



## Upper Mount Bethel Township

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### UPPER MOUNT BETHEL TOWNSHIP BOARD OF SUPERVISORS REORGANIZATION MEETING MINUTES MONDAY, JANUARY 3, 2022 @ 7:00 PM

\*This meeting was held in-person and live streamed through the Upper Mount Bethel Township Facebook page.

#### I.

Chairman Pinter called the meeting to order at 7:05 pm.

The Pledge of Allegiance was recited.

Present were Chairman Pinter, Supervisor Bermingham, Supervisor Teel, Newly Elected Supervisor Friedman, and Township Manager Nelson. Supervisor Due was present via phone.

Appoint Recording Secretary-2022-**MOTION** by Supervisor Teel to appoint Cindy Beck as Recording Secretary for the Board of Supervisors and Planning Commission for 2022, seconded by Supervisor Due. Vote: 5-0.

Chairman Pinter announced and welcomed Newly Elected Supervisor David Friedman and Re-Elect John Bermingham.

#### II.

##### BOARD OF SUPERVISORS

1. APPOINT TEMPORARY CHAIRMAN-**MOTION** by Chairman Pinter to appoint Anthony DeFranco as Temporary Chairman, seconded by Supervisor Teel. Vote: 5-0.
2. APPOINT CHAIRMAN-Temporary Chairman Anthony DeFranco asked for a nomination for Chairman. **MOTION** by Supervisor Friedman to nominate John Bermingham, seconded by Supervisor Bermingham. **MOTION** by Supervisor Teel to nominate Martin Pinter, seconded by Supervisor Due. Temporary Chairman Anthony DeFranco called for a vote for John Bermingham as Chairman. Vote: 2-3. Temporary Chairman Anthony DeFranco called for a vote for Martin Pinter. Vote: 3-2 for Martin Pinter as Chairman to the Board of Supervisors.

3. APPOINT VICE CHAIRMAN-**MOTION** by Chairman Pinter to nominate Robert Teel as Vice Chairman to the Board of Supervisors, seconded by Supervisor Due. **MOTION** by Supervisor Friedman to nominate John Bermingham. Chairman Pinter called for a vote for Robert Teel as Vice Chairman. Vote: 3-2. Chairman Pinter called for a vote for John Bermingham as Vice Chairman. Vote: 2-3. **Robert Teel as Vice Chairman to the Board of Supervisors.**
4. APPOINT SECRETARY-**MOTION** by Chairman Pinter to appoint David Due as Secretary to the Board of Supervisors, seconded by Supervisor Teel. Vote: 4-0-1. Secretary Due abstained.
5. APPOINT TREASURER-**MOTION** by Supervisor Teel to appoint Martin Pinter as Township Treasurer, seconded by Supervisor Due. Vote: 5-0. **MOTION** by Supervisor Due to **set bond at two (2) million**, seconded by Chairman Pinter. Vote: 5-0.

### III.

#### APPOINTMENTS

1. APPOINT TOWNSHIP MANAGER/ASSISTANT TREASURER/SET BOND-**MOTION** by Supervisor Teel to retain Ed Nelson as Township Manager/Assistant Treasurer, salary of \$85,000, \$17,000 for health benefits, \$7,000 for pension contributions, and two weeks' vacation, seconded by Supervisor Due. Vote: 3-2. **MOTION** by Chairman Pinter to **set bond at one (1) million**, seconded by Supervisor Teel. Vote: 5-0.
2. APPOINT AUDITOR 2021 Audit and 2022 Year-**MOTION** by Supervisor Due to appoint **Christopher S. Basile, CPA, of France, Anderson, Basile and Company, for the 2021 Audit and 2022 year**, seconded by Supervisor Teel. Vote: 5-0.
3. APPOINT ADMINISTRATION/OFFICE LIAISON-**MOTION** by Supervisor Teel to appoint David Due as the Administration/Office Liaison, seconded by Supervisor Pinter. Vote: 4-0-1. Supervisor Due abstained.
4. APPOINT ROADMASTER/ROAD DEPT. LIAISON-**MOTION** by Supervisor Teel to appoint David Due as Roadmaster/Road Dept. Liaison, seconded by Chairman Pinter. Vote: 4-0-1. Supervisor Due abstained.
5. APPOINT TOWNSHIP SOLICITOR FOR THE BOARD OF SUPERVISORS AND THE PLANNING COMMISSION (SET RATE)-**MOTION** by Supervisor Due to appoint Ronold J. Karasek, Esquire as Township Solicitor at a rate of **\$125** per hour for office/court time and **\$375** per meeting, seconded by Supervisor Bermingham Jr. Vote: 5-0.
6. APPOINT ALTERNATE TOWNSHIP SOLICITOR (SET RATE)-**MOTION** by Supervisor Friedman to table, seconded by Supervisor Bermingham. Vote: 5-0.
7. APPOINT ONE (1) PLANNING COMMISSION MEMBER-**MOTION** by Supervisor Friedman to appoint Jason Albert, seconded by Supervisor Bermingham. **MOTION** by Supervisor Teel to appoint Randy Crane, seconded by Chairman Pinter. Chairman Pinter called for a vote for Jason Albert. Vote: 2-3. Chairman

