

**Moore Township Board of Supervisors
2491 Community Drive
Bath, PA 18014
January 6, 2025**

The 2025 Reorganization and Regular Monthly Meeting for the Moore Township Board of Supervisors (BOS) was called to order on Tuesday, January 6th, 2025, 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 Stephen Nowroski, Township Solicitor David Backenstoe, and Township Engineer Kevin Horvath from Keystone Consulting Engineers (KCE).

REORGANIZATION MEETING

Appoint Chairman

Mr. Shaffer made a motion to appoint Dan Piorkowski as Chairman

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Vice Chairman

Mr. Tirrell made a motion to appoint David Shaffer as Vice Chairman

Mr. Piorkowski seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Approve Treasurer's Bond

Mr. Shaffer made a motion to set the treasurer's bond at \$1 million with Travelers Insurance

Mr. Tirrell seconded

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Road Masters

Mr. Tirrell made a motion to appoint the Supervisors as road masters

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Sewage Enforcement Officer (SEO)

Mr. Shaffer made a motion to appoint Ian Stout of Keystone Consulting Engineers (KCE) as SEO

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Alternate Sewage Enforcement Officer

Mr. Tirrell made a motion to appoint Eric Erb of KCE as Alternate Sewage Enforcement Officer

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Vacancy Board Chairman

Mr. Shaffer made a motion to appoint Angelo Cavallo as Vacancy Board Chairman

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Establish Regular Meetings

Mr. Tirrell made a motion to establish regular monthly meeting on the 1st Tuesday of the month at 6pm beginning February, exception is November due to voting.

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Establish Deadlines & Payment for invoices

Mr. Shaffer made a motion for the deadline to be the last Monday of the month for invoices

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Designate Depositories

Mr. Tirrell made a motion to designate Embassy Bank and PLGIT as depositories

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Township Solicitor

Mr. Shaffer made a motion to appoint David Backenstoe, Esquire at \$5,000 per month as Township Solicitor

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Township Engineer

Mr. Tirrell made a motion to appoint Kevin Horvath of KCE per the fee schedule provided by KCE as Township Engineer

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Township Auditor

Mr. Shaffer made a motion to appoint Withum Smith+Brown, PC (\$7100) as Township Auditor

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Earned Income Tax Collector

Mr. Tirrell made a motion to appoint Keystone Collections per Northampton County Tax Collection Committee

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Delegate to Northampton Tax Collection Committee

Mr. Shaffer made a motion to appoint Stephen Nowroski to the Northampton Tax Collection Committee

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Local Services Tax Collector

Mr. Tirrell made a motion to appoint Keystone Collections as Local Services Tax Collector

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Township Manager/Treasurer

Mr. Shaffer made a motion to appoint Stephen Nowroski for Twp Manager/Treasurer

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Township Secretary

Mr. Tirrell made a motion to appoint Katherine Yost as Township Secretary

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Zoning and Building Officer

Mr. Shaffer made a motion to appoint Jason Harhart as Zoning & Building Officer

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Alternate Zoning and Building Officer

Mr. Tirrell made a motion to appoint KCE as Alternate Zoning & Building Officer

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Open Records Officer

Mr. Shaffer made a motion to appoint Stephen Nowroski as Open Records Officer

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Alternate Open Records Officer

Mr. Tirrell made a motion to appoint Jason Harhart as Alternate Open Records Officer

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Resolution 2024-2 Open Records Officer for 2024

Mr. Shaffer made a motion to adopt Resolution 2024-2 Open Records Officer as Jason Harhart for 2024

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Emergency Management Coordinator

Mr. Shaffer made a motion to appoint Robert M. Hindley as EMC.

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Representative to First Regional Compost Authority (FRCA)

Mr. Tirrell made a motion to appoint Richard Gable as Representative to FRCA

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint PSATs Voting Delegate

Mr. Shaffer made a motion to appoint Stephen Nowroski as PSATs Voting Delegate.

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Establish Subdivision & Land Development Application Review & Fee Schedule

Mr. Tirrell made a motion to approve Resolution 2025-3 Fee Schedule for 2025

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Establish Junkyard Permits Rates/Solicitation Permit/ Animal Boarding Fee

Mr. Shaffer made a motion to establish junkyard permit rates at \$500, solicitation permits at \$25, and animal boarding fee at \$25

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Zoning Hearing Board Members

Mr. Tirrell made a motion to appoint Kimberly Talipan to a five-year term

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Planning Commission Members

Mr. Shaffer made a motion to appoint Stephen Konopka, John Wetzel, and Bruce Talipan each to a four-year term

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Historical Commission Members

Mr. Tirrell made a motion to appoint Jesse Longley to a five-year term.

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Land and Environmental Protection Board Members

Mr. Shaffer made a motion to appoint Maureen Romano and Craig Hoffman each a four-year term

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Community Days Committee Members

Mr. Tirrell made a motion to appoint Rebecca Miklas and Lois Kerbacher each to a three-year term

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Appoint Americans with Disabilities Act Committee- One-year Term

No Letters Received

Establish Employee Non- Contract Wages

Mr. Shaffer made a motion to approve noncontract wages of Police Chief 6% and all others 3% raises. The Public Works Director salary at \$84,975, the Police Chief at \$105,306.29, Township Secretary at \$22/hour, Zoning Officer at \$29.04/hour, Zoning Secretary at \$22.65/hour and part-time/seasonal employees at max rate of \$22/hr based on experience.

