

**Dunkard Township  
Regular Meeting Minutes  
April 9, 2020**

Call to order: 4:00PM

Roll Call:     Mark Blaker             Paul Bierer  
                  Dave Hockin           Mark Gordon  
                  Lisa Vecchio           Dennis Makel, Township Solicitor

Pledge of Allegiance

Public Comments - None

1. Motion to approve Regular Meeting Minutes from March 12, 2020.  
Motion by: Dave Hockin           Second by: Paul Bierer
  
2. Motion to approve Mark Blaker's Mileage Expense Report (\$45.31).  
- Delivered Grant Paperwork (Park & Rec)  
- Meeting with County Commissioners  
Motion by: Paul Bierer           Second by: Dave Hockin
  
3. Motion to release Chevron Heavy Hauling Agreements/Bonds for the following roads as they'll no longer be utilizing the following roads:
  - Steel Hill Road
  - Roberts Run Road
  - Township Building Road
  - Bealls Run Road
  - Hunters Ridge Road
  - Meadow Run Road

Glenn Wolfe/The EADS Group (Dunkard Township Engineer). Based on his recommendation and having no issues, agreements/bonds can be released.  
Motion by: Mark Blaker           Second by: Dave Hockin

4. Motion to Approve/Sign the 2020 Campground Permit for David Chadderton.  
Motion by: Paul Bierer                      Second by: Mark Blaker
  
5. Motion to approve the Dunkard Township Speed Limit Ordinance as it pertains to Roberts Run Road, Steel Hill Road and Walnut Hill Road. Survey was done by Glenn Wolfe/The EADS Group (Dunkard Township Engineer). It's a cost savings to the township as it pertains to not having to increase the guard rail schematics in lowering the speed limit.  
Motion by: Mark Blaker                      Second by: Dave Hockin
  
6. Motion to approve/sign the Eljen Geotextile Sand Filter Wastewater, Disposal System Installation/Maintenance Agreement as it pertains to the Dollar General project. Has been approved to sign but hold off on sending until Dollar General replenishes the escrow. Dennis Makel, Solicitor and Glenn Wolfe, The EADS Group to provide Township with all the expenses we've incurred as it pertains to Dollar General.  
Motion by: Dave Hockin Second by: Paul Bierer
  
7. Motion to approve the authorization of allowing the Dunkard Township Chairman of the Board to sign the PennDot Resolution as it pertains to the Dollar General project.  
Motion by: Dave Hockin                      Second by: Paul Bierer
  
8. Motion to start the bid process for stone and hot/cold mix. Once bid packet has been prepared, authorization to advertise the bidding and schedule bid opening meetings accordingly.  
Motion by: Mark Blaker                      Second by: Paul Bierer
  
9. Motion to authorize Glenn Wolfe (Township Engineer) to apply for the Greenways, Trails, and Recreation Program Grant on Dunkard Townships behalf. Grants shall not exceed \$250,000 for any project. A 15% match of the total project is required.  
Motion by: Dave Hockin                      Second by: Paul Bierer
  
10. Motion to approve soliciting information and for the purchase of a skid steer through Costars program.

Motion by: Paul Bierer                      Second by: Dave Hockin

- 11.** Motion to reaffirm the Emergency Meeting that was held on March 23, 2020 to adopt the Declaration of Disaster Emergency to deal with the COVID-19 Pandemic.

Motion by: Dave Hockin                      Second by: Paul Bierer

- 12.** Motion to sign the “Declaration of Disaster Emergency” that shall be in effect until May 31, 2020. This will run concurrent with the signing of the “Declaration of Disaster Emergency” which was signed on March 23.

Motion by: Paul Bierer                      Second by: Mark Blaker

- 13.** Motion to pay the Auditor Invoices as it was tabled last meeting. Invoice needed to be revised/additional information. A motion to require the Board of Auditors to submit itemized invoices to the Township within 10 calendar days of the meeting date.

Motion by: Paul Bierer                      Second by: Mark Blaker

- 14.** Motion to approve the purchase of a 40’ foot storage container not to exceed \$5,000. Will be used for equipment/miscellaneous storage to reduce shop clutter. Unit will be against the backside of the shop and attached.

Motion by: Dave Hockin                      Second by: Paul Bierer

- 15.** Motion to approve the paying of bills (Financial Report Attached)

Motion by: Dave Hockin                      Second by: Paul Bierer

- 16.** Motion to hire Jackie Fletcher on a part-time basis to assist with filing and organizational office assistance on an as needed basis. Rate of pay will be \$12/Hour.

