

**LOWER MOUNT BETHEL TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES MAY 6, 2019**

**CALL TO ORDER** - The May 6, 2019 Regular Monthly 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 Chairman Michael DeBerardinis at 7:00 p.m. In attendance were Supervisor Disidore, Supervisor Burns, Supervisor Newman, Supervisor Ascani, J. Zator and M. Mastrogiovanni, Twp. Secretary. Absent: J. Coyle, Twp. Engineer. There were 10 people in the audience. The Pledge of Allegiance was recited.

**APPROVAL OF MINUTES**

**REGULAR MONTHLY MINUTES – APRIL 1, 2019 @ 7 P.M.** Minutes were presented for approval. No further corrections were needed. **MOTION** by S. Newman, second by S. Burns to approve the minutes. Vote: 4-0-1, D. Ascani abstained.

**SUBDIVISIONS: NONE**

**COURTESY OF THE FLOOR** – D. Leggett asked about an update re: the P3 project and impact on LMBT and noted he is meeting with his attorney and J. Zator. He asked that this be placed on a future agenda. M. DeBerardinis said it will be put on next months meeting agenda for an update.

**Township Engineer’s report** – Gravel Hill Report. Tabled to 6/3/19 when the Twp. Engineer is present.  
**Township Solicitor’s report** - J. Zator submitted his written report.

**TOWNSHIP BUSINESS**

**1.Upper Mud Run Road retaining wall installation and slope stabilization** – We received 5 bids for the project. The Board had further questions for the Township Engineer and he was absent. Tabled.

**2.Recreation Board Requests**

a. Approve Community Day June 15<sup>th</sup> and flyer for distribution requesting donations – Martha Posner, Chair. Rec. Board was present. She gave an update on the Recreation Board progress including the YMCA, Garden Club (independent and separate), and Community Day. Martha asked the Board to approve the flyer and date for Community Day. She also asked that a letter be drafted requesting donations and in-kind donations from sponsors. D. Ascani asked if there’s money in the Recreation Board budget. J. Smethers responded there is \$10,000.00 in the Recreation Fund for Community Events and \$27,280.00 in the Capital reserve for Recreation Projects. It was suggested for the future; the Garden Club go through the Recreation Board. D. Ascani suggested for time saving measures, the Recreation Board make requests to the Township Manager, she has spending approval up to \$5,000. The Board agreed. S. Newman suggested any future events being organized by the Recreation Board be presented to the Board of Supervisors first.

a. Request funds (\$700.00) to refurbish Bocce ball court. Written estimate was submitted by Joe Pilyar. **MOTION** by M. DeBerardinis to allot \$700.00 to restore the Bocce Court. Vote: 5-0.

b.Request funds (\$345.42) for flowers / plantings at CF building. We received a written itemized list of money expended, however only a copy of check #980 in the amount of \$69.82 was submitted. We would need a copy of check #988 for \$275.60. **MOTION** by S. Disidore, second by S. Burns to reimburse J. Pilyar \$345.42 contingent upon a copy of check #988 for the planters. **MOTION** amended by S. Disidore, second amended by S. Burns that reimbursement be paid out of the Recreation account. Vote: 5-0.

Executive Session 7:25 – 7:55 p.m. No action taken.

**3.Fourth of July Parade & float** – The Board was invited to participate in the 4<sup>th</sup> of July Parade with Upper Mount Bethel Township and Portland Borough. J. Larrison indicated they would bring a Fire truck and could pull the rescue boat as a float. **MOTION** by M. DeBerardinis, second by S. Newman to approve participation in the UMBT / Portland 4<sup>th</sup> of July parade with the Fire Department. The Fire Department will provide the boat and trailer for the float and Melissa will submit the paperwork. Vote: 5-0. S. Newman suggested swag to be thrown of mini rubber boats and D. Ascani thought t-shirts would also be nice.

