

UPPER MOUNT BETHEL TOWNSHIP
BOARD OF SUPERVISORS
ANNUAL REORGANIZATION MEETING MINUTES
MONDAY, JANUARY 7, 2019 @ 7:00 PM

AGENDA - PART I

1. Call to Order-Township Manager Rick Fisher called the meeting to order at 7:01 pm.
2. The Pledge of Allegiance was recited.
3. Roll Call-Present in addition to Manager Fisher were Supervisor David Due, Supervisor Robert Teel, Supervisor Anthony DeFranco, Chairman John Bermingham Jr. and Supervisor Martin Pinter.
4. Public Comment-None
5. Recording Secretary-**MOTION** by Supervisor Teel, seconded by Supervisor Pinter to appoint Cindy Beck as Recording Secretary. Vote: 5-0.

AGENDA - PART II (Appointments)

- a. TEMPORARY CHAIRMAN- **MOTION** by Chairman Bermingham Jr., seconded by Supervisor Teel to appoint **Stavros Barbounis** as temporary Chairman. Vote: 5-0.
- b. CHAIRMAN-**MOTION** by Supervisor Teel, seconded by Supervisor Due to appoint **John Bermingham Jr.** as Chairman of the Board of Supervisors. Vote: 4-0-1. Chairman Bermingham Jr. abstained and thanked the Board for appointing him.
- c. VICE CHAIRMAN-**MOTION** by Supervisor Pinter, seconded by Supervisor Teel to appoint **Anthony DeFranco** as Vice Chairman of the Board of Supervisors. Vote: 4-0-1. Supervisor DeFranco abstained.
- d. SECRETARY-**MOTION** by Supervisor Teel, seconded by Chairman Bermingham Jr., to appoint **David Due** as Secretary of the Board of Supervisors. Vote: 4-0-1. Supervisor Due abstained.
- e. TREASURER-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to appoint **Martin Pinter** as Treasurer of the Board of Supervisors and set bond at \$2,000,000.00 Vote: 4-0-1. Supervisor Pinter abstained.

AGENDA - PART III (Appointments)

- a. TOWNSHIP MANAGER/ ASSISTANT TREASURER-**MOTION** by Supervisor Pinter, seconded by Chairman Bermingham Jr. appointing **Rick Fisher** as Township Manager and Assistant Treasurer. Vote: 5-0. **MOTION** by Chairman Bermingham Jr.,

- seconded by Supervisor Teel to increase the Township Manager's Salary 3% for the year 2019. Vote: 5-0.
- b. SET BOND FOR TOWNSHIP MANAGER/ ASSISTANT TREASURER AT \$250,000.00. **MOTION** by Supervisor DeFranco, seconded by Supervisor Pinter to set bond for the Township Manager/ Assistant Treasurer at \$250,000.00. Vote: 5-0.
 - c. APPOINT ADMINISTRATION/OFFICE LIAISON-**MOTION** by Supervisor Due, seconded by Supervisor DeFranco to appoint **Martin Pinter** as the Administration/Office Liaison. Vote: 4-0-1. Supervisor Pinter abstained.
 - d. APPOINT ROADMASTER/ROAD DEPARTMENT LIAISON-**MOTION** by Supervisor Teel, seconded by Supervisor Pinter to appoint **Anthony DeFranco** as the Roadmaster/Road Department Liaison. Vote: 4-0-1. Supervisor DeFranco abstained.
 - e. APPOINT TOWNSHIP SOLICITOR (SET PAY)-**MOTION** by Supervisor Teel, seconded by Chairman Bermingham Jr. to appoint **Ronald J. Karasek, Esq.** as Township Solicitor at a of **\$125.00** per hour for office and court time and **\$275.00** per meeting. Vote: 5-0. Solicitor Karasek thanked the Board of Supervisors and joined them at the table.
 - f. APPOINT ALTERNATE TOWNSHIP SOLICITOR (SET PAY)-**MOTION** by Supervisor Due, seconded by Supervisor DeFranco to table. Vote: 5-0.
 - g. APPOINT TOWNSHIP PLANNING COMMISSION SOLICIOR (SET PAY)-**MOTION** by Supervisor Teel, seconded by Supervisor DeFranco to appoint **Ronald J. Karasek, Esq.** as the Township Planning Commission Solicitor at the rate of \$125.00 per hour for office and court time and \$275.00 per meeting. Vote: 5-0.
 - h. APPOINT ALTERNATE TOWNSHIP PLANNING COMMISSION SOLICITOR-**MOTION** by Supervisor Due, seconded by Supervisor Teel to table. Vote: 5-0.
 - i. APPOINT (1) PLANNING COMMISSION MEMBER-**MOTION** by Supervisor Teel, seconded by Supervisor DeFranco to appoint **James Howard** as a member of the Planning Commission for a five (5) year term, expiring 12/31/2023. Vote: 5-0. A letter of resignation was received by Charles Kull. (2 letters of interest were submitted: James Howard and David Friedman)
 - j. APPOINT TOWNSHIP ENGINEER (SET PAY)-**MOTION** by Supervisor Due, seconded by Supervisor Teel to appoint **Justin Coyle of Carroll Engineering** as the Township Engineer at the current rates (no change from 2018). Vote: 5-0.
 - k. APPOINT FLOOD PLAIN ADMINISTRATOR-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to appoint **Justin Coyle of Carroll Engineering** (Engineer) as Flood Plain Administrator. Vote: 5-0.
 - l. APPOINT ALTERNATE TOWNSHIP ENGINEER (SET PAY)-**MOTION** by Supervisor Due, seconded by Supervisor Teel to appoint **Robert Collura** as the Township Alternate Engineer at the rate of **\$55.00** per hours. Vote: 5-0.

