

**approved LOWER MOUNT BETHEL TOWNSHIP BOARD OF SUPERVISORS  
RE-ORGANIZATION MEETING MINUTES – JANUARY 6, 2020**

**CALL TO ORDER** - The January 6, 2020 Re-organization 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). The meeting was called to order by Chairperson DeBerardinis at 6:30 p.m. In attendance were M. DeBerardinis, S. Disidore, S. Burns, S. Newman, J. Mauser, Thomas Harper, Solicitor on behalf of Joseph Zator, J. Smethers, Twp. Manager & M. Mastrogiovanni, Twp. Secretary. There were 15 people in the audience. The Pledge of Allegiance was recited.

**A. ADMINISTRATION APPOINTMENTS**

**CHAIRMAN: MOTION** by S. Disidore, second by S. Burns to nominate M. DeBerardinis. No other nominations. Motion passed (4-0-1). M. DeBerardinis abstained.

**VICE-CHAIRMAN: MOTION** by J. Mauser, second by S. Disidore to nominate S. Newman. No other nominations. Motion passed (5-0).

**TOWNSHIP MANAGER / TREASURER/ASST. SECRETARY: MOTION** by M. DeBerardinis, second by S. Newman appointing Jennifer Smethers. Motion passed (5-0).

**TOWNSHIP SECRETARY / PLANNING SECRETARY/ ASST. TREASURER: MOTION** by S. Newman, second by M. DeBerardinis appointing Melissa Mastrogiovanni. Motion passed (5-0).

**DIRECTOR OF PUBLIC WORKS / ROADMASTER: MOTION** by J. Mauser, second by S. Newman appointing M. DeBerardinis. Motion passed (5-0).

**ASST. DIRECTOR OF PUBLIC WORKS / ASST. ROADMASTER: MOTION** by S. Disidore, second by S. Newman appointing S. Burns. Motion passed (5-0).

**REPRESENTATIVE TO SLATEBELT COUNCIL OF GOVERNMENT: MOTION** by J. Mauser, second by S. Disidore appointing S. Newman. Motion passed (5-0).

**ALT. REPRESENTATIVE TO SLATE BELT COUNCIL OF GOVERNMENT: MOTION** by S. Disidore, second by J. Mauser appointing S. Burns. Motion passed (5-0).

**REPRESENTATIVES TO SLATE BELT COMPREHENSIVE PLAN – MOTION** by J. Mauser, second by M. Disidore appointing S. Disidore, S. Newman & J. Smethers. Motion passed. (5-0).

**REPRESENTATIVE TO COUNTY 911 – MOTION** by S. Burns, second by S. Disidore appointing Jennifer Smethers. Motion passed. (5-0).

**ALTERNATE REPRESENTATIVE TO COUNTY 911 - MOTION** by S. Disidore, second by J. Mauser appointing Melissa Mastrogiovanni. Motion passed. (5-0).

**REPRESENTATIVE TO ENVIRONMENTAL ADVISORY COMMITTEE: MOTION** by S. Newman, second by M. DeBerardinis appointing J. Mauser. Motion passed (4-0-1). J. Mauser abstained.

**REPRESENTATIVES TO NON-UNIFORM EMPLOYEE PENSION PLAN: MOTION** by J. Mauser, second by S. Newman appointing S. Disidore and M. DeBerardinis. Motion passed (5-0).

**EMPLOYEE REPRESENTATIVE TO NON-UNIFORM EMPLOYEE PENSION PLAN: MOTION** by J. Mauser, second by S. Newman appointing Jennifer Smethers. Motion passed (5-0).

**OPEN RECORDS OFFICER: MOTION** by M. DeBerardinis, second by S. Newman appointing Jennifer Smethers. Motion passed (5-0).

**ALTERNATE OPEN RECORDS OFFICER – MOTION** by M. DeBerardinis, second by S. Newman appointing Melissa Mastrogiovanni. Motion passed (5-0).

