

APPROVED

LOWER MOUNT BETHEL TOWNSHIP BOARD OF SUPERVISORS RE-ORGANIZATION MEETING MINUTES – JANUARY 7, 2019

CALL TO ORDER - The January 7, 2019 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 Susan Disidore at 6:40 p.m. In attendance were Supervisor Disidore, Supervisor Burns, Supervisor Newman, Supervisor Ascani and Supervisor Deberardinis, J. Alderfer on behalf of J. Zator, J. Smethers, Twp. Manager & M. Mastrogiovanni, Twp. Secretary. There were 3 people in the audience. The Pledge of Allegiance was recited.

A. ADMINISTRATION APPOINTMENTS

CHAIRMAN: MOTION by S. Disidore, second by S. Newman to nominate M. DeBerardinis. No other nominations. Motion passed (5-0).

VICE-CHAIRMAN: MOTION by S. Burns, to nominate S. Disidore. S. Disidore declined. MOTION by D. Ascani, second by S. Disidore, to nominate S. Newman. No other nominations. Motion passed (5-0).

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

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

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

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

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

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

MOTION by S. Newman, second by M. DeBerardinis to make the following appointments:

The Board discussed changing the appointments of Representatives (currently BOS) to staff.

MOTION amended by S. Newman, second amended by M. DeBerardinis to appoint staff as follows:

REPRESENTATIVE TO COUNTY 911 - Jennifer Smethers

ALTERNATE REPRESENTATIVE TO COUNTY 911 - Melissa Mastrogiovanni

REPRESENTATIVE TO ENVIRONMENTAL ADVISORY COMMITTEE: S. Newman indicated PC and BOS can be the 6th and 7th members of the Committee. MOTION by S. Burns, second by S. Disidore appointing S. Newman. Motion passed (5-0).

The Board discussed eliminating appointments of the following Representatives:

**REPRESENTATIVE TO OPEN SPACE COMMITTEE
REPRESENTATIVE TO RECREATION BOARD REPRESENTATIVE TO EMERGENCY SERVICES & FIRE COMPANY BOARD.** MOTION by M. DeBerardinis to eliminate the positions. Motion passed (5-0).

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

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

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

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

DELEGATES TO TAX COLLECTION: MOTION by S. Newman, second by S. Burns appointing **Jennifer Smethers** as Primary Delegate and **Melissa Mastrogiovanni** as Alternate Delegate and **S. Disidore** as 2nd Alternate. Motion Passed (5-0).

PSATS VOTING DELEGATE: MOTION by S. Newman, second by S. Disidore appointing **Jennifer Smethers**. Motion passed (5-0).

EMERGENCY MANAGEMENT COORDINATOR: MOTION by D. Ascani, second by S. Burns appointing **Keith Burns**. S. Burns retracted her second. M. DeBerardinis seconded the Motion. Motion passed (Vote: 4-0-1) S. Burns abstained.

**TOWNSHIP FIRE COMPANY:
TOWNSHIP RESCUE SQUAD:**

D. Ascani mentioned we typically acknowledge the Fire Company Officers. D. Ascani thanked Jeff Larrison for his service. J. Larrison indicated Chief and Asst. Chief have not changed.

MOTION by S. Disidore, second by M. DeBerardinis establishing the Township Fire Company as **LBMT / SANDTS EDDY FIRE COMPANY**. MOTION AMENDED to combine the two-line items to reflect **LBMT / SANDTS EDDY FIRE COMPANY / RESCUE SQUAD** and acknowledge the 2019 list of Fire Company Officers. Motion passed (5-0).

BLS/ ALS PROVIDER: MOTION by D. Ascani, second by S. Disidore establishing **Suburban EMS** as the Township BLS / ALS Provider. Motion passed (5-0).

MOTION by S. Disidore, second by S. Newman to approve the following appointments:
OPEN SPACE / LAND PRESERVATION PROJECT MANAGER - **John Mauser**.
TOWNSHIP REP. RE: SLUDGE / BIOSOLIDS – **HOWARD KLEIN**.
WELCOME CENTER NATIVE PLANTS GARDENER – **HOWARD KLEIN**.

D. Ascani asked if these positions are covered under our workers comp. insurance in case someone gets hurt and if the township would be liable. J. Mauser indicated they are volunteer positions and a service to our community. John also mentioned the Martin Jacoby Watershed Association has insurance and he is covered under their insurance. He provides them a list of projects. The Board discussed with the Solicitor and instructed J. Smethers to check with our insurance company. Motion passed. (4-0-1) S. Newman abstained.

BACAIDA (Bangor Area Commercial and Industrial Development Authority) – MOTION by S. Burns, second by D. Ascani to appoint **Rich Grucella** for a 5-year term. Motion passed (5-0).

