

J. SEWAGE ENFORCEMENT OFFICERS (YEARLY): RESOLUTION #16-2017

Hanover Engineering requests the following individuals be appointed as the 2017 SEO's: Scott Brown, Christopher Taylor, Jacob Schray, Pamela Kemecsy, and Robert Grim. The Sewage Enforcement Officer rate for 2017 is \$65.50.

Motion By:

Second By:

Roll Call:

K. COUNCIL LIAISONS (YEARLY) AS FOLLOWS:

Parks & Recreation Board	Ron Horiszny/Glenn Kern (Alternate)
Saucon Valley Conservancy	Priscilla deLeon
Lower Saucon Authority	Ron Horiszny
Saucon Valley Partnership	Priscilla deLeon/Donna Louder (Primary)
	Ron Horiszny/Sandra Yerger/Glenn Kern (Alternates)
Landfill Committee	Priscilla deLeon
Lutz-Franklin Schoolhouse	Ron Horiszny /Glenn Kern (Alternate)
Environmental Advisory Council	Sandra Yerger
Pension Advisory Committee	Priscilla deLeon
Fire Services	Ron Horiszny/Donna Louder
LVPC Watershed	Ron Horiszny
Saucon Creek Watershed	Ron Horiszny
Cook's Creek Watershed	Sandra Yerger
LVPC Greenways Outreach	Sandra Yerger (Primary)/Ron Horiszny (Alternate)
PA Highlands Trail Network	Sandra Yerger
Hellertown-LS Chamber of Commerce	Priscilla deLeon
Yard Waste Recycling Committee	Ron Horiszny
Citizens Task Force	Priscilla deLeon
Hellertown Area Library Board	Ron Horiszny
Northampton County Gaming Revenue & Economic Redevelopment Authority	Donna Louder

Motion By:

Second By:

Roll Call:

IV. REORGANIZATION RESOLUTIONS AND FEE SCHEDULES

A. RESOLUTION #17-2017: Sets the Manager's salary at \$90,000.00, plus longevity pay capped at \$350.

Motion By:

Second By:

Roll Call:

B. RESOLUTION #18-2017: Sets the Chief of Police's salary at \$93,206.57, plus longevity pay capped at \$1,746.

Motion By:

Second By:

Roll Call:

C. RESOLUTION #19-2017: Sets the Assistant to the Manager's salary at \$47,380.00, plus longevity pay capped at \$750.

Motion By:

Second By:

Roll Call:

D. RESOLUTION #20-2017: Sets the Director of Finance's salary at \$61,937.65, with no longevity pay.

Motion By:

Second By:

Roll Call:

E. RESOLUTION #21-2017: Sets the Director of Public Works' salary at \$68,855.93, plus longevity pay capped at \$750 and an additional \$2,000 stipend for MIS duties.

Motion By:

Second By:

Roll Call:

F. RESOLUTION #22-2017: Sets the Zoning Officer's salary at \$74,654.71, with no longevity pay.

Motion By:

Second By:

Roll Call:

G. RESOLUTION #23-2017 Sets the Administrative Assistant's salary at \$41,756.17, with no longevity pay.

Motion By:

Second By:

Roll Call:

H. RESOLUTION #24-2017: Adopts the pay scale for Non-Uniformed employees per their current union contract.

Motion By:

Second By:

Roll Call:

I. RESOLUTION #25-2017: Adopts the Uniformed employees pay schedule for the Police Department per their current union contract.

Motion By:

Second By:

Roll Call:

J. RESOLUTION #26-2017: This resolution sets the various Township fees.

Motion By:

Second By:

Roll Call:

K. RESOLUTION #27-2017: This resolution establishes the Police Officer Contribution to the Uniformed Pension Fund for 2017.

