

Approved LOWER MOUNT BETHEL TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES August 1, 2022 @ 7:00 P.M. In-Person

CALL TO ORDER - The August 1, 2022 meeting of the Lower Mount Bethel Township Board of Supervisors was held at 6984 S. Delaware Drive, Martins Creek, Pennsylvania, 18063 (formerly known as Centerfield School), Martins Creek, PA, 18063. The meeting was called to order by Chairman M. DeBerardinis at 7:00 p.m. In attendance were M. DeBerardinis, S. Disidore, S. Newman, J. Mauser, S. Burns, P. North, J. Coyle, J. Smethers and M. Mastrogiovanni. There were 4 attendees in the audience. The Pledge of Allegiance was recited.

M. DeBerardinis announced the Board of Supervisor held an Executive Session on Wednesday, July 20, 2022 to discuss personnel matters.

APPROVAL OF MINUTES – July 11, 2022. MOTION by J. Mauser, second by S. Newman to approve the minutes. Vote: 5-0.

COURTESY OF THE FLOOR

- 1. Eagle Scout Presentation** – Shannon Lynch from Troop 941 presented her PowerPoint of her project to construct 5 memorial benches at the Meadows with other troop members. She explained the Meadows that she frequents regularly is near her home J. Mauser, S. Burns and J. Smethers will meet with Shannon on Saturday, August 6th 8:30 a.m. at the Meadows. Then they will bring the proposal back to the Board.
- 2. Garden Club Presentation** – Tabled to September.
- 3. Martha Posner** – Martha asked the Board if they can re-visit the Code of Conduct for elected officials. She referenced an article in the New York Times that explains 1st amendment rights being respected. She also mentioned there is information online about harassment. Martha asked the Board to consider looking at this again and passing a Code of Conduct.
- 4. Resident-** at the last meeting he said he would bring back a zoning chart and summary from Middle Smithfield Township's that simplifies zoning requirements and setbacks. He gave a copy to the Board.

SUBDIVISIONS / ZONING - None

OLD BUSINESS

- 1. Appointment of Elected Auditor** – J. Smethers indicated we posted the opening on the Township Website and Facebook. Joe Guest has submitted his letter of interest. We have received no other letters of interest. **MOTION** by S. Newman, second by M. DeBerardinis to appoint Joe Guest to fill the Elected Auditors position. Vote: 5-0.
- 2. Official Map Discussion** – J. Smethers asked the Board if they want to put the professional services for the Official Map out to bid, or just ask John Snook for a cost proposal. The Board agreed to have Jen reach out to J. Snook for an estimate.
- 3. Selection of the Colors for the Office** – J. Smethers brought the samples to the meeting for the Board to look over color selections for the kitchen/bathroom paint and floor, countertops,

cabinets, doors, carpet, and carpet trim. The contractors need the selections by Tuesday morning.

Jen mentioned we have two changes : one is for \$4,000 for baseboard heat in the bathroom and the other is for \$504.90 to relocate the electrical box. The Board discussed the change orders. Justin mentioned they were going to try and use the old baseboards, but they were very dated and was not sure if they can be re-used. S. Burns asked where are these additional funds coming from. J. Smethers indicated it would come out of the General Fund or ARPA funds. S. Burns indicated she did not want to use ARPA. **MOTION** by J. Mauser, second by S. Newman to approve the change orders for the Township office. Vote: 5-0.

NEW BUSINESS

- 1. Local Tax Collection Resolution vs. Ordinance** – P. North explained Act 57 of 2022 which amends the Local Tax Collection Law, further providing for effect of failure to receive tax notice when a property (or mobile home) transfer has taken place within the previous 12 months. Paul indicated we need to pass a resolution within 90 days of the effective day of the Act (October 11, 2022). Paul indicated we should wait for PSATS to come out with a model Resolution we can use. Table to the October 3rd BOS meeting.
- 2. Renting Out the Talen Pavilion** – J. Mauser explained we have a letter of agreement with Talen that we use their parking lot and pavilion at no cost. With Talen's permission, one of the neighbors is using the pavilion for a yard sale. John suggested we sit down with Talen and discuss renting it out. Maybe the possibility of a township wide yard sale twice per year. Discussion on whether or not we should reach out to Talen about renting the Talen pavilion like we do the park pavilions. John will reach out to Talen.
- 3. Fee Schedule** – J. Smethers indicated we need to update the Fee Schedule to include an escrow for a Conditional Use Hearing. The Board recommended Residential escrow of \$1,000, Commercial at \$3,000, and \$5,000 for Industrial. Jen will make those updates to the fee schedule and Resolution. This item will be on the September 12th BOS agenda.
- 4. Del Haven Road Stormwater Drains** – J. Coyle discussed with the Board how/if/when to proceed with installing stormwater drains on Del Haven Road and obtaining an easement for a pipe from Melba Tolliver. Justin explained there will be 2 sets of drains for a total of 4 inlets on Del Haven Rd to address the 6 inches to 1 foot of water that lays on the road due to storms. We can either do the work ourselves, or put it out to bid.