**4.Resolution #2019-07 – Financial Support for New Fire Truck** – J. Larrison, Chief was present. This was requested at the last meeting by the fire company to purchase the new pumper truck. It was drafted based on the last fire truck purchased with financial assistance from the township. M. DeBerardinis asked J. Larrison about cost and life expectancy and the difference between the current truck and new truck. J. Larrison explained the truck is from 1992 and doesn't have pump and roll capabilities. He spoke about NFPA standards; if the truck is not in compliance, then the Fire Department and Township could be liable. J. Zator stated the Township does have the responsibility to provide emergency services. S. Burns asked why the truck is being replaced. J. Larrison explained the transmission went on the truck and they don't make those parts anymore. Also the new trucks have a black box similar to an airplane. J. Larrison explained the new trucks must be built by NFPA standards and it's going to take a year to build. S. Newman asked what they will do with the 1992 truck. J. Larrison indicated they can't trade it in and will try and sell it outright. The most they will get is \$20,000, they will put the money aside for the next truck. There was discussion about the new truck and cost. D. Ascani indicated the new truck is bare bones, they need it. **MOTION** by M. DeBerardinis, second by D. Ascani to approve Resolution #2019-07 – Financial Support for New Fire Truck. S. Burns asked if she can get a copy of inspections and report including 1911 NFPA booklet before approving. M. DeBerardinis said we don't need to see them; the truck is 28 years old and it's a long process to order the new truck. Vote: 5-0.

**5.Resolution #2019-08 - Code of Ethics & Conduct to all elected and appointed officials** – This was discussed under Samantha's report last month. D. Ascani suggested Joe Zator review this as to the legality, some of the language is already included under the Supervisors rules and policy. S. Newman agreed it's a good policy to pass. J. Zator will review for the next meeting. The Board will also review and email any questions or concerns they might have. Tabled.

**6.Resolution #2019-09 – Policy for the Disposal of Audio Recordings of Public Meetings** - This was discussed at previous meetings. J. Smethers noted this was derived from the PSATS convention to protect us at the direction of Scott Coburn. J. Zator indicated most Townships have a policy and most recordings are destroyed after minutes are approved, unless you add an exception. Once minutes are approved, he would recommend destroying the recordings. Also if anyone requests a copy of the recording prior to approval of the minutes; we need to keep the original and make a copy for the requestor. J. Smethers will make revisions and send to the BOS for review. The Board will review and let her know if it should be sent to J. Zator for further review. Tabled

**7.Slate Belt Comprehensive Plan** – J. Smethers indicated at the May 1<sup>st</sup> Steering Committee meeting we pushed for a unanimous vote on all topics. We were successful in getting the majority of the committee to approve. There was discussion about questions we still have that if any municipality pulls out if the remaining municipalities pay the difference? Do we still pay even if we back out? And are you legally bound? The Board asked J. Smethers to reach out to Tom Petrucci first to see if he has answers before the next meeting. Tabled.

J. Zator was released from the meeting at 8:40 p.m.

**APPROVAL OF THE BILLS:** J. Smethers read the bill list totaling \$80,601.37. This includes the \$15,778.70 final payment to Weiss Construction. J. Smethers explained the concerns regarding the final warranty for the floor is not specific and the refrigerator panel dented. We might want to hold a portion of the final payment. The refrigerator panel has a huge dent after the product was received and checked. It was not there when delivered or for the weeks it sat at the CF building. The dent was discovered after installation. D. Ascani said that might be hard to prove. S. Burns explained how the project ensued and explained the floor issues. Weiss changed the plan without consulting with the project manager. She explained some complications, the dishwasher was a special order, that was supposed to be built into the original sink. We had to buy another sink and the dishwasher doesn't fit and is not installed. We are out \$500.00 for the sink, \$900.00 for the dishwasher, the panel on the refrigerator is dented and the floor issues. **MOTION** by M. DeBerardinis, second by S. Newman to hold the final check to Weiss Construction until we have estimates for the floor, panel for the refrigerator and reimbursement for the sink and dishwasher. Vote: 5-0.

