

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

**11-16-2023**

**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  
    ➤ Resignation from Board of Supervisors  
Dean Turner – Supervisor

**Action Item:**

Motion to accept the resignation of Kelly Keegan from the Forks Township Board of Supervisors effective December 31, 2023 (action item)

**Announcements:**

**Public Comments:**

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

**Presentations:**

PLEAC (PA Law Enforcement Accreditation Commission) Plaque presentation – Chief Carl Scalzo, Easton City PD, PLEAC Commission member

2024 Draft Budget for public review – Motion to authorize the township manager to advertise the 2024 draft Forks Township budget for the required 20-day review with adoption of budget to be considered at the December 21st regular meeting (action item)

**Hearings:**

Solid Waste Ordinance 396 – Motion to update Chapter 159, Solid Waste, Article 1 by adding penalties for failure to pay municipal waste fees by the applicable due date. (action item)

Moving Permit Ordinance 397 – Motion to repeal in its entirety Chapter 118, moving permits (action item)

**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

**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 the following online/ACH payments –(action item)
  - Infradapt – ACH - \$7,050.30 – 11/08/23
  - FP Finance (postage machine) - \$119.00 – 11/13/23
  - Verizon - \$ 1,175.95 – 11/14/23
- B. Motion to approve vouchers payable received through November 13, 2023, in the amount of General Fund - \$ 274,110.83; General Capital Fund - \$ 27,807.00; Utility Fund - \$ 25,739.21; Utility Capital Fund - \$ 20,000.00; State Liquid Fuels Fund - \$ 3,385.76; Escrow Fund - \$ 26,639.50. (action item)
- C. Motion to ratify the gross payroll for the pay period ending November 5, 2023, in the amount of \$ 180,725.10. (action item)
- D. Motion to approve purchase order #2977 to H&K Group, co-stars #5610-36, in the amount of \$ 9,878.50, for asphalt for in house paving, to be paid from the General Capital Fund, as requested by Mark Roberts, Director of Public Works. (action item)
- E. Motion to approve purchase order #2979 to Fisher and Son, in the amount of \$ 5,216.50, for turf seed and supply for township fields to be paid from the General Fund. (action item)
- F. Motion to approve purchase order #2982 to Divial Safety & Supplies, co-stars #012-E22-274, in the amount of \$ 9,480.55, for 5 Scott Regulator assembly to be paid from the fire allocation. (action item)
- G. Motion to approve purchase order #2988 to John Teague, in the amount of \$ 5,250.00, for the removal of 5 trees near Gollub Park on township property to be paid from the general fund. (action item)

**Old Business:**

A. Approval of Minutes:

Motion to approve the minutes of the November 2, 2023, budget work session of the board of supervisors. (action item)

Motion to approve the minutes of the November 2, 2023, joint work session of the board of supervisors and planning commission (action item)

**NEW BUSINESS:**

- A. Park Master Plan – proposal from Gilmore & Associates to create a Master Park Plan for tax parcels K9 14 5-68; K9 14-8 and K9 1409 in the amount of \$45,950.00 to be paid from the Recreation Fund (discussion and possible action item)

**Personnel:**

- A. Acknowledge for the record the retirement of Corporal Raymond Dezzi of the Forks Township Police Department effective Sunday, November 5, 2023.
- B. Motion for the board of supervisors, acting as the pension committee to authorize the commencement of pension benefit payments to Raymond Dezzi effective December 1, 2023. (action item)

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- C. Motion for the board of supervisors, acting as the pension committee to ratify the commencement of pension benefit payments to John Renner effective October 1, 2023. (action item)
- D. Motion to approve the promotion of Trevor Beruta to Corporal, Forks Township Police Department effective Monday, November 20, 2023 at a rate of \$45.95 per the police association agreement (action item)

**Public Comment**

**Adjournment**

**Future Meetings –**

- December 7, 2023 – Regular work session Board of Supervisors – 7:00pm
- December 21, 2023 – Regular meeting - Board of Supervisors – 7:00pm