

**LOWER MOUNT BETHEL TOWNSHIP BOARD OF SUPERVISORS
RE-ORGANIZATION MEETING MINUTES
JANUARY 2, 2024 at 6:30 p.m. in person**

CALL TO ORDER - The January 2, 2024 Re-organization meeting of the Lower Mount Bethel Township Board of Supervisors was held at 6984 S. Delaware Drive, Martins Creek, Pennsylvania, 18063 (formerly known as Centerfield School), Martins Creek, PA, 18063. The meeting was called to order by Chairperson DeBerardinis at 6:30 p.m. In attendance were M. DeBerardinis, S. Disidore, J. Mauser, C. Cook, D. Ascani, Solicitor P. North, J. Smethers, Twp. Manager and M. Mastrogiovanni, Twp. Secretary. There were 10 members of the audience present. The Pledge of Allegiance was recited.

A. ADMINISTRATION APPOINTMENTS

CHAIRMAN: MOTION by S. Disidore, second by J. Mauser appointing M. DeBerardinis.
Vote: 5-0.

VICE-CHAIRMAN: MOTION by M. DeBerardinis, second by J. Mauser appointing S. Disidore.
Vote: 5-0.

TOWNSHIP MANAGER / TREASURER/ASST. SECRETARY: MOTION by J. Mauser,
second by S. Disidore appointing Jennifer Smethers. Vote: 5-0.

TOWNSHIP SECRETARY / PLANNING ADMIN./ ASST. TREASURER: MOTION by
S. Disidore, second by J. Mauser appointing Melissa Mastrogiovanni. Vote: 5-0.

DIRECTOR OF PUBLIC WORKS / ROADMASTER: MOTION by S. Disidore, second by
J. Mauser appointing M. DeBerardinis. Vote: 5-0.

ASST. DIRECTOR OF PUBLIC WORKS / ASST. ROADMASTER: MOTION by
M. DeBerardinis, second by D. Ascani appointing C. Cook. Vote: 5-0.

REPRESENTATIVE TO SLATEBELT COUNCIL OF GOVERNMENT: MOTION by
M. DeBerardinis, second by D. Ascani appointing J. Smethers. Vote: 5-0.

**ALTERNATE REPRESENTATIVE TO SLATE BELT COUNCIL OF GOVERNMENT:
MOTION** by M. DeBerardinis, second by D. Ascani appointing M. Mastrogiovanni. Vote: 5-0.

REPRESENTATIVES TO SLATE BELT COMPREHENSIVE PLAN: MOTION by
M. DeBerardinis, second by J. Mauser appointing S. Disidore, S. Newman & J. Smethers. Vote: 5-0.

REPRESENTATIVE TO COUNTY 911 – MOTION by M. DeBerardinis, second by S. Disidore
appointing Jennifer Smethers. Vote: 5-0.

ALTERNATE REPRESENTATIVE TO COUNTY 911 - MOTION by M. DeBerardinis, second by
J. Mauser appointing Melissa Mastrogiovanni. Vote: 5-0.

REPRESENTATIVE TO ENVIRONMENTAL ADVISORY COMMITTEE: MOTION by
M. DeBerardinis, second by D. Ascani appointing J. Mauser. Vote: 5-0.

REPRESENTATIVES TO NON-UNIFORM EMPLOYEE PENSION PLAN: MOTION by
D. Ascani, second by J. Mauser appointing S. Disidore and M. DeBerardinis. Vote: 5-0.

EMPLOYEE REPRESENTATIVE TO NON-UNIFORM EMPLOYEE PENSION PLAN: MOTION by M. DeBerardinis, second by S. Disidore appointing Jennifer Smethers. Vote: 5-0.

OPEN RECORDS OFFICER: MOTION by M. DeBerardinis, second by Disidore appointing Jennifer Smethers. Vote: 5-0.

ALTERNATE OPEN RECORDS OFFICER: MOTION by M. DeBerardinis, second by S. Disidore appointing Melissa Mastrogiovanni. Vote: 5-0.

DELEGATE TO TAX COLLECTION COMMITTEE: MOTION by M. DeBerardinis second by D. Ascani appointing Jennifer Smethers. Vote: 5-0.

ALTERNATE TO TAX COLLECTION COMMITTEE: MOTION by M. DeBerardinis second by J. Mauser appointing Melissa Mastrogiovanni. Vote: 5-0.

PSATS VOTING DELEGATE: MOTION by J. Mauser, second by M. DeBerardinis appointing J. Smethers. Vote: 5-0.