Motion By:

Second By:

Roll Call:

L. RESOLUTION #28-2017: This resolution establishes a permit application fee schedule for onlot sewage systems.

Motion By:

Second By:

Roll Call:

M. RESOLUTION #29-2017: This resolution designates the Right-to-Know Officer and Assistant Right-to-Know Officer.

Motion By:

Second By:

Roll Call:

V. MANAGER'S APPOINTMENTS WITH COUNCIL CONSENT

- **ZONING HEARING BOARD:** Austin Kunsman (2020)
- **PLANNING COMMISSION:** John Noble, Scott Kennedy (2020)
- **ENVIRONMENTAL ADVISORY COUNCIL:** Members: Laura Ray (2019); Associate Members: Glenn Kaye, Sarah Stanlick, Michael Boyle, Thomas Carocci, David Jauregui (2017) – One vacancy
- **PENSION ADVISORY COMMITTEE:** Mary Curtin (2020)
- **FIRE MARSHAL:** Ken Luybli (2017)
- **TOWNSHIP HISTORIAN:** Sandra Yerger (2017)
- **TOWNSHIP HISTORICAL COMMITTEE:** Sandra Yerger, Karen Samuels, Jody Hijazi, Lenny Szy, Roger Jurczak (2017)
- **EMERGENCY MANAGEMENT COORDINATOR:** Bryan Evans (2017)
- **LANDFILL COMMITTEE:** Haz Hijazi (2017) (One vacancy)
- **PARKS AND RECREATION BOARD:** David Spirk, Tom Butera, Katrina Schreefer, Niloofar Aflatooni, Atom Kallen, Frank Thompson (2017) (One vacancy)
- **YARD WASTE RECYCLING COMMITTEE:** Charlie Luthar, Preston Werner (2017)

Motion By:

Second By:

Roll Call:

VI. ADJOURN REORGANIZATIONAL MEETING

GENERAL BUSINESS MEETING

I. PRESENTATIONS/PUBLIC HEARINGS

II. DEVELOPER ITEMS

III. TOWNSHIP BUSINESS ITEMS

- A. Zoning Hearing Board Variances
 - 1. Steel City Fire Company – 2121 Riverside Drive – Variance for Rear Yard Setback
 - 2. Sidney Grosman – 1454 Clauser Drive – Variance for Fence Height
- B. Authorize Signing of Engagement Letter with Hutchinson, Gillahan & Freeh
- C. Authorize Signing of Engagement Letter with Chuck Friedlander and Municipal Partners, Inc.
- D. Authorize Attendance at PSATS Conference
- E. Authorize Letter to the DEP Stating Intention of Submitting Additional Comments During IESI Environmental Assessment Review

IV. MISCELLANEOUS BUSINESS ITEMS

- A. Approval of Minutes – December 21, 2016

V. PUBLIC COMMENT ON NON-AGENDA ITEMS

VI. COUNCIL & STAFF REPORTS

VII. ADJOURNMENT

I. OPENING

CALL TO ORDER: The Reorganization meeting of Lower Saucon Township Council was called to order on Tuesday, January 3, 2017 at 7:00 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Mr. Ron Horiszny, President, presiding.

ROLL CALL: Present – Council members: Ron Horiszny, Glenn Kern, Sandra Yerger, Priscilla deLeon (by speaker phone) and Donna Louder; Leslie Huhn, Township Manager; and Kal Sostarecz, Assistant to the Manager.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE): Mr. Horiszny said Council did not meet in Executive Session since the last public meeting.

PUBLIC COMMENT PROCEDURE: Mr. Horiszny said we will go through nomination and election procedures and then we will adjourn the reorganization meeting and pick up with the regular meeting after that. If you wish to speak, please use the microphone and state your name. Mrs. deLeon asked for a moment of silence for Barry Gebhart, who passed away on December 23rd. She said he served on Council for 17 years and thanked him for his service and what he did for the Township.

II. INITIAL REORGANIZATION

A. ELECTION OF COUNCIL PRESIDENT (YEARLY)

MOTION TO NOMINATE: Mrs. Yerger moved to nominate Mr. Horiszny as Council President.

SECOND OF NOMINATION: Mr. Kern

ROLL CALL: 5-0

B. ELECTION OF VICE PRESIDENT OF COUNCIL (YEARLY)

MOTION TO NOMINATE: Mr. Horiszny moved to nominate Mrs. Yerger as Council Vice President.

SECOND OF NOMINATION: Mr. Kern

Mr. Horiszny asked if there were any other nominations.

MOTION TO NOMINATE: Mrs. Louder moved to nominate herself as Council Vice President.

SECOND OF NOMINATION: Mr. Horiszny

Mr. Sostarecz said Robert's Rules state that you vote for one or the other.

ROLL CALL: Mr. Horiszny voted for Mrs. Yerger; Mrs. deLeon voted for Mrs. Louder; Mr. Kern voted for Mrs. Yerger; Mrs. Yerger voted for herself; and Mrs. Louder voted for herself.