B. PROFESSIONAL APPOINTMENTS

Chairman M. DeBerardinis read the Professional Appointments as follows:

TOWNSHIP SOLICITOR	ZATOR LAW OFFICES
TOWNSHIP ENGINEER	CARROLL ENGINEERING
TWP. ZONING OFFICER/ BCO	SHANNON CALLUORI
ASSISTANT ZONING OFFICER	JUSTIN COYLE
ALT. BCO	SHERWIN MILLER
PROPERTY MAINTENANCE OFFICER	SHANNON CALLUORI
ASSISTANT PROPERTY MAINTENANCE OFFICER	JUSTIN COYLE
SEWAGE ENFORCEMENT OFFICER	TOM NOLL
FLOOD PLAIN ADMINISTRATOR	JUSTIN COYLE
ALTERNATE FLOOD PLAIN ADMINISTRATOR	SHANNON CALLUORI
ROAD OCCUPANCY ADMINISTRATOR	JUSTIN COYLE
UCC INSPECTOR	CODEMASTER
TOWNSHIP AUDITOR:	CAMPBELL, RAPPOLD & YURASITS
DELIQUENT ASSESSMENT COLLECTOR	AMATO, KEATING & LESSA, PC
DELIQUENT REAL ESTATE COLLECTOR	NORTHAMPTON COUNTY TAX UNIT

MOTION by S. Burns, second by S. Disidore to approve the Professional Appointments (no change). Motion passed (4-1). D. Ascani voted “no” to Zator Law Office as Township Solicitor.

C. BOARD APPOINTMENTS

Chairman M. DeBerardinis read the Board Appointments as follows:

VACANY BOARD – One-year term to expire Jan. 2020	PAT MCINERNEY
EAC CHAIRMAN	BILL HUMPHRIES
PLANNING COMMISSION – 4-year term to expire Jan. 2024	WILLIAM RUSH
ZONING HEARING BOARD – 5-year term to expire Jan. 2025	JOSEPH KIEFER
RECREATION BOARD – 3 Vacancies – Five-year terms to expire on January 2022, 2023, and 2024.	

MOTION by S. Disidore, second by D. Ascani to approve the Board appointments. Recreation Board terms to expire in ABC order **J. Leggett – Jan. 2022, R. Marinelli – Jan. 2023, M Posner – Jan. 2024.** Motion passed (5-0).

D. ESTABLISHMENT OF COMPENSATION

Professional Service Fees Resolution No. 2019-01 - MOTION by S. Burns, second by D. Ascani to Adopt **Resolution No. 2019-01.** Motion passed (5-0). Employee Wages – Per 2019 Budget and Teamsters Local 773 Contract– MOTION by D. Ascani, second by S. Disidore to approve the Employee Wages per 2019 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:

EARNED INCOME TAX COLLECTOR	KEYSTONE COLLECTIONS GROUP
LOCAL SERVICE TAX COLLECTOR	JENNIFER SMETHERS
SANITATION ASSESSMENT COLLECTOR	JENNIFER SMETHERS
STREET LIGHT ASSESSMENT COLLECTOR	JENNIFER SMETHERS
TOWNSHIP TAX RATE	5.1 mils

MOTION by S. Burns, second by S. Disidore to approve the Tax / Assessment Collectors and Fees and the Township Tax Rate. 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 D. Ascani, second by S. Burns to approve the Bond Limits. Motion passed (5-0)

G. TOWNSHIP DEPOSITORY

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

H. ESTABLISHMENT OF 2019 HOLIDAYS

Jan. 1st – New Years Day, April 19th – Good Friday, May 27th – Memorial Day, July 4th – Independence Day, Sept. 2nd – Labor Day, Nov. 28th – Thanksgiving Day, Nov. 29th – Friday after Thanksgiving, Dec. 25th – Christmas Day. MOTION by D. Ascani, second by S. Newman to approve the 2019 Holidays (same as last year). Motion passed (5-0).

LMILEAGE REIMBURSEMENT RATE - The 2019 IRS rate is set at \$0.58. MOTION by S. Disidore, second by S. Burns to adopt the 2019 IRS tax rate at \$0.58. Motion passed (5-0).

J. MEETING DATES FOR 2019

Board of Supervisors – 1st Monday of each month at 7:00 p.m. with the following exceptions: July 8th, September 3rd and December 9th. As needed, the Board will meet on the third Monday of each month.
Planning Commission – 3rd Tuesday of each month at 7:00 p.m. as needed.
Zoning Hearing Board – 3rd Wednesday of each month at 7:30 p.m. as needed.
Open Space Advisory Board – 4th Monday of each month at 6:30 p.m. as needed.
Recreation Board – 1st Wednesday of each month at 7:00 p.m.
Environmental Advisory Council – 2nd Monday of each month at 6:30 p.m.
MOTION by S. Disidore, second by S. Burns setting the meeting dates for 2019. Motion passed (5-0).

PUBLIC COMMENT: No Comment.

ADJOURNMENT: The Re-organization Meeting was adjourned at 7:50 p.m.

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