

REGULAR MEETING MINUTES
MARCH 1, 2023
UPPER NAZARETH TOWNSHIP BOARD OF SUPERVISORS

Meeting called to order at 7:00 p.m. by Chairman Scott Sylvainus. The meeting was live streamed for anyone wishing to hear.

Pledge of Allegiance

Board members present were, Robert Disbrow, Kristin Mullen, Mike Rinker, Brian Sayago, and Scott Sylvainus. Also present were Township Solicitor Gary Asteak, Township Engineer, Sean Dooley, Township Manager, Lisa Klem, Police Chief, William Cope, Road Superintendent, Shawn Shupe, and Treasurer/ Recording Secretary, Deanne Werkheiser.

Scott Sylvainus stated an executive session was held prior to the meeting.

COURTESY OF THE FLOOR

Jeff Shepherd, President of the Library Board, introduced himself. On behalf of the library, he wanted to thank Terry Sayago for her years of dedication and service. She helped the community in many ways. Gary Asteak thanked Terry as well.

APPROVALS

Brian Sayago stated he would like to amend the agenda to include approval to make an offer on EAC property 2022-03 and do a title search. He would also like to add getting an appraisal for EAC property 2023-01 which were discussed in executive session.

Motion was made by Robert Disbrow, seconded by Kristin Mullen to approve the agenda with amendments adding an executive session, appraisal for EAC project 2023-01, and offer and title search for EAC project 2022-03. Motion approved unanimously.

Motion was made by Michael Rinker, seconded by Robert Disbrow to approve the regular meeting minutes of February 15, 2023. Motion approved unanimously.

Motion was made by Brian Sayago, seconded by Kristin Mullen to approve payment of the bills. Motion approved unanimously.

SUPERVISORS COMMENTS

Nothing at this time.

TOWNSHIP ENGINEER

Sean Dooley stated he had nothing at this time.

TOWNSHIP SOLICITOR

Gary Asteak stated he had a question. Was the Multi Municipal Comprehensive Plan implementation draft received and reviewed? Lisa Klem stated she did not receive it yet. She will follow up on getting it. Gary briefly reviewed the draft which would allow the Nazareth COG to act as administrator per the Comprehensive Plan.

ADMINISTRATION

Lisa Klem stated that she received two letters of interest for the open Library Board Representative term. Evan Davis and Becky Bartlett were both present. Scott Sylvainus asked Becky Bartlett if she would resign as elected auditor if she was appointed. Becky responded yes.

Motion was made by Brian Sayago, seconded by Kristin Mullen to appoint Becky Bartlett as the representative to the Library Board to fill the remainder of the term expiring December 31, 2024.

Motion was made by Michael Rinker, seconded by Robert Disbrow to appoint Evan Davis as the representative to the Library Board to fill the remainder of the term expiring December 31, 2024.

Scott Sylvainus asked which motion was made first.

Motion was made by Brian Sayago, seconded by Kristin Mullen to appoint Becky Bartlett as the representative to the Library Board to fill the remainder of the term expiring December 31, 2024. Motion approved 3-2. Michael Rinker and Robert Disbrow opposed.

Gary Asteak stated Becky would have to resign as Auditor and the Board has 30 days to fill the position.

Lisa Klem stated that CODE Red, our emergency alert notification system renewal is April 11, 2023. We can only renew for a year at a time. The cost is \$3,111.29. Our new website will have an emergency alert notification system included but will not be active until July.

Motion was made by Kristin Mullen, seconded by Michael Rinker to NOT renew Code Red. Motion approved unanimously.

PLANNING & ZONING

Scott Sylvainus stated there was nothing at this time. The consultant will be attending the March 9th meeting. We will be reviewing the first two sections on the draft Zoning Ordinance.

PUBLIC WORKS

Shawn Shupe stated that the baffle system is in at the Farmview basin gabion work still needs to be completed at the inlets. Scott Sylvainus asked if we ordered any road salt. Shawn replied we have to order 60% per the contract. He will be ordering 180 tons.

MS4

Sean Dooley stated he had nothing additional to add.

RECREATION

Kristin Mullen stated they are fine tuning upcoming events.

EAC

Motion was made by Brian Sayago, seconded by Kristin Mullen to approve an offer and title search for project 2022-03. Motion approved 4-1. Robert Disbrow opposed.

Motion was made by Brian Sayago, seconded by Kristin Mullen to approve having an appraisal done for project 2023-01. Motion approved 4-1. Robert Disbrow opposed.

Brian Sayago stated that the postcards approved at the last meeting are expected to go out next week.

PUBLIC SAFETY

POLICE DEPARTMENT

Chief William Cope stated that he had one item. A new records management system is needed since the current system we have been using since 1996 is being discontinued in 2024. The system is linked to our E-ticketing system. Three systems were demoed. The Board had copies of the information. Chief Cope reviewed each system and their costs. cNET is the least expensive and is run by the same company as jNET. He suggests that we go with cNET. Initial cost would be approximately \$12,500.00 with yearly costs of \$4,550.00. Mark 43 initial cost is \$126,560.00 with yearly costs of \$38,916.00.

Motion was made by Robert Disbrow, seconded by Michael Rinker to approve the quote from cNET in the amount of \$12,500.00 for the new records management system. Motion approved unanimously.

EMERGENCY MANAGEMENT

Michael Rinker stated he had nothing at this time. He will work with Lisa Klem on setting up a meeting.

SAFETY COMMITTEE

Michael Rinker stated he had nothing at this time.

FIRE DEPARTMENT

Rich Laurito reminded the Board the Annual Easter Egg Hunt will be held on April 1, 2023, at noon behind the Municipal Building.

OLD BUSINESS

Nothing at this time.

NEW BUSINESS

Nothing at this time.

ADJOURNMENT

Motion made by Robert Disbrow, seconded by Kristin Mullen to adjourn the meeting at 7:30 p.m. Motion approved unanimously.

Respectfully Submitted,

Deanne Werkheiser,
Recording Secretary