

The Regular Monthly Meeting for the Moore Township Board of Supervisors (BOS) was called to order on Monday, July 10, 2023, by Chairman Daniel Piorkowski at 6:00 PM. The meeting was conducted at the municipal building. Members present were Chairman Daniel Piorkowski, Vice Chairman David Shaffer, Supervisor Michael Tirrell, Township Manager Nicholas Steiner, Township Solicitor David Backenstoe, and Township Engineer Kevin Horvath from Keystone Consulting Engineers (KCE).

WAIVERS & DEFERALS

#23-07P Nico DelSerro Major Subdivision Waiver Section 2.03.45.c

Mr. Jason Harhart stated a letter was received late in the afternoon on this day. Attorney Backenstoe confirmed that letter was from DelSerro's attorney requesting the matter be tabled until they receive a final action from the Planning Commission before they come forth to present all actions. Mr. Harhart and Attorney Backenstoe stated time on this matter is not an issue.

Mr. Shaffer made a motion to table waiver #23-07P Nico DelSerro Major Subdivision Section 2.03.45.c

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

SUB-DIVISIONS AND LAND DEVELOPMENT

#22-16 P/F Wayne Cacciola Minor Subdivision Sewage Planning Module

Mr. Kevin Horvath brought to attention a letter from December 5 from Mr. Chris Noll recommending approval of the module. It is nothing that requires more than a signature on part of the board or the Secretary of the Board. It was an exception to revision of Act 537. Mr. Dan Piorkowski questioned if this was approved by the Planning Commission, and it was confirmed.

Mr. Tirrell made a motion to approve the #22-16 P/F Wayne Cacciola Minor Subdivision Sewage Planning Module

Mr. Shaffer seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

REGULAR BUSINESS

MINUTES

Mr. Shaffer made a motion to approve two sets of minutes from June 6th, 2023 and June 22nd, 2023

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

FINANCIAL REPORT

Mr. Tirrell made a motion to approve the Financial Report

Mr. Shaffer seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

PAYMENT OF THE BILLS

Mr. Shaffer made a motion to pay the bills

Mr. Steiner noted bills for the month from General Checking are \$166,138.22. The Liquid Fuels bills are \$5,496.12.

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

APPROVE PAYROLL

Mr. Tirrell made a motion to approve the payroll

Mr. Shaffer seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

POLICE DEPARTMENT

Chief Gary West read the June 2023 report.

Officer Resignation

Chief West also brought forth a letter of resignation for Officer Emmanuel Varkanis, his last day being July 30th, 2023. Mr. Shaffer extended his thanks and gratitude towards Officer Varkanis for his 13 years of service with the Moore Township Police Department.

Mr. Shaffer made a motion to accept the resignation of Officer Varkanis

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Officer Hire

Chief West also brought forth the request to approve hiring Officer Matthew Hyman on as a full-time patrolman. Officer Hyman is currently a part time patrolman for the township for the last 16 years. He has also been a Lehigh University Officer for 14 years. Chief West requested to waive Article 4 Section 1B of the Collective Bargaining Agreement which states a new hire would start at 80% regular pay and start him out at 100% regular pay. Chief West obtained a letter from the Police Association stating agreement on waiving Article 4 Section 1B and the immediate 100% regular pay.

Mr. Tirrell made a motion to hire Officer Hyman as a full-time patrolman and waive Article 4 Section 1B of the Collective Bargaining Agreement

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

FIRE & AMBULANCE

Mr. Jason Harhart read the June 2023 report.

