

Board of Supervisors

MINUTES

January 28, 2025

IN-PERSON MEETING

Supervisors Present: Bill Ryker, Pete Kade, Jim Hopkins, Dave Long and Lorna Yearwood (via phone).

Also present: Rich Pursell (Township Manager/Public Works Director), Lisa Gerhart (Secretary/Assistant Zoning Officer), Scott MacNair, Esq. (Township Solicitor), & Michael McDonald (Chief of Police).

Mr. Kade called the meeting to order at 7 p.m. and opened with the Pledge of Allegiance. Mr. Kade advised the Board will meet in executive session after to discuss litigation matters and personnel.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None given.

FINANCIAL REPORT

Mr. Kade stated the financial report and balances are posted. Motion made by Mr. Ryker, seconded by Mr. Hopkins and unanimously approved to accept the financial report as presented.

Fund Balances as of December 31, 2024

General Fund	\$1,290,884	COVID Relief Fund	\$51
- CD General Fund Reserve	- \$237,000		
Open Space Fund	\$701,739	Liquid Fuels Fund	\$140,758
- CD Open Space	- \$137,000	- CD Liquid Fuels	- \$236,00
Escrow Fund	\$96,929	Street Light Fund	\$2,569
Capital Reserve Fund	\$17,741	Act 537 Escrow Fund	\$88,294
- CD Capital Reserve	- \$237,000		
Dedicated EMS	\$2,257	Dedicated Fire	\$56,648
General Fund Reserve	\$237,000		

Payment of Bills

(November 16, 2024 – December 15, 2024)

General Fund	\$105,278.85	Open Space Fund	\$117.00
Capital Reserve Fund	\$0	Liquid Fuels Fund	\$10,813.10
Escrows	\$8,762.76	Street Light Fund	\$578.39
PLGIT Credit Card	\$4811.17	Dedicated EMS Fund	\$0
Dedicated Fire Fund	\$0		

(December 16, 2024 – January 15, 2025)

General Fund	\$243,370.49	Open Space Fund	\$312.93
Capital Reserve Fund	\$0	Liquid Fuels Fund	\$23,150.47
Escrows	\$4,332.91	Street Light Fund	\$579.04
PLGIT Credit Card	\$4,578.71	Dedicated EMS Fund	\$0
Dedicated Fire Fund	\$0		

Motion made by Mr. Hopkins, seconded by Mr. Ryker, and unanimously approved the payment of bills from November 16, 2024 - January 15, 2025.

APPROVAL OF MINUTES

Motion by Mr. Ryker, seconded by Mr. Hopkins and unanimously to adopt the November 26, 2024, December 10, 2024, January 6, 2025 & January 14, 2025, minutes as amended for minimal typos.

BUSINESS ITEMS

Approve RFP for Engineering & Planning Services – Mr. Hopkins drafted the RFP for Engineering & Planning Services for Villages and Route 309 Corridor Studies related to the DCED MAP Grant. Solicitor MacNair and Engineer Fulmer have reviewed the draft RFP. The next step is to decide dates and put it out to bid. Mr. Kade said the RFP looks good. Motion made by Mr. Ryker, seconded by Mr. Long and unanimously approved to authorize posting on Penn Bid for the Engineering & Planning Services for Villages and Route 309 Corridor Studies Request for Proposal to secure bids with the RFP.

Approval of Third-Party Inspections for Building Addition - This inspection is primarily for earthwork and foundation/concrete work regarding the new Township addition. Motion made by Mr. Ryker, seconded by Mr. Hopkins and unanimously approved to authorize Barry Isett's and Associates for the Special Inspections and Construction Materials Testing Services on the Building Addition at a price not to exceed \$9,000.00.

Building Interior Design Service - Ms. Yearwood brought up the possibility of using an interior designer in the early stages of the bidding process. We are at the stage with the building addition where decisions will have to be made on interior colors, floor color choices, etc. the proposal from the interior designer that works in the architect office is between \$500.00 and \$1,000.00. Mr. Hopkins asked to table this agenda item as his daughter, who is an interior designer, may donate her time to assist with the interior design of the building. Mr. Long stated he feels Mr. Pursell and Ms. Gerhart can make the design decisions. It was a consensus to table the agenda item for another time.

BCATO Annual Convention – The 2025 BCATO Annual Convention will take place on Saturday, February 22, 2025, at the Northampton Valley Country Club, Richboro PA. Last year the conventions emphasis was on Fire Response. This year the conventions emphasis is expected to be on EMS Response. Mr. Pursell questioned if the Board like to invite representatives from EMS to the convention this year as we did last year with Fire representatives. Tim and Jim from UBREMS would be interested in attending. Ms. Yearwood, Mr. Hopkins, Mr. Ryker and Mr. Kade will attend the convention also.

