

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

09-07-2023

**Work Session Agenda
7:00pm**

Call to Order and Pledge of Allegiance

Roll Call

Supervisors Comments:

John O'Neil
Ty Corallo
Tim Hughes
Kelly Keegan
Dean Turner

Announcements:

Executive session held, Thursday, September 7, 2023 at 6:00pm for personnel issues.

Public Comment:

Comments from the Public are limited to five minutes and must be in regard to non-agenda items.

Hearing:

Ordinance 395 – Action would be to consider the adoption of Ordinance 395, an ordinance annexing the land owned by Tatamy Borough and designated as Braden Park to the Borough of Tatamy from the Township of Forks. (action item)

Presentations:

Treasurer's Report:

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

- A. Motion to ratify the following online/ACH payments – (action item)
 - AFLAC - ACH - \$348.48 – 8/24/23
 - Selective Insurance – \$145,378.00 – 8/29/23

- B. Motion to ratify the payment of vouchers received through August 25, 2023, in the amount of General Fund - \$ 42,322.89; Utility Fund - \$ 28,230.60; Utility Capital Fund - \$ 4,150.00; State Liquid Fuels Fund - \$ 6,803.74; General Capital Fund - \$ 176,172.41; Escrow Fund - \$ 1,128.35. (action item)

- C. Motion to approve payment of vouchers received through September 5, 2023, in the amount of General Fund - \$ 52,680.59; General Capital Fund - \$ 851.82; Real Estate Fund - \$ 18,656.48; Utility Fund - \$ 6,697.99; State Liquid Fuels Fund - \$ 11,169.48. (action item)

- D. Motion to ratify the gross payroll for the pay period ending August 27, 2023, in the amount of \$ 164,697.02. (action item)

- E. Motion to approve purchase order #2933 to EM Kutz, Inc, costars #025-E22-399, in the amount of \$ 26,863.00 for a replacement body for 2009 International dump truck to be paid from General Capital. (action item)

- F. Motion to approve purchase order #2932 to Star GMC, costars #025-E22-537, in the amount of \$ 52,070.00 for a 2024 GMC Sierra 3500HD mechanics truck to be paid from General Capital. (action item)

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- G. Motion to approve purchase order #2931 to EM Kutz, Inc, costars #025-E22-399, in the amount of \$ 16,064.00 for a snowplow package, toolbox, light bar and other needed upfits for the 2024 GMC Sierra 3500HD (mechanics truck) to be paid from General Capital. (action item)
- H. Motion to approve purchase order #2940 to Axon Enterprise, Inc in the amount of \$32,941.72 for the purchase of the Taser bundle as awarded by bid and to be reimbursed by the PPCD grant. (action item)
- I. Motion to approve purchase order #2945 to Rehrig Pacific Company, in the amount of \$20,000.00 as the lowest of three quotes to provide 95-gallon trash carts (124 – trash; 123 – recycling) to be paid from the Utility Capital Fund. (action item)
- J. Motion to approve purchase order #2943 to Reliable Sign & Striping, in the amount of \$ 5,858.00, for various street sign supplies to be paid from the State Liquid Fuel Fund. (action item)

Old Business:

A. Approval of Minutes:

Motion to approve the minutes of the August 17, 2023, regular meeting of the Board of Supervisors. (action item)

Motion to approve the minutes of the August 24, 2023, joint meeting of the Forks Township Board of Supervisors and Tatamy Borough Council (action item)

Action Items:

A. 20-ton RTU bid – (action item)

Action would be to ratify the advertising of a bid for a 20-ton RTU unit for the municipal building.

B. Lafayette Hills at the Bushkill – Phase I – letter of credit reduction (action item)

Action would be to approve the request for a reduction in the letter of credit for Lafayette Hills at the Bushkill, Phase I, release no. 2, in the amount of \$1,561,810.40 as recommended by Gilmore & Associates.

C. Sullivan Park Apartments, Phase 2 – letter of credit reduction (action item)

Action would be to approve the request for a reduction in the letter of credit for Sullivan Parke Apartments, Phase 2 (lot B), release no. 3, in the amount of \$57,815.35 as recommended by Gilmore & Associates.

Discussion Items:

A. Purchase Cards – (possible action item) actions would be on each of the following –

- Authorization to execute agreement with PLGIT for purchase cards
- Approval of township policy on the use of purchase cards
- Card holder agreement to be signed by employees issued cards

B. No parking on certain streets

Public Comment

Adjournment

Future Meetings –

- September 11, 2023 – Budget work session – 5:30pm
- September 19, 2023 - Budget work session – 5:30pm
- September 21, 2023 - regular meeting – board of supervisors – 7:00pm
- September 25, 2023 – Budget work session – 5:30pm