**DELEGATE TO TAX COLLECTION COMMITTEE: MOTION** by S. Burns, second by S. Disidore appointing Jennifer Smethers. Motion Passed (5-0).

**ALTERNATE TO TAX COLLECTION COMMITTEE: MOTION** by S. Disidore, second by S. Newman appointing Melissa Mastrogiovanni. Motion Passed (5-0).

**PSATS VOTING DELEGATE: MOTION** by J. Mauser, second by S. Burns appointing S. Newman. Motion passed (5-0). S. Newman and S. Burns will be attending the conference.

**EMERGENCY MANAGEMENT COORDINATOR: MOTION** by S. Disidore, second by S. Newman appointing Keith Burns. Motion passed (5-0).

**ALTERNATE EMERGENCY MANAGEMENT COORDINATOR: MOTION** by J. Mauser, second by S. Newman appointing Mark Hess. Motion passed (5-0).

MOTION by M DeBerardinis, second by S. Disidore to appoint the following:

**TOWNSHIP FIRE COMPANY: LMBT / Sandt’s Eddy Fire Department**

**TOWNSHIP RESCUE SQUAD: LMBT / Sandt’s Eddy Fire Department**

Motion passed (5-0).

**BLS/ ALS PROVIDER: MOTION** by S. Newman, second by S. Burns to appoint Suburban EMS Motion passed (5-0).

**FIRE COMPANY OFFICERS FOR 2020 (Acknowledgment):** J. Smethers provided the list of active members. The Board asked J. Smethers to obtain the list of the actual officers. **MOTION** by M. DeBerardinis second by S. Disidore acknowledging the Fire Company Officers for 2020. Motion passed (5-0).

**VOLUNTEER LAND ACQUISITION / PROJECT MANAGER / REP. TO OPEN SPACE COMMITTEE: MOTION** by S. Newman, second by M. DeBerardinis appointing John Mauser. Motion passed (4-0-1). J. Mauser abstained.

**VOLUNTEER TOWNSHIP REP. SLUDGE / BIOSOLIDS – MOTION** by S. Burns, second by M. DeBerardinis appointing Howard Klein. Motion passed (5-0).

**WELCOME CENTER NATIVE PLANTS GARDENER: MOTION** by S. Burns, second by M. DeBerardinis appointing Howard Klein. Motion passed (5-0).

**B. PROFESSIONAL APPOINTMENTS**

Chairman M. DeBerardinis read the Professional Appointments as follows:

<b>TOWNSHIP SOLICITOR</b>	ZATOR LAW OFFICES
<b>TOWNSHIP ENGINEER</b>	CARROLL ENGINEERING
<b>TWP. ZONING OFFICER/ BUILDING CODE OFFICIAL</b>	SHANNON CALLUORI
<b>ASSISTANT ZONING OFFICER</b>	JUSTIN COYLE
<b>ALT. BUILDING CODE OFFICIAL</b>	MIKE COLLINS
<b>PROPERTY MAINTENANCE OFFICER</b>	SHANNON CALLUORI
<b>ASSISTANT PROPERTY MAINTENANCE OFFICER</b>	JUSTIN COYLE
<b>SEWAGE ENFORCEMENT OFFICER</b>	TOM NOLL

**MOTION** by J. Mauser, second by S. Disidore to approve the appointments. Motion passed (5-0).

Chairman M. DeBerardinis read the Professional Appointments as follows:

<b>FLOOD PLAIN ADMINISTRATOR</b>	JUSTIN COYLE
<b>ALTERNATE FLOOD PLAIN ADMINISTRATOR</b>	SHANNON CALLUORI
<b>ROAD OCCUPANCY ADMINISTRATOR</b>	JUSTIN COYLE
<b>UCC INSPECTOR</b>	CODEMASTER

**MOTION** by S. Disidore, second by S. Newman to approve the appointments. Motion passed (5-0).

Chairman M. DeBerardinis read the Professional Appointments as follows:

<b>TOWNSHIP AUDITOR</b>	CAMPBELL, RAPPOLD & YURASITS
<b>DELIQUENT STREET LIGHT COLLECTOR</b>	AMATO, KEATING & LESSA, PC
<b>DELIQUENT SANITATION COLLECTOR</b>	KEYSTONE COLLECTIONS

**MOTION** by J. Mauser, second by S. Disidore to approve the appointments. Motion passed (5-0).

<b>DELIQUENT REAL ESTATE COLLECTOR</b>	NORTHAMPTON COUNTY TAX UNIT
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**MOTION** by S. Disidore, second by S. Burns to approve the appointment. Motion passed (5-0).

**C.BOARD APPOINTMENTS**

**REPRESENTATIVE TO PLANNING COMMISSION: MOTION** by S. Newman, second by M. DeBerardinis appointing PAT MCINERNEY for a 4-year term. Motion passed (5-0).

**REPRESENTATIVE TO PLANNING COMMISSION (2 Candidates) MOTION** by S. Newman, second by S. Burns appointing **JENNIFER DELLANNO** as Primary Representative. Motion passed (5-0).

**REPRESENTATIVE TO PLANNING COMMISSION ALT. (2 Candidates) MOTION** by S. Newman, second by J. Mauser appointing CHARLES CONSENZA as Alternate Representative with the caveat that both Planning Commission Representatives take the courses available at Lehigh Valley Planning Commission offered in Oct./Nov. Motion passed (5-0).

**ZONING HEARING BOARD – MOTION** by S. Newman, second by S. Disidore appointing Philomena Nagy. Motion passed (5-0).

**VACANCY BOARD: MOTION** by S. Newman, second by J. Mauser appointing **PAT MCINERNEY.** Motion passed (5-0).

**ENVIRONMENTAL ADVISORY COUNCIL CHAIRMAN: MOTION** by S. Disidore, second by S. Newman appointing Bill Humphries. Motion passed (5-0).

**D. ESTABLISHMENT OF COMPENSATION**

**CODEMASTER ZONING & CODE ENFORCEMENT AGREEMENT: MOTION** by M. DeBerardinis, second by S. Burns approving the Agreement. Motion passed (5-0).

**PROFESSIONAL SERVICES FEES – RESOLUTION No. 2020-01: MOTION** by S. Disidore, second by S. Newman to Adopt Resolution No. 2020-01 establishing professional fees for the Solicitor, Township Engineer, Zoning Officer/ BCO and 3<sup>rd</sup> Party UCC Services. Motion passed (5-0).

**EMPLOYEE WAGES – PER 2020 BUDGET & TEAMSTERS LOCAL 773 CONTRACT: MOTION** by S. Disidore, second by J. Mauser to approve the Employee Wages per 2020 Budget and Teamsters Local Contract. Motion passed (5-0).

**E.TAX / ASSESSMENT COLLECTORS AND FEES**

Chairman M. DeBerardinis read the Tax / Assessment Collector and Fees as follows:

<b>EARNED INCOME TAX COLLECTOR</b>	<b>KEYSTONE COLLECTIONS GROUP</b>
<b>LOCAL SERVICE TAX COLLECTOR</b>	<b>KEYSTONE COLLECTION GROUP</b>
<b>SANITATION ASSESSMENT COLLECTOR</b>	<b>KEYSTONE COLLECTION GROUP</b>

**MOTION** by S. Newman, second by S. Burns to approve. Motion passed (5-0).

**STREET LIGHT ASSESSMENT COLLECTOR: MOTION** by S. Disidore, second by M. DeBerardinis appointing **JENNIFER SMETHERS.** Motion passed (5-0).

**TOWNSHIP TAX RATE: MOTION** by J. Mauser, second by S. Burns to approve the Township tax rate for 2020 at 5.1 mils. Motion passed (5-0).