EMERGENCY MANAGEMENT COORDINATOR: MOTION by M. DeBerardinis, second by D. Ascani appointing Jennifer Smethers. Vote: 5-0.

ASST. EMERGENCY MANAGEMENT COORDINATOR: MOTION by M. DeBerardinis, second by S. Disidore appointing Melissa Mastrogiovanni. Vote: 5-0.

TOWNSHIP FIRE COMPANY: LMBT / Sandt's Eddy Fire Company: MOTION by M. DeBerardinis second by J. Mauser appointing LMBT / Sandt's Eddy Fire Company as the Township Fire Company. Vote: 5-0.

TOWNSHIP RESCUE SQUAD: LMBT / Sandt's Eddy Fire Company: MOTION by M. DeBerardinis second by J. Mauser appointing LMBT / Sandt's Eddy Fire Company as the Township Rescue Squad. Vote: 5-0.

BLS/ ALS PROVIDER: MOTION by M. DeBerardinis second by J. Mauser appointing Suburban EMS as the Township BLS / ALS Provider. Vote: 5-0.

FIRE COMPANY OFFICERS FOR 2024 (Acknowledgment): M. DeBerardinis read the list of officers. The Board acknowledged the Fire Company Officers list for 2024.

VOLUNTEER LAND ACQUISITION / PROJECT MANAGER: MOTION by M. DeBerardinis, second by S. Disidore appointing John Mauser. Vote: 5-0.

VOLUNTEER TOWNSHIP REP. SLUDGE / BIOSOLIDS - MOTION by M. DeBerardinis, second by J. Mauser appointing Howard Klein. Vote: 5-0.

WELCOME CENTER NATIVE PLANTS GARDENER: MOTION by M. DeBerardinis, second by S. Disidore appointing Howard Klein. Jen will reach out to the Garden Club to see if they would like to help Howard with the maintenance. Vote: 5-0.

B. PROFESSIONAL APPOINTMENTS

TOWNSHIP SOLICITOR: MOTION by M. DeBerardinis, second by J. Mauser appointing **Zator Law Office**. Vote: 5-0.

TOWNSHIP ENGINEER: MOTION by M. DeBerardinis, second by Disidore appointing **Carroll Engineering (J. Coyle)** Vote: 5-0.

TWP. ZONING OFFICER/ BUILDING CODE OFFICIAL: MOTION by M. DeBerardinis, second by S. Disidore appointing **Anthony DiSante**. Vote: 5-0.

ASSISTANT ZONING OFFICER: MOTION by M. DeBerardinis, second by J. Mauser appointing **Ian Wisinowski** as the **Assistant Zoning Officer** and **Michael George** as the **ALT. BUILDING CODE OFFICIAL**: Vote: 5-0.

PROPERTY MAINTENANCE OFFICER: MOTION by M. DeBerardinis, second by D. Ascani appointing **Anthony DiSante**. Vote: 5-0.

ASSISTANT PROPERTY MAINTENANCE OFFICER: MOTION by M. DeBerardinis, second by S. Disidore appointing **Ian Wisinowski** as the Assistant Property Maintenance Officer. Vote: 5-0.

SEWAGE ENFORCEMENT OFFICER: The Board interviewed (3) three candidates. **MOTION** by D. Ascani, second by J. Mauser appointing **Ryan Engler**. Vote: 5-0. The Board asked that Ryan submit his proof of certification and insurance.

FLOOD PLAIN ADMINISTRATOR: MOTION by M. DeBerardinis, second by J. Mauser appointing **Justin Coyle**. Vote: 5-0.

ALTERNATE FLOOD PLAIN ADMINISTRATOR: MOTION M. DeBerardinis, second by S. Disidore appointing **Anthony DiSante**. Vote: 5-0.

ROAD OCCUPANCY ADMINISTRATOR; MOTION by M. DeBerardinis, second by D. Ascani appointing **Justin Coyle**. Vote: 5-0.

UCC INSPECTOR: MOTION by M. DeBerardinis, second by J. Mauser appointing **BARRY ISETT & ASSOCIATES**. Vote: 5-0.

TOWNSHIP AUDITOR: MOTION by M. DeBerardinis, second by S. Disidore appointing **CAMPBELL, RAPPOLD & YURASITS, LLP**. Vote: 5-0.

DELIQUENT STREET LIGHT COLLECTOR: MOTION by M. DeBerardinis, second by S. Disidore appointing **AMATO & KEATING, P.C.** Vote: 5-0.

