



**DAMASCUS TOWNSHIP**  
**MEETING MINUTES OF:**  
**January 19th, 2009**

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Meeting called to order @ 7:25 PM.

The Pledge of Allegiance was led by Chairman Jeffrey R. Dexter.

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Chairman Dexter called for a Moment of Silence in honor of the passing of one of Damascus Township's leading lights, Mr. Ray Dexter. Ray Dexter served many functions for many years, in numerous Township efforts. He served on many Committees, coordinated several programs and advised several Boards of Supervisors efforts for Township improvements. His presence and insights will be greatly missed.

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**Attendance:** [x] Jeffrey R. Dexter, [x] Charles Grady, [/] Jason Roberts, [x] Dolores Card, [ / ] Ed Lagarenne, [/ ] Jeffrey M. Finlay, [x] Martin Kunstmann, PC, [x] Howard Schuchman, [x] Bob Dexter, [x] Dolores Keesler, UDC Representative, [x] Dora Faye Henry, and [x] Karyle A. Woods, BOS Secretary and Open Records Officer.

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

- Faye Rossi asked what had been changed in Resolution #2009-01; Chairman Dexter explained that the publishing of the Damascus Township Multi-Municipal Plan expenses had been added late, and Building Inspectors expenses and are now reflected in the Fee Schedule proposed for adoption tonight.

**ACTION ITEMS:**

- Minutes of December 15<sup>th</sup>, 2008: Chuck Grady made a motion to approve the Minutes, Jeffrey Dexter seconded that motion. Chairman Dexter called for a vote and the Minutes were approved.
- Minutes of January 5<sup>th</sup>, 2009: Chuck Grady made a motion to approve the Minutes, Jeffrey Dexter seconded that motion. Chairman Dexter called for a vote and the Minutes were approved.
- To take action on the expenses incurred during the previous months:
  1. Expenses of December 15<sup>th</sup>, 2008: Chuck Grady made a motion to pay the expenses of December 15<sup>th</sup>, 2008 and Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote and the motion was approved.
  2. Expenses of January 19<sup>th</sup>, 2009: Chuck Grady made a motion to pay the expenses of January 19<sup>th</sup>, 2009, and Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote, and the motion to pay the expenses was approved.

**ACTION ITEMS:** continued.

- To review and take action on the Treasurer's Reports:
  1. December 15<sup>th</sup>, 2008 Report and the report of January 19<sup>th</sup>, 2009; Chuck Grady made a motion to approve the Reports, and Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote and the motion was approved.

**UNFINISHED BUSINESS:**

- Venture Scouts: Mr. Egan wrote to the Board of Supervisors requesting the use of the Meeting Room for a number of Tuesdays [ 1 night, per month] at 6:30 PM; Howard Schuchman said that the Zoning Hearing Board will make room for them in the Community Center, if there's a conflict. Chuck Grady made a motion to approve the schedule of Tuesdays, and Jeffrey Dexter seconded the motion. The motion was approved.
- Venture Scouts have requested the use of the Pavilion on three dates in June 2009. Jeffrey Dexter was mention that they [The Scouts] would need to show proof of Insurance, but with that caveat, he agreed to the uses. Chuck Grady made a motion to approve the Pavilion and Playground use, with proof of Insurance; and Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote and the motion was approved.

**NEW BUSINESS:**

- Resolution #2009-01 - Revised Damascus Twp. Fee Schedule:

After review of the Fee Schedule, Chuck Grady made a motion to approve the revisions @ MMCP fees, etc. and Jeffrey Dexter seconded the motion. Chairman Dexter called for a vote and the motion was approved.
- 1. Chairman Dexter asked residents to please clear the entire road when removing snow accumulations from driveways, as other drivers are running into ice mounds in the roads, from incomplete clearing efforts, which cause roadway hazards. 2. He also gave a reminder to residents to make sure that their house numbers were visible for Emergency Responders, as we have some new Volunteer Damascus Ambulance drivers, who may not "know" your location[s]. 3. The Damascus Web Page- [www. Damascuswp.org](http://www.Damascustwp.org) has been revamped, and users may now more easily navigate the page and download many of the forms that are used in the Township Offices.

