

FORKS TOWNSHIP, NORTHAMPTON COUNTY
Board of Supervisors

9-21-2023

Agenda
7:00 pm - Regular Meeting

Open Meeting with Pledge of Allegiance

Roll Call

Supervisors Comments:

John O'Neil - Chairman
Ty Corallo - Vice-Chairman
Tim Hughes – Sec't/Treasurer
Kelly Keegan - Supervisor
Dean Turner – Supervisor

Announcements:

Executive session was held on Tuesday, September 19th at 5:30pm prior to the budget work session 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
 - Discussion on updating SALDO concerning recreation fees and current language
- h. Engineer
- i. Township Manager

Hearings:

Presentations:

GIC Lehigh Vally – DEP Sewer Extension application – GIC requesting approval of application for signature and submittal to DEP (action item)

Board Reports:

Planning Commission
FBA Report -

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

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

- A. Motion to ratify the following online/ACH payments –(action item)
 - Infradapt – ACH - \$7,050.30 – 9/8/23
 - FP Finance (postage machine) - \$119.00 – 9/15/23
 - Verizon - \$1,500.98 – 9/14/23

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- B. Motion to approve vouchers payable received through September 18, 2023, in the amount of General Fund - \$ 147,536.60; General Capital Fund - \$ 32,941.72; Utility Fund - \$ 497,496.19; Utility Capital Fund - \$ 79.32; State Liquid Fuels Fund - \$ 7,106.07; Escrow Fund - \$ 36,581.04. (action item)

- C. Motion to ratify the gross payroll for pay period ending September 10, 2023, in the amount of \$ 167,055.97. (action item)

Old Business:

A. Approval of Minutes:

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)

Motion to approve the minutes of the September 7, 2023, work session of the board of supervisors. (action item)

Motion to approve the minutes of the September 11, 2023, budget work session of the board of supervisors (action item)

NEW BUSINESS:

- A. Roof top unit bid - Action would be to accept the bid from Burkholder's Heating and Air Conditioning, Inc for a Trane 20-ton roof top unit in the total amount of \$ 43,625.00 to replace the current unit on the municipal building. This motion includes approval of a 50% deposit in the amount of \$21,812.50. (action item)

- B. Time Clock purchase – Action would be to authorize the Chairman of the Board of Supervisors to execute the document to purchase three time clocks at the cost of \$4,499.85 and agree to a monthly charge of \$19/clock as a warranty (annual cost is \$683.64). (action item)

- C. Resolution 2023-09-21 – Action would be to adopt resolution 2023-09-21, a resolution approving the submission of a Local Share account (LSA) grant application, in the amount of \$150,000.00 for the purchase of a record management system for the Forks Township Police Department (action item)

Personnel:

- A. Acknowledge the retirement of John Renner, Captain, Forks Township Police Department effective September 23, 2023.

- B. Acknowledge the resignation of Kurt Weaver, part time recycling center employee effective October 1, 2023.

- C. Captain, Forks Township Police Department – Motion to promote a new Captain of the Forks Township Police Department effective Monday, September 25, 2023. (action item)

- D. Motion to approve the conditional offer of employment to Jason Rosenberg as Forks Township police officer effective October 10, 2023, at a starting salary of \$32.11 per hour and benefits as outlined in the police association agreement, contingent upon completing all pre-employment requirements. (action item)

Public Comment

Adjournment

Future Meetings –

- September 25, 2023 – Budget work session – 5:30pm
- October 5, 2023 – Regular meeting - 7:00pm
- October 10, 2023 – Budget work session – 5:30pm
- October 16, 2023 – Budget work session – 5:30pm