**CORRESPONDENCE** – All correspondence is located in the Township Office.

## **REPORTS**

**Chairman's Report** – M. DeBerardinis would like to do some landscaping at the office plus put up a new sign and light, he just needs some direction from the Board. He will have an answer this week regarding paving the swale on Front Street.

**Board Members Reports** – S. Newman submitted her written report. S. Newman mentioned she attended the Northampton County COG and Municipalities meeting on 4/24/19. There was strong emphasis on the 2020 census and formation of Complete Count Committee.

D. Ascani asked if the Fire Dept. was notified about the Conagra Inspection. J. Larrison said "yes". D. Ascani mentioned the water issue and flooding on Fairview Ave. M. DeBerardinis said he is working on the with J. Coyle and waiting to hear back from Penn DOT to schedule a meeting. D. Ascani asked to be invited to that meeting as well. D. Ascani asked about purchase of the EMC radios and new radios for the Fire Department. M. DeBerardinis indicated he has that information at home and will work with J. Larrison on that. D. Ascani asked if we ever named the Monaghan Park. J. Smethers indicated "yes" the name was decided to be "The Meadows at Martins Creek" that's what was used for the LV Greenways Mini Grant. A Resolution will be prepared designating the name.

The Board asked J. Smethers to reach out to Gail at Washington Township and makes sure they are policing the Monaghan property.

## **Township Manager Report**

Pest Control for municipal office and Centerfield – J. Smethers indicated we received three quotes; Viking Pest, Pest Pro, Ehrlich and explained the quotes. Centerfield needs to be rodent free given the new kitchen and recommended Viking Pest. One of the quotes includes spraying of the pavilion, which is an extra cost, but doesn't know if we need that (we never sprayed that before). **MOTION** by S. Newman, second by S. Disidore to approve Viking Pest Control Agreement for the office and Centerfield Building without pavilion. Vote: 5-0.

Sanitation Policy for vacant units – J. Smethers indicated her and Shannon are still tweaking the policy. The fee schedule will also be modified and brought before the Board for approval. Tabled.

End of year balance allocation – J. Smethers indicated the General Fund balance as of 12/31/18 was \$158,364.26. In the past, those funds were allocated to projects in Capital Reserve. She asked for direction on how to proceed with this and attached the Capital Reserve budget line items for review. The balance in the Capital reserve fund is \$531,799.19. The Board discussed and would like to ask Justin at the next meeting if there are any future road projects. S. Newman asked that we designate funds for the Monaghan signage. M. DeBerardinis asked we set aside money for cleaning of the Tekening Trails. The BOS also recommended we set aside \$10,000 for the Zoning Ordinance and Comprehensive Plan. J. Smethers noted we also have \$203,874.00 liquid fuels funds for the Upper Mud Run Road project and 2 CD’s.

### **Zoning Officer Report**

No Parking sign request on Pennsylvania – Shannon’s report indicated a property owner that lives on Pennsylvania Avenue is requesting a no parking sign be placed on the street because the tenants across from her driveway park in front of her driveway. The Board discussed the information from Shannon. There is nothing in the ordinance that was passed allowing for the no parking signs to be placed on Pennsylvania Ave. The Board said “no” to the request.

Railroad ties – Shannon made a request for permission to work with Zator Law to file a complaint against the owner (bank) at the Northampton County Court of Common Pleas. The Board had some discussion and decided Shannon should go back to the Magistrates office and file against the bank first. S. Calluori relayed the Tentrr’s are back and will be contacting J. Zator to take necessary action.

**Road Department Report** – Fred reported the Road Dept. has been busy doing all sorts of tasks including mulching in the township, cleaning up the Welcome Center, pressure washed the bridge, mowed trails in the Tekening area and Monaghan property, set up traffic counter for Little Creek Rd. project, maintenance and mowing. He also attended Dirt & Gravel Road classes for a possible grant.

**PUBLIC COMMENT – None.**

**ADJOURNMENT** – Meeting was adjourned at 10:30 p.m.

*Respectfully Submitted,  
Melissa Mastrogiovanni, Township Secretary  
Lower Mount Bethel Township*