DELIQUENT SANITATION COLLECTOR: MOTION by M. DeBerardinis, second by J. Mauser appointing **KEYSTONE COLLECTION GROUP**. Vote: 5-0.

DELIQUENT REAL ESTATE COLLECTOR: MOTION by M. DeBerardinis, second by J. Mauser appointing **NORTHAMPTON COUNTY TAX UNIT**. Vote: 5-0.

C.BOARD APPOINTMENTS

RECREATION BOARD LIASION: MOTION by S. Disidore, second by J. Mauser appointing **M. DeBerardinis**. Vote: 5-0.

OFFICE LIASION: MOTION M. DeBerardinis, second by J. Mauser appointing **Susan Disidore**. Vote: 5-0.

VACANCY BOARD (1-year term): We received (2) two letters of interest. **MOTION** by D. Ascani, second by J. Mauser appointing **R. Grucela**.Vote: 5-0.

ENVIRONMENTAL ADVISORY COUNCIL CHAIRMAN: MOTION M. DeBerardinis, second by J. Mauser appointing **BILL HUMPHRIES** . Vote: 5-0.

PLANNING COMMISSION RE-APPOINTMENT (two vacancies - 4-year term): We recieved (3) three letters of interest for (2) vacancies. Two of the letters are request for re-appointment from the current commissioners. The Board tabled to conduct interviews.

ZONING HEARING BOARD RE-APPOINTMENT (5-year term): J. Keifer has not asked to be re-appointed. We received (3) three letters of interest for (1) one vacancy. The Board tabled to conduct interviews.

BACAIDA (5-year term): We received (2) two letters of interest. S. Disidore suggested we do the same as the other appointments and table for interviews. **MOTION** by D. Ascani, second by J. Mauser to re-appoint R. Grucela as the BACAIDA for a 5-year term. Vote: 3-0-2 with S. Disidore and M. DeBerardinis voting “no”. Motion passed.

D. ESTABLISHMENT OF COMPENSATION

PROFESSIONAL SERVICES FEES – RESOLUTION No. 2024-01: M. DeBerardinis read Resolution No. 2024-01. **MOTION** by M. DeBerardinis, second by S. Disidore adopting Resolution No. 2024-01 establishing professional fees for the Solicitor, Township Engineer, Zoning Officer/ BCO and 3rd Party UCC Services. Vote: 5-0.

EMPLOYEE WAGES – PER 2023 BUDGET & TEAMSTERS LOCAL 773 CONTRACT: **MOTION** by S. Disidore, second by J. Mauser setting Employee Wages per the 2024 Budget and the Teamsters Local 773 Contract. Vote: 5-0.

E.TAX / ASSESSMENT COLLECTORS AND FEES

Chairman M. DeBerardinis read following Appointments:

EARNED INCOME TAX COLLECTOR	KEYSTONE COLLECTIONS GROUP
LOCAL SERVICE TAX COLLECTOR	KEYSTONE COLLECTION GROUP
SANITATION ASSESSMENT COLLECTOR	KEYSTONE COLLECTION GROUP

MOTION by M. DeBerardinis, second by D. Ascani approving those appointments. Vote: 5-0.

STREET LIGHT ASSESSMENT COLLECTOR: MOTION M. DeBerardinis, second by J. Mauser appointing J. Smethers. Vote: 5-0.

SANITATION ASSESMENT / FEES RESOLUTION No. 2024-02: MOTION by S. Disidore, second by J. Mauser adopting Resolution 2024-02 establishing the Sanitation Assessment / Fees for 2024 in the amount of \$375.00 per Residential Dwelling unit with a early payment discount of 5% (\$18.75 per unit) 10% late fee of delinquent balance. Vote: 5-0.

STREET LIGHT ASSESSMENT – RESOLUTION No. 2024-03: MOTION by S. Disidore, second by J. Mauser adopting Resolution No. 2024-03 establishing the Street Light Assessment for 2024 in the amount of \$0.55 per foot of frontage for Improved Properties and \$0.138 per foot of frontage of Unimproved properties. Vote: 4-0-1, D. Ascani voted “no”. Motion passed.

BOND LIMITS:

TWP. MANAGER / TREASURER / ASST. SECRETARY: \$500,000 & TWP. SECRETARY / PLANNING ADMIN./ ASST. TREASURER: \$250,000: MOTION by M. DeBerardinis, second by S. Disidore to approve the Bond limits (same as last year). Vote: 5-0. second

F. TOWNSHIP DEPOSITORY: **MOTION** by M. DeBerardinis, second by J. Mauser establishing **Fidelity Bank** as the Township Depository. Vote: 5-0.

