFeely – Lake Forrest 1-52Bwas made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
8. **Motion** to adopt disclosure statement for 2019 as required by Chapter 7-A of Act 44 of 2009 and as recommended and represented by Diane L. Calhoun, Trust Manager of Trustees Insurance and Retirement Services was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
9. **Motion** to accept the resignation of Robyn Eldred from the Delaware Township Planning Commission was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
10. **Motion** to appoint Robyn Eldred to the Delaware Township Recreation Committee was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
11. **Motion** to approve purchase of tires for trucks 3 and 4 in the amount of \$2,149.80 from Shields Tire Service was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

- 12. Motion** to set Delaware Township Bulk Days to the first and third Saturdays of the month from 8am to 4pm except for the months of January, February, March, November and December. (see attached schedule) was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 13. Motion** to approve municipal hall use request by the Milford Valley Quilter's Guild for Mondays in 2019 from 9:00am to 3:30pm except when a holiday falls on a Monday, the day would change to Thursday was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 14. Motion** to approve municipal hall use request commencing Thursday, January 10, 2019 and all subsequent meetings held on the 2<sup>nd</sup> Thursday of the month at 7:30 pm for the calendar year 2019 by Delaware Township Democratic Club for monthly meetings was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 15. Motion** to approve municipal hall use request Saturday, January 12, 2019 from 2:00pm to 5:00pm by R. Ray-Johnson for a baby shower was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 16. Added Motion** to approve funding of \$7,396 to the Pike County Drug Task Force for a period of one year only and if the majority of the townships do not contribute, the money be returned was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 17. Added Motion** to approve municipal hall use request by the Delaware Township Recreation Committee for the 2<sup>nd</sup> Tuesday of each month from 6pm to 8pm for monthly meetings was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 18. Added Motion** to advertise for vacancies on the Delaware Township Planning Commission, Zoning Hearing Board and the Recreation Committee was made by Ms. Neufeld with a second by Mr. Koehler. Voting: All in favor. **Motion** carries.
- 19. Motion** to suspend the regular meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 20. Motion** to open the public hearing to amend Ordinance 110 Zoning and Ordinance 901 Definitions adding Non-Tower Wireless Communications Facilities was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**\*\* PUBLIC HEARING TO AMEND ORDINANCE 110 ZONING AND ORDINANCE 901 DEFINITIONS ADDING NON-TOWER WIRELESS COMMUNICATIONS FACILITIES**

**-7:15 p.m.\*\***

Solicitor Farley provided an overview of the ordinance amendments. 20-25 residents attended the public hearing.

- 21. Motion** to close the public hearing was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 22. Motion** to reopen the regular meeting was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 23. Motion** to adopt the amendments to ordinance 110 zoning and ordinance 901 definitions adding Non-Tower Wireless Communications Facilities was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 24. Motion** to accept Fiscal Year 2019 budget was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 25. Motion** to adopt Resolution 2018-14 for the levy of taxes for fiscal year 2019 was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.
- 26. Motion** for final approval of Delaware Plaza based on the Planning Commission's recommendation from their November 20, 2018 meeting with the following conditions:
- a. The performance bond shall be in an amount accepted by the Township Engineer;
  - b. The Development Agreement will be executed by the Developer and acceptable to the Township Solicitor;
  - c. The Certificate of Occupancy may be obtained without gas pump approval, but a Certificate of Occupancy shall not be granted for the gas pumps until the State Permit is provided;
  - d. The Fire Plan must be provided for the gas pumps before the Certificate of Occupancy approval is granted for the pumps;
  - e. The Foundation location for the three (3) out buildings will only be required when an actual building is to be erected on same location. Only then will approval be entered by the Township for any one of those three (3) out buildings; and
  - f. The Developer shall try to accommodate the Fire Department's concerns which were raised at the Planning Commission meeting.
- was made by Mr. Koehler with a second by Ms. Neufeld. Voting: All in favor. **Motion** carries.

**ANNOUNCEMENTS:**

Smart Recovery Group – Wednesday's 6:30-7:30pm at the Delaware Township Emergency Management building, 116 Wilson Hill Road, Dingmans Ferry, PA.

The Township Offices will be closed on Monday, 12/24 and Tuesday, 12/25 and Tuesday, 1/1

**PUBLIC COMMENT**

Public comment consisted of but was not limited to the following: Mr. Hough thanking the Board of Supervisors for the letter he received acknowledging volunteers for their time and dedication to the township; and the Board of Supervisors wished everyone a Merry Christmas and Happy New Year.

**Motion** to adjourn the meeting was made at 8:00 p.m. by Mr. Koehler with a second by Ms. Neufeld. Voting: Aye: All in favor. Nay: None. **Motion** carries.

Respectfully submitted,

Krista Predmore  
Township Administrator/Assistant Treasurer