

1 Draft 3/1/2018

2 **FORKS TOWNSHIP**
3 **BOARD OF SUPERVISORS**
4 **Northampton County, Pennsylvania**

5 **WORK SESSION**
6 **MARCH 1, 2018**

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8 **MEETING GENERALITIES:**
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10 The Forks Township Board of Supervisors met in a work session at the Municipal Building, 1606 Sullivan Trail,
11 Easton, Pennsylvania on this date with the Pledge of Allegiance.
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13 **Board Members Present:**

14 John O'Neil, Chairman
15 Erik Chuss, Vice Chairman
16 Ed Moore, Supervisor
17 Dan Martyak, Supervisor
18 Robert Egolf, Secretary /Treasurer
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20 **Others Present:**

21 John V. Cornell, Township Manager
22 Steve Kramer, Public Works Director
23 James Farley, Finance Director
24 Rachel Sulzbach, Parks & Recreation Director
25 Wendy Nicolosi, Solicitor
26 Sean Policelli, Township Engineer
27 Greg Dorney, Police Chief
28 Tim Weis, Building & Zoning Official
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30 **Absent Were:**

31 Chuck Gallagher Fire Chief
32 Barb Bartek, Human Resource Manager
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34 **Public Comments:**

35 Chairman O'Neil called for Public Comments, there were none.
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37 **Supervisor Comments:**

38 None
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40 **DISCUSSION ITEMS**

41 **1. WASTE WATER F.O.G. ORDINANCE#354 CONSIDERATION**

42 Building and Zoning Official, Tim Weis, Solicitor Nicolosi and Township Manager gave an overview of the
43 ordinance and mentioned prior problems with grease in the sewer system. Secretary Egolf made a
44 motion second by Supervisor Martyak to approve the ordinance.
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46 **VOTE CALLED 6-0**

47 **2. STREET OPENING ORDINANCE #355 CONSIDERATION**

48 Solicitor Nicolosi explained the reason for the ordinance was to insure when other utilities have to open
49 roadways they will be held responsible for the proper reconstruction. Supervisor Moore made a motion
50 second by Vice Chair Chuss to approve the ordinance.

1 **VOTE CALLED 6-0**

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3 **3. TWO T'S LAND DEVELOPMENT PLAN (GO-CARTS) INFORMAL DISCUSSION**

4 Mr. Weis and Mr. Policelli presented the plan. Discussion about storm water, removal of golf nets and
5 lighting. Also, discussion regarding gas versus electric go-cart engines. It was explained that noise would
6 be controlled by the zoning ordinance. Dan Martyak questioned if the sound levels would be tested and
7 what decibel levels were permitted. Discussion about sound barriers, berms, number of carts. Discussion
8 on waivers requested that were deferred by the PC and offsite and recreation fees.
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10 **4. TOWN CENTER STUDY (STREETSCAPE) GRANT FUNDING DISCUSSION**

11 Mr. Cornell explained that LVPC and our engineer indicated that our project may qualify for federal
12 funding through project phasing. A 30% match will be needed but they could be through private funding
13 or work from our own PW workers. Staff discussion is to target approximately \$500,000 grant funds.
14 Questions arose about how much we will be able to actually afford to continue this project. Mr. Farley
15 explained that funding would be paid as invoices are received over the course of 4 years and that the
16 township could budget the funds yearly. Mr. Kramer had concerns of maintenance of new infrastructure.
17 A revised scope would be presented at the next meeting for the board to discuss.
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21 **5. SIDEWALK & CURBING WAIVER/DEFERAL IMPLEMENTATION**

22 Sean explained that he is working with Tim Weis to determine where we currently have ROW to have
23 curbing and sidewalks installed. As we review the plan we will make recommendation to call in deferrals.
24 Other trails must be identified and owners must be contacted. Dan asked why some developments had
25 curbs and some didn't, it was explained that different board members and the age of projects were
26 contributing factors.
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30 **6. PARK HOUSE RENTAL DISCUSSION**

31 A request was made by an employee to rent the house as a residence where monthly rent would be
32 collected rather than a per use basis. Questions arose about fairness and transparency with this decision
33 along with revenue generated. After further discussion it was decided that the offer would be made to all
34 employees and if anyone else was interested they would be considered. Wendy said a solid lease would
35 have to be drafted to protect the township.
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41 **1. DEPARTMENT HEADS ROUND TABLE**

The department heads will provide updates on various projects with in their respective departments.

42 • *Engineer, Sean Policelli:*

43 ○ Nothing additional

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45 • *Police Chief*

46 ○ Greg was asked on the condition of detective Kelley after her recent tragedy

47

48 • *Township Manager, John Cornell:*

49 ○ Need for executive session

50 ○ Rec board and zoning hearing board vacancy

51 ○ Will interview candidate for recording secretary

52

- 1 • *Finance Director, James Farley:*
- 2 ○ Needed a PO signed for new PW vehicles
- 3 ○ Liquid fuel money is due to be received this month
- 4
- 5 • *Public Works: Steve Kramer discussed the implantation of the "Nixel" system*
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- 7

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9 **Adjournment:** There being nothing further to discuss the meeting was adjourned at **8:20 PM**

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11 **Executive Session - Litigation**

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13 *Minutes transcribed by Recording*
14 *Tim Weis*