3-2 for Mrs. Yerger as Vice President

C. DESIGNATION OF COUNCIL MEETING TIME, PLACE & DATE FOR 2017

Mr. Horiszny said Council meeting time for 2017 is the First & Third Wednesdays of the Month – at 7:00 p.m. at Town Hall.

MOTION BY: Mrs. deLeon moved for approval of the first and third Wednesday of the month at 7:00 p.m. at Town Hall each month, except for July and August where there would only be one meeting on the third Wednesday.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

D. RESOLUTION #01-2017: DEPOSITORY OF FUNDS

Mr. Horiszny said the recommendation is continuing with Lafayette Ambassador Bank, PLGIT, Fulton Financial Advisors, BB&T and Embassy Bank.

MOTION BY: Mr. Horiszny moved for approval of Resolution #01-2017 – Designating Financial Institutions as Depositories for the Year 2017.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

**Reorganization & General Business Meeting
January 3, 2017**

E. RESOLUTION #02-2017: SECONDARY SIGNATURES FOR DISBURSEMENTS

Mr. Horiszny said Council should appoint two (2) members of Council for secondary signatures for disbursements.

MOTION BY: Mr. Horiszny moved for approval of Resolution #02-2017 with the President and Vice President as secondary signatures and no alternates.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

III. APPOINTMENTS BY COUNCIL

A. TOWNSHIP SECRETARY – RESOLUTION #03-2017

Mr. Horiszny said Resolution #03-2017 has been prepared appointing the Township Manager as Township Secretary.

B. TOWNSHIP PLANNING/ZONING ADMINISTRATOR – RESOLUTION #04-2017

Mr. Horiszny said Resolution #04-2017 has been prepared appointing the Township Manager as Planning/Zoning Administrator.

MOTION BY: Mr. Horiszny moved for approval of Resolution #03-2017 and #04-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

C. TOWNSHIP SOLICITORS

1. GENERAL/CIVIL (YEARLY): RESOLUTION #05-2017

Mr. Horiszny said a resolution has been prepared that reappoints B. Lincoln Treadwell, Esq. as the Township's General/Civil Solicitor at a rate of \$195.00 per hour.

MOTION BY: Mrs. Louder moved for approval of Resolution #05-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

2. PLANNING COMMISSION (YEARLY): RESOLUTION #06-2017

Mr. Horiszny said Resolution #06-2017 has been prepared appointing B. Lincoln Treadwell, Esq. as the Planning Commission Solicitor at the rate of \$195.00 per hour.

MOTION BY: Mr. Horiszny moved for approval of Resolution #06-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

3. ZONING HEARING BOARD SOLICITOR (YEARLY): RESOLUTION #07-2017

Mr. Horiszny said Resolution #07-2017 has been prepared appointing George Heitzman, Esq. as the Zoning Hearing Board Solicitor at the rate of \$195.00 per hour.

MOTION BY: Mrs. Yerger moved for approval of Resolution #07-2017.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

4. TOWNSHIP ENVIRONMENTAL SOLICITOR (YEARLY): RESOLUTION #08-2017

Mr. Horiszny said Resolution #08-2017 has been prepared appointing Charles Elliott, Esq. as the Township Environmental Solicitor (as needed) at the hourly rate of \$180.00 per hour.

MOTION BY: Mr. Horiszny moved for approval of Resolution #08-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

5. TOWNSHIP EAC/OPEN SPACE SOLICITOR (YEARLY): RESOLUTION #09-2017

Mr. Horiszny said Resolution #09-2017 has been prepared appointing Terry Clemons, Esq. as the Solicitor to the EAC (as needed) at the hourly rate of \$150.00.

MOTION BY: Mrs. Yerger moved for approval of Resolution #09-2017.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

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D. TOWNSHIP ENGINEER (YEARLY): RESOLUTION #10-2017

Mr. Horiszny said Resolution #10-2017 has been prepared appointing Hanover Engineering as the Township Engineer, per their 2017 fee schedule.

MOTION BY: Mr. Horiszny moved for approval of Resolution #10-2017.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

E. TOWNSHIP PLANNER (YEARLY): RESOLUTION #11-2017

Mr. Horiszny said Resolution #11-2017 has been prepared appointing Boucher and James as the Township Planners, per their 2017 fee schedule.