Pinter called for a vote for Randy Crane. Vote: 3-2 for Randy Crane as a member of the Planning Commission for a term of five (5) years, expiring 12/31/2026.

8. APPOINT TOWNSHIP ENGINEER/FLOOD PLAIN ADMINISTRATOR (SET RATE)-**MOTION** by Chairman Pinter, to appoint Carroll Engineering as the Township Engineer at the current rates (no change from 2021), seconded by Supervisor Due. Vote: 5-0.
9. APPOINT ALTERNATE TOWNSHIP ENGINEER (SET RATE)-**MOTION** by Chairman Pinter to appoint Robert Collura as the Alternate Township Engineer, at the rate of **\$100 (increase of \$45)** per hour seconded by Due. Vote: 5-0.
10. APPOINT ZONING, BUILDING CODES AND SEO LIAISON-**MOTION** by Supervisor Teel to appoint David Due as the Zoning, Building Codes and SEO Liaison, seconded by Supervisor Friedman. Vote: 4-0-1. Supervisor Due abstained.
11. APPOINT ZONING/CODES OFFICER/SET RATE-**MOTION** by Chairman Pinter to appoint Tina Serfass as the Zoning/Codes Officer, at the rate of **\$61.50** per hour, seconded by Supervisor Due.
12. APPOINT ALTERNATE ZONING OFFICIAL/CODES OFFICER-**MOTION** by Supervisor Due to table, seconded by Chairman Pinter. Vote: 5-0.
13. APPOINT BUILDING CODES OFFICIAL/CODES OFFICER-**MOTION** by Chairman Pinter to appoint Tina Serfass as the Building Codes Official/Codes Officer at the rate of **\$61.50** per hour, seconded by Supervisor Teel. Vote: 5-0.
14. APPOINT PROPERTY MAINTENANCE OFFICER-**MOTION** by Supervisor Due to appoint Matthew Wojaczyk as the Property Maintenance Officer, at the rate of **\$55.00** per hour, seconded by Chairman Pinter. Vote: 5-0.
15. SET RATE FOR ZONING HEARING BOARD SOLICITOR-**MOTION** by Chairman Pinter to set Rate for the Zoning Hearing Board Solicitor at **\$125.00** per hour for office and court time and **\$375.00** per meeting, seconded by Supervisor Teel. Vote: 5-0.
16. APPOINT ONE (1) MEMBER TO THE ZONING HEARING BOARD-**MOTION** by Supervisor Friedman to table, seconded by Supervisor Bermingham. Vote: 3-2.
17. APPOINT 3<sup>RD</sup> PARTY INSPECTION AGENCIES-**MOTION** by Chairman Pinter to appoint **1) Keller Zoning and Inspection Services 2) Barry Isett & Associates 3) Key Codes Inspection Services** as 3<sup>rd</sup> Party Inspection Agencies, seconded by Supervisor Teel. Vote: 5-0.
18. APPOINT SEWAGE ENFORCEMENT OFFICER (SET RATE)-**MOTION** by Supervisor Teel to appoint Scott Policelli as the Sewage Enforcement Officer at the rate of **\$75.00** per hour, seconded by Supervisor Due. Vote: 5-0.
19. APPOINT ALTERNATE SEWAGE ENFORCEMENT OFFICER-**MOTION** by Chairman Pinter to appoint Robert Collura as the Alternate Sewage Enforcement Officer at the rate of **\$100.00** per hour, seconded by Supervisor Due. Vote: 5-0.

