

**LOWER MOUNT BETHEL TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MINUTES**

June 20, 2022 @ 7:00 P.M.

CALL TO ORDER - The June 20, 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, S. Burns, J. Smethers and M. Mastrogiovanni and J. Coyle (via Zoom) J. Mauser was absent. There were 2 attendees in the audience. The Pledge of Allegiance was recited.

APPROVAL OF MINUTES – June 6, 2022. Corrections in bold: Pg. 1 - #1, 5th sentence take out **Township** and after two (2) add the words - **per the map**, Pg. 2, 1st sentence Public Hearing on add the words **potential adoption. MOTION** by S. Disidore, second by S. Newman to approve the minutes as amended. Vote: 4-0.

COURTESY OF THE FLOOR

1.Community Day Report – Martha Posner, Chairperson gave a report on Community Day and thanked everyone for helping. It was a great success and hopes next year will be better attended. Martha thanked J. Smethers for getting the grant to help pay for extra supplies. She also thanked Melissa, Samantha, Jenny & Regina, all the volunteers and the Board of Supervisors for participating. Martha indicated they will have more crafts next year and would like to purchase a better sound system with cordless microphones. Martha thanked Jenny Leggett for the beautiful free little library she designed for the Township Office and the Garden Club for the free little library and arbor / fencing they put up at Centerfield. The Rec. Board will be taking over the Easter Egg Hunt next year with the lead and assistance from M. Deberardinis. This will include a pancake breakfast that we will be charging a nominal amount for and J. Smethers has put a grant in for supplies. M. Deberardinis will be donating the bunnies and eggs for the event. Next Rec. event will be the tree lighting in December. Jen informed the Board we did not get the Livable Landscape Grant for the tennis courts. She is still waiting on the State Wide Shared account; we should know by September. We can ask H & K to contribute materials. Jen will set up a meeting with H & K, Mike and Martha.

SUBDIVISIONS / ZONING - None

OLD BUSINESS

1.Office Renovation Bid Review/Contractor Selection – J. Coyle indicated we received 2 bids; one from George Russo for \$184,850 base bid (\$11,650 alt. bid) and one from Uhrig for \$178,600 base bid (\$13,200 alt. bid). J. Coyle indicated Uhrig is a reputable company and recommended the Board award the base bid to Uhrig if the Township finances allow it. J. Smethers indicated since the bid came back again still higher than the engineer estimate, we can use the \$59,517 that was in capital reserve for the office (that was budgeted to be moved to road projects) along with the CDBG grant of \$45,750. Jen indicated the balance can come from the ARPA funds which there is \$323,000.00 we are able to use for anything. Mike suggested we do the alternate bid too while we are doing the other renovations. Justin suggested awarding the entire project to Uhrig, he wasn't sure if you can split the bid. **MOTION** by M. DeBerardinis, second by S. Newman to award the bid for the office renovation (base bid and alternate bid) to Uhrig Construction in the amount of \$192,300.00. Vote: 4-0. Jen will contact Uhrig and let them know and move forward with the notice to proceed.

Comprehensive Plan Engineering invoice – J. Smethers explained Carroll Engineering did an extensive review of Chapter 8 – Transportation section which is a key piece. There was a miscommunication; they rewrote the entire section. Jen’s understanding was they were supposed to only provide a memo of key points that need to be addressed. The bill is \$17,000.00. Justin indicated Chapter 10 also needs extensive review and revision as, there are numerous issues in the Comp. Plan. Justin asked if he can be provided a copy of the most recent Act 537 plan. There was discussion about the amounts of PFAS and PFOS that are acceptable. Review of Chapter 10 will be put on hold and Justin will get us a ball park figure of the amount of hours Carroll Engineering needs to finish up the work on the Comp. Plan. We need our Comp. Plan completed so we can do the official map. There was discussion about the Slate Belt Comp. Plan. Justin left the meeting at 8:00 p.m. J. Smethers will reach out to Carroll Engineering to see if they can meet us in the middle on the \$17,000 bill.

2. Certificate of Deposit Renewal – J. Smethers indicated the Sanitation CD renews on June 24th and explained the best option is to leave the funds in the current public funds CD for 18 months, unless we think we will need the funds before the next renewal. We currently have \$387,260.55 in the sanitation checking account. **MOTION** by S. Newman, second by M. DeBerardinis to leave it alone and let the Certificate of Deposit Renewal roll over when it expires on June 24th. Vote: 4-0.

NEW BUSINESS

- 1. Accident and Illness Prevention Manual**
- 2. Facility Emergency Action Plan Manual**
- 3. Bloodborne Pathogens and Other Infection Hazards Manual**

J. Smethers indicated these draft manuals are from our insurance company; she made some revisions as they apply to us. We need to set up a Safety Committee and appoint staff / BOS to the Committee. **MOTION** by S. Disidore, second by M. DeBerardinis to adopt all the manuals and appoint M. DeBerardinis, S. Disidore, Mark Hess and office admin. to the Safety Committee. J. Smethers mentioned the Emergency Operations Plan expires in September.

APPROVAL OF THE BILLS – J. Smethers removed a check from the bill list in the amount of \$20,348.00 payable to Carroll Engineering until she can speak to Justin about lowering the bill for the Comp. plan. **MOTION** by M. DeBerardinis, second by S. Burns to approve the bill list in the amount of \$35,845.64. Vote: 4-0.

CORRESPONDENCE - All Correspondence is located in the Township office. J. Smethers indicated we received a request from Brandywine Conservancy to participate in the LCAP program. The annual fee is \$450.00. The Board said no, they’re not interested.

REPORTS

Chairman’s Report – No report.

Board Members Reports

S. Disidore – No report.

S. Burns – No report.

S. Newman – Sandra suggested we come up with a summary / highlight of the Zoning Ordinance for the July 11th meeting.

Township Manager Report – Jen reported she received the draft letter from J. Zator regarding the kitchen floor. Joe asked for pictures of the floor. Samantha said she will provide those pictures. The letter will be sent to Allied 5 & Paul Weiss. Jen mentioned the Eagle Scout will be present at the BOS July 11th meeting. Jen had provided the BOS with a list of projects the Eagle Scout is interested in doing at the Meadows. The Board indicated they are ok with most of the projects with the exception of the benches.

Road Department Report – F. Heitzman reported the Road Department has been busy spraying guardrails, maintaining The Meadows, mowing, maintenance and brushing back trails. They are re-lining the pipe system at Del Haven Rd. and the truck being repaired will be ready this week.

M. DeBerardinis said we need a 10-year budgetary equipment plan replacement schedule and road plan put in place; they both expire this year.

PUBLIC COMMENT

ADJOURNMENT - The meeting was adjourned at 8:28 p.m.

Respectfully Submitted,

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