

FORKS TOWNSHIP - BOARD OF SUPERVISORS Northampton County, Pennsylvania
REGULAR MEETING. - January 17, 2019

MEETING GENERALITIES:

The Forks Township Board of Supervisors met in a Regular Meeting at the Municipal Building, 1606 Sullivan Trail, Easton, Pennsylvania on his date with the Pledge of Allegiance.

Board Members present were:

Dan Martyak, Vice Chairman
Erik Chuss, Supervisor
Ed Moore, Supervisor

Others Present:

John V. Cornell, Township Manager
Tim Weis, Building & Zoning Officer
Wendy Nicolosi, Solicitor
Sean Policelli, Township Engineer
Chuck Gallagher, Fire Chief
Greg Dorney, Police Chief

Absent:

John O'Neil, Chairman
Robert Egolf, Secretary/Treasurer
Rachel Sulzbach, Parks & Recreation Director
Steve Kramer, Public Works Director
James Farley, Finance Director
Barb Bartek, Human Resource Manager

SUPERVISOR COMMENTS:

Mr. Moore thanked Erik Chuss for his past service as Vice-Chairman and Wendy Nicolosi, Solicitor and Sean Policelli, Engineer who both were appointed for another year.

With the snow coming, the fire company is having a clear away zone for fire hydrants contest. See Forks Township Newsletter for more detail information.

APPROVAL OF MINUTES OF THE PREVIOUS BOARD MEETINGS:

Minutes of November 29, 2018 Regular Meeting –

- Mr. Chuss made motion to approve; seconded by Mr. Martyak; Mr. Moore was absent latter part of this meeting so he will abstain.

Vote called: 2-0 1-Mr. Moore Abstained

Minutes of December 6, 2018 Work Session Meeting –

- Mr. Martyak made motion to approve; seconded by Mr. Chuss;

Vote called: 3-0

Minutes of December 20, 2018 Regular Meeting – corrections

- Mr. Chuss – his name is misspelled numerous times as ***Eric and it should be Erik***
- Mr. Moore - in the Non-Uniform Collective Bargain Agreement - the Vote called 3-1 is incorrect, it should be Vote called 2-1
- Mr. Martyak made motion to approve; Mr. Moore so moved; seconded by Mr. Chuss

Vote called: 3-0

Minutes of January 3, 2019 Re-Organization Meeting – minutes are not completed

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Public Comments - None

INVITED GUESTS

- **Planning Commission:** Tim Weis – In the drive is a sketch plan. The Commission wants to submit a full plan.
- **Recreation Board:** – Nothing to report
- **Forks Business Association (FBA):** Mr. Cornel – On January 9, 2019 the FBA met, the agenda and minutes from December 12, 2018 are in the Board’s packet. As always there was a huge list of upcoming events between February and June. There was the normal Forks Township and Forks Area Arts Society update. They continue to update and work on the website., which is improving dramatically.

Mr. Chuss - a FBA Board Member from Easton Coach raised some concerns about jake brakes. I thought I’d mention it here and if it’s something we could look into. He said the entire building shakes and is concerned about noise and other issues with the building, when they hit the brakes on Uhler Road.

Wendy Nicolosi - I’ve looked into the issue at other municipalities and there are some criteria. For the record we’ll call them brake retarders, because jake brakes is an industry name and I know they have had legal actions because they don’t like people using their name. Like using Kleenex instead of tissue. There are some issues depending on the grade of the road and there are specific criteria. I’ll give you an update next meeting.

Mr. Chuss – The new businesses coming into the Park Plaza are a fitness center, a senior center, a chef/cooking class restaurant and Gym Tyme is expanding.

Mr. Moore - On April 2, 2019 there is a program for EACC Opium Awareness event at the State Theatre.

Treasurer’s Report: Mr. Erik Chuss

Mr. Cornell – There is no Treasurer’s Report in the Board’s packet, due to a death in Mr. Farley’s family. The Board will have Mr. Farley’s report at a later date.

Total Outstanding Debt.....\$7,030,000.00

| | <u>12/28/2018</u> | <u>1/07/2019</u> | <u>1/17/2019</u> |
|----------------------------|-------------------|------------------|------------------|
| General Fund | \$ 158,293.26 | \$ 104,227.87 | \$ 121,400.75 |
| Real state Tax | | | 18,005.11 |
| Capital Improvement..... | | | |
| Recreational Capital | | | 5,624.00 |
| State Liquid Fuels | 350.00 | 3,568.67 | 6,879.56 |
| Sewer Tap-in | | | |
| Escrow Fund | | 450.00 | |
| Utility Fund | 7,796.55 | 365,969.50 | 68,357.96 |

Supervisor Erik Chuss made a motion to approve the **12/28/2018** payments; seconded by Mr. Moore

Vote Called: 3-0

Supervisor Erik Chuss made a motion to approve the **1/07/2019** payments; seconded by Mr. Moore

Vote Called: 3-0

Supervisor Erik Chuss made a motion to approve the **1/17/2019** payments; seconded by Mr. Moore

Vote Called: 3-0

OLD BUSINESS

1. Proposed Vehicle Code Amendment Ordinance

Wendy Nicolosi, Solicitor -This is the township' ordinance to prohibit the parking, stopping and standing of oversized vehicles in residential neighborhoods.

- Oversized vehicle would be a bus, Class 5 and greater vehicle, dual wheel motor home, a recreational trailer and a truck camper.
- Residential districts are farmland preservation, open space residential, country residential, suburban residential, suburban residential mobile home, town center apartment districts and various portions of HCRC EC 1 and EC 3 that contain residential dwellings. Oversized vehicles are prohibited in these residential districts.