PUBLIC WORKS DEPARTMENT

Mr. Hoffman stated this last month they've been getting roads prepped for seal coating. They've had some minor flooding the past two weeks with the amount of rainfall encountered. Mr. Shaffer questioned if there were any problems with pipes or any washing out from the flooding. Mr. Hoffman replied everything is staying put, mostly just debris (tree limbs, etc.) that needed attention. Mr. Hoffman and Mr. Steiner mentioned a slight washout on the downstream side of the main walls on Church Rd. but nothing major. Mr. Hoffman also brought to attention the issue with Carol Ln. He's been to the location multiple times to monitor and capture video. He has not had any puddles near Mr. Kukor's driveway, it is flowing back towards the road as it should be and there is nothing more to be done at this location. Mr. Hoffman also stated he has not had any more complaints from Mr. Kukor on the matter. Mr. Hoffman proceeded to address the Smith Gap Rd. issue between Ms. Krauss and Mr. Szabo. Mr. Hoffman addressed the concern of Ms. Krauss to Mr. Szabo about the swale not being good enough to allow proper water flow after the last meeting. Mr. Szabo stated he would dress up the driveway more, and after about 2 days he did so, making the swale a little deeper so more water could flow through. Mr. Hoffman has monitored the area after a few rainfalls, stating the water now sits more in Mr. Szabo's driveway than Ms. Krauss's property. Mr. Hoffman has heard no more complaints from Ms. Krauss. Mr. Hoffman proceeded with an issue brought to attention by Mr. Shoemaker. The rock filter on Schiavone blew out from the rain. Mr. Horvath and Mr. Hoffman will be looking into ways to fix the problem. They believe the rock filter was meant to be temporary until the grass waterways were installed. If they go in now with the amount of rain we've had it would only cause more damage to the grass swales.

FIRST REGIONAL COMPOST AUTHORITY (FRCA)

Mr. Gable was not present. Mr. Steiner did state mulch is available, and they are currently working on making more compost.

NAZARETH COUNCIL OF GOVERNMENTS (COG)

No meeting this past month.

RECREATION COMMISSION

Exercise Equipment Storage

Ms. Jodi Hartzell noted all the exercise equipment has been installed in the park thanks to the help of Public Works, and it opened June 30th, 2023. She stated they would like to have signs made to be put out by each piece of equipment showing recommended age and instructions on how to use the equipment.

Mr. Tirrell made a motion to approve the signage for the exercise equipment

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Playground in the Park Funding Request

Ms. Hartzell brought forth the request for Playground in the Park funding for the 2023 year. A list of items was presented to the Board they would like funding for. Mr. Shaffer questioned if everything was caught up from last year. Mr. Steiner stated no proof of purchases has been turned in yet for the last few years. Ms. Hartzell noted that nothing has been passed on to her. Mr. Steiner suggested operating on a

reimbursement system. Bring the receipts/ proof of any purchases to the Supervisors and then they can reimburse up to the allowed \$2,000. Mr. Tirrell asked Mr. Steiner if they have a pizza party, could Ms. Hartzell call Mr. Steiner to use the Township credit card to pay, and then Mr. Steiner can pull said amount from the allowed \$2,000 to cover the credit card payment. Mr. Steiner agreed to that. Mr. Piorkowski questioned the list item "Exercise Equipment-\$1,000." Ms. Hartzell was unsure of what that included but stated she would find out. Mr. Piorkowski also wanted to know if all these items were locked up after being used. Ms. Hartzell stated some items go home, and Mr. Tirrell added the MTAA is clearing a room above the baseball garage specifically for their items. Mr. Steiner brought to attention some items were stored in the well house but sustained water damage (kickballs, frisbees, etc.).

Mr. Shaffer made a motion to grant up to \$2,000 for Playground in the Park pending communication with Township Manager Nick Steiner and receipts

Mr. Tirrell seconded the motion

Public Comment

Mr. Brian Silfies stated in past years, he's seen donation collections, and wanted to know how that works, where that money goes. Ms. Hartzell and Mr. Tirrell both stated they'd never seen it, but Ms. Hartzell would look into the matter.

Motion carried with all Supervisors present voting aye

Brick Program Update

Ms. Hartzell announced the brick program is ready to go. The form can be filled out online or turned into Mr. Steiner. It can only be paid for by check, made out to the Township. To accept credit cards, it would have required a PayPal account. To not make it complicated, they voided that option. Mr. Steiner noted it is posted on the website and copies have been passed out to display and attract orders. It will also be posted on social media.

HISTORICAL COMMISSION

Ms. Charmaine Bartholomew noted the commission is working on what they will display for Community Days. They would like to be ready to advertise for Oktoberfest that day as well.

