



**DAMASCUS TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES OF: December 21<sup>st</sup>, 2009**

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Meeting called to order @ 7:00 PM.

The Pledge of Allegiance was led by Mr. Bob Dexter, et al.

**Attendance:** [x] Jeffrey R. Dexter, Chairman [x] Charles Grady, Vice Chair; [x] Jason E. Roberts, Supervisor; [x] Dolores Card, Treasurer; [x] Ed Lagarenne, Zoning & BCO; [/] Jeffrey M. Finlay, EMC; [x] Ernie Matern, PC; [/] Howard Schuchman, ZHB; [/] Dolores Keesler, UDC; [x] Bob Dexter, Recycling Program; [x] Dora F. Henry, Area Food Pantry; and [x] Karyle A. Woods, BOS Secretary, and Open Records Officer.

**KEY:** [x] = Present. [/] = Absent.

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**OPEN FLOOR: AGENDA Items Only.** Three minutes per speaker.

NONE

**ACTION ITEM:**

- To review and take action on the Minutes of November 16th, 2009; Jason Roberts made a motion to approve the Minutes of November 16th, 2009. Chuck Grady seconded this motion. Chairman Dexter called for a vote; and the motion to approve the Minutes was approved unanimously.
- Jason Roberts made a motion to approve the payment of the list of Expenses from the previous month. Chuck Grady seconded this motion. Chairman Dexter called for the vote, and the motion to pay the Expenses was approved unanimously.
- The Treasurer's Report was reviewed and Jason Roberts made a motion to approve the Treasurer's Report. This motion was seconded by Chuck Grady, and Chairman Dexter called for a vote. The motion was unanimously approved.

**UNFINISHED BUSINESS:**

- The Board of Supervisors considered a Resolution #2009-08, for the setting of the Taxes for 2010. Real Estate: 1.55 Mills = \$567,611.94; Road Machinery: 0.40 Mills = \$146,480.48; Fire Tax: 0.20 Mills = \$73,240.24. Jason Roberts made a motion to approve the Resolution #2009-08, and Chuck Grady seconded the motion. Chairman Dexter called for a vote and the motion was approved unanimously.
- BIDS were opened for Used Equipment, as per the duly advertised list of Items. [See Attachment.] On a motion made by Jason Roberts and seconded by Chuck Grady, the minimum bid price acceptable for the Travel Trailer was reduced to \$8,000.00; and the Items not bid upon will be advertised again [as a second round]. Chairman Dexter called for a vote and this motion was approved unanimously. [See New Business- #3.]
- Chairman Dexter explained that the Township was seeking a CPA Audit (Firm) for Audit services for a 2009 audit of Township accounts. He spoke about the NEPA recommendations and the Letter from the Township's Elected Auditors which strongly urged the Board of Supervisors to take this step. The BOS will interview the likely candidates to perform the 2009 Audit, which has been duly advertised in *The Wayne Independent newspaper*.
- Road Opening Ordinance: Chuck Grady made a motion to approve the Road Opening Ordinance; which was subject to Public Hearing and review by the Township Solicitor,

**UNFINISHED BUSINESS: Continued.**

Mr. Jeffrey S. Treat. The motion was seconded by Jason Roberts. Chairman Dexter called for a vote and the motion was approved unanimously.

