

**LOWER MOUNT BETHEL TOWNSHIP
BOARD OF SUPERVISORS MONTHLY MEETING MINUTES
September 12, 2022 @ 7:00 P.M. In-Person**

CALL TO ORDER - The September 12, 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. Smethers and M. Mastrogiovanni. There were 5 attendees in the audience. The Pledge of Allegiance was recited.

APPROVAL OF MINUTES – August 1, 2022. One revision was made – take out caption of #4 under Courtesy of the floor. **MOTION** by J. Mauser, second by S. Newman to approve the minutes as revised. Vote: 5-0.

COURTESY OF THE FLOOR

1.Eagle Scout Presentation - Shannon Lynch presented a slideshow of her Eagle Scout project as revised. The project would be an information nature trail with 12 different native plants / animals with pictures staked that will be concreted into the ground. There will be an information sign at the beginning of the trail and will be covered by a plastic cover. This particular trail is not handicapped accessible. The BOS indicated they liked the idea. **MOTION** by J. Mauser, second by S. Disidore to approve Shannon’s Eagle Scout project at the Meadows as described with 12 informative signs. Vote: 5-0. Shannon has to get approval from the Eagle Scouts and will do fundraising to cover the costs.

2.Martha Posner – Rec. Board Chair.

a.Rec. Board Budget 2023 – Martha noted the Rec. Board voted on the budget at their meeting held on Wed, September 7th and was presented to the BOS to be included in the 2023 Budget. Martha asked the BOS to consider approving the event dates for 2022 & 2023. Martha asked if the Rec. Board can donate \$100.00 to the Fire Company as a sponsor for their car show since the Rec. Board will not be doing any fundraising for them this year, but want to show their support. **MOTION** by J. Mauser, second by M. DeBerardinis to approve the Rec. Board donating \$100.00 to the Fire Company car show. Vote: 5-0.

b. Tree Lighting – Saturday, December 3, 2022 from 6 – 7:30 p.m.

c. Easter Egg Hunt and Breakfast – Saturday, April 1, 2023 at the Jerry Brunetti Welcome Center. Breakfast at 10 am and Egg Hunt at 12:00 noon. M. DeBerardinis will be leading the Egg hunt and the Road Dept. will assist and the BOS will participate. We need volunteers for crafts and serving the breakfast.

d. Plant Sale – Saturday, May 20, 2023 – 10-2 p.m. at the Township office.

e. Community Day – Saturday, June 10, 2023 1-5 p.m. at the Township office. The Board of Supervisors approved all the dates recommended by the Rec. Board.

3.Garden Club Presentation – J. Mauser presented a slide show of future site plan of the Centerfield Park. John talked about sponsorship for benches that the costs are exceeding the sponsorships for the benches.

The Road Crew could install a macadam path to the benches, 4 more benches with plaques (there are currently 6 benches on site) and install a fence around the propane tanks for safety reasons. He also mentioned possibly a larger pavilion replacing the pavilion there now and where the bocci court is. J. Smethers mentioned she is waiting to hear from the local share account and statewide grants for the multipurpose courts. The county didn't fund any park projects; she also put in the Grow Norco grant for the courts.

E. Woodruff did a presentation and intro. to the Village Garden Club. She indicated a lot can be done at the Centerfield complex. They are also looking into putting another vehicle on the playground. The Garden Club installed the arbor, which was \$6,000 and the Free Little Library. They will be attending Community Day and will be making evergreen swags for the Tree Lighting.

J. Mauser recommended the Board form the LMBT Centerfield Park Committee. This Committee will include 2 people from the Village Garden Club, Township Manager and 2 other residents (Ray DiFebo has already volunteered). Elvira and Joe would like to be the 2 people from the Village Garden Club. M. DeBerardinis volunteered to be on the Committee. LMBT should have a line item in the Township budget dedicated to Park improvements. The Centerfield Park Committee shall meet and make recommendations to the Board of Supervisors. This committee is needed to develop a plan for future park improvements. LMBT shall use the Facebook page and Township website to announce accomplishments at the Centerfield Park. Public Comment by Martha Posner – she would like to work with the Village Garden Club on future events and work together. S. Burns asked about a Mission Statement and Bylaws & guidelines for the Committee. **MOTION** by J. Mauser to form the Centerfield Park Committee. J. Zator indicated a Resolution needs to be adopted establishing the Committee. Motion withdrawn by J. Mauser. Tabled until the October Meeting. S. Newman indicated the Welcome Center needs a new caretaker of the butterfly gardens. We will announce that we are seeking volunteers in the upcoming newsletter