MOTION BY: Mr. Horiszny moved for approval of Resolution #11-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

F. TOWNSHIP AUDITOR (YEARLY): RESOLUTION #12-2017

Mr. Horiszny said staff recommends continuing the services of Hutchinson, Gillahan & Freeh per their October 31, 2016 engagement letter. The base rate for the 2016 audit will not exceed \$13,500.00. Additional services will be payable at a rate of \$95.00 per hour.

MOTION BY: Mrs. deLeon moved for approval of Resolution #12-2017.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

G. TOWNSHIP ACTUARY (YEARLY): RESOLUTION #13-2017

Mr. Horiszny said the staff recommends continuing the services of Chuck Friedlander of Municipal Finance Partners, per their rate schedule.

MOTION BY: Mr. Horiszny moved for approval of Resolution #13-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

H. TOWNSHIP LANDFILL CONSULTANTS (YEARLY): RESOLUTION #14-2017

Mr. Horiszny said Resolution #14-2017 has been prepared appointing Laressa McNemar from Tri-C Corp. at \$115.00/hour and Rich Sichler from Neversink Environmental, Inc., at \$118.00/hour as Township Landfill Consultants (as needed).

MOTION BY: Mrs. Louder moved for approval of Resolution #14-2017.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

I. TOWNSHIP EAC/OPEN SPACE CONSULTANT (YEARLY): RESOLUTION #15-2017

Mr. Horiszny said Resolution #15-2017 has been prepared appointing Laura Baird as the Open Space Consultant to the EAC (as needed) as per the \$70.00/hour rate schedule from Heritage Conservancy.

MOTION BY: Mrs. Yerger moved for approval of Resolution #15-2017.

Mrs. Louder asked what she does? Mrs. Yerger said when we are in negotiations with a property owner, she gets the property ready to apply for funding and develops the conservation easement per the landowner and Township needs.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

J. SEWAGE ENFORCEMENT OFFICERS (YEARLY) – RESOLUTION #16-2017

Mr. Horiszny said Hanover Engineering requests the following individuals be appointed as 2017 SEO's: Scott Brown, Christopher Taylor, Jacob Schray, Pamela Kemecsy and Robert Grim. The Sewage Enforcement Officer rate for 2017 is \$65.50 per hour.

MOTION BY: Mr. Horiszny moved for approval of Resolution #16-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

K. COUNCIL LIAISON (YEARLY) AS FOLLOWS:

Parks & Recreation Board	Ron Horiszny/Glenn Kern (Alternate)
Saucon Valley Conservancy	Priscilla deLeon
Lower Saucon Authority	Ron Horiszny
Saucon Valley Partnership	Priscilla deLeon/Donna Louder
	Ron Horiszny/Sandra Yerger/Glenn Kern (Alternates)

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Landfill Committee	Priscilla deLeon
Lutz-Franklin Schoolhouse	Ron Horiszny/Glenn Kern (Alternate)
Environmental Advisory Council	Sandra Yerger
Pension Advisory Committee	Priscilla deLeon
Fire Services	Ron Horiszny/Donna Louder
LVPC Watershed	Ron Horiszny
Saucon Creek Watershed	Ron Horiszny
Cook's Creek Watershed	Sandra Yerger
LVPC Greenways Outreach	Sandra Yerger (Primary), Ron Horiszny (Alternate)
PA Highlands Trail Network	Sandra Yerger
Hellertown-LS Chamber of Commerce	Priscilla deLeon
Yard Waste Recycling Committee	Ron Horiszny
Citizens Task Force	Priscilla deLeon
Hellertown Area Library	Ron Horiszny
Northampton County Gaming Revenue & Economic Redevelopment Authority	Donna Louder

MOTION BY: Mr. Horiszny moved for approval of the Council Liaisons as presented above.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

IV. REORGANIZATION RESOLUTIONS AND FEE SCHEDULES

A. RESOLUTION #17-2017:

Mr. Horiszny said Resolution #17-2017 sets the Manager's salary at \$90,000.00, plus longevity pay capped at \$350.

MOTION BY: Mr. Horiszny moved for approval of Resolution #17-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

B. RESOLUTION #18-2017:

Mr. Horiszny said Resolution #18-2017 sets the Chief of Police's salary at \$93,206.57, plus longevity pay capped at \$1,746.

