

**LOWER MOUNT BETHEL TOWNSHIP
BOARD OF SUPERVISORS MINUTES – MAY 16, 2022 @ 7:00 P.M.**

CALL TO ORDER - The May 16, 2022 workshop 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 Chairperson DeBerardinis at 7:00 p.m. In attendance were M. DeBerardinis, S. Disidore, S. Burns, J. Coyle on zoom, J. Smethers and M. Mastrogiovanni. S. Newman and J. Mauser were absent. There was one attendee in the audience. The Pledge of Allegiance was recited.

APPROVAL OF MINUTES – April 18, 2022. MOTION by S. Burns, second by S. Disidore to approve the minutes as submitted. Vote: 3-0.

COURTESY OF THE FLOOR – None

SUBDIVISIONS / ZONING – None

OLD BUSINESS

1. Terpstra ASA - LVPC, LMBT PC, EAC, ASA and J. Coyle have made their recommendations for approval. **MOTION** by M. DeBerardinis, second by S. Disidore to approve advertising the Terpstra for a public hearing on July 11th and post the property. Vote 3-0.

2. Award of 2021 Road Paving Project – We received one bid from Bracalente for the 2022 Road Paving Project. Mike indicated that he and Fred reviewed the bid and felt the amount was fair. **MOTION** by S. Disidore, second by M. DeBerardinis to award the 2022 Road Paving Project to Bracalente Construction in the amount of \$114,172.56. Vote: 3-0.

3. Discussion on Office Renovations Bid – We received one bid for the office renovations from Uhrig Construction in the amount of \$185,555.00 plus alternate bids #1 - \$11,994.00 window replacement, #2 - \$7,811.00 painting, #3 - \$11,038.00 carpet replacement, and #4 - \$5,000 for security cameras. Total bid - \$221,398.00. J. Coyle indicated this is a very high and not a reasonable bid. He reached out to a few contractors that were interested, and they indicated they did not bid because they were low on workers and would not be able to get the job done. Justin recommended we re-bid and contact local contractors to make them aware of the RFP and advertise in the local paper. **MOTION** by M. DeBerardinis, second by S. Burns to reject the bid from Uhrig Construction, re-advertise in the local paper and send out the RFP to local contractors. Vote: 3-0. Jen indicated the CBDG grant money needs to be used by the end of September, but she can request an extension. She also indicated she would look to revise the scope of work.

4. Employee Manual – J. Smethers indicated she made all the revisions the BOS recommended at the last meeting. The Board reviewed the revised manual. Jen made the changes to the vacation time accrual according to the suggestions by Susan and Sandra. There was discussion about accrual of time from the prior year and then prorated for current year if an employee leaves. Jen will make the additional revisions and have ready for approval at the next BOS meeting.

5. Gravel Hill Road Discussion – John requested this matter be on the agenda. J. Coyle indicated the preliminary plans for the NPDES permit are ready to go for June. Field survey and bog turtle study needs to be completed.

J. Smethers mentioned she talked to the Conservation District about applying for the Dirt and Gravel Road grant, but thought we were not interested in applying for this project because it is a private issue. If we do not get the LSA grant for Little Creek Road, then she would like to apply for the Dirt and Gravel Low Volume Road grant for Little Creek Road. Tabled to the next meeting when J. Mauser is present to discuss.

J. Coyle was excused from the meeting at 7:30 p.m.

NEW BUSINESS

- 1. Accept Resignation of Jenna Dellanno from the Planning Commission** – We received an email from Jenna that she has moved out of the township. The Planning Commission has accepted her resignation. **MOTION** by M. DeBerardinis, second by S. Disidore to accept Jenna Dellanno's resignation from the Planning Commission. Vote: 3-0.

- 2. Appointment of Planning Commission Member** – We received a letter of interest from Bruce Smith of 5869 Del Haven Road. The PC has made a recommendation to appoint him. **MOTION** by S. Burns, second by S. Disidore to appoint Bruce Smith to the Planning Commission to fill the remainder of Jenna Dellanno's term. Vote: 3-0.

