

**FORKS TOWNSHIP
BOARD OF SUPERVISORS
Northampton County, Pennsylvania**

**REGULAR MEETING
May 17, 2018**

MEETING GENERALITIES:

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

Board Members present were:

John O'Neil, Chairman
Erik Chuss, Vice Chairman
Ed Moore, Supervisor
Robert Egolf, Secretary/Treasurer

Others Present:

John V. Cornell, Township Manager
Steve Kramer, Public Works Director
James Farley, Finance Director
Rachel Sulzbach, Parks & Recreation Director
Wendy Nicolosi, Solicitor
Sean Policelli, Township Engineer
Barb Bartek, Human Resource Manager
Chuck Gallagher, Fire Chief
Greg Dorney, Police Chief

Absent:

Dan Martyak, Supervisor
Tim Weis, Building & Zoning Official

The Board welcomed Easton Area High School students.

APPROVAL OF MINUTES OF THE PREVIOUS BOARD MEETINGS:

Minutes of March 15, 2018 Regular Meeting – Corrections have been made on May 16, 2018
Additional correction on bottom of Page 1 of March 15th minutes – the vote count for the Waste Water vote should read 4-0
Also, another correction to Page 4, Item 2 Utility Fund, Inter-Fund Loan Resolution – 2nd paragraph needs to be looked at, it doesn't read well.

Minutes of April 5, 2018 Workshop Meeting -
Motion made to approve minutes and seconded - **Voted: 4-0**

Minutes of April 19, 2018 Regular Meeting - Corrections were made on May 17, 2018
Motion made to approve minutes and seconded - **Voted: 3-0; 1 Abstain**

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Any public comments for non-agenda items: No comments

Supervisor comments: Mr. Chuss gave update on the Forks Area Art Society which is having it's Annual Amp up the Arts Festival at the Amphitheater on May 19th from 11:00 to 4pm, with 40 to 45 artists and craftsmen. Due to the inclement weather, it was moved to the Forks Community Center, Gym 1. Thank you to Rachel Sulzbach, Parks & Recreation Director who put a lot of effort, work and co-ordination into making it all happen.

Invited Guests

Planning Commission:

Tim Weiss, Building & Zoning Official Absent

Recreation Board:

Rachel Sulzbach, Recreation: nothing to report

FBA:

James Farley, Finance Director – Last meeting held Wed, May 9th, board working on the website and looking to reevaluate the site.

- Park Plaza on May 17, 2018 from 5:30 to 7pm there was a grand opening and ribbon cutting for the Learning Center.
- Through the Chamber, the Pride of Forks Award was given to Sam's Bagels.

Treasurer's Report:

Bob Egolf, Secretary/Treasurer read report

Total Outstanding Debt.....\$7,335,000.00

	<u>5/2/2018</u>	<u>5/17/2018</u>
General Fund	\$ 395,242.96	262,954.15
Real state Tax	\$ 349,959.55	
Capital Improvement ..	\$	
State Liquid Fuels	\$	19,253.30
Sewer Tap-in	\$	
Escrow Fund	\$	40,712.86
Utility Fund	\$ 27,278.97	126,799.44

Motion to approve the May 2, 2018 payment; motion was seconded

Vote Called: 4-0

Motion to approve the May 17, 2018 payment; motion was seconded

Vote Called: 4-0

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OLD BUSINESS

1. Utility Fund inter-fund Loan Resolution #180517

Per our Budget for 2018, we had a Captiol purchase requirement for 2 large trucks. Which were a 2019 Freightliner single-axle truck and 2019 Freightliner tandem-axle truck, along with that a Kubota tractor for the Parks Department. The initial assessment cost of all 3 vehicles was approximately \$410,000. Thanks to the diligence of our Public Works Director and our Parks Manager we were able to procure those 3 vehicles for \$380,000, a savings of \$30,000. The funding would be an inter fund loan from our tap in fund. Taken into the general fund and then paid over a period of 10 years at a simple interest of 1.5%. That is what the resolution addresses the active part of the fund transfer.

Motion was made to approve the, Utility Fund inter-fund Loan Resolution #180517 and it was seconded.

Any questions –

Mr Chuss – in the budget we have for capital purchases \$200,000. James Farley stated this amount is for patrol cars and for vans.

Vote: 4-0; Mr. Moore, Mr. Chuss, Mr. Egolf and Mr. O’Neil

2. 2018 Road Bid award consideration

Sealed bids for the 2018 road program were publicly opened at 10am on May 11, 2018 and read aloud. There were 6 bidders – Broccolini Construction came in at the lowest bid of \$197,776.26, highest bid was \$275,500. Asking for approval to move forward with Broccolini for the 2018 road program

Motion was made by Mr. Chuss to approve the Broccolini Construction for the 2018 Road bid award and seconded by Mr. Egolf.