MOTION BY: Mr. Horiszny moved for approval of Resolution #18-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 3-2 (Mrs. Louder and Mrs. deLeon – No)

C. RESOLUTION #19-2017:

Mr. Horiszny said Resolution #19-2017 sets the Assistant to the Manager's salary at \$47,380.00, plus longevity pay capped at \$750.00.

MOTION BY: Mr. Horiszny moved for approval of Resolutions #19-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

D. RESOLUTION #20-2017:

Mr. Horiszny said Resolution #20-2017 sets the Director of Finance's salary at \$61,855.93 with no longevity pay.

MOTION BY: Mr. Horiszny moved for approval of Resolutions #20-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

E. RESOLUTION #21-2017:

Mr. Horiszny said Resolution #21-2017 sets the Director of Public Works' salary at \$68,855.93, plus longevity pay capped at \$750 and an additional \$2,000 stipend for MIS duties.

MOTION BY: Mr. Horiszny moved for approval of Resolutions #21-2017.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

**Reorganization & General Business Meeting
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F. RESOLUTION #22-2017:

Mr. Horiszny said Resolution #22-2017 sets the Zoning Officer's salary at \$74,654.71 with no longevity pay.

MOTION BY: Mr. Horiszny moved for approval of Resolutions #22-2017.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

G. RESOLUTION #23-2017:

Mr. Horiszny said Resolution #23-2017 sets the Administrative Assistant's salary at \$41,756.17 with no longevity pay.

MOTION BY: Mr. Horiszny moved for approval of Resolutions #23-2017.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

H. RESOLUTION #24-2017:

Mr. Horiszny said Resolution #24-2017 adopts the pay scale for Non-Uniformed Employees, per their current union contract.

MOTION BY: Mr. Horiszny moved for approval of Resolution #24-2017.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

I. RESOLUTION #25-2017:

Mr. Horiszny said Resolution #25-2017 adopts the Uniform pay schedule for the Police Department, per their current union contract.

MOTION BY: Mrs. Louder moved for approval of Resolution #25-2016.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

J. RESOLUTION #26-2017:

Mr. Horiszny said Resolution #26-2017 sets the fee schedule for various Township fees.

MOTION BY: Mr. Horiszny moved for approval of Resolution #26-2017.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

K. RESOLUTION #27-2017:

Mr. Horiszny said Resolution #27-2017 sets establishing the Police Officer contribution to the Uniformed Pension Fund for 2017.

MOTION BY: Mrs. Louder moved for approval of Resolution #27-2017.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

L. RESOLUTION #28-2017:

Mr. Horiszny said Resolution #28-2017 establishes a permit application fee schedule on onlot sewage systems.

MOTION BY: Mrs. Yerger moved for approval of Resolution #28-2016.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

M. RESOLUTION #29-2017:

Mr. Horiszny said Resolution #29-2017 designates the Mrs. Huhn as the Right-to-Know Officer and Mr. Sostarecz as the Assistant Right-to-Know Officer.

MOTION BY: Mrs. Louder moved for approval of Resolution #29-2017.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

V. TOWNSHIP MANAGER'S APPOINTMENTS WITH COUNCIL CONSENT

- **ZONING HEARING BOARD:** Austin Kunsman (2021)
- **PLANNING COMMISSION:** John Noble, Scott Kennedy (2020)
- **ENVIRONMENTAL ADVISORY COUNCIL:** Members: Laura Ray (2019); Associate Members: Glenn Kaye, Sarah Stanlick, Michael Boyle, Thomas Carocci, David Jauregui (2017)

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- **PENSION ADVISORY COMMITTEE:** Mary Curtin (2020)
- **FIRE MARSHAL:** Ken Luybli (2017)
- **TOWNSHIP HISTORIAN:** Sandra Yerger (2017)
- **TOWNSHIP HISTORICAL COMMITTEE:** Sandra Yerger, Karen Samuels, Jody Hijazi, Lenny Szy, Roger Jurczak (2017)
- **EMERGENCY MANAGEMENT COORDINATOR:** Bryan Evans (2017)
- **LANDFILL COMMITTEE:** Haz Hijazi (2017) (One vacancy)
- **PARKS AND RECREATION BOARD:** David Spirk, Tom Butera, Priscilla Oren, Katrina Schreefer, Niloolfar Aflatooni, Atom Kallen, Frank Thompson (2017). Mrs. Huhn said yesterday she received a note from Bill Ross who would like to be reappointed with an expiration date of 2017.
- **YARD WASTE RECYCLING COMMITTEE:** Charlie Luthar, Preston Warner (2017)
Mrs. deLeon has an issue with one of the recommendations on the Historical Committee. How do you want to handle this vote.