Motion by: Dave Hockin                      Second by: Mark Blaker

- 17.** Motion to hire Kara Sharratt to clean office on a weekly basis paying \$40/Week on a 1099. Will also use her for special cleaning projects on an as needed basis.

Motion by: Mark Blaker                      Second by: Dave Hockin

## **18. Glenn Wolfe/The EADS Group (Dunkard Township Engineer)**

- Motion to approve the Dollar General Project contingent upon:
  - a. Approval of the PennDot Highway Occupancy Permit Application for modifications to the intersection of Bobtown Road and Budapest Road.
  - b. Approval of the Post Construction Stormwater Management Plan by Greene County Planning.
  - c. Approval of the Subdivision Plan by Greene County Planning, which increases the existing right-of-way for the proposed Budapest road improvements.
  - d. Approval of the Erosion and Sedimentation Control Plan by Greene County Conversation District.
  - e. That all exterior lighting fixtures be of a “Full Cut-Off” type to eliminate glare from adjacent roadways and properties.
  - f. That deliveries to and from the site will be completed with a designated route. All delivery trucks larger than 30-foot box truck must:
    - 1. Approach the site traveling south on Bobtown Road and turn right onto Budapest road traveling west, and
    - 2. Depart the site by traveling east on Budapest Road and turn left onto Bobtown Road traveling north, and
    - 3. No delivery trucks shall be permitted to travel past the store’s driveway when traveling west on Budapest Road.
  - g. Execution of a Developer’s Agreement between Dunkard Township and the Applicant for modifications to the existing Bobtown Road and Budapest Road intersection.
  - h. Execution of a Sewage Agreement for the operation and maintenance of the proposed on-lot system.

\*In addition, per solicitor’s recommendation, need to review the current legal and engineering expenses we’ve incurred and to make sure what we have in escrow has covered those expenses. Dollar General needs to replenish the escrow accordingly and cover any and all expenses. This needs to be done within a 15 day timeframe.

- We need to cut two checks when paying legal and engineering fees to track expenses for Dollar General, Heavy Hauling Agreements, etc.

Dennis Makel, Solicitor will take care of the Dollar General Developer's Agreement on Monday and will send to Glenn Wolfe, The EADS Group to review.

Motion by: Mark Blaker                      Second by: Dave Hockin

Mark Gordon (Code Enforcement Officer) – Report attached.

New Business:

1. Tim Neil is revising Lucky Us Agreement to reflect all the necessary charges.
2. Dennis is going to handle appointing Brian Sokol as the Township's Sewage Enforcement Officer and using Tim Neil as the backup.
3. Motion for Sewage Enforcement Officer to be an independent contractor for the township as of April 9, 2020 and paid as such.

Motion by: Mark Blaker                      Second by: Paul Bierer

4. Dennis, Solicitor will send us a fee schedule for everything as it pertains to township fees.
5. Transient Retail Ordinance – Is currently being reviewed by the Code Enforcement Officer. Recommended we replace changing police to code enforcement officer. Needs fees. Was recommended charging \$75.00. As far as criminal background checks, it will be the responsibility of the person applying for the permit. They'll need to supply us with a copy of the report. Motion to advertise the Transient Retail Ordinance and approve it at the next meeting.

Motion by: Dave Hockin                      Second by: Paul Bierer

6. Do we have to bid out for emergency situations or can we hire on severe roadwork issues? We don't have the machinery to do it, will need to rent. Can charge us an hourly rate and our guys can assist. If it's over \$21,000, you need to advertise/bid it out. Motion to utilize Holbert Trucking to assist the Township with repairing various slips with the use and operation of excavator and to provide proof of insurance.

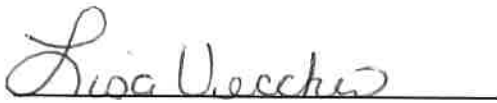
Motion by: Mark Blaker                      Second by : Dave Hockin

7. Mark Blaker paid Koval for a flush Valve "out of pocket" and was reimbursed in the amount of \$112.12 on 3/19/2020. This was for the park and has already been installed.

Motion by: Paul Bierer                      Second by: Dave Hockin

Adjournment – A motion by Mark Blaker seconded by Dave Hockin to adjourn meeting at 6:00

Next Scheduled Meeting – Thursday, May 14, 2020 at 4:00pm

  
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Lisa Vecchio, Secretary/Treasurer

  
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Mark Blaker, Chairman