

FORKS TOWNSHIP BOARD OF SUPERVISORS
Northampton County, Pennsylvania
WORK SESSION
November 1, 2018

MEETING GENERALITIES:

The Forks Township Board of Supervisors met in a work session at the Municipal Building, 1606 Sullivan Trail, Easton, Pennsylvania. Meeting was called to order this date at 7pm with the Pledge of Allegiance.

Board Members Present:

John O'Neil, Chairman
Erik Chuss, Vice Chairman
Ed Moore, Supervisor
Dan Martyak, Supervisor

Others Present:

John V. Cornell, Township Manager
Wendy Nicolosi, Solicitor
Sean Policelli, Township Engineer
Tim Weis, Building & Zoning Office
Stephen Kramer, Public Works
Rachel Sulzbach, Recreation
James Farley, Finance Director
Greg Dorney, Police
Chuck Gallagher, Fire

Absent

Robert Egolf, Secretary/Treasurer
Barb Bartek, Human Resources

Public Comments for non-agenda items: None

Supervisor Comments: None

Announcement – Due to the construction at the Forks Elementary School on Nov 6th, 2018, the Board of Election has moved the election polling for Forks Eastern District 2 to be held at the Township Municipal Building, 1606 Sullivan Trail.

DISCUSSION ITEMS

1. Tractors (of trailers) parked in residential neighborhoods

Tim Weiss – In the zoning ordinance years ago, we had restrictions in certain districts where tractor trailers could be parked. Township had previous issue on Silo Drive of a tractor trailer being parked in a residential area overnight. Township contacted and sent letters to the resident and as far as I know the issue of him parking his truck overnight has been resolved. I'm informed the same individual is now parking his truck at his residence during the day. I'll let the residents speak to the issue.

Nia Lampa, 2313 Silo Drive – I have been keeping a journal and documenting the days, times and activity of the truck that is in the neighborhood. The owner washes and works on the tractor trailer in his driveway. The noise is annoying, the fumes from the truck running, as it is being worked on is toxic and is unsightly. The truck idles for long periods of time. I'm here this evening to ask the township to pass a more strictive tractor trailer cab law in the township. The current law is insufficient and difficult to enforce.

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1. Tractors (of trailers) parked in residential neighborhoods (cont.)

Mr. Chuss – In our ordinance we have no restrictions on commercial trucks.

Mr. Weis – Our ordinance is strictly for overnight parking of trucks.

Board suggested looking at updating the township ordinance similar to other municipalities.

2. Rental Apartment Registration proposed ordinance

Wendy Nicolosi, Solicitor – Presented proposed Rental Apartment Registration Ordinance and looking for any comments or changes.

Mr. Chuss – Thought it was great. Only question I had was regarding the setting up of the forms, collecting, processing and advertising, which are operational. The fees and penalties are reasonable.

Wendy Nicolosi, Solicitor – Will advertise and have final ordinance for the December meeting.

3. Planning Commission Comprehensive Plan update

Ken Baird, Gilmore & Associates Inc – Gave presentation of the current processes of updating and achieving an implementable Comprehensive Plans for today, including assistance in acquiring grants. Pointed out that other entities need to come to the table to identify the goals needed to be met for the township.

Board commented in past it was a long and slow process. What is the time frame from this scope you are looking at, is about a year?

Ken Baird – Gilmore & Associates is trying to get them done in a year. We are attached to grants and they take a year to process.

Mr. Chuss – What is the next step, getting a quote? Do we need to get 3 bids?

Mr. Cornell – These are professional services no additional bids are required.

Ken Baird – We can give you a quote.

Mr. Moore - You mentioned in your presentation about a \$60,000 to \$90,000 cost for the year, but there are grants that would bring that number down.

Ken Baird – The reality is on the street it's about \$90,000 because someone has to come in and learn all about you. That is a ramp up period that takes some time. You have everything right now on our share drive which I will start with and read through. The number is closer to \$50,000.

Mr. Moore – You said about grant money. Would that bring the price down lower? What does that look like?

Ken Baird – That would bring it down about 50%

Mr. Moore – So that would bring it down to \$25,000?

Ken Baird – Yes, that's the goal. Where I can find other money that can serve to accomplish things I do.

Mr. Martyak – Where do we stand?

Mr. O'Neil – I think we are going to ask for an estimate. Appreciate you coming out tonight. Thank you.

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4. Department Heads round table

John V. Cornell, Township Manager – Executive session for personnel. Repairs to cottage have been completed.

Wendy Nicolosi, Solicitor – Nothing additional

Sean Policelli, Township Engineer – Nothing additional. Uhler & Bushkill roads plans are about to get finalized.

Tim Weis, Building & Zoning Office – Ravello business is closed. Fire House Plaza has been sold and new buyer will tear down the building and rebuild an office building.

Stephen Kramer, Public Works – Nothing additional

Barb Bartek - Absent

Rachel Sulzbach, Recreation – We had a successful Community Days bringing in more revenue than we had expected. So, the community voted to pay the staff overtime amounting to \$5,400 and a donation of \$1,800 to fire truck.

James Farley, Finance Director – Sending an email out to wrap up the August 3-16th rollout by the end of November. Licenses are in place, just a matter of training.

Greg Dorney, Police – Nothing additional

Chuck Gallagher, Fire – Nothing additional

Work Session adjourned at 8:10pm

11/27/2018 minutes scripted by L Nicasanti