20. APPOINT CHAIRMAN TO THE VACANCY BOARD-**MOTION** by Supervisor Teel to appoint Nick Graziano as Chairman to the Vacancy Board for a one-year term, expiring 12/31/2021, seconded by Supervisor DeFranco. Vote: 5-0.
21. APPOINT OPEN SPACE ADVISORY BOARD LIAISON-**MOTION** by Supervisor Teel to appoint David Due, OSAB Liaison, seconded by Supervisor Bermingham. Vote: 1-4. **MOTION** by Supervisor Bermingham to appoint David Friedman, OSAB Liaison, seconded by Supervisor Due. Vote: 3-1-1.
22. APPOINT OPEN SPACE ADVISORY BOARD MEMBERS (2 open seats)-**MOTION** by Supervisor Due to appoint 1) Laura Bocko, as a member of the Open Space Advisory Board for a three (3) year term, expiring 12/31/2024, seconded by Supervisor Friedman. Vote: 5-0. **MOTION** by Supervisor Bermingham to appoint 2) David Clunie, as a member of the Open Space Advisory Board for a three (3) year term, expiring 12/31/2024, seconded by Supervisor Friedman. Vote: 4-0-1. Supervisor Teel abstained; he does not know David Clunie.
23. APPOINT PARKS/RECREATION BOARD LIAISON-**MOTION** by Supervisor Teel to appoint Martin Pinter, the Parks/Recreation Board Liaison, seconded by Supervisor Due. Vote: 3-2. **MOTION** by Supervisor Bermingham to appoint David Friedman as the Parks/Recreation Board Liaison, seconded by Supervisor Friedman. Vote: 2-3.
24. APPOINT ONE (1) PARKS/RECREATION MEMBER-**MOTION** by Supervisor Teel to table, seconded by Chairman Pinter. Vote: 5-0.
25. APPOINT ECONOMIC DEVELOPMENT COMMITTEE LIAISON-**MOTION** by Supervisor Due to appoint John Bermingham, the Economic Development Committee Liaison, seconded by Supervisor Friedman. Vote: 5-0.
26. APPOINT TWO (2) ECONOMIC DEVELOPMENT COMMITTEE MEMBERS-**MOTION** by Chairman Pinter to table, seconded by Supervisor Teel. Vote: 5-0.
27. APPOINT EMERGENCY SERVICES LIAISON-**MOTION** by Supervisor Bermingham to appoint John Bermingham, as Emergency Services Liaison, seconded by Supervisor Friedman. Vote: 4-1.
28. APPROVE ATTENDANCE AT PSATS CONVENTION-**MOTION** by Supervisor Friedman for All Supervisors, to attend the PSATS Convention, seconded by Chairman Pinter. Vote: 5-0.
29. APPOINT PSATS VOTING DELEGATE-**MOTION** by Supervisor Due to appoint Robert Teel as the PSATS Voting Delegate, seconded by Supervisor Teel. Vote: 5-0.
30. APPOINT MEMBER TO FRIENDS OF LAKE MINSI-**MOTION** by Chairman Pinter to appoint David Due as member of Friends of Lake Minsi, seconded by Supervisor Teel. Vote: 5-0.
31. APPOINT ALTERNATE MEMBER TO FRIENDS OF LAKE MINSI-**MOTION** by Supervisor Due to appoint Ed Nelson as alternate member of Friends of Lake Minsi, seconded by Chairman Pinter. Vote: 5-0.