There were no questions

Vote 4-0; Mr. Moore, Mr. Chuss, Mr. Egolf and Mr. O’Neil

3. Frutchey Hill Road culvert replacement/repair

Steve Kramer and/or Sean Policelli – Originally the road had collapsed and was closed, Due to the recent rains and run offs, the road has deteriorated more, so concrete barriers have been put down.

Steve received one estimate from Lane for an aluminum box culvert, which was sent down to our structural department for evaluation. With regards to the aluminum structural plate and a prefab concrete bridge culvert, ask to put together some preliminary overall construction costs for the 2 options.

Aluminum is less expensive but has a less life span and concrete is more expensive but has a longer life span.

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3. Frutchey Hill Road culvert replacement/repair(cont.)

Is this a high enough priority to move forward to get more refine numbers and actually getting quotes from bridge manufacturers at this point. Spoke with Steve about doing some portions of the work inhouse to minimize costs, both through competitive bidding and inhouse repairs.

Lane gave an estimate for just the aluminum structural plate culvert itself delivered. We would have to do the excavating, design and install concrete footers, and some other concrete work.

Frutchey Hill itself, even downstream from that point, there are many issues that are going to happen in the future. Previously, the whole area was looked at down to the trussel with a cost estimate of \$400,000 to \$500,000 range a while ago.

This will have to be done. This is one piece of the whole replacement plan. Do this part of the road and then do phases of the project in a year or two. The cost most likely has gone up to maybe three quarter of a million dollars to a million dollars. Where would the funding come from for this project?

In July we'll entering our arbitration mediation on our legal matter, so maybe once that is out of the way we'll have a better picture of how much money we'll have in house to work with. Recommendation is to hold off until after the July legal matter but move forward to get some bids and firm numbers so we'll know where we are financially on the project.

There was discussion to have the road changed to one way or to have it changed to no truck road, when the road is finally open.

Motion was made to get bid specs and costs associated with the Frutchey Hill Road culvert replacement/repair; and was seconded.

Further discussions – none

Public comments - none

Vote: 4-0; Mr. Moore, Mr. Egolf, Mr. Chuss and Mr. O'Neil

4. Bartolacci Zoning Challenge Hearing

Wendy Nicolosi, Solicitor – The matter is being continued until the June 21st meeting. A staff meeting with some of the representative next week to see where they are with their proposal. Asked if the meeting could be changed to the June 7th meeting, so all 5 Supervisors would be in attendance. Will make the applicant aware of the change of date.

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DEPARTMENT REPORTS

Township Manager – John Cornell, - 1) Request an Executive Session for personnel. 2) Received email from Adelfia Gateway Pipeline Project. Announcing that on May 30th a public meeting will be held at the Homewoods Suites by Hilton Allentown/Bethlehem. Will put information on website to help get the word out. 3) There is a vacancy on the Parks and Recreation Board, it has been advertised and the cutoff will be Friday, June 1st at 3:30pm. Recommendation was made to include a description of the position being advertised.

Finance Director - Jim Farley, - Currently involved on the audit process, wrapping up at the end of June

Human Resources – Barb Bartek, Nothing new to report.

Public Works – Steve Kramer, - Nothing in addition to the road project. No damages from the storm the other night. We were better off than some of the other municipalities in the area.

Zoning Dept – Tim Weis, - Not present

Recreation – Rachel Sulzbach, - Nothing new to report. Question regarding Community Days, we're still looking for sponsorships and need 1 more band.

Police Chief – Greg Dorney, - Report on the drive

Fire Chief – Chuck Gallagher, - Report on the drive.

Engineer – Sean Policelli, - Nothing additional

Solicitor – Wendy Nicolosi, - Mr. Kramer brought to our attention, he has received complaints out at Pheasant Ridge, some of the roads that haven't been completed. Specifically, Owl's Nest, Fox Run and Willow Drive. These are part of Phase IV, for which we are holding security. Phase IV started construction in 2004. The Zoning Officer reached out to the developer and it's our understanding the developer and developer's bank have some disagreements. It sounds like the developer has no intentions of moving forward. I would like authorization to begin the process of giving them a deadline and drawing on the letter of credit. Hopefully, by just starting the process the bank and developer can get on the same page. Give them a deadline of June 30th and if not done by that time, we will draw on the letter of credit. I would like a motion to proceed.

Motion was made to proceed and was seconded.

Vote 4-0 – Mr. Moore, Mr. Chuss, Mr. Egolf and Mr. O'Neil

Meeting adjourned 7:37pm

Final minutes 5/17/18 scripted by L Nicasanti