

FORKS TOWNSHIP, NORTHAMPTON COUNTY
Board of Supervisors

10-04-2021

Budget Work Session Meeting Minutes

A budget work session of the Forks Township Board of Supervisors was held on Monday, October 4, 2021, called to order by Chairman John O'Neil at 5:30 pm and began at the fire training school, 3400 Glover Road. The work session continued at the Forks Township Municipal Building, Easton, PA, at 6:15pm.

Board Members:

John O'Neil, Chairman
Dan Martyak, Vice Chairman
Tim Hughes, Secretary/Treasurer
Kelly Keegan, Member
Ty Corallo, Member

IN ATTENDANCE:

Donna M. Asure, Township Manager
William Donovan, Fiscal Manager

The work session first began with a tour of the fire training school at 3400 Glover Road. The building is in need of repairs and upgrades as requested by the fire company. Present were Jevin Russo, Fire Chief, Neil Shurgot, Fire Company President and Mike Vinci, fire company treasurer. The fire company members explained the uses of the building. The board was able to view the Padgenite tiles which are the basis of the burn building. For further discussion the board and fire company members departed for the municipal building to continue the work session.

The board and fire company members gathered in the meeting room at the municipal building. Discussion took place on the quote received to repair and upgrade the training school. The quote received is for \$191,897.00. The fire company has prepared specifications in case this project must go out to bid but there is a possibility this vendor is a sole source supplier of the materials. This is being researched. J. O'Neil asked if there had been discussion with the fire company as to what they would be able to contribute towards this project. N. Shurgot explained that they brought this before the membership and at the first reading the members approved \$25,000.00 towards the project. This will again be voted on at the next meeting. He also stated that the relief association would pay for the wireless temperature monitors with a cost of \$9,023.00. There are three parts to the fire company – the relief association which receives state funds; the fire company which is a 501c3 and raises money through a golf tournament, boot drops, community days and letter drive; and the fire department which is by ordinance defined as the Chief and Assistant Chief of the fire company and who receives the annual funding from the township. The board discussed with the members the renting of the tower to other companies, and it was explained that this is not done any longer due to damage. D. Martyak asked questions pertaining to the IRS filings by the company and if there was money available in the investments listed under these reports. N. Shurgot stated he would bring this back to the body to see what their feelings are on using additional monies towards the upgrades and repairs. J. O'Neil stated that better communication is needed as if the board knew repairs were going to be needed the township could have been putting away \$15,000 per year to have the money needed when the time came to do the work. They discussed having the fire company, once again, allocate money to the township annually to put into a capital fund for future large purchases and repairs.

The supervisors asked the fire company members if they would be interested in owning or leasing the fire tower from the township? Discussion took place concerning the ownership of the fire training center and

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the differences between owning and leasing. The township solicitor will be asked to give the board her opinion on this. If the fire company owned or were leased this property, they will then become responsible for the upkeep, maintenance, repairs and upgrades to the facility. The members present stated they would take this back to the body.

The next topic discussed was the need for a new key system at the fire house. The township key system had been replaced by the fire company with their own system several years ago and it is now not working, and parts cannot be found. Proposals were received to install the exact system as the township building which was for \$ 46,871.79. Another proposal was received to upgrade to a different type of key fob system which is wireless and not dependent on running wires. The proposal was for \$ 28,031.83. The vendor is has worked with the township before and is a co-stars vendor. The fire chief stated there is still money remaining in the money allocated by the township for the fire department in the 2021 budget and the funding could come from there. The board asked the township manager to place this on the agenda for Thursday, October 7 work session.

The fire company members left the meeting at 7:20pm.

The board then discussed with staff additional numbers for the general fund, whether or not the ARPA monies could be used for any of the project discussed tonight and the agenda for the Thursday, October 7th work session.

There is a work session scheduled at 6pm Thursday, October 7th to review the public works budget with the 7pm work session to be used for capital.

Having no further business, the work session was adjourned at 7:50pm. All in favor. Motion carried.