- 3. Appointment of Environmental Advisory Committee Member** – We received a letter/email of interest from Rosalie DeBenedetto. This is to replace David Blaine. She attended the EAC meeting on Monday, May 9th to meet the current members. **MOTION** by M. DeBerardinis, second by S. Burns to appoint Rosalie DeBenedetto to the Environmental Advisory Committee to fill the remainder of David Blaine's term. Vote: 3-0. Jen indicated we never received a resignation letter from Inga Litz.

- 4. Review of the LMBT Safety and Health Manual – J. Smethers indicated** this is a requirement for the Insurance Company. Jen reviewed with the BOS the manual sections she needed clarification. Pg. 35 – Using Respiratory Protection, Pg. 38 – Controlling Hazardous Energy in Equipment (Lockout/Tagout), Pg. 43 – Performing Hot Work (Welding, Brazing, Grinding, Cutting). M. DeBerardinis and F. Heitzman indicated this section should be kept in the manual. Pg. 62 – Working Near Traffic (Highway Work Zones) – Also keep in, the Road Crew & M. DeBerardinis need to go for their updated flag certification. J. Smethers will contact the insurance company to see if they offer this certification and set that up for them to attend. **MOTION** by M. DeBerardinis, second by S. Burns to adopt the LMBT Safety and Health Manual as revised. Vote: 3-0.

APPROVAL OF THE BILLS - MOTION by M. DeBerardinis, second by S. Disidore to approve the bills in the amount of \$114,008.06. Vote: 3-0.

CORRESPONDENCE - All Correspondence is located in the Township office.

REPORTS

Chairman's Report – No report.

Board Members Reports

S. Burns – Samantha gave a Rec. Board update on behalf of M. Posner. Plant sale is this Saturday. We are in need of bakers and watermelons for the Cake Walk at Community Day. Samantha asked if Mike can put compost at office, edge and mulch. She mentioned Jeff did not share with Darlene the date and information for Community Day. The Easter Egg Hunt will be run by the Rec. Board

next year with M. DeBerardinis leading and assisting. Mike indicated he will help organize and donate. There was discussion about having an Easter Egg Hunt breakfast and possibly starting up dinners at Centerfield like they did years back.

Bridge - Samantha reported she is working with Anthony Salomino from the Morning Call regarding the bridge in Martins Creek. She, Mike and Jen met with PennDOT; they are planning to repair the deck and rails and it should last 10-15years; budget is \$500,000. A full replacement is a 11-million-dollar project. They assured that the repairs would make the bridge safe. The Morning Call took a picture of her at the bridge. Also, the detour cannot be a 10-mile detour and we need to talk to our Emergency Services.

Centerfield Floor – Samantha indicated she has not heard from Randy from Alloy5 or Paul Weiss. She asked if Joe Zator can send a letter to Alloy5 and Paul Weiss. J. Smethers suggested we at least ask for money back to cover the costs to replace the floor and we can get estimates for demo and replacement. The Board agreed.

S. Disidore – Susan asked Jen if she reached out the Northampton County regarding bridge 31. J. Smethers has not, but will reach out to them and report back.

Township Manager Report – Jen reported she is applying for the CDBG grant for \$80,000 - \$90,000.00 for ADA accessible trails at the Visitors Center and the Meadows, and ADA accessible playground equipment at Centerfield and at Riverton.

Zoning Officer Report – Written report submitted.

Road Department Report – Fred reported the Road Department has been mulching, took down slides at Centerfield, mowed and did maintenance of parks and trails. Also, three drainpipes need to be replaced, so those roads will need to be closed for just one day. All the bleacher's heights have been brought down to 30 inches. They have been doing maintenance and patching roads. Two trucks need to be repaired - the 1989 Mack truck need new brakes and the hoist on Shannon's truck needs repairs.

PUBLIC COMMENT – None.

ADJOURNMENT - The meeting was adjourned at 8:20 p.m.

Respectfully Submitted,

Melissa Mastrogiovanni, Township Secretary / Planning Administrator
Lower Mount Bethel Township