32. APPOINT RECYCLING COORDINATOR-**MOTION** by Chairman Pinter to appoint **Ed Nelson** as the Recycling Coordinator, seconded by Supervisor Teel. Vote: 5-0.
33. APPOINT OPEN RECORDS OFFICER-**MOTION** by Chairman Pinter to appoint **Ed Nelson** as the Open Records Officer, seconded by Supervisor Teel. Vote: 3-2. **MOTION** by Supervisor Birmingham to appoint **David Friedman** as the Open Records Officer, seconded by Supervisor Friedman. Vote: 2-3.
34. APPOINT ALTERNATE OPEN RECORDS OFFICER-**MOTION** by Supervisor Birmingham to appoint David Friedman as the Alt. Open Records Officer, seconded Supervisor Friedman. Vote: 2-3. **MOTION** by Chairman Pinter to appoint **Cindy Beck** as the Alt. Open Records Officer, seconded by Supervisor Teel. Vote: 5-0.
35. DESIGNATION OF DEPOSITORIES-**MOTION** by Chairman Pinter to designate **1) Fidelity Bank 2) Morgan Stanley 3) ESSA Bank 4) Embassy Bank** as the Depositories, seconded by Supervisor Friedman. Vote: 5-0.
36. ESTABLISH REGULAR MONTHLY MEETING LOCATION, DAY & TIME-**MOTION** by Chairman Pinter to establish the **Regular Monthly Meetings** to be held the **2<sup>nd</sup> Monday** of each month at **7:00 pm at the Township Municipal Building**, seconded by Supervisor Teel. Vote: 5-0.
37. ESTABLISH MONTHLY WORK SESSION MEETING LOCATION, DAY & TIME-**MOTION** by Chairman Pinter to establish the **Monthly Work Session Meetings** to be held on the **4<sup>th</sup> Monday** of each month at **7:00 pm at the Township Municipal Building**, seconded by Supervisor Friedman. Vote: 5-0.
38. SET PAY PART-TIME/SEASONAL EMPLOYEE (non-union)-**MOTION** by Chairman Pinter to set the pay, **\$22.00 per hour for laborers** and **\$25.00 per hour for CDL operators**, seconded by Supervisor Teel. Vote: 5-0.
39. SET PAY FOR BUILDING JANITORIAL MAINTENANCE-**MOTION** by Chairman Pinter to set the pay, **\$17.00 per hour**, seconded by Supervisor Teel. Vote: 5-0.
40. SET IRS MILEAGE REIMBURSEMENT RATE-**MOTION** by Chairman Pinter to set 202 IRS Mileage reimbursement rate of **58.5 cents** per mile, seconded by Supervisor Teel. Vote: 5-0.
41. APPOINT SAFETY COMMITTEE MEMBERS-**MOTION** by Chairman Pinter to appoint Safety Committee Members: **Office: Diann Eden, Cindy Beck, Road Department: Dave Constable, Kevin Williams, Troy Bartron, and Township Manager Ed Nelson**, seconded by Supervisor Teel. Vote: 5-0.
42. APPOINT EMERGENCY MANAGEMENT POSITIONS-**MOTION** by Supervisor Due to appoint **1) Lindsey Manzi, Emergency Management Coordinator 2) Bill Williams, Deputy Emergency Management Coordinator**, seconded by Supervisor Birmingham. Vote: 5-0.
43. APPOINT EMERGENCY NOTIFICATION LIST-**MOTION** by Chairman Pinter to appoint: **1) All Supervisors 2) Township Manager 3) Township Office Staff 4) Road Foreman**, Chairman Pinter would like to include the Township Solicitor,

Chairman Pinter amended his motion to include **5) Township Solicitor**, seconded by Supervisor Teel. Vote: 5-0.

44. APPOINT EMERGENCY MANAGEMENT STAFF-**MOTION** by Chairman Pinter to appoint the **Emergency Management Staff as follows**, seconded by Supervisor Due. Vote: 5-0.

Public Information Officer-Lindsey Manzi  
Communication & Warning Officer-Lindsey Manzi  
Deputy Communication & Warning Officer-Bill Williams  
Logistics Liaison-Lindsey Manzi  
Fire & Rescue Officer-Bill Williams  
Police Services Officer-Joe Battillo

#### IV.

##### **ACTION AGENDA**

1. RESOLUTION #2022-01 POLICE PENSION-**MOTION** by Chairman Pinter to adopt Resolution #2022-01, seconded by Supervisor Teel. Vote: 5-0.
2. RESOLUTION #2022-02 DEPUTY TAX COLLECTOR- **MOTION** by Chairman Pinter to adopt Resolution #2022-02, seconded by Supervisor Bermingham. Vote: 5-0.
3. POLICE PENSION FUND ADMINISTRATOR-**MOTION** by Supervisor Teel to appoint **Martin Pinter** as the Police Pension Fund Administrator, seconded by Supervisor Friedman. Vote: 5-0.
4. ALL VOTING MEETINGS FOR THE 2022 YEAR-**MOTION** by Chairman Pinter for all Board of Supervisors meetings be voting meetings for 2022, seconded by Supervisor Teel. Vote: 5-0.

#### V.

##### **PUBLIC COMMENT**

Charles Cole, Riverton Rd., commented on a recent flyer from RPL, stating all the benefits of the NID, no risks.

Richard Wilford-Hunt, Shady Lane, commented on his recent RTK request, the statement made regarding the tax burden the residents will face if the NID does not get approved.

Chris Finan, Apache Dr., commented on the fire study and getting it completed.

Judith Henckel, Robin Hood Lane, commented on making good decisions and the need to having an informational town meeting.

**VI.**  
**ADJOURNMENT**

**MOTION** by Supervisor Teel to adjourn the meeting at 8:25 pm, seconded by Supervisor Friedman. Vote: 5-0.

Respectfully Submitted by Cindy Beck, Recording Secretary