Mr. Tirrell seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

IRS Mileage Rate for 2025

Mr. Tirrell made a motion to approve .70 cents per mile mileage rate for 2024

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

Resolution 2025-1 Township Manager Compensation

Mr. Shaffer made a motion to approve Resolution 2025-1 Township Manager Compensation

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

Resolution 2025-2 Open Records Officer for 2025

Mr. Tirrell made a motion to approve Resolution 2025-2 Open Records Officer for 2025

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

REGULAR MONTHLY MEETING

WAIVERS & DEFERALS

SUB-DIVISIONS AND LAND DEVELOPMENT

REGULAR BUSINESS

MINUTES

Mr. Shaffer made a motion to approve two sets of minutes. From December 3rd, 2024, and December 27th, 2024

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

Bills for the month from General Checking are \$117,250.69, the Liquid Fuels bills are \$16,895.10, Open Space \$16,987.79, Community Days \$ 2,998.63.

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 report for December 2024 as well as a resignation letter from Part Time Officer John Fries.

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

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

NEW BUSINESS

PEMA Flood Mitigation Assistance Swift Currant Grant- 626 Creek Rd

Mary Langenbach was present to speak of her house flooding 4 times in the last 10 years, which is private property. FEMA and PEMA only cover so much of the cost to fix what was damaged. DEP came to inspect the property; they will not allow them to make any changes to divert water. They received an application to get a grant from PEMA for the issue, however it is due in 6 days from this date. The BOS, Manager and Mr. Horvath of KCE, agree that this is not a viable amount of time to do the studies required and come up with a plan to be able to include in the application. Attorney Backenstoe also agreed to this, he added that this may not be the only chance they can apply for it, and there may be other grants available to them. The BOS stated they would help look into what else is available for them to apply for aid.

TOWNSHIP ENGINEER

TOWNSHIP SOLICITOR

FIRE & AMBULANCE

Mr. Jason Harhart read the report for December 2024

PUBLIC WORKS DEPARTMENT

Craig Hoffman stated he would like a motion to move forward on ordering a medium duty dump truck to replace the 1997 dump. It is barely passing inspection and is depleting. As of now the current wait time to receive the truck is 8-9 months. He is hoping to get it before next winter. The price is roughly \$141K, \$50K is already available from a grant to put towards this and other grants have been submitted but wouldn't be paid until later in 2025 if they're awarded. The money is budgeted. Randy Silfies questioned why bigger dumps are not considered, to use with the new paver. The price for a new larger dump is roughly \$350K, Mr. Silfies also was unaware that the Township partners with Bushkill and Lehigh Townships when the paver is being used.

Mr. Tirrell made a motion to proceed with purchasing a medium duty truck not to exceed \$141K.

Mr. Shaffer seconded the motion

Public Comment

None

Motion carried with all Supervisors present voting aye

FIRST REGIONAL COMPOST AUTHORITY (FRCA)

No Report

NAZARETH COUNCIL OF GOVERNMENTS (COG)

No Report

RECREATION COMMISSION

No Report

HISTORICAL COMMISSION

No Report

LAND & ENVIRONMENTAL PROTECTION BOARD (LEPB)

No Report

COMMUNITY DAYS COMMITTEE

Bingo was a good turnout.

ZONING AND BUILDING OFFICER

Nothing further to add to the December Report provided.

TOWNSHIP MANAGER

Stephen Nowroski asked the BOS to revise the PW Director Employment Terms to add a week of vacation to the position's paid time off, increasing the benefit from 2 weeks to 3 weeks.

Mr. Shaffer made a motion to revise PW Directors employment terms, making vacation 3 weeks instead of 2 weeks.

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

RESOLUTIONS & ORDINANCES

Resolution 2025-4- Non-Uniform Pension Plan Rate

Mr. Tirrell made a motion to accept Resolution 2025-4-Non-Uniform Pension Plan

Mr. Shaffer seconded the motion.

Public comment

None

Motion carried with all Supervisors present voting aye

Resolution 2025-5- Police Pension Plan Contribution Exoneration

Mr. Shaffer made a motion to accept Resolution 2025-5 Police Pension Plan Contribution Exoneration

Mr. Tirrell seconded the motion

Public comment

None

Motion carried with all Supervisors present voting aye

Resolution 2025-6 Chief Administrative Officer of Pension Plans

Mr. Tirrell made a motion to accept Resolution 2025-6 naming the Township Manager, Stephen Nowroski as Chief Administrative Officer.

Mr. Shaffer seconded the motion.

Public comment

None

Motion carried with all Supervisors present voting aye

OLD BUSINESS

NEW BUSINESS

CORRESPONDENCE/MEMOS

OPEN TO THE FLOOR

Randy Silfies questioned Tama Rigler and her spot on the ZHB. The BOS stated Tama Rigler should become the voting member and then Kim Talipan would be the alternate. He also stated there's no reason to have so many members on the board. The BOS added he'll have to bring that to the ZHB meeting. He also noted how bad Glaze Road is and how highly traveled it has been. He also questioned PEMA maybe offering a buy out to the whole area of Creek Road (4-5 homes) to rid the problem of the flooding. The BOS stated that is a possibility in some cases but in this case 626 is the only property flooding.

EMERGENCY MANAGEMENT COORDINATOR

Robert Hindley mentioned he finished the NIMS 300 course. Radios were acting up due to a tower being struck by lightning. County was working to get it fixed ASAP. Should it ever happen again, the procedure is to contact county and they have communication trucks they can dispatch. There is no generator at the fire house, as of now it cannot be used as a shelter. The generator that is there currently does not work, it's rotted. He will get in contact with county on contacts for portable generators in case it is needed, until the fire house has one of their own. He will also have a local company come out and get an estimate on the project.

ADJOURNMENT

Mr. Shaffer made a motion adjourn the meeting at 7:17 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.