SUBDIVISIONS / ZONING - None

OLD BUSINESS

1.Gravel Hill Road Culvert – J. Smethers indicated we received bids from various companies. J. Coyle has recommended the Board award the low bid to Professional Construction Contractors, Inc. in the amount of \$166,526.60. **MOTION** by M. DeBerardinis, second by J. Mauser to award the Gravel Hill Road Culvert bid to Professional Construction Contractors, Inc. in the amount of \$166,526.60. S.Newman asked about the start date. J. Smethers indicated they are anticipating completion of the project before winter. There was discussion about what the fund the money should come out of. The Board decided \$66,526.60 will come out of liquid fuels and \$50,000 out of Road Dept. Capital Reserve projects. Vote: 5-0. J. Smethers will contact J. Coyle.

2.Township Garage Generator – J. Smethers indicate she received two proposals and is waiting for Winkler the 3rd contractor to come out on Wednesday. Tabled until the next meeting.

NEW BUSINESS

1.EAC Appointment – Robert Hart has expressed an interest in serving on the EAC. He has been attending meetings, including the Comp Plan meetings. **MOTION** by J. Mauser, second by S. Newman to appoint Robert Hart to the EAC. Vote: 5-0.

2. Volunteer Day – Clean up Butterfly Garden – J. Mauser indicated he couldn't arrange clean-up day for 10/8/22 as a volunteer clean-up day; the EAC is going to select a date in April 2023 for both clean-up and the dedication to Jerry Brunetti. John discussed the plaque for Jerry and the display case at the Welcome Center. The picture of Jerry is already placed at the Welcome Center. The Board was not in favor of the display case, but fine with the picture and plaque.

3. ASA – 8448 Upper Little Creek Rd. G10-4-4-0117 & G10-5-2-0117 – Applicant was present. J. Zator explained two items that are needed from the applicant: 1. written authorization from the LLC for both parcels (the applicant signed and submitted); 2. the Resolution accepting the parcels into the ASA requires a name and LLC in the Resolution for it to be recorded and will be a public record. Applicant agreed. **MOTION** by J. Mauser, second by M. DeBerardinis to approve the process of moving forward with the 8448 Upper Little Creek Rd. ASA. Vote: 5-0.

4.Resolution 2022-19 – Approving Updates and Revisions to the Emergency Operations Plan. J. Smethers noted every two years the EOP and the NARM need to be updated and reapproved. The Board reviewed and indicated some revisions to be made as follows: In the NARM (Notification and Resource Manual) Pg. 3 - J. Mauser's phone number is incorrect; Critical Emergency should just be internal; Pg. 9 & 18 add M. Hess phone #; Change Deputy EMC from S. Newman to M. Mastrogiovanni. **MOTION** by M. DeBerardinis, second by J. Mauser appointing M. Mastrogiovanni as Deputy EMC. J. Smethers indicated Melissa is not required to take the courses. Vote: 5-0. **MOTION** by J. Mauser, second by S. Newman adopting Resolution 2022-19 – Approving Updates and Revisions to the Emergency Operations Plan. Vote: 5-0.

5.Resolution 2022-20 – Revising the Fee Schedule for Various Fees Charges by the Township including, but not limited to, Conditional Use Hearings, Lot Line Adjustments and Lot Mergers. J. Smethers noted adjustments were made to include fees for the Conditional Use Hearings and Lot Line Adjustments / Lot Mergers. **MOTION** by M. DeBerardinis, second by J. Mauser adopting Resolution 2022-20 – Revising the Fee Schedule to include fees for Lot Line Adjustments and Lot Mergers – application fee \$375.00' Escrow fee - \$1,000 and Conditional Use Hearing – application fee - \$500.00; Escrow fee - \$1,000 Residential; \$3,000 Commercial and \$5,000 Industrial. Vote: 5-0.

