

MINUTES MARCH 20, 2018
UPPER NAZARETH TOWNSHIP BOARD OF SUPERVISORS

Meeting called to order at 7:00 p.m. by Chairman Mike Rinker.

Pledge of Allegiance

Board members present were: Mike Rinker, Robert Disbrow, Donna Hirst, and Brian Pulliam. Scott Sylvainus was absent.

Also present were Township Solicitor, Gary Asteak, Interim Township Manager, Deborah Seiple and Treasurer, Betty Parrish. Township Engineer, Sean Dooley was absent.

PUBLIC COMMENT

Mr. Daniel Aguiar of 57 El Reno Ave. complimented the Public Works Department on the excellent job they did clearing snow curb to curb on El Reno this year.

APPROVALS

Motion was made by Mr. Disbrow and seconded by Mrs. Hirst to approve the agenda. Motion carried by all voting aye. (4-0)

Motion was made by Mr. Rinker and seconded by Mr. Disbrow to approve the meeting minutes of March 6, 2019. Motion carried by a Mr. Rinker, Mr. Disbrow and Mr. Pulliam voting aye with Mrs. Hirst abstaining as she was not present for the March 6, 2019 meeting.

Motion was made by Mrs. Hirst and seconded by Mr. Disbrow to approve payment of the bills. Motion carried by all voting aye. (4-0)

Motion was made by Mr. Rinker and seconded by Mrs. Hirst to approve the February 2019 Financial and Treasurer's Report. Motion carried by all voting aye. (4-0)

SUPERVISORS' COMMENTS

Mr. Rinker announced that an executive session was held prior to the Board meeting for personnel matters.

TOWNSHIP ENGINEER

A workshop was held prior to the meeting to discuss the training of the Public Works Department employees in order to move forward with the implementation of the MS4 regulations. Mr. Shupe requested this assistance as more work is being required of the Public Works Department in order to successfully implement the MS4 procedures. Mike Shallock of Keystone Consulting Engineers presented their proposal to assist in this process. The total cost of the proposal is \$17,700.00 for Outfall Inspection Protocols and 2019 Inspections as a training/quality control measure; PCSM BMP Inspection Protocols and 2019 Inspections as a training/quality control measure; Evaluate Use of Vortech Units in lieu of Silt Bags; and Revise and Resubmit PRP Plan

with Vortech Units, if necessary. Mr. Shupe stated the Township would also need to obtain a tablet computer for use in the field and purchase 2 GIS licenses.

Motion was made by Mr. Disbrow and seconded by Mr. Rinker to approve KCE Proposal to assist the Public Works Department with MS4 implementation at a cost not to exceed \$17,700.00. Motion carried by all voting aye. (4-0)

Attorney Asteak stated the Engineer's Project status report is included in the packets for the Board to read.

TOWNSHIP SOLICITOR

Attorney Asteak recommended the Board adopt Resolution No. 19-08 authorizing Bushkill Township to incorporate tax parcel J7-13-14-0432 property of Robert Oswald into the Bushkill Township Agricultural Security Area.

Motion was made by Mr. Disbrow and seconded by Mr. Pulliam to adopt Resolution No. 19-08 authorizing Bushkill Township to incorporate tax parcel J7-13-14-0432 property of Robert Oswald into the Bushkill Township Agricultural Security Area. Motion carried by all voting aye. (4-0)

Attorney Asteak discussed Mr. Polak coming before the Board to request the Township direct the homeowner at 2202 Eagles Landing Dr. to replace the portion of fence they removed which separates their property from his. Mr. Polak stated there was a Court Order requiring this fence to remain in place. Attorney Asteak requested Township staff search Township records for anything pertaining to this issue. Attorney Asteak stated he forwarded all materials Mr. Polak provided to him to Attorney Piperato (legal counsel for Tuskes Homes) and both have reviewed them. There appears to be no record of any Court Order or Township directive requiring lot 2202 Eagles Landing Drive to have a fence. The materials Mr. Polak provided do not support his position, therefore, the Township is unable to require the homeowner to replace the fence.

ADMINISTRATION

Mrs. Seiple informed the Board discussions had with Attorney Asteak, Mr. Dooley and Township staff regarding the letters of credit and the suggestion that letters of credit be increased annually by a certain percentage. Mrs. Seiple presented a revised spreadsheet for the letters of credit for each project within the Township which now incorporates the Improvements Agreements expiration dates and the Maintenance Agreements expiration dates. Mrs. Seiple stated the Improvements Agreements state the amount of the LOC which is based on a collaborative effort between the Township Engineer and the Developer and is established at 110% of the projected cost to complete the project. Mrs. Seiple said Act 247 states you cannot make it more than 110%.

Attorney Asteak said when a letter of credit is reduced, the engineers assures there is enough funds in the remaining LOC to cover 110% of what is left to complete the project. When the last

two requests for reduction are made, we make sure there is enough to cover the maintenance. All of the LOC's we accept are auto renewable.

APPROVAL OF DEPARTMENT REPORTS

Motion was made by Mr. Disbrow and seconded by Mrs. Hirst to approve the Zoning, Police, and Public Works reports as submitted. Motion carried by all voting aye. (4-0)

PLANNING & ZONING

Nothing at this time.

PUBLIC WORKS

Nothing at this time.

RECREATION

Nothing at this time.

POLICE DEPARTMENT

Police Chief Cope requested approval to purchase 6 more Glocks to complete the weapons transition. Police Chief Cope stated this is a budgeted item.

Motion was made by Mrs. Hirst and seconded by Mr. Disbrow to approve the Glock purchase in the amount of \$2,471.94. Motion carried by all voting aye. (4-0)

EMERGENCY MANAGEMENT

Nothing at this time.

SAFETY COMMITTEE

Next Safety meeting is April 26, 2019 at 12:00 noon.

OLD BUSINESS

Nothing at this time.

NEW BUSINESS

Nothing at this time.

ADJOURNMENT

Motion was made by Mr. Disbrow and seconded by Mrs. Hirst to adjourn at 7:14 p.m.
Motion carried by all voting aye. (4-0)

Respectfully submitted,

Betty Parrish
Recording Secretary