ORIGINAL

DAMASCUS TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES OF: SEPTEMBER 16TH, 2013

Meeting called to order @ 7:00 PM.
The Pledge of Allegiance was led by: Mr. Erv Ohlandt; et al.
Attendance: [x] Jeffrey R. Dexter, [x] Charles Grady, [x] Joseph Canfield, [/] 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; [x] 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.

NOTE: A Public Hearing was held at 7:00 PM, ahead of the BOS regular meeting. The topic under discussion, and public testimony was an amendment of the Rural Residential section of the Zoning Ordinance to increase the minimum Lot size from 1.38 Acres to 2.0 Acres.

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

- **NONE**

ACTION ITEMS:

- **The Minutes of August 19th, 2013 were approved unanimously, on a motion made by Chuck Grady, and seconded by Joe Canfield. The vote was called by Chairman Dexter, and the motion was approved unanimously.**
- **Chuck Grady made a motion to approve the Treasurer's Report. Joe Canfield 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 Chuck Grady seconded the motion. Chairman Dexter called for a vote and the motion was approved unanimously.**

UNFINISHED BUSINESS:

- **The sealed bid was opened for the sale of a used Chevy Truck. Mr. Soden, the only Bidder, bid $6,750.00 for the Truck. Chuck Grady made a motion to accept this bid. Joe Canfield seconded the motion. Chairman Dexter called for the vote, and the motion was approved unanimously.**

NEW BUSINESS:

- **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 1.38 Acres to 2.0 Acres. Joe Canfield made a motion to forward the proposal to the Wayne County Planning /GIS Department; The BOS reviewed the Wayne County Review and comments. The comments were not favorable to the proposed increase of the Lot size as written. It was determined that the Damascus Twp. Planning Commission should explore a change in the language to better reflect the needed outcome. The phrasing suggested was "*Useable Acreage*" in the Rural Residential category of the Zoning Ordinance. Joe Canfield made a motion to reject the proposed language [Public Hearing] and send the proposal back to**

NEW BUSINESS: Continued.

the Planning Commission, with the new language suggestion. Chuck Grady seconded the motion; Chairman Dexter called for a vote, and the motion to reject the proposed Zoning Ordinance amendment, as published, was approved unanimously

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, The Zajac, Kriztofer submission be approved. After review by the BOS, Chuck Grady made a motion to approve the submission, as new Maps indicating the Set Backs had been submitted. The motion was seconded by Joe Canfield. Chairman Dexter called for a vote and the motion was approved unanimously.
- UDC Representative's Report:

  Jeffrey R. Dexter, Chairman of the UDC Board, discussed the Monthly E Letter available to residents; Cassettes are available for the project of preserving Oral Histories of our region. The Reservoir is at 93% of capacity, and that there may be Grants available through the William Penn Oldsters are being taped to preserve the History of our area; The NPS is conducting studies on the Mercury content in the Delaware River, and will be closing the NPS Bookstore in Narrowsburg, N.Y. There was discussion about the Pond Eddy Bridge. The UDC is exploring ways of shortening its meetings.

- Parks & Recreation: NONE
- Roads Department: [North End & South End]

  Repairs and replacement work continues to be done on all Roads; Stone House Road work has been completed. The Foremen of the Roads Department requested an extension of the 4 day/ 10 hour work schedule. The BOS did not receive a second to this motion. Therefore, the work schedule will change to 8 hour days/ 5 days a week, when DST time ends in November.
- ZHB: No Matters are before the ZHB
- The Food Pantry: The Food Pantry assisted 51 Families, in September; and Ms. Henry thanked all wh have made produce donations to the Pantry, as well as the regular food donations.
- The Recycling Program: An excellent day; Mr. Erv Ohlandt has joined the Volunteers working at the Recycling Program.

OPEN FLOOR: 2nd Segment- Community Interests:

- Residents are reminded that the Damascus Area School will be a site for Blood Donations on Tuesday, September 17th, 2013. Please register to give.
- A resident [Mr. Chip Williams] reported that the Sluice Pipe on Blackwell Road needs attention; and John Moss, Foreman, answered comments regarding the state of Chicopee Road.

