

DTMA MINUTES

Dickinson Township Municipal Authority Board

*March 25, 2025, Dickinson Township Meeting Room
5:00 pm*

Attendance

Board Members:

Chairman Tom Smith, Secretary Doug Campbell, Treasurer, Harold Cooney Jr., Vice Secretary/Treasurer Nate Merkel(via phone)

DT Staff:

Glenn Kelso Jr. – Public Works Director, Laci Hockenberry – Asst. Secretary/Treasurer, Jill Lovett - Manager

Absent:

Robert “Bob” Line, Solicitor – Susan Smith, Engineer- Max Stoner

CALL TO ORDER

Chairman Thomas Smith called the meeting to order at 5:02 P.M.

OPENING ANNOUNCEMENTS - None

APPROVAL OF AGENDA

A motion was made by Doug Campbell and seconded by Harold Cooney and unanimously passed to approve the agenda.

APPROVAL OF MINUTES

A motion was made by Doug Campbell and seconded by Nathan Merkel and unanimously passed to approve the January 28, 2025 regular & organization meeting minutes.

PUBLIC COMMENT - None

CHAIRMAN’S REPORT - None

TREASURER REPORT

The board reviewed the Balance sheets and Profit and Loss Detail Report. **A motion was made by Doug Campbell and seconded by Harold Cooney and unanimously passed to approve and ratify the bills containing check numbers 983 through 988.**

ENGINEER REPORT - None

SOLICITOR REPORT - Nothing to report

NEW BUSINESS - None

OLD BUSINESS

a. DEP Inspection Follow Up

1. Emergency Response Plan

Public Works Director Kelso provided the Municipal Authority with the draft copy of the emergency response plan. He noted that Nathan Merkel had reviewed and gave his feedback and helped to develop responses and had signed off on the plan. Public Works Director Kelso noted that the plan is a totally new format and has added more responses, so it is completely different from the previous plans. Harold Cooney suggested adding page numbers to the plan and cell phone numbers for all Municipal Authority members to keep it more uniform. Douglas Campbell and Harold Cooney's cell phone numbers will be added to the plan. **A motion was made by Doug Campbell and seconded by Harold Cooney and unanimously passed to approve the Emergency Response Plan.**

2. Operations and Maintenance Plan

JHA Companies is working on updating the Operations and Maintenance Plan and are expecting to have it ready in the next two weeks. Public Works Director Kelso will email the plan over to review once he has received it.

3. Asset Management Plan

JHA Companies is currently working on the Asset Management Plan and are expecting to also have it ready within the next two weeks. Public Works Director Kelso will email the Asset Management Plan to the Municipal Authority to review as soon as he receives it, so they have plenty of time to review it before next months meeting.

ADJOURNMENT

A motion was made by Harold Cooney and seconded by Douglas Campbell and unanimously passed to adjourn the meeting at 5:16 P.M.

Respectfully submitted,

Laci Hockenberry
Secretary/Treasurer