- m. APPOINT TOWNSHIP ZONING, BUILDING CODES AND SEO LIAISON-
MOTION by Supervisor Teel, seconded by Supervisor Pinter to appoint David Due as the Zoning, Building and SEO Liaison. Vote: 4-0-1. Supervisor Due abstained.
- n. APPOINT TOWNSHIP ZONING OFFICIAL/CODES OFFICER-**MOTION** by Supervisor Due, seconded by Supervisor Teel to appoint Ryan Engler as the Township Zoning Official/Codes Officer at the rate of \$55.00 per hour (based on 8 hours a week).
Vote: 5-0.
- o. APPOINT ALTERNATE TOWNSHIP ZONING OFFICIAL/CODES OFFICER-
MOTION by Supervisor DeFranco, seconded by Supervisor Pinter to appoint Tina Serfass as the Alternate Township Zoning Official/Codes Officer at a rate of \$61.50 per hour. Vote: 5-0.
- p. APPOINT TOWNSHIP BUILDING CODES OFFICIAL/CODES OFFICER- **MOTION** by Supervisor Due, seconded by Supervisor Pinter to appoint Tina Serfass as the Township Building Codes Official/Codes Officer at the rate of \$61.50 per hour.
Vote: 5-0.
- q. APPOINT ALTERNATE TOWNSHIP BUILDING CODES OFFICIAL/CODES OFFICER- **MOTION** by Supervisor Teel to table was withdrawn. **MOTION** by Supervisor DeFranco, seconded by Supervisor Pinter to appoint Barry Isett as the Alternate Building Codes Official/Codes Officer at the rate of \$85.00 per hour.
Vote: 5-0.
- r. SET PAY OF ZONING HEARING BOARD SOLICITOR-**MOTION** by Supervisor Teel, seconded by Supervisor Pinter to set the Zoning Hearing Board Solicitor rate at \$125.00 per for office and court time and \$275.00 per meeting. Vote: 5-0.
- s. APPOINT (1) MEMBER TO THE ZONING HEARING BOARD- **MOTION** by Supervisor Teel to table. Supervisor Teel stated there is another person interested but has not had a chance to interview yet. There was also a **MOTION** by Supervisor DeFranco to appoint Ron Angle. Solicitor Karasek stated that there is already a motion on the table, but if it does not get passed, then it will die and then Supervisor DeFranco can move forward with his motion. Supervisor Due seconded Supervisor Teel's motion to table. Vote: 3-2. Public comment- Ron Angle stated his letter of interest was submitted in the time frame advertised and it should be followed by all interested individuals.
- t. APPOINT 3RD PARTY INSPECTION AGENCIES-**MOTION** by Supervisor DeFranco, seconded by Supervisor Due to appoint 1). Keller Zoning & Inspection Services 2). Barry Isett & Associates 3). Key Codes Inspection Services as our 3rd Party Inspection Agencies. Vote: 5-0.
- u. APPOINT TOWNSHIP SEWAGE ENFORCEMENT OFFICER (SET PAY)-**MOTION** by Supervisor Teel, seconded by Supervisor DeFranco to appoint Scott Policelli as the Township Sewage Enforcement Officer at the rate of \$75.00 per hour. Vote: 5-0.