**NEW BUSINESS:**

1. After careful review of submission letters, and interviews with the candidates, the Board of Supervisors approved Ms. Pam Kerber as a member of the Township's Planning Commission, to fill out the term of the Ed McNulty. The motion to approve this appointment was made by Chuck Grady and seconded by Jason Roberts. Chairman Dexter called for a vote and the motion was approved unanimously.
2. Chairman Dexter reminded the audience that (1.) the Organization Meeting would be held on Monday, January 4<sup>th</sup>, 2010, at 7:00 PM; and (2.) the Elected Auditors Meeting would be held on Tuesday, January 5<sup>th</sup>, 2010, at 10:00 AM. These meeting will be advertised in *The Wayne Independent* newspaper, as per Commonwealth Laws. Also, there will be a Change of Use Public Hearing on the application of Ms. Michelle Schuchman,; a conversion of a one family dwelling into a Boarding Home and Therapy Center on Tuesday, January 12<sup>th</sup>, 2010., this Public Hearing will be advertised, as well in *The Wayne Independent* newspaper, as per Commonwealth Laws.
3. Bid Opening: Used Equipment Sale. One Bid was received from Mr. Bruce Rutledge for a 'V' Spreader; The amount: \$322.00. On a motion made by Chuck Grady and seconded by Jason Roberts. Chairman Dexter called for a vote and the motion to accept Mr. Rutledge's bid of \$322.00 for the 'V' Spreader was passed unanimously.

**REPORTS:**

- Emergency Mgt.: No Report
- Zoning, BCO, Enforcement Officer: See attached Report.
- Planning Commission:
  - ✓ Eisenbach III, William: a submission was reviewed. Chuck Grady made a motion to accept the approval recommendation of the PC. Jason Roberts seconded the approval of the minor subdivision. Chairman Dexter called for a vote and the motion to approve the minor subdivision was passed unanimously.
  - ✓ Bencid, Ronaldo: Specialty Shop and Farm Stand was reviewed, and Chuck Grady made a motion to approve the project. Jason Roberts seconded the motion; Chairman Dexter called for a vote and the motion was approved unanimously approved.
  - ✓ Steve Adams: a Lot Combination was reviewed. Chuck Grady made a motion to accept the PC's recommendation to approve the project. Jason Roberts seconded the motion; and Chairman Dexter called for a vote. The motion was unanimous to approve the Steve Adams project.
- Parks and Recreation: No Report.
- UDC Report: Chairman Dexter reported that Ms. Keesler has been nominated to a position of Vice Chairman of the UDC.
- Roads Department Report: All roads maintenance work continues as scheduled.
- ZHB: There are two matters pending before the ZHB: Patricia Ray and the Thomas Cooney matters, which will be heard at the ZHB meeting on Tuesday, January 5<sup>th</sup>, 2010 at 7:00 PM, in the Meeting Room.

**REPORTS:** Continued.

- **Damascus Area Food Pantry:** Ms. Dora F. Henry reported that the Food Pantry had received excellent support from the Damascus Christian Academy, the Dime Bank and other suppliers, helping to fulfill the needs of recipients in our area. She also handed in a 2010 Schedule of services, which will be posted in the Municipal Building.
- **Recycling Program:** Bob Dexter reported that the program is doing well.

**OPEN FLOOR:** 2<sup>nd</sup> segment: 3 minutes, each speaker- on topics of Community Interests.

- ❖ Chairman Dexter explained the Workforce Wayne Computer Cabinet, located in the Meeting Room, and the services expected to be rendered to the residents of our area who may be able to use the programs for jobs and career searches, Resume updates, and other job and career related endeavors.
- ❖ Census 2010 recruiting and training of Census Takers will be scheduled into the Community Center throughout January and February 2010.
- ❖ The Swearing-In of Elected Public Officials will take place on Monday, January 4<sup>th</sup>, 2010 at 10:00 AM in the Wayne County Courthouse, with the Honorable Judge Hammill.
- ❖ Bob Dexter asked for approval to place Luminaries along the Atco Road roadway; and received permission to do so, as this is an annual event. A motion approving the placement of Luminaries was made by Chuck Grady, and seconded by Jason Roberts. Chairman Dexter called for a vote and the motion was approved unanimously.

Hearing no further comments, the meeting was adjourned at 7:55 PM, on a motion made by Jason Roberts and seconded by Chuck Grady.

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 of the Board

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Chuck Grady, Supervisor of the Board

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Joseph Canfield, Vice Chairman of the Board

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Karyle A. Woods, Secretary of the Board & Open Records Officer

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