MOTION BY: Mrs. deLeon moved for approval of all of the Manager’s appointments, except the Historical Committee, with Council consent.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

MOTION BY: Mr. Horiszny moved for approval of the members on the Historical Committee, as suggested by the Manager.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0 with Mrs. deLeon voting no for Roger Jurczak

VI. ADJOURNMENT OF REORGANIZATION MEETING

MOTION BY: Mrs. Louder moved for adjournment of the Reorganization meeting. The time was 7:41 p.m.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

**GENERAL BUSINESS MEETING
JANUARY 3, 2017**

CALL TO ORDER: The General Business meeting of Lower Saucon Township Council was called to order on Monday, January 3, 2017 at 7:42 p.m.

III. TOWNSHIP BUSINESS ITEMS

A. ZONING HEARING BOARD VARIANCES

1. STEEL CITY FIRE COMPANY – 2121 RIVERSIDE DRIVE – VARIANCE FOR REAR YARD SETBACK

Mr. Chris Snyder said they are looking for a side yard setback to house equipment. Mr. Garges said it’s the rear yard setback. Mrs. Louder asked what was the size and Mr. Snyder said 26’x50’. Mrs. Louder said there’s a propane tank in the rear of the fire department and she’s sure it’s been there a long time, that it is sinking from the trains going by and has a problem with the propane tank. Mr. Snyder said it is not from the trains it is from water runoff, but everyone who looked at it said there was no concern. Mrs. Louder asked where was the existing shed? Mr. Snyder said it was already removed and was to the rear-right of the station; the new shed would be placed there as well. Mrs. Louder asked what would be placed inside and Mr. Snyder said it will house their equipment that’s currently standing outside. Mrs. Louder questioned if vehicle would be able to fit past the shed and Mr. Snyder said yes they can. Mrs. Louder asked what are the plans for the repairs to the existing building? Mr. Snyder said he can’t answer that at this time; he’s here for a variance on a shed, not reconstruction of the building. Mrs. Louder said she’s concerned about a new structure being put there and the old structure isn’t being taken care of. Mr. Snyder said he will keep her updated when that time comes. Council took no action.

2. **SIDNEY GROSMAN – 1454 CLAUSER DRIVE – VARIANCE FOR FENCE HEIGHT**
Mr. Garges said the property is at the corner of Clauser and Route 378. The applicant already installed a fence after he bought the home, and didn't understand he needed a permit. He has two front yards, and excessive noise and light glare from Route 378, so he erected the 6' fence to protect himself, and he plans to plant some trees. He is asking for relief instead of removing the fence. One of Mr. Garges' concerns was visibility, but has no complaint as there's only a couple of homes there and there are vehicle turning restrictions. Mrs. Louder said that will give him more privacy and Clauser is a no outlet, so she personally supports the fence. Council took no action and asked that Mr. Garges relay Mrs. Louder's support to the ZHB.

B. AUTHORIZE SIGNING OF ENGAGEMENT LETTER WITH HUTCHINSON, GILLAHAN & FREEH

Mrs. Huhn said the base rate is \$13,500 for the 2016 annual audit. Their hourly rate is \$95.00.

MOTION BY: Mrs. Yerger moved for approval to sign the engagement letter with Hutchinson, Gillahan & Freeh for the 2016 audit.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

C. AUTHORIZE SIGNING OF ENGAGEMENT LETTER WITH CHUCK FRIEDLANDER AND MUNICIPAL PARTNERS, INC.

Mr. Horiszny said Council received an engagement letter from Chuck Friedlander and Municipal Partners for actuarial services in 2017.

MOTION BY: Mr. Horiszny moved for approval to sign the engagement letter with Chuck Friedlander and Municipal Partners, Inc. for 2017.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

D. AUTHORIZE ATTENDANCE AT PSATS CONFERENCE

Mr. Horiszny said we have to let Diane know ASAP if anyone wants to attend the PSATS conference. Council should authorize a voting delegate and attendees. This should be in by January 17th.