Hearing no further comments, Joe Canfield made a motion to adjourn the meeting. The motion was seconded by Chuck Grady. The meeting was adjourned @ 8:30 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

M.E. SODEN, INC.

97 Gassen Road
Honesdale, PA 18431
570-253-5139
570-253-5639 fax
570-351-7123 cell
me.soden@verizon.net

Damascus Township
Board of Supervisors
60 Conklin Hill Road
Damascus, PA 18415

September 13, 2013

Re: 2000-C7500 Chevy Dump Truck

Bid: $ 6,750.00

Contact: Mark Soden
97 Gassen Road
Honesdale, PA 18431
570-351-7123 cell
570-253-5139 home

DAMASCUS TOWNSHIP

ZONING OFFICER
CODE ENFORCEMENT OFFICER
EMERGENCY MANAGEMENT COORDINATOR

60 CONKLIN HILL ROAD, DAMASCUS, PA 18415
TEL. (570) 224-4410 FAX (570) 224-4940
Website: www.damascustwp.org

September 16, 2013

MEMO
To: Board of Supervisors
From: Ed Lagarenne

Permits issued in August 2013:

- 2 Single Family Dwellings
- 2 Sheds
- 1 Swimming Pool – Above Ground (UCC)
- 1 Driveway
- 1 Temporary Signs
- 1 Deck – amendment to open permit
- 1 Deck
- 2 Agricultural Buildings
- 1 Roof Reconstruction
- 1 Remodel - Interior

Permits issued in September 2013 to date:

- 1 Detached Garage
- 1 Use – Retail Business
- 1 Agricultural Building
- 1 Room Addition
- 1 Foundation, Screen Porch to Room Use Change

Violations:

No new violations.

Website report:

The site has been updated and will continue to be updated as necessary. The site now has over 62,640 visits on the front page. Please remember to refresh the page if your computer stores the older pages.

Emergency Management Coordinator report:

Schools are open – watch for stopped school busses and children at the sides of the roads. Autumn is approaching – remember that fallen leaves on wet roads are slippery.

Emergencies· Severe Weather· Major Traffic Issues· Threats to Homeland Security

When situations arise in Wayne County that may affect you and your family, ReadyNotifyWayne lets local officials notify you quickly. Be among the first to find out and stay informed during an emergency.

ReadyNotifyWayne can send you an e-mail, or send a text message to your cell phone or other device

You let ReadyNotifyWayne know how you'd like to be notified. Alerts are free; however, your cellular provider may charge for text messaging.

•Receiving text messages is easy and not just for kids. All subscribers will get emergency alerts.

•ReadyNotifyWayne is a service provided by Wayne County Emergency Management and the Northeast Pennsylvania Regional Counter Terrorism Task Force.

Northeast PA Regional Counter Terrorism Task Force

The Northeast PA Regional Counter Terrorism Task Force was formed in 1998 in response to a growing awareness of the threat of terrorism; its focus has broadened to include all hazards such as natural disasters. The Task Force works to prevent, prepare for, respond to and recover from catastrophic disasters.

FREQUENTLY ASKED QUESTIONS

What is ReadyNotifyWayne?

ReadyNotifyWayne is a system that helps local officials in Wayne County send emergency text alerts and other notifications to you quickly. ReadyNotifyWayne can send those to your cell phone, pager, Smartphone, PDA and /or e-mail accounts.

What is a ReadyNotifyWayne account?

Your ReadyNotifyWayne account is a record of your contact information, such as your name, cell phone numbers and e-mail addresses where you would like to receive emergency alerts or other messages. You control this information and can change it at any time. Anyone can sign up for a ReadyNotifyWayne account.

How many devices and e-mail addresses can I sign up?

You can add as many devices and e-mail addresses to your ReadyNotifyWayne account as you want.

Will this service cost me anything?