It has been properly advertised and we are looking to pass this ordinance tonight. This is an amendment to the current township's vehicle code. It's amending Chapter 195 and is specifically amending the current definition section in that, as well as, adding a new section which is 195-28

Mr. Martyak – do I have a motion to approve; Mr. Moore so moved; seconded by Mr. Chuss; Mr. Moore aye; Mr. Chuss aye; Mr. Martyak aye

Vote called – 3-0

2. Green at 2 T's minor subdivision Preliminary/Final approval consideration

Lou Perone, Engineer & Consultant to the Deitzlers, owners of 2 T's Mini Golf. This is in respect to the driving range at the facility which has been abandoned. Looking to take that large open tract of land and add it to an existing lot to Kesslerville Road. Just a lot line change, we will still have 2 lots the same number which we started with. There are 2 waivers, one for capital improvement fees and second waiver for recreational fees which we are asking to be approved.

Mr. Chuss made a motion to approve the 2 T's subdivision Preliminary/Final plan which includes 2 waivers. One is a waiver for the requirement to provide recreational lands or fees and second to waive the capital improvement fund fees for this subdivision, based on the letter dated December 14, 2018; seconded by Mr. Moore;

Mr. Moore aye; Mr. Chuss aye; Mr. Martyak aye

Vote called - 3-0

3. Appointment of a representative to the Easton Area Joint Sewer Authority

Mr. Cornell – We advertised and didn't receive anyone from the general public to volunteer for the representative position to the Sewer Authority. We had 2 staff members come forward, Mr. Weis and Mr. Kramer.

Mr. Cornell reached out to the Authority and asked if there were any criteria or restrictions. The solicitor for the Authority came back and said the individual needs to be either a resident, taxpayer or work for a business that is located in the township. Mr. Weis meets the criteria and we recommend Mr. Weis to you.

Mr. Martyak asked for a motion to appoint Mr. Tim Weis as the representative to the Easton Area Joint Sewer Authority; Mr. Moore so moved; seconded by Mr. Chuss; Mr. Moore aye; Mr. Chuss aye, Mr. Martyak aye

Vote called – 3-0

4. Planning Commission appointment

Mr. Cornell – There is another vacancy on the Planning Commission since the Boards' last meeting, which is Mr. Dausend. The Board's last meeting, the Board appointed Mr. Matt Sprung to fill Mr. Dicker's 1-year vacancy as a member and Mr. Ian Heck as a 2-year alternate. Consideration to appoint Mr. Heck to the new 2-year member vacancy (2021).

4. Planning Commission appointment (cont.)

Wendy Nicolosi, Solicitor – I believe the desire of the Planning Commission is to have Mr. Ian Heck fill the new 2-year member vacancy.

There was discussion to 1) advertise for the vacant position 2) move Mr. Heck into the position and 3) a process going forward for appointing alternates to the Planning Commission.

Mr. Martyak thinks the Planning Commission is the core to this township. It's important to have a process and to have the process documented.

Mr. Martyak is there a motion to appoint Mr. Ian Heck to open role vacated by Mr. Dausend, finishing out a 2-year term ending December 31, 2021, because he is the current appointed alternate. Do I have a motion? Mr. Moore so moved; seconded by Mr. Martyak; Mr. Chuss abstained. Mr. Moore aye, Mr. Chuss abstained; Mr. Martyak aye.

Vote called: 2-0 -1 Mr. Chuss Abstained

Mr. Martyak – Make sure this is an agenda item on the next Supervisor workshop, for discussion on how to handle future events like this.

5. Bartolacci Zoning Challenge Hearing:

This is continued until February 21, 2019 to hear the zoning challenge for apartments at tax parcels J8/18/7, J9/8/6, J9/8/7 and J8/20/3.

DEPARTMENT REPORTS

Township Manager – John Cornell, - Report in packet. Ask for a brief Executive Session for litigation and personnel.

Finance Director - Jim Farley, - Absent – Report on drive

Human Resources – Barb Bartek, - Absent – Report on drive

Public Works – Steve Kramer, - Absent - Report on drive.

Zoning Dept – Tim Weis, - Report on drive. With the recent passed Ordinance Apartment Registration, we put 2 documents on the website and instructions on how to fill out the form. We mailed out approximately 280 letters to all known landlords in the township advising this is in play and will have to register with the township. Per the ordinance the due date on when the landlords need to respond is April 1st. This is for home owners who are renting their property.

Recreation – Rachel Sulzbach, - Absent - Report on drive.

Police Chief – Greg Dorney, - Report on drive. We are fully staffed due to upcoming weather.

Mr. Moore asked if we had a shelter for those that without heat. Mr. Cornell yes the township has numerous shelters in place.

Fire Chief – Chuck Gallagher, - Report on drive. Up at our training tower we will be putting a sign up with our address at the end of Keubler and Glover Roads. We will be recognizing 2 previous Fire Chiefs by putting their names on the sign. The 2 chiefs being recognized are - Chief Bob Murray who made the area into a training site and Chief Brian Weis who started the tower.

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Engineer – Sean Policelli - Met with staff and discussed briefly with the Planning Commission, Mr. Cornell and Sean will be working together to submit some cause to LVPC's open call for transportation projects. This is their long term 20 year out lists of projects throughout both counties, seeking funding for projects within the township. They are due on the January 25th.

LVPC mentioned to get everything and anything that the township is concerned with or want to have looked at. If it doesn't make it on this list, they want to get a handle on how many unfunded projects are out there and will be on the list for future consideration.

Solicitor – Wendy Nicolosi – Nothing

Meeting adjourned 8:05

Minutes transcribed 2/2/2019 L Nicosanti