- v. APPOINT ALTERNATE TOWNSHIP SEWAGE ENFORCEMENT OFFICER (SET PAY)-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to appoint **Robert Collura** as the Alternate Township Sewage Enforcement Officer at the rate of **\$55.00** per hour. Vote: 5-0.
- w. APPOINT CHAIRMAN TO THE VACANCY BOARD-**MOTION** by Supervisor Teel, seconded by Supervisor DeFranco to appoint **Andy Mahan** to the Vacancy Board for a one (1) year term, expiring 12/31/2019. Vote: 5-0.
- x. APPOINT ENVIRONMENTAL ADVISORY COUNCIL LIAISON-**MOTION** by Supervisor Teel, seconded by Supervisor Pinter to appoint **Anthony DeFranco** as the Environmental Advisory Council Liaison. Vote: 4-0-1. Supervisor DeFranco abstained.
- y. APPOINT (1) MEMBER TO THE OPEN SPACE ADVISORY BOARD-**MOTION** by Supervisor Due, seconded by Chairman Bermingham Jr. to appoint **David Friedman** as a member on the Open Space Advisory Board for a three (3) year term, expiring 12/31/2021. Vote: 4-1.
- z. APPOINT OPEN SPACE ADVISORY BOARD LIAISON-**MOTION** by Supervisor Teel, seconded by Supervisor DeFranco to appoint **David Due** as the Open Space Advisory Board Liaison. Vote: 4-0-1. Supervisor Due abstained.
- aa. APPOINT RECREATION BOARD LIAISON-**MOTION** by Supervisor Due, seconded by Supervisor Teel to appoint **John Bermingham Jr.** as the Recreation Board Liaison. Vote: 4-0-1. Chairman Bermingham Jr. abstained.
- bb. APPOINT COMMUNITY PARK COMMITTEE LIAISON-**MOTION** by Supervisor Pinter, seconded by Supervisor Due to appoint **Anthony DeFranco** as the Community Park Committee Liaison. Vote: 4-0-1. Supervisor DeFranco abstained.
- cc. APPOINT ECONOMIC DEVELOPMENT COMMITTEE LIAISON-**MOTION** by Supervisor Due, seconded by Supervisor Teel to appoint **Martin Pinter** as the Economic Development Committee Liaison. Vote: 4-0-1. Supervisor Pinter abstained.
- dd. APPOINT SAFETY COMMITTEE MEMBERS-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to appoint **Office members: Diann Eden and Cindy Beck, Road Department members: Dave Constable, Kevin Williams, and Wade Hilbert, and Manager Rick Fisher** as Safety Committee Members. Vote: 5-0.
- ee. APPOINT EMERGENCY MANAGEMENT POSITIONS-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to appoint the following Emergency Management Positions:
 - 1. Lindsey Manzi, Emergency Management Coordinator
 - 2. Bill Williams, Deputy Emergency Management Coordinator Vote: 5-0.
- ff. APPOINT EMERGENCY NOTIFICATION LIST-**MOTION** by Supervisor Teel, seconded by Supervisor Due to appoint the following Emergency Notification List:
 - 1. All Supervisors
 - 2. Township Manager

3. Township Office Staff
 4. Road Foremen Vote: 5-0.
- gg. APPOINT EMERGENCY MANAGEMENT STAFF-**MOTION** by Supervisor Pinter, seconded by Supervisor Due to appoint the following Emergency Management Staff:
1. Lindsey Manzi-Public Information Officer
 2. Lindsey Manzi-Communication & Warning Officer
 3. Bill Williams-Deputy Communication & Warning Officer
 4. Lindsey Manzi-Logistics Liaison
 5. Bill Williams-Fire & Rescue Officer
 6. Joseph Battillo-Police Services Officer Vote: 5-0.
- hh. APPOINT EMERGENCY SERVICES LIAISON-**MOTION** by Supervisor Pinter, seconded by Supervisor Due to appoint **Robert Teel** as Emergency Services Liaison. Vote: 4-0-1. Supervisor Teel abstained.
- ii. APPROVE ATTENDANCE AT PSATS CONVENTION-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel the approval of 10 attendees at the PSATS Convention. Vote: 5-0.
- jj. APPOINT VOTING DELEGATE PSATS CONVENTION-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to appoint **Martin Pinter** as the PSATS Voting Delegate. Vote: 4-0-1. Supervisor Pinter abstained.
- kk. APPROVE THE CONTINUATION OF MEMBERSHIP TO THE SLATE BELT COUNCIL OF GOVERNMENT-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to table. Vote: 5-0.
- ll. APPOINT MEMBER TO SLATE BELT COUNCIL OF GOVERNMENT-**MOTION** by Supervisor Teel, seconded by Supervisor DeFranco to table. Vote: 5-0.
- mm. APPOINT ALTERNATE MEMBER T SLATE BELT COUNCIL OF GOVERNMENT-**MOTION** by Supervisor Teel, seconded by Supervisor Due to table. Vote: 5-0.
- nn. APPOINT UPPER MT. BETHEL TOWNSHIP ANIMAL CONTROL OFFICER-**MOTION** by Chairman Bermingham Jr., seconded by Supervisor Due to appoint **Christine Cahill** as Upper Mt. Bethel Township Animal Control Officer. Her rates are stated in her letter of interest. Vote: 5-0.
- oo. DESIGNATION OF DEPOSITORIES-**MOTION** by Supervisor Pinter, seconded by Supervisor Teel the Designation of Depositories as: **Merchants National Bank, Landmark Community Bank, Morgan Stanley, and ESSA**. Vote: 5-0.
- pp. ESTABLISH REGULAR MONTHLY MEETING LOCATION, DATE & TIME **MOTION** by Supervisor DeFranco, seconded by Supervisor Teel establishing the **Regular Monthly Meetings to be held the 2nd Monday of the month at 7:00 (pm) at the Township Municipal Building.** Vote: 5-0.

