

REGULAR MEETING MINUTES
JUNE 7, 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, Fire Chief Jeff Fassl, and Treasurer/ Recording Secretary, Deanne Werkheiser.

COURTESY OF THE FLOOR

Resident Keith Berlew, Bath Pike, stated that the lights on the fields at Tuskes Park are on until 10:30 PM during the week. Last week they were on until 1:00 AM. Loud music at times. He thought there was a curfew. It is an uncalled-for issue. Shawn Shupe replied people have been getting into the boxes and changing the timer. He will look into this.

Resident Pamela Berlew, Bath Pike, stated officers from Bath Fire Company are using their lights and sirens daily on Bath Pike. This has been going on for quite a while. It is dangerous and an abuse of power. Gary Asteak responded the Police can stop them if they see it. Jeff Fassl replied that they (Bath Fire Company) have been spoken to before about this issue.

Resident Thomas Ament, 4th Street, stated he has always paid his real estate and library taxes on time. He paid the real estate taxes during the discount period but forgot the library tax. He paid those after receiving a letter from Tracy Adamski, but the real estate check was never cashed. Due to that he was told to pay an additional \$13.12. He is requesting credit for this since it was paid on time. Brian Sayago asked if the tax collector has the authority to give credits. Gary Asteak responded no, the Board does.

Motion was made by Robert Disbrow, seconded by Kristin Mullen to approve the refund of \$13.12 in real estate taxes to Thomas Ament. Motion approved unanimously.

APPROVALS

Motion was made by Kristin Mullen, seconded by Robert Disbrow to approve the agenda. Motion approved unanimously.

Motion was made by Brian Sayago, seconded by Michael Rinker to approve the regular meeting minutes of May 17, 2023. Motion approved. Robert Disbrow abstained.

Motion was made by Michael Rinker, seconded by Scott Sylvainus to approve payment of the bills. Motion approved unanimously.

06/07/2023

SUPERVISORS COMMENTS

Scott Sylvainus stated approval was needed for Deputy Tax Collector appointment. Joseph Adamski, Tracy's husband, would fall under her bond. Brian Sayago questioned the bond and having him on it. Why is this needed now? Lisa Klem stated the current Deputy is retiring. A brief discussion ensued.

Motion was made by Robert Disbrow, seconded by Kristin Mullen to approve the Tax Collector to appoint Joseph Adamski as Deputy Tax Collector subject to acceptance by the bond company. Motion approved unanimously.

Brian Sayago stated that the Tax Collector is receiving compensation over \$14,000.00 a year. It may be cheaper going with a company like Keystone Collections. He would like to look into this with Lisa Klem to get a proposal of costs. Lisa Klem responded she is not sure of the legality of that. Robert Disbrow stated he does not support taking away an elected position. This is the peoples voice. Brian stated he would like to get information, so we know the costs.

Brian DeMarco submitted his resignation as NBMA representative.

Motion was made by Kristin Mullen, seconded by Robert Disbrow to accept resignation of Brian DeMarco as NBMA Representative. Motion approved unanimously.

TOWNSHIP ENGINEER

Sean Dooley stated he had nothing to bring before the Board. He did want to clarify for MS4 that we are investigating where the possible source of where the pathogens are coming from. We are awaiting direction from DEP.

TOWNSHIP SOLICITOR

Gary Asteak stated he had several items.

Gary stated that Resolution 23-07 is for the acquisition of land for \$175,000.00 for Open Space. The title search was done. It is clear. Settlement will be next week. Robert Disbrow asked if this is the company developing the warehouse. Gary replied no. They have nothing to do with them.

Motion was made by Kristin Mullen, seconded by Brian Sayago to approve Resolution No. 23-07, acquisition of lands of Tadmor Investments, LLC, Parcel No. K6-24-3-0432 in the amount of \$175,000.00. Motion approved unanimously.

Gary stated he met with Manager Lisa Klem, the Police, and the Fire Company to discuss the Burning Ordinance. Ordinance 191 would amend Chapter 7, Part 1 Open Fires and Burning of the Code of Ordinances. It is ready to be advertised for adoption. A brief discussion ensued.

Motion was made by Robert Disbrow, seconded by Kristin Mullen to approve advertisement of Ordinance 191 amending the Code of Ordinances Chapter 7, Part 1 Open Fires and Burning. Motion approved unanimously.

Gary stated he had a discussion with the owner of the home on Knauss Road that was hit by a car. Bushkill Township is seeking to purchase the home to be able to redo the intersection. The couple who is renting the home has been there for over 30 years, so the owner does not feel it is the appropriate time to discuss this. Gary does suggest moving forward with the traffic study. Lisa Klem asked Sean Dooley for a quote to do the traffic study.

ADMINISTRATION

Lisa Klem stated that the 2022 Upper Nazareth Township Police Pension GASB 67 has been received. It is available for review. Brian Sayago stated he reviewed the financial statements. The pension plan is down 20%, even with the extra \$48,000.00 that was put in last year. We discussed doing additional payments in future years. He suggested budgeting \$100,000.00 additional for 2024. Scott Sylvainus replied that the stock markets have been up so we should review the recent reports.

Lisa stated that the E-cycling event is this Saturday from 9:00 to 11:00 AM at two locations, Tuskes Park and Friedenstahl Ave.

Lisa stated the County is under code red Burn Ban. Jeff Fassl stated there is no burning, even recreational. Only cooking of food is allowed. He will be meeting with EMC Michael Rinker to discuss fireworks for July 4th if it remains this dry.

PLANNING & ZONING

Scott Sylvainus stated that they will be meeting twice a month. Lisa Klem responded it has been advertised and the extra meetings will be starting in June. They Planning Commission will meet the second and fourth Thursdays of each month.

PUBLIC WORKS

Shawn Shupe stated that he is seeking approval to purchase a 2023 Chevrolet Silverado 2500H for \$65,633.00. Lisa Klem Stated that we were awarded a Monroe County LSA Grant for \$50,000.00 for the purchase of a truck and flat bed. We are waiting on the quote for the flat bed. The truck is available right now. The off-set costs were budgeted for.

Motion was made by Michael Rinker, seconded by Robert Disbrow to approve the purchase of a 2023 Chevrolet Silverado 2500H for the amount of \$65,633.00. Motion approved unanimously.

MS4

Sean Dooley stated he had nothing more at this time.

RECREATION

Kristin Mullen stated that the Movies in the Park will be held on June 16, 2023. Movie will start at 8:30 pm. Painting in the Park fundraiser will be held on June 17, 2023.

EAC

Brian Sayago stated they discussed the land acquisition.

PUBLIC SAFETY

POLICE DEPARTMENT

Chief William Cope stated he had nothing at this time.

EMERGENCY MANAGEMENT

Michael Rinker stated he had nothing at this time.

SAFETY COMMITTEE

Michael Rinker stated he had nothing at this time.

FIRE DEPARTMENT

Jeff Fassl stated he had nothing at this time.

OLD BUSINESS

Nothing at this time.

NEW BUSINESS

Nothing at this time.

George Polak asked if when there is over payments of taxes are credits given? The Board responded no; refunds are done. George suggested that the Board look at the legality of hiring an outside company to do tax collection.

ADJOURNMENT

Motion made by Robert Disbrow, seconded by Kristin Mullen to adjourn the meeting at 7:45 p.m. Motion approved unanimously.

Respectfully Submitted,

Deanne Werkheiser,
Recording Secretary

06/07/2023