



DAMASCUS TOWNSHIP

BOARD OF SUPERVISORS

MEETING MINUTES OF: AUGUST 19TH, 2013

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**Meeting called to order @ 7:00 PM.**

**The Pledge of Allegiance** was led by: MR. Lashley; et al.

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

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**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.

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

➤ NONE

**ACTION ITEMS:**

- The Minutes of July 15th, 2013 were approved unanimously, on a motion made by Joe Canfield, and seconded by Jeffrey Dexter. The vote was called by Chairman Dexter, and the motion was approved unanimously.
- Joe Canfield made a motion to approve the Treasurer's Report. Jeffrey Dexter seconded the motion; a vote was called by Chairman Dexter and the motion was approved unanimously.
- Joe Canfield made a motion to approve paying the expenses of the previous month and Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote and the motion was approved unanimously.

**UNFINISHED BUSINESS:** NONE

**NEW BUSINESS:**

- ❖ Jeff Dexter explained the DCED Grant opportunity, to pave Chicopee Road. Mr. James Martin has been hired to write this Grant, and the Chairman was hopeful that the Damascus Township would receive the funding for the Chicopee Road project.
- ❖ The BOS agreed to have the Wayne County Planning/GIS Department review and comment on a proposed amendment of the Zoning Ordinance. The amendment would change the standard Lot size from 1.3 Acres to 2.0 Acres. Joe Canfield made a motion to forward the proposal to the Wayne County Planning /GIS Department; Advertise the proposed Amendment; and to set a date and Time for a public Hearing on this issue. The motion was seconded by Jeffrey Dexter. Chairman Dexter called for a vote, and the motion was approved unanimously.
- ❖ The BOS took action on advertising a used Chevy Diesel Truck for sale; the minimum acceptable bid would be \$5,000.00, rather than \$2,500.00, as per the comments of Joe Canfield. Jeff Dexter agreed with the increase of the minimum Bid amount. Joe Canfield made a motion to advertise the Sale of the used Chevy Truck and to accept Sealed Bids at the next BOS meeting in September. Chairman Dexter called for a vote, and the motion was approved unanimously.
- ❖ Wayne County Conservation District Permits have been secured for repairs to be made on Atco Road, and on Blackwell Road.
- ❖ Joe Canfield and Jeff Dexter explained the costs associated with the Chicopee Road paving project. Joe Canfield made a motion to approve the costs. [Township's share] Jeffrey Dexter

**NEW BUSINESS: Continued.**

- ❖ seconded the motion. Chairman Dexter called for a vote, and the motion was approved unanimously.
- ❖ The DCED required a letter of Financial Commitment; the BOS agreed to provide the Letter of Financial Commitment [Chicopee Road Paving Project] on a motion made by Joe Canfield, and seconded by Jeffrey Dexter. Chairman Dexter called for a vote, and the motion was approved unanimously.
- ❖ The Resolution # 2013-05, authorizing the DCED Grant submission to the Monroe County Local Share Account. Joe Canfield made the motion to submit the DCED Grant, Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote; the motion was approved unanimously. The Resolution was explained: It is an important component of the DCED Grant submission process; to be included with the Grant application. Letters were sent to PA. State Representative, the Honorable Mr. Mike Piefer; and to PA. State Senator, the Honorable Ms. Sandra Majors, requesting their support of the Damascus Township DECD Grant submission.

**REPORTS:**

- **Zoning Officer and Web Master:** See attached report.
- **Emergency Management:** See attached report.
- **Planning Commission:**
  - The Chairman of the Damascus Township Planning Commission, Ernie Matern recommended,
    1. Crum, Arnold and Anna- a Lot Combination. Joe Canfield made a motion to approve the submission, after BOS review. Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote, and the motion was approved unanimously.
    2. Tolson, Olivia – a Minor Subdivision; after review by the BOS, Joe Canfield made a motion to approve the submission. Jeffrey Dexter seconded the motion. The Chairman called for a vote, and the motion was approved unanimously.
      - ❖ The Chairman of the Planning Commission reported that Site visits were scheduled for the two Cell Tower proposed sites. One at MacCubbins Road, and the other at Jurgensen Road, for 9:00 PM and 11:00 AM, respectively, on Saturday August 17<sup>th</sup>, 2013, by members of the Commission.
- **UDC Representative's Report:**
  - Jeffrey R. Dexter, Chairman of the UDC Board, discussed the fact that the Shad fish count was up; Sturgeon seemed to be gone from our waters; The Reservoir is at 93% of capacity, and that there may be Grants available through the William Penn Foundation. The NPS is conducting studies on the Mercury content in the Delaware River. There was a huge discussion of the procedures necessary to release cold water into the Delaware River.
- **Parks & Recreation:** NONE
- **Roads Department:** [North End & South End]
  - Work continues with Grading, Ditching, and the repair of Potholes, Pipe replacements, and Dust Control applications throughout the township. Through a Grant from the Wayne County Redevelopment Authority, Stone House Road will be repaved this fall by Leeward Construction Company, who won the Bid.
- **ZHB:** No Matters are before the ZHB
- **The Food Pantry:** The Food Pantry assisted 50 Families, in July and 51 Families in August of 2013; and Ms. Henry urged that anyone with an overabundance of Garden produce should consider donation to the Pantry. Due to the perishable nature of produce, Ms. Henry asked that donation be dropped off on the 3<sup>rd</sup> Thursday of each month.
- **The Recycling Program:** An excellent day; Mr. John Highhouse, as the new Assistant Pastor of the Damascus Christian Academy and Church. Mr. Highhouse will be Volunteering, and assisting with the Recycling efforts on the 2<sup>nd</sup> Saturday of each month.

**OPEN FLOOR: 2<sup>nd</sup> Segment- Community Interests:**

- Residents are reminded that the Damascus Manor Community Center will hold a Cook-Out on Saturday, August 25<sup>th</sup>, 2013, at the Pavilion. Bring a can of food and get an Ice Cream coupon.
- A resident [Mr. Chip Williams] reported that the springs of a car/truck were broken while trying to travel on Chicopee Road.

**Hearing** no further comments, Joe Canfield made a motion to adjourn the meeting. The motion was seconded by Jeffrey Dexter. The meeting was adjourned 7:45 PM.

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

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**SIGNED** by the Board of Supervisors:

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Jeffrey R. Dexter, Chairman

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Chuck Grady, Vice Chairman

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Joseph Canfield, Supervisor

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