**SANITATION ASSESMENT / FEES RESOLUTION No. 2020-02:** S. Disidore read the Resolution establishing the Sanitation Assessment / Fees for 2020 in the amount of \$185.00. **MOTION** by S. Disidore, second by J. Mauser adopting Resolution 2020-02. Motion passed (5-0).

**STREET LIGHT ASSESSMENT – RESOLUTION 2020-03:** S. Disidore read the Resolution establishing the Street Light Assessment for 2020 in the amount of \$0.50 per foot of frontage for Improved Properties, \$0.125 per foot of frontage & \$50.00 per property at Gravel Hill. **MOTION** by S. Disidore, second by S. Newman adopting Resolution 2020-02. Motion passed (5-0).

**F.BOND LIMITS**

Chairman M. DeBerardinis read the Bond Limits as follows:

**TWP. MANAGER / TREASURER / ASST. SECRETARY:** \$500,000  
**TWP. PLANNING SECRETARY/ ASST. TREASURER:** \$250,000  
**MOTION** by M. DeBerardinis, second by J. Mauser approving the Bond Limits. Motion passed (5-0)

**G. TOWNSHIP DEPOSITORY**

**MOTION** by M. DeBerardinis, second by S. Newman establishing **Merchants Bank (Fidelity Bank)** as the Township Depository. Motion passed (5-0).

**H. ESTABLISHMENT OF 2020 HOLIDAYS** : J. Smethers provided the Board with the list of Federal Holidays and requested the Board consider (2) two additional holidays: February 13<sup>th</sup> – Presidents Day and December 24<sup>th</sup> – Christmas Eve in addition to approving the following holidays: Jan. 1<sup>st</sup> – New Year’s Day, February 17<sup>th</sup> – Presidents Day, April 19<sup>th</sup> – Good Friday, May 27<sup>th</sup> – Memorial Day, July 4<sup>th</sup> – Independence Day, Sept. 2<sup>nd</sup> – Labor Day, Nov. 28<sup>th</sup> – Thanksgiving Day, Nov. 29<sup>th</sup> – Friday after Thanksgiving, Dec. 24<sup>th</sup> – Christmas Eve, Dec. 25<sup>th</sup> – Christmas Day.

**MOTION** by J. Mauser, second by S. Newman to approve the 2020 holidays including the two additional holidays. Motion passed (5-0). J. Smethers will contact the union to have them prepare an amendment to the Road Department contract adding the two extra holidays.

**I.MILEAGE REIMBURSEMENT RATE** - The 2020 IRS rate is set at \$0.575. **MOTION** by M. DeBerardinis, second by S. Burns adopting the 2020 IRS tax rate at **\$0.575**. Motion passed (5-0).

**J.MEETING DATES FOR 2020: M. DeBerardinis read the following meeting dates.**

Board of Supervisors – 1<sup>st</sup> Monday of each month at 7:00 p.m. with the following exceptions: July 13<sup>th</sup>, September 8<sup>th</sup> and December 14<sup>th</sup>. As needed, the Board will meet on the third Monday of each month.

Planning Commission – 3<sup>rd</sup> Tuesday of each month at 6:30 p.m. as needed.

Zoning Hearing Board – 3<sup>rd</sup> Wednesday of each month at 7:30 p.m. as needed.

Open Space Advisory Board – 4<sup>th</sup> Monday of each month at 6:30 p.m. as needed.

Recreation Board – 1<sup>st</sup> Wednesday of each month at 6:30 p.m.

Environmental Advisory Council – 2<sup>nd</sup> Monday of each month at 6:30 p.m.

**MOTION** by S. Newman, second by S. Disidore setting the meeting dates for 2020. Motion passed (5-0).

**PUBLIC COMMENT:** No Comment.

**ADJOURNMENT:** The Re-organization Meeting was adjourned at 7:03 p.m.

Respectfully submitted,  
Melissa Mastrogiovanni, Township Secretary  
Lower Mount Bethel Township