M DeBerardinis suggested we put it out to bid. J. Smethers will have initial conversations with Zator Law to draw up the easement and engineering to come up with initial costs and then put out to bid after funding is identified. There needs to be a DEP permit, drainage easement site plan, temporary construction easement and legal description. S. Newman asked about the Easement agreement and if it stays with the property. P. North indicated the Easement gets recorded and stays with the property even if Ms. Tolliver moves.

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APPROVAL OF THE BILLS - J. Smethers indicated the Road Paving project bill came in at \$133,000.00 instead of \$114,000. Jen reached out to Dominic at Bracalente about the overage. He indicated the width and condition were different than the bid. J. Smethers will send an email

to Penn DOT to have them look at the numbers and discrepancies. **MOTION** by S. Disidore, second by J. Mauser to approve the bills in the amount of \$220,988.32 which includes the base bid for the road paving project, but not the overage. Vote: 5-0. F. Heitzman and M. DeBerardinis will re-measure the road. J. Smethers will send a note with the check indicating the extra charges are under review.

CORRESPONDENCE - All Correspondence is located in the Township office.

REPORTS

Township Engineer Report – J. Coyle reported the Gravel Hill Culvert has been put out to bid. Bids are due mid-August with an anticipated start date after Labor Day. A wetland study and bog turtle study have been completed. Gravel Hill will be closed, but UMBT is anticipated to open Riverton Road sometime in September.

Township Solicitor Report – P. North indicated he is waiting for additional documents on the ASA for Upper Little Creek Road. The applicant is requesting his name be redacted from the application since he is a police officer. Paul explained the Recorder of Deeds will have his name from the Resolution, but he can make a separate Resolution title page with his name redacted for the township file, which would be kept with the original, for public inspection. The ASA will be on the September 12th agenda to move forward with the application as long as the application is ready to proceed. Paul indicated he will be advertising the Zoning Ordinance for enactment two times as required by the MPC. Also, the final documents will be sent to the Law Library and LVPC.

Board Members Reports

Chairman's Report – M. Deberardinis will report under the Road Dept. report.

S. Disidore – No report.

J. Mauser – John reported he and J. Smethers met with the Garden Club. They are going to do a presentation in September on improving the Centerfield Park and planning so all parties know how to move forward. John mentioned the office staff working at the Welcome Center, and the public has been coming in an inquiring as to the building, information and brochures. It would be nice even after the staff moves back to the office in the village, if one or two days per week staff could continue to work at the Welcome Center to allow it to be open to the public. John mentioned the dirt situation on the roads in Martins Creek and how his car was coated in dirt. The roads are covered and it is not a good situation. He asked J. Smethers to set up a zoom with New Enterprise.

S. Burns – Samantha reported she spoke to Yassmin Gramian at the Dept. of Transportation and reached out to Susan Wild regarding Front Street traffic. Samantha indicated she talked to Randy at Alloy 5. Weis Construction did not install the subfloor like they were supposed to], the leveler was not done correctly and it was supposed to be inspected. J. Smethers indicated there is a clause in the contract if there was a problem with the subfloor, they were supposed to notify us. Randy is going to do a summary; it would not be appropriate for Paul Weis to fix it.

S. Newman – Sandra reported the initial Slatebelt Comp. Plan draft is complete and is 160 pages long. J. Smethers will share the link with everyone. At the September meeting they will review it. Sandra mentioned on the front page of the Express Times there was an article about the

UMBT warehouse project. UMBT has not discussed any of the project at the Slatebelt Comp plan meetings. This is the biggest project in the Lehigh Valley in 30 years and nobody brings it up at the Comp. Plan meetings.

Township Manager – J. Smethers reported she submitted the Norco Grant on Friday. Since we did not the grant for the tennis courts and playground equipment, she put in for that instead of for improvements to the Centerfield building/lower level. She is also working on getting price quotes for the garage generator or going with a co-star vendor.

Road Department Report – F. Heitzman reported they will be doing a pipe replacement on Wednesday. The water tank at Centerfield was leaking so they replaced it. They have been working on cutting the trails out, and they cut a tree that was overhanging at the Museum.

M. DeBerardinis mentioned he has been traveling the roads in the Township looking at uprooting trees, ash trees and all hazardous trees. To be proactive, he would like to put additional money in the line item for the budget for tree removal. He will put together a spreadsheet and pin on his phone to mark the location of these trees.

There is no update on the Little Creek Road bridge project.

PUBLIC COMMENT – None.

ADJOURNMENT – The Public meeting was adjourned at 8:30 p.m.

Respectfully Submitted – Melissa Mastrogiovanni
Township Secretary / Planning Administrator
Lower Mount Bethel Township