H. ESTABLISHMENT OF 2024 PAID HOLIDAYS:

Jan. 1st – New Year’s Day, February 19th – Presidents Day, March 29th – Good Friday, May 27th – Memorial Day, July 4th– Independence Day, Sept. 2nd – Labor Day, Nov. 28th – Thanksgiving Day, Nov. 29th – Friday after Thanksgiving, Dec. 24th – Christmas Eve, Dec. 25th – Christmas Day. **MOTION** by M. DeBerardinis, second by S. Disidore approving the 2024 paid holidays. Vote: 5-0.

LMILEAGE REIMBURSEMENT RATE – The Board acknowledged the 2024 IRS mileage reimbursement rate is set at **\$0.67 per mile.**

J.MEETING DATES FOR 2024: M. DeBerardinis read the following meeting dates:

Board of Supervisors – 1st Monday of each month at 7:00 p.m. with the following exceptions: July 15th, September 9th and December 16th. As needed, the Board will meet on the third Monday of each month at 7:00 p.m.

Planning Commission – 3rd Tuesday of each month at 6:30 p.m. (as needed)

Zoning Hearing Board – 3rd Wednesday of each month at 7:30 p.m. (as needed)

Open Space Advisory Board – 4th Monday of each month at 6:30 p.m. (as needed)

Recreation Board – 1st Wednesday of each month at 6:00 p.m. (as needed)

Environmental Advisory Council – 2nd Monday of each month at 6:30 p.m. (as needed)

Agricultural Security Area Committee - 2nd Monday of each month at 7:00 p.m. (as needed)

Set quarterly meeting day / time / location for Centerfield School Park Committee

All meetings will be in person until further notice.

MOTION M. DeBerardinis, second by J. Mauser to approve the meeting dates for 2024. Vote: 5-0.

PUBLIC COMMENT: J. Larrison asked the Board of Supervisors consider appointing a Supervisor to be the Fire Company Liaison.

ADJOURNMENT: The Re-organization Meeting was adjourned at 7:10 p.m.

Respectfully submitted, Melissa Mastrogiovanni, Township Secretary - Lower Mount Bethel Township

LOWER MOUNT BETHEL TOWNSHIP
January 2, 2024 Regular Meeting Minutes – 7:00 p.m.

CALL TO ORDER - The January 2, 2024 regular meeting minutes of the Lower Mount Bethel Township Board of Supervisors was held at 6984 S. Delaware Drive, Martins Creek, Pennsylvania, 18063 (formerly known as Centerfield School), Martins Creek, PA, 18063. The meeting was called to order by Chairperson DeBerardinis at 7:10 p.m. In attendance were M. DeBerardinis, S. Disidore, J. Mauser, D. Ascani, C. Cook, P. North, J. Coyle, J. Smethers and M. Mastrogiovanni. There were 16 members of the audience present. The Pledge of Allegiance was recited.

APPROVAL OF MINUTES – December 11, 2023. MOTION by J. Mauser, second by S. Disidore to approve the minutes as submitted. Vote: 3-0-2, D. Ascani and C. Cook abstained.

COURTESY OF THE FLOOR – J. Matthews mentioned he can't locate the budget on the township website. J. Smethers explained how to locate it. Mr. Matthews also had other questions about the budget, expenditures, year to date salary increases of employees and sanitation surplus. J. Mauser suggested to Mr. Matthews that in the future he put all questions in writing, in advance to allow the Board and the Manager to properly address all his questions.