It is free to sign up for ReadyNotifyWayne and you can choose the types of alerts you want to get. Your wireless carrier may charge you a fee to get messages on your cell phone or wireless device. **Contact your carrier to find out how much these messages may cost you with your current plan you can choose to stop getting messages at any time.**

How does ReadyNotifyWayne work?

When you set up your account, you choose the way you want to get alerts. In an emergency, ReadyNotifyWayne will send you an e-mail message or text message to your cell phone, Smartphone or pager. Read these messages right away and follow the instructions. More instructions may be sent during the emergency, so keep your devices near you.

What is text messaging and how do I sign up for it?

Text messages are short messages sent to your cell phone. Each message contains between 100 and 160 characters, or about 10 words, depending on your carrier. Many carriers turn the service on automatically. Contact your carrier to make sure your text messaging is Turned on.

Who sends the alerts?

Wayne County Emergency Management will send the alerts. Alerts may be sent to everyone or groups of individuals, depending upon the alert type.

Signing up for an alert ?

Just because you sign up for an alert Does not mean you will get it. **SOME alert areas are restricted for members only.**
IE: FIRE, EMS, POLICE, and COUNTY

https://wayne.alertpa.org

DAMASCUS TOWNSHIP
BOARD OF SUPERVISORS MEETING
AGENDA: REGULAR MEETING: SEPTEMBER 16TH, 2013
[SUBJECT TO AMENDATION]

Meeting Called To Order: @_____PM.

Pledge of Allegiance, led by: _____.

ROLL CALL:
[ ] Jeffrey R. Dexter, [ ] Joseph Canfield, [ ] Charles Grady [ ] Dolores Card, [ ] Karyle A. Woods, [ ] Ed Lagarenne-Zoning & EMC, & Web; [ ] Ernest C. Matern, or M. Kunstmann; [ ] ZHB: Gary Packer, [ ] Bob Dexter or Marty Kunstmann- Recycling Program; [ ] Dora F. Henry – Damascus Area Food Pantry; [ ] Jeffrey S. Treat, Esq. – Solicitor.

KEY: [X] = Present. [/] = Absent. BOS=Bd. of Supervisors; PC=Planning Commission; UDC= Upper Delaware Council; WCPD=Wayne Co. Planning Department/GIS; ZHB=Zoning Hearing Board; DRBC=Delaware River Basin Commission; DEP=Dept. of Environmental Protection; PennDoT= PA. Dept. of Transportation; C.O.G. =Council of Governments; PUC=Public Utilities Commission; Wayne Conservation Agency=WCCA; [*] = Telephonic Conference Participation = [TCP]; FEMA=Federal Emergency Mgt. Agency; PEMA= PA. Emergency Mgt. Agency

NOTE: PUBLIC HEARING – Testimony from the Public regarding a Zoning Ordinance Amendment to increase the minimum Lot size in the Rural Residential District.

OPEN FLOOR: Three [3] Minutes per speaker: AGENDA Items ONLY.
ACTION ITEMS:
- **To take action on the Minutes of: August 19th, 2013**
- **Take Action on the Treasure's Report**
- **Take action on the Expenses for the previous month.**

UNFINISHED BUSINESS:
- **Open Sealed Bids on Used Truck**
- **Take Action on proposed Ordinance amendment: Re: Rural Residential Lot Size**
-

NEW BUSINESS: NONE
REPORTS:
- **Damascus Twp. Zoning Officer, Web Master& EMC: See Attachment [s].**
- **Damascus Twp. Emergency Management Coordinator, as needed**
- **Damascus Twp. Planning Commission**
- **Damascus Twp. Roads Department [North Sector & South Sector]**
- **Damascus Twp. UDC Representative**
- **Damascus Twp. Parks & Recreation, as needed**
- **Damascus Twp. Zoning Hearing Board, as needed**
- **Damascus Twp. Food Pantry Services**
- **Damascus Twp. Recycling Program**

OPEN FLOOR: A second Three [3] Minutes per speaker segment: Topics of Community Interest.

Hearing no further areas of discussion, the Boards of Supervisors voted:
Meeting Adjourned @ _____PM, on a motion by: _____;

and seconded by: _____.