MOTION BY: Mr. Horiszny moved for approval of Mrs. Huhn, Mrs. deLeon and Mrs. Louder's attendance at the PSATS Conference.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

MOTION BY: Mr. Horiszny moved for approval of Mrs. Louder as the voting delegate at the PSATS conference.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

E. AUTHORIZE LETTER TO THE DEP STATING INTENTION OF SUBMITTING ADDITIONAL COMMENTS DURING IESI ENVIRONMENTAL ASSESSMENT REVIEW

Mrs. Huhn said that there was an update; after speaking with Jim Birdsall who checked the scheduling and believes the deadline may be January 15th, she sent a request to Mr. Bellas of the DEP for an extension, but has not yet heard back. The TCC has since submitted draft comments and Mrs. deLeon said she doesn't have an issue with them. Mrs. Louder said the Township has received the comments from the Department of Health study that was done in 2015. The results came back and validates there were odor issues in Steel City. She'd like to have it noted along with this letter as part of the harms and benefits review. Mrs. Louder said the results were disappointing in some aspects, but there are odor issues that need to be brought to the attention of the DEP. All the complaints are finally validated. Mrs. deLeon said there are recommendations in the letter to the DEP and should be incorporated in this expansion. Mrs. Louder said Laressa McNemar already made a comment on it. Mrs. Louder said from her backyard she can see daily landfill operations and the height needs to be addressed in the harms and benefits. Mrs. deLeon said there's a section on the well testing and she wasn't comfortable about the way it was stated and she'd like it looked at. Mrs. Huhn said she will speak to Mr. Birdsall and she doesn't have a concern about formulating the TCC comments into a letter. She asked if you want the Dept. of Health study as an attachment or information from that incorporated into this letter? Mrs. Yerger said she thinks the entire report should be included as an attachment. Mrs. Huhn said

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Council can authorize the letter be prepared and sent, unless between now and the 15th we receive an extension from DEP, and then it can be brought back on the 18th.

MOTION BY: Mrs. Louder moved to approve a letter be sent to DEP notifying them of the additional Township comments referencing the Environmental Assessment Review of IESI's Southeast Expansion and include the study results from the Dept. of Health. The letter should be prepared and if DEP gives us an extension, the letter should be brought back to the next meeting.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

IV. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF DECEMBER 21, 2016 COUNCIL MINUTES

Mr. Horiszny said the minutes of the December 21, 2016 Council meetings have been prepared for Council's review and approval, and he had one correction.

MOTION BY: Mr. Horiszny moved for approval of the December 21, 2016 Council minutes, with correction.

SECOND BY: Mrs. Yerger

ROLL CALL: 4-1 (Mrs. deLeon – No)

V. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

- Mr. Greg Smith, homeowner from Long Ridge was present and said he represents the five homeowners from Long Ridge. Back in November there was a new developer in their subdivision. That developer has sought the Council's approval to rezone Long Ridge as a condominium into fee simple lots. He wanted to know if there were any updates. Mrs. Huhn said she does not have an update, but was to speak to Public Works about taking over the roads. Council sent this back to staff for further discussion so they will be bringing it back to our consultants for their answer. Mr. Smith asked where the southeast expansion was? Mr. Horiszny said Applebutter Road.
- Mr. Chris Snyder said a month ago he turned in a letter from the Fire Commission referencing the additional \$10,000 that was withheld from Steel City Fire Dept. He wanted to know where it stands. Mrs. Huhn said she will check with Cathy Gorman and get back to him tomorrow.

VII. COUNCIL AND STAFF REPORTS

A. JR. COUNCIL - Absent

B. TOWNSHIP MANAGER

- Ms. Huhn said she would like to hire a temporary part-time person for the Public Works Department. We have a couple of road crew members out on disability and WC. It would be until one of the crew members comes back in three months. Mr. Horiszny told her to speak to Bill Ross from the LSA as they hired someone from a temp agency last summer.

C. COUNCIL

Mrs. Louder

- She said on Christmas Day there was a fire in Steel City. The response was amazing; the Fire Police were out there; and she can't thank the fire departments and assisting departments enough.

Mrs. Yerger – No report.

Mr. Horiszny – He wished everyone a happy New Year.

Mr. Kern – He wished everyone a happy, healthy and prosperous New Year.

Mrs. deLeon – She wished everyone a happy New Year.

D. ADJOURNMENT

MOTION BY: Mrs. Yerger moved for adjournment. The time was 8:18 p.m.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

Submitted by:

Leslie Huhn
Township Manager

Ronald Horiszny
President of Council