- qq. ESTABLISH MONTHLY WORK SESSION MEETING LOCATION, DATE & TIME **MOTION** by Supervisor Teel, seconded by Supervisor Pinter establishing the **Monthly Work Session Meetings to be held the 4th Monday of the month at 7:00 (pm)** at the Township Municipal Building. Vote: 5-0.
- rr. SET EMPLOYEE HOLIDAYS-**MOTION** by Supervisor Teel, seconded by Supervisor Due setting the Employee Holidays as per union contract. Vote: 5-0.
- ss. SET ROAD DEPARTMENT FULL-TIME EMPLOYEES PAY INCREASE PER CONTRACT-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to approve the Road Department Full-Time pay increase per union contract. Vote: 5-0.
- tt. PART-TIME/SEASONAL EMPLOYEE (non-union) SET PAY-**MOTION** by Supervisor DeFranco, seconded by Supervisor Due setting the Part-time/Seasonal Employees pay at **\$14.98** per hour for Laborers and **\$20.40** per hour for CDL Operators. Vote: 5-0.
- uu. SET OFFICE EMPLOYEES PAY INCREASE PER CONTRACT-**MOTION** by Supervisor Teel, seconded by Supervisor Due setting the office employee pay increase per union contract. Vote: 5-0.
- vv. SET THE PENSION CONTRIBUTION FOR FULL-TIME EMPLOYEES-**MOTION** by Supervisor Teel, seconded by Supervisor Due setting the full-time employee pension contribution per union contract for **2019 at \$3.40 per hour**. Vote: 5-0.
- ww. SET IRS MILEAGE REIMBURSEMENT RATE-**MOTION** by Supervisor DeFranco, seconded by Supervisor Pinter setting the IRS Mileage Reimbursement rate of **58 cents** per mile. Vote: 5-0.

AGENDA PART IV

- a. RESOLUTION #2019-01-APPOINTMENT OF DEPUTY TAX COLLECTOR **MOTION** by Supervisor Due, seconded by Supervisor Teel the Adoption of Resolution #2019-01. Vote: 4-0-1. Supervisor DeFranco abstained.
- b. POLICE PENSION RESOLUTION #2019-02-**MOTION** by Supervisor Pinter, seconded by Supervisor Teel the Adoption of Resolution #2019-01. Vote: 5-0.
- c. POLICE PENSION FUND ADMINISTRATOR-**MOTION** by Supervisor DeFranco, seconded by Supervisor Teel to appoint **Martin Pinter** (same as treasurer) the Police Pension Fund Administrator. Vote: 4-0-1. Supervisor Pinter abstained.

AGENDA PART V- OTHER - None

AGENDA PART VI-PUBLIC COMMENT

David Friedman questioned why, if the ASA Act states applications must be submitted to an ASA Committee and the Planning Commission for review, why has that not been done in 11 years? Solicitor Karasek stated that the Township takes the position that it takes no action on it and if no action is taken within 6 months, the application is deemed approved.

Judy Henckel followed up with David Friedman's comment regarding the ASA. Judy stated that we are the only municipality out of 32-36 in the county that does this and it is a burden for the land owner to wait 6 months, especially if they are looking into farmland preservation. Solicitor Karasek stated that if the Board elects to change how the ASA applications are approved, then it will be time consuming and costly.

Jeff Manzi wanted to inform the Board of Supervisors of a notice that was illegally placed in his and possibly numerous mailboxes regarding information that is being falsely advertised.

Ron Angle commented on the integrity of the Board Members. Ron also commented on how the sewer project has been around for quite some time and he would like to know if the current Board is seriously looking into it. Chairman Bermingham Jr. stated it is on the January 14th agenda to be discussed.

David Friedman commented on the timeframe of getting things done.

Judy Henckel commented on the mailing that Jeff Manzi received and suggested that the Board post something in regards to it to make residents aware.

Chairman Bermingham Jr. called for recess into Executive Session at 8:15 pm.

Meeting Reconvened at 8:31 pm. Discussed in Executive Session was Kasebier litigation. No action is being taken.

AGENDA - PART VII (Adjournment)-**MOTION** by Supervisor Teel, seconded by Supervisor DeFranco to adjourn the Reorganization Meeting at 8:32 pm. Vote: 5-0.

Respectfully Submitted by Cindy Beck-Recording Secretary