

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

**9-25-2023**

**Budget Work Session Meeting Minutes**

A budget work session of the Forks Township Board of Supervisors was held on Monday, September 25, 2023, at the Forks Township Municipal Building, Easton, PA, and was called to order by Vice-Chairman Corallo at 5:30 pm.

**Board Members:**

John O'Neil, Chairman  
Ty Corallo, Vice Chairman  
Tim Hughes, Secretary/Treasurer  
Kelly Keegan, Member  
Dean Turner, Member

**IN ATTENDANCE:**

Donna M. Asure, Township Manager  
Kacee Stout, Director of Finance

The facilities budget was the first for discussion with Matt Border, Director of Facilities present. Most of the increases in this budget are for items beyond our control such as electric, gas, and oil. The following was discussed –

- Replacement of the paver sidewalks around the administration building. They are in bad condition and the pavers can no longer be purchased. Pricing for pavers and stamped concrete was explored but far too expensive compared to poured concrete. The estimate is approximately \$82,000.00 for this area.
- Training for the two facility employees to become certified in back flow testing which is a requirement of the water system

M. Border left the work session at 5:54pm.

Public Works budget – Director of Public Works Mark Roberts was present to discuss his budget items with the board. The following items were discussed –

- Not too many increases in the regular budget
- The need to budget for tree removal both in the public works budget and the parks budget
- The need for a new bucket truck which is estimated to cost \$176,000.00. The board discussed the possibility of leasing as we have done for the past several large trucks the township purchased
- Several smaller items such as a street sign roller, map filing cabinets for plans, streetlight at the public works building, tire disposal and guiderail replacement were discussed
- The liquid fuel budget was discussed. Roads are missing from our liquid fuel map thus from our state allocation. This is being worked on to correctly list all township roads which would then qualify for funding.
- The board discussed the need for funding for all the stormwater and flooding projects within the township. The pipes installed decades ago are rusting through and must be replaced, which is going to be very costly. This is a need throughout the township. The board will look at a stormwater fee to see if this is a viable source of funding for these very serious projects.

The public works budget concluded at 6:39pm.

Fire Company budget – The Director of Public Works as well as Township mechanic Travis Fedor joined the fire company discussion. The fire company was represented by Mike Vinci and Pat Mellett.

The following was discussed –

- The annual allocation which at this time is slated to remain the same

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- The need to review the capital plan as to when fire trucks will be purchased. The fire company stated that the NFPA's guideline is that the fire trucks be replaced every 20 years. The board asked why.
- A quote to refurbish 2511 was presented for \$286,000. This will not extend the life of the truck but is mostly cosmetic. It was stated that what needs to be done to 2511 will cost approximately \$24,000.00.
- The fire company stated that the vendor they work with has a lead time of 3 – 4 years but if ordered today the company will hold the price with nothing owed until the truck is delivered. The board asked the fire company to confirm this.
- The board asked if there are other companies that supply fire trucks. There are. The fire company was asked to research the other options for the purchase of fire trucks that are available
- The cost of purchasing a truck is rising drastically in large part due to the new emissions regulations.
- Quite a bit of discussion took place on why the need to replace low mileage, good condition vehicles just because it is a guideline to do so at 20 years. The cost is very large to the township.

The fire company left the meeting at 7:29pm.

The board having no further business, adjourned the meeting at 7:35pm.