LMB Fire Company – G. Russo Jr. gave a slideshow presentation on the stock pumper and tanker they would like to purchase. The first is the pumper. The truck is already built and ready for delivery. The cost is \$615,000-\$625,000 and has the SAMS computer system, which is a new safety feature. Purchasing this truck now will save the township about \$100,000+ since a truck ordered next year will be more. The second truck is a tanker, and the cost is \$545,000. This truck is being built and will be ready for delivery the end of January/early February. They would sell the trucks they are replacing directly to the company for \$250,000 which is used as the down payment. They would keep and service the new trucks for 15 years; or consider selling them again in 12 years for a better down payment on new ones. The financing would be \$135,000 per year for 10 years and no payments due for 12 months. The Township is currently paying the loan on the 2011 pumper and asked if the township would consider paying the balance on the loan of \$17,000. J. Larrison mentioned the new trucks will be available to look at on January 8th at the Fire House and invited the Board of Supervisors to come and see them. J. Mauser noted if the money is already allocated for the payment of the truck, then it makes sense to pay it off early. S. Disidore agreed it makes good financial sense. The Fire Company will attend the Board of Supervisors workshop on January 15th to explain equipment for future purchases and discuss how the fire tax will be utilized in the future. They also asked that the Board consider appointing a Supervisor liaison to the Fire Company. J. Smethers will email the Board the videos of the two trucks they are looking to purchase. **MOTION** by J. Mauser, second by D. Ascani to pay off the firetruck contingent upon a positive review of details by the Township Manager to see if there is any early pay off penalty. Vote: 5-0.

J. Larrison mentioned the Car Show is going to be Sunday, October 20, 2024, at Riverton.

SUBDIVISIONS / ZONING – None.

OLD BUSINESS

- 1. Centerfield Gym Lights** – J. Smethers indicated we received (2) two estimates and is still waiting on a third, but it's not required since it's under her spending limit. **MOTION** by M. DeBerardinis, second by D. Ascani authorizing J. Smethers to move forward with the Centerfield gym lights up to \$10,000.00. Vote: 5-0.
- 2. Slate Belt Multi-Municipal Comprehensive Plan** – S. Disidore reported there are no updates, and the next meeting will be the 1st Thursday in February.

NEW BUSINESS

- 1. Resolution 2024-04 – LMBT Fee Schedule** – **MOTION** by M. DeBerardinis, second by S. Disidore to adopt Resolution 2024-04 LMBT fee schedule. Vote: 5-0.
- 2. Accept Resignation of Regina Marinelli from the Recreation Board and Open Space Committee** - **MOTION** by M. DeBerardinis, second by D. Ascani accepting the resignation. Vote: 5-0.
- 3. Street Light Judgement – H10-NW3-11-1.** J. Smethers explained the family was ordered to pay the \$40.00 collection fee and not the legal fees. The township has already paid the legal fees, if we appeal it could incur more legal costs. **MOTION** by M. DeBerardinis, second by J. Mauser not to file an appeal for the Street Light Judgment for file H10-NW3-11-1. Vote: 5-0.

CORRESPONDENCE - All Correspondence is located in the Township office.

APPROVAL OF THE BILLS – J. Smethers noted there was an additional \$900.00 added to the bills list for the Road Department clothing allowance. **MOTION** by M. DeBerardinis, second by J. Mauser to pay the bills in the amount of \$148,706.31. Vote: 5-0.

REPORTS

Township Engineer's Report – J. Coyle thanked the Board for re-appointment. Justin reported the pickleball / tennis court constructions has stopped until March / April depending on the weather. Justin is waiting on Jen to track down plans on the Hillendale culvert they put in Hillendale.

Township Solicitor Report – P. North reported on the bankruptcy process for acquitting Martins Creek Real Estate tax appeal. J. Smethers mentioned she had correspondence regarding that, and the School District was not pleased with the pro-rated cost of appraisal.

Township Manager – J. Smethers reported she is still working on coordination of the cameras at Gravel Hill Enterprises. We received a check for tipping fees, but for a small amount. Jen noted she is working on two grants and we were awarded the hotel grant of \$5,000 for Community Day.

Board Members Report

J. Mauser – John reported rainstorms washing out several of the park projects. They will look in the sprint to apply for some grants.

S. Disidore – No report.

D. Ascani – Dave asked about updates to the traffic study on Main Street. J. Smethers will reach out to Marvin at LTAP.

C. Cook – No report.

Road Department Report – F. Heitzman reported they have been cleaning drains out and working on the gardens at the Welcome Center. M. DeBerardinis reported on the Little Creek Road water issue, the landowner has granted us permission to get an emergency permit. Fred was out there with the track hoe. M. DeBerardinis mentioned the issues on Upper Mud Run Road. J. Smethers has contacted the DEP regarding the emergency permit.

PUBLIC COMMENT – J. Guest asked about details of the grants that were applied for to repair Upper Mud Run Rd. J. Smethers explained for the costs she used our Engineers estimates. J. Mauser mentioned the Upper Mud Run Rd area by Koshinsky's was fixed a few years ago; now the slope has blown away and materials have collapsed.

Respectfully submitted,
M. Mastrogiovanni
Township Secretary - Lower Mount Bethel Township