



DAMASCUS TOWNSHIP

BOARD OF SUPERVISORS  
MEETING MINUTES OF: FEBRUARY 18<sup>th</sup>, 2013

---

**Meeting called to order @ 7:05 PM.**

**The Pledge of Allegiance** was led by: Vice Chairman Grady; et al.

**Attendance:** [ / ] Jeffrey R. Dexter, [ x ] Charles Grady, [ x ] Joseph Canfield, [ x ] Dolores Card, [ x ] Ed Lagarenne, [ x ] Marty Kunstmann - PC; [ / ] Packer; [ x ] Bob Dexter or [ x ] M. Kunstmann; [ / ] Dora Faye Henry; and [ x ] Karyle A. Woods, Secretary & Open Records Officer; [ / ] Solicitor Jeffrey S. Treat, Esq.

---

**KEY TERMS:** [x] =Present. [/]=Absent. **BOS**= Board of Supervisors; **ZHB**= Zoning Hearing Board; **PC**= Damascus Planning Commission; **UDC**= Upper Delaware Council; **DRBC**= Delaware River Basin Commission; **WCPD**= Wayne County Planning Dept./GIS; **WCCD**= Wayne County Conservation District; **DEP**= Dept. of Environmental Protection; **DCED**= Dept. of Community and Economic Development; **NPS**= National Parks Service; **SEO**=Sewage Enforcement Officer; **BCO**= Building Codes Officer; **EMC**= Emergency Mgt. Coordinator; **PennDoT**= Pennsylvania Dept. of Transportation; **FEMA**= Federal Emergency Mgt. Agency; **PEMA**= Pennsylvania Emergency Mgt. Agency; **PUC**= Public Utilities Commission.

---

**Open Floor:** AGENDA Items only. **Three minutes per speaker.**

- Mr. Chip Williams was assured that the Roads Dept. was working 5 days per week, 40 hours per work week.

**ACTION ITEMS:**

- The Minutes of: January 21<sup>st</sup>, 2013 were approved. The motion was made by Joe Canfield; seconded by Chuck Grady. Vice Chairman Grady called for a vote, and the motion was approved unanimously.
- Treasurer's Report[s]: The Treasurer's Report was reviewed and Joe Canfield made a motion to approve the report. The motion was seconded by Chuck Grady. Vice Chairman Grady called for a vote, and the motion was approved unanimously.
- The Expenses of the previous month were reviewed. Joe Canfield made a motion to approve the Expenses of the previous month; Chuck Grady seconded the motion. Vice Chairman Grady called for a vote and the motion was approved unanimously.

**UNFINISHED BUSINESS:**

- ❖ Personnel Issues were discussed in an Executive Session which was called by the Vice Chairman Grady at 7:10 PM. The BOS determined to have two [2] Road Foreman- Marvin Freiermuth [South Sector] and John Moss, [North Sector] to cover the Road work has been extended an additional 30 days for training purposes.

**NEW BUSINESS:**

- The newly ratified (January 7<sup>th</sup>, 2013) Handbook, pages 5, 6, and 7 were revamped/ revised to reflect changes. Joe Canfield made a motion to accept the revisions to the Handbook. The motion was seconded by Chuck Grady. Chairman Dexter called for a vote, and the motion was approved.
- Damages to Holgate and Dillmuth Roads, due to snow clearance operations will be repaired; asserted Joe Canfield.

**REPORTS:**

- **Zoning Officer and Web Master:** See attached report.
- **Emergency Management:** Mr. Lagarenne discussed the issues arising from the proposed DEP regulations for areas of the Commonwealth which have High Quality &/or Exceptional Quality Waters. He indicated that residents *should* read the document at [www.dep.state.pa.us](http://www.dep.state.pa.us), as the document indicates that residents would have to pay large fee[an additional \$15,000.00 for On Lot Sewage installation, or own, at minimum, 11 Acres, or more. He felt that these proposed regulations would effectively halt any Realty sales, and Building / Home construction, and would have a severe economic impact in our community retrofit existing On Lot Systems. The DEP has a 60 day comment period.
- **Planning Commission:**
  - The Planning Commission recommended approval for a minor subdivision [Lot Addition]. After reviewing the data, Joe Canfield made a motion to approve the Lot Addition for the lands of Ray Derman. Chuck Grady seconded the motion. Vice Chairman Grady called for a vote, and the motion was approved unanimously.
- **UDC Representative's Report:** See attached Report.
- **Parks & Recreation:** None
- **Roads Department:** [NORTH] Maintenance work, and repairs to Equipment continue; Brush cutting along the roadsides continues, and Cindering icy places. The South Sector reported the same kinds of activities.
- **ZHB:** No Matters are before the ZHB
- **The Food Pantry:** No Report as the Pantry will meet after this meeting.
- **The Recycling Program:** Marty Kunstmann reported that there were 'Hearty Souls' that braved the snowy weather to bring their Recycling items to the Saturday program.

**OPEN FLOOR: 2<sup>nd</sup> Segment- Community Interests:**  
NONE

---

**Hearing** no further comments, Joe Canfield made a motion to adjourn the meeting. The motion was seconded by Chuck Grady. The meeting was adjourned 7:26 PM.

**These Minutes** are respectfully submitted by: Karyle A. Woods, BOS Secretary, and Open Records Officer.

---

**SIGNED** by the Board of Supervisors:

\_\_\_\_\_  
Jeffrey R. Dexter, Chairman

\_\_\_\_\_  
Chuck Grady, Vice Chairman

\_\_\_\_\_  
Joseph Canfield, Supervisor

\_\_\_\_\_  
Karyle A. Woods, BOS Secretary, &  
Open Records Officer