

**FORKS TOWNSHIP, NORTHAMPTON COUNTY**  
**Board of Supervisors**

**5-18-2023**

**Agenda**  
**7:00 pm - Regular Meeting**

THE MEETING WILL BE HELD IN PERSON AND VIRTUALLY THROUGH ZOOM  
<https://us02web.zoom.us/j/89022994588>  
To access by phone dial 1-929-205-6099; Meeting ID: 890 2299 4588

**Open Meeting with Pledge of Allegiance**

**Roll Call**

**Police Chief -**

Motion to appoint Michael Friel as Forks Township Police Chief effective Monday, May 8, 2023, at an annual salary of \$108,000.00 and benefits as outlined in the employment agreement. (action item)

**Swearing in of new police chief**

**Supervisors Comments:**

John O'Neil – Chairman  
- National Police Week - May 15<sup>th</sup> – 21<sup>st</sup>  
Ty Corallo - Vice-Chairman  
Tim Hughes – Sec't/Treasurer  
Kelly Keegan - Supervisor  
Dean Turner – Supervisor  
- PSATS Resolutions

**Announcements:**

Executive session held this evening, May 18<sup>th</sup> at 6pm for personnel issues.

**Public Comments:**

*(Comments from the Public are limited to five minutes and must be regarding non-agenda items).*

**Department Heads Reports**

- a. Fire
- b. Police Department
- c. Finance
- d. Parks & Recreation
- e. Public Works
- f. Zoning
- g. Solicitor
- h. Engineer
- i. Township Manager

**Hearings:**

Daniel's Conditional Use Hearing – application withdrawn by applicant – hearing cancelled.

**Presentations:**

Seifert Residential Properties – discussion and action on waiver requests (action item)

**Board Reports:**

Planning Commission  
FBA Report -

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**Treasurer's Report:** *Secretary/Treasurer Tim Hughes*

**Total Outstanding Debt.....\$ 3,253,000.00**

- A. Motion to ratify/approve the following online/ACH payments – (action item)
  - Infradapt – ACH - \$7,050.30 – 5/9/23
  - FP Finance (postage machine) - \$119.00 – 5/9/23
  - Verizon - \$ 1,542.64– 5/15/23
  - Civic Plus - \$ 8,230.75 – 5/18/23 – recreation capital fund
  
- B. Motion to approve vouchers payable received through May 15, 2023, in the amount of General Fund - \$ 189,570.37; Real Estate Fund - \$ 362,215.04; Utility Fund - \$ 20,300.10; Utility Capital Fund - \$ 1,885.50; Escrow Fund - \$ 39,327.21. (action item)
  
- C. Motion to approve the following payments to Unity Bank to close the following Fidelity Bank accounts –
  - Utility Capital - \$204.20
  - Capital Improvement Fund - \$239.68
  - Real Estate Tax Fund - \$62.43 (action item)
  
- D. Motion to ratify the gross payroll for pay period ending May 7, 2023, in the amount of \$ 159,849.96. (action item)
  
- E. Motion to approve PO #2873 to Best Line in the approximate amount of \$7,162.50 for the rental of heavy equipment for four weeks to perform work on the Ramblewood Basin project as part of the grant. (action item)

**Old Business:**

- A. Approval of Minutes:  
Motion to approve the minutes of the May 4, 2023, joint work session of the board of supervisors. (action item)

**NEW BUSINESS:**

- A. Tatamy Park annexation - (possible action item) discussion and direction to township staff
  
- B. Gilmore proposal for GLG Kesslerville/Uhler – Motion to approve the proposal from Gilmore & Associates for the grant management and providing bid documents, specifications and construction administration of the GLG Kesslerville/Uhler grant in the amount of \$5800.00 to be paid from the general capital fund (action item)
  
- C. Township ORI – Motion to authorize Donna M. Asure, Township Manger to apply for and once received by responsible for a township ORI (Originating Agency Identifier (ORI) Non-Criminal Justice Agencies (NCJA) for the filing of non-traffic citations with the Magisterial District Justice. (action item)
  
- D. PCCD Grant – Motion to accept the PPCD Law Enforcement Support grant in the amount of \$116,373.00 for the purchase of mobile data computers and license plate readers and authorize the board of supervisors to execute the required documents. (action item)
  
- E. COPS Grant – Motion to ratify the submittal of a federal COPS grant and authorize the Chairman of the board of supervisors to execute all documents, in the amount of \$23,000.00 for a two-year software subscription for the police department to enhance training record keeping and documentation for the accreditation process. There is no township match but there will be ongoing annual costs to the township to continue the subscription once the two-year grant has expired. (action item)

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**Personnel:**

- A. Motion to correct the rehiring date of the following seasonal workers to be Saturday, May 13, 2023, rather than Monday, May 15, 2023, as approved at the April 20, 2023, board of supervisors meeting. (action item)
  - John Castrovinci
  - Connor Michel
  
- B. Motion to rehire Antoine Elias as a seasonal workers effective Monday, June 12, 2023, at a rate of \$15.25/hour with no benefits as recommended by the Director of Parks & Recreation. (action item)

**Public Comment**

**Adjournment**

**Future Meetings –**

- June 1, 2023 – work session – board of supervisors – 7:00pm
- June 15, 2023 – regular meeting – board of supervisors – 7:00pm