



**DAMASCUS TOWNSHIP**

**BOARD OF SUPERVISORS**

**MEETING MINUTES OF: OCTOBER 18TH, 2013 & OCTOBER 24<sup>TH</sup>, 2013**

**DAMASCUS TOWNSHIP BUDGET WORKSHOPS: PART I & II**

---

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

**The Pledge of Allegiance** was led by: Mr. Jeffrey R. Dexter; et al.

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

**PART I:** See above.

**PART II:** Joe Canfield, Chuck Grady, Jeffrey R. Dexter, Dolores Card, Karyle A. Woods.

**Guests:** Marty Kunstmann, Steven Adams, Fred Krasselt.

---

**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.**

➤ NONE

**ACTION ITEMS:**

**UNFINISHED BUSINESS:**

• NONE

**NEW BUSINESS:**

❖ **Damascus Township Budget discussions for 2014**

Due to technical glitches in the computer generated formulations on the work sheets, Treasure, Dolores Card and the BOS were unable to complete the necessary fund allocations at the October 18<sup>th</sup>, 2013, session.

- The technical aspects of the Work Sheets for Budget allocations were reworked by Dolores Card, Treasurer. She was able to import the line by line [Budget Codes to another program which allowed her to remedy the glitches from the 1<sup>st</sup> Workshop session. [ @ Budget Workshop, Part II, held on Thursday, October 24<sup>th</sup>, 2013].
- After completing the funding allocations of the Damascus Township Budget for 2014; Chuck Grady made a motion to advertise the proposed Budget availability to the public. The motion was seconded by Joe Canfield, and Chairman Dexter called for a vote. The motion was approved unanimously.

**REPORTS:** NONE

- Zoning Officer, Emergency Mgt. Coordinator, and Web Master:
- Emergency Management:
- Planning Commission: UDC Representative's Report:

Parks & Recreation: NONE

➤ Roads Department: [North End & South End]

- **REPORTS Continued. NONE**
- **ZHB: No Matters are before the ZHB**
- **The Food Pantry:**
- **The Recycling 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 @ 8:20 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