Schoolhouse Renovations

Ms. Bartholomew questioned the plans for the Schoolhouse Renovations. Mr. Horvath brought up a memo with quotes they've received, breaking down the work that would be done. Mr. Fedio quoted \$21,650, Tactical Construction was \$23,580, and Restoration Services would only quote the floor at \$12,500. All flooring quotes include removal of existing flooring, repair of existing stone support foundations, leveling of existing wooden joists, and installation and finishing of new tongue and groove pine flooring. Mr. Fedio's quote includes installation of a ¾-in. OSB plywood subfloor beneath the tongue and groove pine flooring while others do not, and a heat shield at no extra cost. Mr. Horvath went on to remind the threshold for municipalities is \$22,500 before public bid. Mr. Fedio comes in \$1,000 below that and Tactical Construction is \$1,000 above. If they choose to go with Mr. Fedio, he will satisfy obligations with respect to requesting quotes and no further public bidding will be required. Mr. Shaffer questioned if a timeline was added. Mr. Horvath answered no, that would come after talking to whomever we are interested in doing the job. Mr. Piorkowski asked if a timeline would be added, would it change any of the bids. Mr. Horvath continued with the fact we didn't secure availability in anyone's schedule. He gave an example. If Mr. Fedio was decided upon, he would be contacted and asked his availability and timeline for the project. We would take that into consideration and say okay, we expect it to take X number of days, and ask if it is acceptable. With respect to Tactical Construction, they would now require a public bid, pushing the timeframe back at least 30-60 days due to advertising and bid specifications. There is no way to give a "real" timeline. Mr. Piorkowski also mentioned adding performance clauses as

well. Ms. Bartholomew stated she did not see a timeline mentioned before gathering quotes and felt it should have been noted with the concern of it affecting quotes we've received or turn down. Supervisors explained that an estimated timeline will be decided upon and in agreement with the contractor. The Supervisors all agreed Mr. Horvath find out Mr. Fedio's availability and timeline for the project and report back at next month's meeting. Mr. Steiner made Ms. Bartholomew aware the workshop was advertised and would be in the Thursday paper.

LAND & ENVIRONMENTAL PROTECTION BOARD (LEPB)

Mr. Shaffer stated they had a couple newsletter drafts. They've been approved and signed. Mr. Steiner will mail them a check this month. Everyone's articles made it into the newsletter, and they will be sent out July 28th, 2023.

COMMUNITY DAYS COMMITTEE

Band in the Park this Friday July 14th, 2023.

ZONING AND BUILDING OFFICER

Mr. Harhart submitted his May report. He also added the draft Implementation Agreement with Nazareth Area Regional Plan was sent to all the municipal solicitors. Attorney Backenstoe has a copy. Once all the solicitors feel comfortable with it, they're going to vote on it.

TOWNSHIP ENGINEER

MS4

Mr. Horvath stated Keystone's geologist investigated 4 out of the 6 existing detention basins for suitability for infiltration and determined all were reasonably suitable. A field survey of the Barnes basin was also performed He verbally authorized access to the property to find the basin, fence, pipes, etc. prior to his signing of the agreement which has not yet been obtained. The property owner's attorney did not forward the more recent exhibit to the property owners. As of now, it has been sent. Mr. Barnes was agreeable when they spoke, they revised the easement limits, and they are giving him what he's asking for. Mr. Piorkowski asked what if he refuses to sign. Attorney Backenstoe said that could happen and would require the Township to file an eminent domain proceeding. Attorney Backenstoe knows their attorney and believes he is working with him. Mr. Horvath stated there is one more property owner that wants them to come back when they know what they're going to do. Attorney Backenstoe suggested handling the Barnes basin first since they were ones who mostly agreed before having to come to eminent domain for the last one.

TOWNSHIP SOLICITOR

Ordinance Codification

Ordinance codification should be ready for hearing of adoption at the September meeting. It will be available online and user friendly. If the Supervisors are okay with it, with the help of Mr. Steiner, Attorney Backenstoe would like to get it advertised. The supervisors agreed to proceed.

Preparation of Quit Claim Deed

After the hearing of vacating Trach Rd., the Hendersons questioned how they will show they own the land. Attorney Backenstoe explained a quit claim deed could be implemented, stating the Township is not conveying title but rather releasing any interest that may have been. Mr. Horvath is going to take the meets and bound description he prepared for the ordinance and is going to try and break in into halves, one for the Hendersons, and one for Mr. Rudy Klein, and do the quit claim deeds. They will then get a lawyer to do a consolidation deed, putting both deeds to one parcel. Attorney Backenstoe requested allowance to do the consolidation for the Hendersons at their cost, not the Township's. Attorney

Backenstoe also commended Mr. Horvath and Mr. Hoffman on a job well done with the Trach Rd. hearing and Mr. Hoffman's quick response to barricading the road from public traffic.

