

FORKS TOWNSHIP, NORTHAMPTON COUNTY
Board of Supervisors

10-05-2023

Work Session Minutes

A work session of the Forks Township Board of Supervisors was held on Thursday, October 5, 2023, at the Forks Township Municipal Building, Easton, PA. Vice-Chairman Corallo opened the meeting at 7:00 p.m., followed by the Pledge of Allegiance.

BOARD MEMBERS:

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

IN ATTENDANCE:

Donna M. Asure, Township Manager

Supervisors Comments:

Chairman O'Neil – absent

T. Corallo – none

T. Hughes – none

K. Keegan – none

D. Turner – none

Announcements:

T. Corallo announced that there was an executive session held September 19, 2023 for personnel issues. No decisions were made in the executive session.

Public Comment: none

Hearings: none

Presentations:

Legacy at Sullivan Trail – Resolution 2023-10-05-01 –

T. Hughes made a motion, seconded by D. Turner to adopt Resolution 2023-10-05-01, to authorize the submission and execution of the DEP planning module for the Legacy at Sullivan Trail land development project as required by DEP. All in favor. Motion carried.

Seifert Properties - Resolution 2023-10-05-02 –

T. Hughes made a motion, seconded by D. Turner to adopt Resolution 2023-10-05-02, to authorize the submission and execution of the DEP planning module for the Seifert Properties land development project as required by DEP. All in favor. Motion carried.

Treasurer's Report –

The township total debt is \$3,253,000.00.

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T. Hughes made a motion, seconded by K. Keegan to ratify the following online/ACH payments –
- AFLAC – ACH - \$522.72 – (9-28-23)

All in favor. Motion carried.

T. Hughes made a motion, seconded by K. Keegan to approve payment of vouchers received through
October 2, 2023, in the amount of General Fund - \$ 882,859.50; Real Estate Fund - \$ 29,450.78; Utility
Fund - \$ 317,059.30; State Liquid Fuels Fund - \$ 2,783.76. All in favor. Motion carried.

T. Hughes made a motion, seconded by K. Keegan to ratify the gross payroll for the pay period ending September
24, 2023, in the amount of \$ 185,089.66. All in favor. Motion carried.

T. Hughes made a motion, seconded by K. Keegan to approve purchase order #2926 to CivicPlus, in the
amount of \$ 5,676.50 for the Civic Rec (recreation software) annual fee to be paid from the General
Fund. All in favor. Motion carried.

T. Hughes made a motion, seconded by K. Keegan to approve purchase order #2957 to Envirep, in the
amount of \$ 20,325.83 for the grinder pump replacement at the Frost Hollow Pump Station to be paid
from the Utility Capital Fund. All in favor. Motion carried.

T. Hughes made a motion, seconded by K. Keegan to amend PO # 2906, to DeAngelo Contracting
Services, for line stripping throughout the township, originally approved at the July 6, 2023, meeting, to
be in the approximate amount of \$17,000.00 (originally \$15,000) and to be paid from the liquid fuel fund
(originally from the general fund). All in favor. Motion carried.

Old Business

K. Keegan made a motion, seconded by T. Hughes to approve the minutes of the September 19, 2023,
budget work session of the board of supervisors. All in favor. Motion carried.

D. Turner made a motion, seconded by T. Hughes to approve the minutes of the September 21, 2023,
regular meeting of the board of supervisors. Under discussion, D. Turner stated that there are a few
typos that need correcting in the minutes. The minutes will be corrected. Roll Call Vote: T. Corallo, yes;
T. Hughes, yes; K. Keegan, abstain due to being absent; D. Turner, yes; J. O'Neil, absent. Motion
carried.

T. Hughes made a motion, seconded by K. Keegan to approve the minutes of the September 25, 2023,
budget work session of the board of supervisors. All in favor. Motion carried.

2024 MMO

It was acknowledged for the record that the board of supervisors received the required documentation
for the 2024 Minimum Municipal Obligation (MMO) on September 28, 2023. The documents were
submitted to the appropriate pension plans.

Personnel:

The board of supervisors acknowledged for the record the resignation of Matin Zia, part time community
center monitor, effective Saturday, October 7, 2023.

T. Corallo asked for a motion to amend the agenda.

D. Turner made a motion, seconded by T. Hughes to amend the October 5, 2023 agenda to include
action as the pension committee on the pension of John Renner. Roll Call Vote: T. Corallo, yes; T.
Hughes, yes; K. Keegan, yes; D. Turner, yes; J. O'Neil, absent. Motion carried.

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T. Hughes made a motion, seconded by K. Keegan, the board of supervisors acting as the pension committee approve the commencement of pension benefit payments to John Renner effective October 1, 2023.

Discussion Items - none

Public Comment- none

Adjournment

K. Keegan made a motion, seconded by D. Turner to adjourn the meeting at 7:08pm. All in favor. Motion carried.