Planning Commission Tasks for 2025 – Mr. Long, Planning Commission member and Board member, discussed where the Planning Commission is at with Accessory Dwelling Unit ordinance. He also mentioned other tasks he suggested such as event venue ordinance, scenic overlay district, water resource ordinance, and split zoning parcels. The Board agreed for the Planning Commission to work on those tasks for 2025.

Ad Hoc Communication Committee – Ms. Yearwood asked for this to be placed on the agenda so the Board can decide if they wish to move forward with the Ad Hoc Committee. If not, we will reach out to the volunteers to see if they would be interested in serving on another committee. Ms. Yearwood said they have four volunteers. Mr. Pursell said one volunteer dropped out. Mr. Ryker said he thinks this committee is not needed and some of the already established committees could use the volunteers. He said he doesn't think it is needed and is not good management practice. Mr. Ryker said we have the tools now with a new website and perhaps the committees need to improve their own communication. Mr. Hopkins says he

agreed. He feels it is already overlapping the goals of others. He said he doesn't see any issues with communications. He said you can continue to put the information out there but if people are not interested in receiving it, they won't. Mr. Hopkins discussed the map project and community resource information that will be mailed to residents in the next few months. Mr. Long said communication is a two way street as Mr. Hopkins mentioned. He said people have to accept the communication. Mr. Long said he does miss the old newsletter. Mr. Kade said the information is being put out there. He said it is not our failure that communication isn't being received. He said if anything, a committee to help older residents navigate the web would be helpful. Mr. Long mentioned the ABCs should be doing minutes, agendas and yearly report to the Board. Mr. Pursell said he will be reminding the ABCs of those responsibilities. Mr. Hopkins said history has shown that residents only show up to the BOS meetings when there is a matter of personal concern to them. He said for sometimes residents to say they didn't know, is hard to believe as the township is always putting the agendas out there. Mr. Ryker said we spent money to re-do the website, we need to check the data analytics to see how many are actually using the website. Mr. Kade called for a vote on the communications ad hoc committee. Mr. Long, Mr. Hopkins, Mr. Ryker and Mr. Kade voted "no."

REPORTS / COMMENTS

Zoning – A report was received and is on file.

Police – A report was received and is on file. Chief McDonald discussed the Shop with a Cop event in December. He said there was a bill that was passed mandating the School District to have a full-time security officer. He said the new officer started at Palisades School District. The chief stated he is working on his annual report and will have that submitted soon.

Fire/EMS – Reports from PRFR received. Commissioner Jeff Mease was present. He stated their Year End Report is coming along with Financial Report. Mr. Mease said the Technical School is now offering a 2-year certification training program. He said there is a pancake breakfast fundraiser Sunday at Springtown Fire house for PRFR. Mr. Ryker said he wanted to point out that Mr. Alex Armstrong finished his firefighter training II recently and that it required a lot of training hours. Mr. Yearwood questioned if there would be a regional get-together soon and Mr. Mease said possibly in March.

Public Works – A report was received and is on file.

Solicitor – A report was received and is on file. Solicitor MacNair stated regarding the Grime's driveway litigation, there was a settlement agreement reached and a zoning permit issued for the agreed upon driveway.

Engineer – A report was received and is on file.

Planning Commission – Mr. Carson, 2024 Chair, submitted a yearly report to the Board.

Parks & Land Preservation Board – No report given.

EAC – No report was given. Ms. Yearwood stated Ms. Arienne Elinich, Chair will be resigning in March. Ms. Yearwood said she heard a few applications will be coming.

CORRESPONDENCE

A SPCA donation "thank- you" was received along with a "thank- you" from a resident on Nemeth Road to the Public Works department. There was also a letter from Mr. David Bretz, Peppermint Road, to Supervisor Long about his disagreement with previously discussed Event Venue ordinance.

PUBLIC COMMENTS

Mr. Bruce Whitesell said he hopes the Historic Commission will meet in February. Mr. Pursell said the committee is down to two members again.

Mr. Nilsen, UBREMS, stated he looks forward to meeting with the Board Thursday evening regarding UBREMS. The meeting is a joint meeting between municipalities.

BOARD MEMBER COMMENTS

Mr. Ryker reminded everyone about the Pancake Breakfast again at Springtown Fire House. Ms. Yearwood stated about the upcoming comprehensive meeting, she has been working on a way to run the meeting in order to prioritize the recommendations and get the most of out of the meeting. Mr. Kade asked to have Springtown Water Authority listed under reports. He said they are working on making the pump house at Springtown Firehouse to have public water available in case of emergencies. He asked Mr. Mease about adding it to the generator there. Mr. Mease asked them to put the request in writing and they will discuss at an upcoming meeting.

ADJOURNMENT

Mr. Kade noted there will be an executive session held after this meeting to discuss litigation and personnel matters.

Motion by Mr. Hopkins, seconded by Mr. Ryker and carried to adjourn the meeting at 8:20 p.m.

Respectfully submitted,



Lisa Gerhart
Secretary