**Mr. Piorkowski made a motion to allow Attorney Backenstoe to prepare a quit claim deed
Mr. Tirrell seconded the motion**

Public comment

None

Motion carried with all Supervisors present voting aye

TOWNSHIP MANAGER

Parks, Recreation, and Open Space Plan – Steering Committee and RFP for Consultant

The Township received approval for the Livable Landscapes grant through the county to update our Open Space plan to incorporate other areas of Parks and Recreation. Mr. Steiner met with Ms. Sherry Acevedo who advised forming a Steering Committee consisting of stakeholders/representatives from commissions and committees that would hold direct interest. They would then create an RFP and find a consultant who would put a plan together with the assistance of the Steering Committee. Once the plan is together, it will go to each individual advisory board for approval. Mr. Steiner recommended they start forming the committee with individuals who are part of the work group. Mr. Steiner, Mr. Hoffman, Ms. Kerbacher, Mr. Roberts, Mr. Harhart, Ms. Hartzell, and adding Ms. Acevedo from Northampton County Parks & Recreation and one representative from Heritage, and one from Wildlands since they oversee the Open Space programs. Mr. Steiner needs a motion to form the Steering Committee and to allow the committee create a draft RFP for a consultant. The consultant would help gather proposals and help the Township get through the process. Attorney Backenstoe clarified this is an ad hoc committee. Mr. Tirrell asked to have one more Recreation member on the committee. Mr. Steiner recommended one from each commission/committee. No voting is needed, so there isn't a concern of even or odd number of members. They will also hold some public meetings to gather input.

Mr. Shaffer made a motion to approve forming the Parks, Recreation, and Open Space Steering Committee with 1 person from each entity as well as allowing the Steering Committee to create and send out an RFP for a consultant

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Mr. Steiner also noted the 2022 audit is complete They received the finalized consolidated audit from the consultant and need a motion to accept it.

Mr. Tirrell made a motion to accept the 2022 audit

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all supervisors present voting aye

RESOLUTIONS & ORDINANCES

Resolution 2023-14 Agricultural Security Area (Valley View Dr) – Walker

Mr. Shaffer made a motion to approve Resolution 2023-14 Ag Security Area for Valley View Dr- Walker

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

OLD BUSINESS

Smith Gap Rd Driveway Complaint- discussed under Public Works Report

Carol Lane Complaint-discussed under Public Works Report

NEW BUSINESS

Lights on McCandless

Mr. Tirrell brought up lights at the Recreation Center for McCandless field, which was decided to be looked into pre-pandemic. The Rec Commission approved up to \$35,000 out of the Haupt account, and MTAA saved up the same amount for a total of \$70,000 to use. Mr. Tirrell spoke with Mr. Mike Dalcin, a local electrician, who feels he can do the job under \$70K. Mr. Tirrell asked for approval to move forward with purchasing lights at \$27,446 from the Haupt account. The light vendor (Colonial) is a COSTARS vendor, so bids are not needed. Mr. Piorkowski asked for the thoughts of the Rec. Commission. Ms. Hartzell answered with they only noted they won't go over the allowed \$35K. If it may go over, it needs to be brought back to the board for approval. Mr. Tirrell noted they are looking into securing poles which would be wood due to their life span being 45 years and the price of steel poles are around 5 times more expensive (it would be around \$100K instead of the \$20K) and would come out of the MTAA funds. Verizon would install them at no charge. If they can't find the old conduits, Mr. Tirrell knows an excavator who would do the job at a very reduced fee. A parent from the MTAA offered to do any trenching required. Mr. Tirrell explained the only money he is seeking approval of right now is the \$27,446 for the purchase of the lights from the Haupt account. Attorney Backenstoe explained the Board can make a motion to approve the purchase of the lights, but if there becomes a contract to install them with a company, they'll need to bid it. Mr. Shaffer questioned who would handle the maintenance of the lights, and Mr. Tirrell replied Public Works would manage them just like the football field lights. Mr. Hoffman joined in stating he would have 811 called in to do a workup of the location. Met-Ed would mark up the electric. He's unsure of the septic system layout. He also stated it would probably have to go through inspection with L&I since it is a public park. Mr. Hoffman also added the concern of whether there is enough power when that area is running on max load. The transformer has gone out before on Community Days. They would need an electrical engineer to inspect and confirm it could. Mr. Jeffrey Ayers wanted to know if a contract with an installer would be in hand before the lights are purchased, not that they get stuck with them and no one to put them up. Mr. Shaffer questioned the issue with getting the football field lights replaced. They can't find a bucket truck to use that reaches high enough. Mr. Zachary Zeitner questioned if the bulbs would be incandescent or LED. They would be LED. Mr. Shaffer made the suggestion of wrapping the replacement of the football field lights and this project into one and applying for a grant. Mr. Tirrell noted you'll have to look into prevailing wage if going that route, and it adds \$100-\$150K to the project amount. Mr. Piorkowski brought up the Parks, Recreation and Open Spaces Plan recommendation mentions all major projects be put on hold until the plan is complete. Mr. Piorkowski also questioned how they are playing on the fields currently with no lights remembering there couldn't be any innings started after 7:45PM. He also wanted to know how many teams MTAA has to use the lighted field. Mr. Tirrell named roughly 13. Mr. Piorkowski also mentioned maybe starting games earlier, Mr. Tirrell said it is not a possibility with school times. He added there are two surrounding teams that have lit fields, Lehigh Twps.. and Coplay. Mr. Silfies asked couldn't that \$70K be put towards something else in the Rec Center that would benefit more people in the community. He feels MTAA, specifically baseball, has been dwindling over the years. He also asked to know where the \$35K in the Haupt account is from. Mr. Tirrell and Ms. Hartzell explained it was a donation to be used towards improvements to the Rec Center, not general maintenance. Mr. Shaffer would like to see a grant used, and

