

**I. OPENING**

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. ANNOUNCEMENT OF EXECUTIVE SESSION (IF APPLICABLE)
- E. PUBLIC COMMENT PROCEDURE

The Township Building remains closed to the public. This meeting will be held through a Zoom teleconferencing link. Information to join the meeting will be provided on our website.

**II. PUBLIC COMMENT – TOWNSHIP RESIDENT ONLY – 3 MINUTE TIME LIMIT – NON-AGENDA ITEMS**

**III. INITIAL REORGANIZATION**

- A. ELECTION OF COUNCIL PRESIDENT (YEARLY)
- B. ELECTION OF VICE PRESIDENT OF COUNCIL (YEARLY)
- C. DESIGNATION OF COUNCIL MEETING TIME, PLACE & DATE FOR 2021
- D. RESOLUTION #01-2021: DEPOSITORY OF FUNDS (YEARLY)
- E. RESOLUTION #02-2021: SECONDARY SIGNATURES FOR DISBURSEMENTS (YEARLY)

**IV. APPOINTMENTS BY COUNCIL**

- A. TOWNSHIP SECRETARY (YEARLY) – RESOLUTION #03-2021
- B. TOWNSHIP PLANNING/ZONING ADMINISTRATOR (YEARLY) – RESOLUTION #04-2021
- C. RIGHT-TO-KNOW OFFICER - RESOLUTION #05-2021:
- D. TOWNSHIP SOLICITORS
  - 1. GENERAL/CIVIL (YEARLY): RESOLUTION #06-2021
  - 2. PLANNING COMMISSION (YEARLY): RESOLUTION #07-2021
  - 3. ZONING HEARING BOARD (YEARLY): RESOLUTION #08-2021
  - 4. TOWNSHIP ENVIRONMENTAL SOLICITOR (YEARLY): RESOLUTION #09-2021
  - 5. TOWNSHIP EAC/OPEN SPACE SOLICITOR (YEARLY): RESOLUTION #10-2021
  - 6. TOWNSHIP LABOR SOLICITOR (YEARLY): RESOLUTION #11-2021
- E. TOWNSHIP ENGINEER (YEARLY): RESOLUTION #12-2021
- F. SEWAGE ENFORCEMENT OFFICERS (YEARLY): RESOLUTION #13-2021
- G. TOWNSHIP LANDFILL CONSULTANTS (YEARLY): RESOLUTION #14-2021
- H. TOWNSHIP EAC/OPEN SPACE CONSULTANT (YEARLY): RESOLUTION #15-2021
- I. TOWNSHIP AUDITOR (YEARLY): RESOLUTION #16-2021
- J. TOWNSHIP ACTUARY (YEARLY): RESOLUTION #17-2021
- K. COUNCIL LIAISONS (YEARLY) AS FOLLOWS:

Board	Meeting Date	Time	Liaison
Parks & Recreation	1 <sup>st</sup> Monday	7:00 pm	
Saucon Valley Conservancy	3 <sup>rd</sup> Wednesday	7:00 pm	
Lower Saucon Authority	3 <sup>rd</sup> Tuesday	7:00 pm	
Saucon Valley Partnership	2 <sup>nd</sup> Wednesday	6:00 pm	
Landfill Committee	3 <sup>rd</sup> Thursday	1:00 pm 6:00 pm	
Lutz-Franklin Schoolhouse	2 <sup>nd</sup> Wednesday	7:00 pm	
Environmental Advisory Council	2 <sup>nd</sup> Tuesday	7:00 pm	
Pension Advisory Committee	Quarterly: March/June/ Sept./Dec.	11:00 am	
Fire Services	1 <sup>st</sup> Tuesday	6:30 pm	
Saucon Creek Watershed	4 <sup>th</sup> Thursday	7:00 pm	
Cook's Creek Watershed			
LVPC Greenways Outreach			
PA Highlands Trail Network			
Hellertown-LS Chamber	3 <sup>rd</sup> Tuesday Every Other Month	6:00 pm	
SV Compost Center Committee	4 <sup>th</sup> Thursday	8:00 am	
Hellertown Library Board	4 <sup>th</sup> Tuesday	6:30 pm	