**REPORTS:**

- Emergency Mgt: No Report
- Zoning, Buildings, and Codes: See Attached Report.
- Damascus Planning Commission: Marty Kunstmann reported that there were no submissions from the PC meeting; Marty reported that the PC held its organization meeting on January 8<sup>th</sup>, 2009 and that Ernie Matern was re-elected as Chairman, Marty Kunstmann was elected as Vice Chairman, and Karyle Woods was re-elected as the PC Secretary. The Planning Commission members are working on drafting an Road Opening Ordinance,

**REPORTS:** continued.

work on the proposed Ordinance will continue on this coming Wednesday, January 14<sup>th</sup>, 2009; however the Work Night schedule will be on the 1<sup>st</sup> Wednesday of each month - from February 2009, onward.

- **Parks & Recreation: Next Report in the Spring.**
- **UDC Representative Report: Upper Delaware Council held their Organization meeting and the Officers: George Fleur, Harold Roder, and Jack Nickloft were selected to head the UDC; they were inducted by Judge Ron Edwards. Berlin Township appointed Andrew Dean as their representative to the UDC. Damascus Twp. Has completed the Grant process and a check will be forthcoming to the Township. Ms. Keesler reported that New York State has paid into the UDC, however Pennsylvania has not yet made its contribution. NPS is now allowing people to carry a concealed weapon into the NPS Lands [ with the proper permits].**
- **Damascus Food Pantry Report was delivered by Dora F. Henry as a Coordinator for the program. 40 Families were served in January. Excellent contributions were received from the Damascus Christian Academy, The Dime Bank, the Damascus Post Office, and other individual donors. Ms. Henry indicated that these donations were of great benefit to those in need, and she thanked all the donors; she also said that this time of year donations kind of fall off, so please consider making a donation to the Pantry.**
- **The Damascus Recycling Program's Bob Dexter reported that there was good activity at the Recycling Center, but the turn out was somewhat less than the previous months. Volunteers Fred Haase and Jason Roberts were on hand to help out on that Saturday.**

**OPEN FLOOR:** Second segment.

1. **Bob Gross asked about the number of men in the Southern Sector [3 men] and 3 men with a sub in the Northern Sector. 2. Bob Dexter asked about the 4 Days, 10 hour - per day schedule. Chuck explained that they start at 6:00 AM until 4:30 PM, and that by the time the load trucks and get started- there was enough daylight to work. 3. Howard Schuchman indicated that the Delaware River Water access road was not plowed to acceptable conditions for the 6 Fire Company[s] use; and that the access must be useable all the time. Chuck Grady, after some discussion with Howard, agreed with that assessment. 4. Bob Gross asked about the Dry Hydrants installations. Chairman Dexter spoke about the many – 3 DEP Permits, and the Digging permits process; and then the Township ran out of weather. 5. L. Kunstmann asked about the absence of Jason Roberts, Supervisor- at the last few meetings. Chairman Dexter remarked that there was no answer at his home when phone calls were made. Chairman Dexter indicated that he was available at the December 2008, but had missed the November 2008 meeting. Chairman Dexter indicated that he would see Mr. Roberts on Saturday; Howard Schuchman said he would sign a letter- asking that Mr. Roberts step down as a Supervisor, since he was unable to cover his duties to the Township, and as Roads Master for the Southern Sector. Bob Gross wanted to know if Mr. Roberts was still being paid as a Supervisor; Chairman Dexter indicated that the Supervisors had not been paid this quarter, as yet. 6. Linda Dexter spoke about the need for volunteers for the construction projects outlined in the Minutes of December 15<sup>th</sup>, 2008.**

**OPEN FLOOR:** continued, item#7.

Howard Schuchman asked that the “Supervisor For A Day” program to be held in April 2009. He reminded the Supervisors to Let the Bids in March, so that the “Supervising” students weren’t in attendance to impede the Bidding process. 8. Faye Rossi asked about the Fee Schedule, again. Chairman Dexter explained that the cost of printing the ZONING and SALDO Compilation; along with printing the MMCP were the factors involved in the updates to prices in the revised Fee Schedule-Resolution #2009-01.

Hearing no further comments, Chairman Dexter asked that Chuck Grady make a motion to adjourn the meeting; this motion was seconded by Jeffrey R. Dexter. The meeting was adjourned at 7:57 PM.

These Minutes are respectfully submitted by: Karyle A. Woods, Secretary.

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**SIGNED** by the Board of Supervisors:

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**Jeffrey R. Dexter, Chairman**

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**Charles Grady, Vice Chairman**

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**Jason E. Roberts, Supervisor**

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**Karyle A. Woods, Secretary**