Mr. Piorkowski would like to wait until the Parks, Recreation and Open Spaces Plan is complete. Mr. Steiner added the plan puts in place all the work they want to be done, and how to prioritize and use the funding that is available. Ms. Hartzell questioned if that means pushing off the basketball courts project. Mr. Steiner said that is possible. When the basketball courts were installed, they never left space in the fencing for equipment to access the inside of the courts which means they would need to remove sections of the fence. The fences are getting bad, and if they decide to replace them, Triboro Fencing was looking at \$41,000. If the fence is replaced the project could be put on hold.

Mr. Piorkowski made a motion to table the matter at this time

Mr. Shaffer seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

CORRESPONDENCE/MEMOS

Monocacy Drive School Bus Signage

Mr. Steiner stated the signage from PennDOT was denied. The PennDOT evaluation did not meet their standards to allow the signage.

Mr. Steiner also received audit reports for NCTCC, Liquid Fuels, Northampton Regional Emergency Medical Services, Northampton Area Public Library, and PMRS. Mr. Piorkowski sent out a memo concerning work orders to all committees asking for them to be provided a couple of weeks ahead of time to allow the Township to plan.

OPEN TO THE FLOOR

Ms. Rachel Lederer of Cinnamon Dr. in Lehigh Township attended because a friend of hers told her someone made a complaint to the Township about her and her son using the Tennis Courts to skate. She proceeded to state they share the courts if anyone shows up and wants to use them, which is rare. They keep them clean removing any debris on the courts. They have been coming there for about the last year because they enjoy that its quiet, clean, and not a heavily used area. She also stated the wheels to their skates are soft and will not cause any damage to the courts. Ms. Hartzell explained at the last meeting. it was agreed to have signs put up by the tennis courts stating No Skating, Skateboard, Riding Bikes, etc. to prevent damage to the courts. Skates will not damage the courts, but Rollerblades will. The sign doesn't single out, it just groups them all. They apologized to Ms. Lederer and said her and her son were not harming anything.

Mr. Ayers thanked the Supervisors for letting the meeting with the state representatives be held at the Township building. The meeting went well, and the state reps gathered enough info on the elderly cottages/ Granny flats to prove we can handle it on our own. It was requested if any new changes occur in Harrisburg, municipalities won't have to revise our ordinances.

Mr. Zeitner questioned advertising for Community Days, and Mr. Steiner added he will share if he receives any flyers for it.

Mr. Harhart announced July's Planning Commission meeting is canceled.

ADJOURNMENT

Mr. Shaffer made a motion adjourn the meeting at 7:39 PM

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

Respectfully submitted,

Katherine Yost
Township Secretary

Not intended to be word for word, but a synopsis of the meeting.