6.Resolution 2022-21 (Draft) To Establish a Code of Conduct for the Elected Officials of the Township. The Board reviewed the draft Resolution. It was suggested in the header to add Elected Officials of Lower Mount Bethel Township. It should also include all Committee and Board Members. J. Zator indicated it would not include ZHB members; a quasi-judicial Board. S. Disidore indicated while she's not opposed to the Resolution, she has some of the same concerns and comments from the last time the Resolution was reviewed by the Board. M. DeBerardinis noted it's too specific and redundant. J. Zator mentioned other municipalities have passed a Resolution of this kind, and that he could compare their Resolutions with this proposed Resolution. The Board asked J. Zator to do a legal review from his experience. Tabled.

7.MMO Announcement – J. Smethers indicated this is the annual announcement of the estimate pension plan contribution for 2023. **MOTION** by S. Disidore, second by J. Mauser to acknowledge receipt of the 2023 Minimum Municipal Obligation for the Non-Uniform Pension Plan in the amount of \$18,492.00. Vote: 5-0.

8.Trick or Treating – The BOS decided to set trick-or-treat for Sunday, 10/30/22 from 4-6 p.m.

9.Slate Belt Comprehensive Plan Discussion –S. Disidore, S. Newman and J. Smethers have been attending the Plan Slatebelt Multi-Municipal Comp. plan meetings. J. Mauser did a slideshow presentation and pointed out the non-ag areas; 4,254.55 of LMBT land is preserved farmland. Plainfield has special exceptions on their own comp. plan. LMBT needs modifications to the draft Multi-Municipal Comp. Plan to allow what fits in with what we’re doing. J. Zator explained joint zoning should be consistent and factor in legal concerns regarding zoning. The comp. plan has no enforceability, only zoning does. S. Disidore discussed the draft Multi-Municipal Comp. Plan, and the intergovernmental cooperation & implementation agreement. J. Smethers talked about the cost of the consultant to make zoning consistent. There was discussion if the comp. plan would meet the requirements of the MPC. S. Newman noted she thinks the Multi-Municipal Comp. Plan will take at least a year to complete If not longer. J. Mauser noted we received a grant for the official map, which we need to move forward on and we have been working on our own comp. plan. John suggested we make an appointment with the Lehigh Valley Planning Commission. J. Zator will review to see if it meets the MPC. J. Mauser asked the Board to have J. Snook start working on the official map. **MOTION** by S. Newman, second by J. Mauser to start working on the official map and listed all the details of what should be included on the map. Vote: 5-0. J. Smethers will contact J. Snook.

APPROVAL OF THE BILLS – J. Smethers indicated the bill list is high because it’s 6 weeks of bills, plus construction payment for the office and 2 months of sanitation. **MOTION** BY S. Disidore, second by J. Mauser to approve the bills in the amount of \$220,848.32. Vote: 5-0.

S. Newman gave J. Zator a copy of Act 57 Ordinance that Northampton County passed.

CORRESPONDENCE - All Correspondence is located in the Township office.

REPORTS

Chairman’s Report – No report.

Board Members Reports

S. Newman – Sandra reported she is working on wording for the Kiefer sign for the ball field and will have the sign made. F. Heitzman can recycle the sign that’s headed to the ball field.

J. Mauser – John reported he has been advertising the benches for \$500.00, they may cost a little extra like \$150.00 over and asked if the township would cover the extra costs. There will be a few more placed at the Welcome Center and The Meadows. Board had no objection.

S. Disidore – No report.

S. Burns – No report.

Township Manager Report – J. Smethers reported Grace Industries gave a donation to the Rec. Board in the amount of \$3,000 for allowing them to use the Welcome Center while they were working on the Oughoughton project. Jennifer indicated the new emails will be set up once the renovations are complete at the office.

Township Solicitor Report – Written report submitted. J. Zator had nothing else to report.

Road Department Report – F. Heitzman reported they cleaned up down trees on Depues Ferry Rd., Klausz Rd., Rasley Hill Dr., Ott's Dr., & Berry Hollo Rd. M. DeBerardinis would like the Board to consider putting extra money in the 2023 budget for tree removal.

PUBLIC COMMENT – None.

ADJOURNMENT - The Public meeting was adjourned at 9:45 p.m.

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