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- V. **REORGANIZATION RESOLUTIONS AND FEE SCHEDULES**
- A. **RESOLUTION #18-2021:** Sets the Manager's salary at \$101,773.15.
  - B. **RESOLUTION #19-2021:** Sets the Chief of Police salary at \$101,638.33.
  - C. **RESOLUTION #20-2021:** Sets the Director of Finance's salary at \$69,996.23.
  - D. **RESOLUTION #21-2021:** Sets the Director of Public Works' salary at \$78,934.21.
  - E. **RESOLUTION #22-2021:** Sets the Zoning Officer's salary at \$72,149.96.
  - F. **RESOLUTION #23-2021:** Sets the Administrative Assistant's salary at \$48,036.63.
  - G. **RESOLUTION #24-2021:** Sets the Administrative Assistant's salary at \$48,036.63.
  - H. **RESOLUTION #25-2021:** Adopts the pay scale for Non-Uniformed employees per their current union contract.
  - I. **RESOLUTION #26-2021:** This resolution adopts the pay scale for the Township Uniformed Employees.
  - J. **RESOLUTION #27-2021:** This resolution adopts the Non-Uniform employee contributions to the Non-Uniform Employee Pension Fund for 2021.
  - K. **RESOLUTION #28-2021:** This resolution adopts the Police Officers contributions to the Uniformed Employee Pension Fund for 2021.
  - L. **RESOLUTION #29-2021:** This resolution sets the various Township fees.
  - M. **RESOLUTION #30-2021:** This resolution establishes a permit application fee schedule for onlot sewage systems.
- VI. **MANAGER'S APPOINTMENTS WITH COUNCIL CONSENT**
- **ZONING HEARING BOARD:**
  - **PLANNING COMMISSION:**
  - **ENVIRONMENTAL ADVISORY COUNCIL:**
  - **FIRE MARSHAL:**
  - **TOWNSHIP HISTORIAN:**
  - **TOWNSHIP HISTORICAL COMMITTEE:** 3 vacancies
  - **PENSION ADVISORY COMMITTEE:**
  - **EMERGENCY MANAGEMENT COORDINATOR:**
  - **LANDFILL COMMITTEE:**
  - **PARKS AND RECREATION BOARD:** 2 vacancies
  - **SAUCON VALLEY COMPOST RECYCLING COMMITTEE:**
  - **LOWER SAUCON AUTHORITY:**
  - **BUILDING CODE OF APPEALS:**
  - **SAUCON RAIL TRAIL OVERSIGHT COMMISSION:** 1 vacancy
- VII. **ADJOURN REORGANIZATIONAL MEETING**

**GENERAL BUSINESS MEETING**

- I. PUBLIC COMMENT – TOWNSHIP RESIDENT ONLY – 3 MINUTE TIME LIMIT – NON-AGENDA ITEMS**
- II. PRESENTATIONS/PUBLIC HEARINGS**
- III. DEVELOPER ITEMS**
- IV. TOWNSHIP BUSINESS ITEMS**
  - A.** Resolution #31-2021 – Approval of Lower Saucon Township Council Ratifying the Declaration of a Disaster Emergency Within Lower Saucon Township Due to the COVID-19 Coronavirus Pandemic
  - B.** Authorize Execution of Engagement Letter with Hutchinson, Gillahan and Freeh for the 2020 Audit
  - C.** Authorize Attendance at PSATS Conference
  - D.** Bethlehem Landfill – PA DEP – Northern Realignment Expansion Application Informational Meeting Discussion
- V. MISCELLANEOUS BUSINESS ITEMS**
- VI. COUNCIL & STAFF REPORTS**
  - A.** Township Manager
  - B.** Council/Jr. Council Member
  - C.** Solicitor
  - D.** Engineer
- VII. PUBLIC COMMENT ON NON-AGENDA ITEMS – NON-RESIDENTS ONLY**
- VIII. ADJOURNMENT**

**I. OPENING**

- A. CALL TO ORDER:** The Reorganization meeting of Lower Saucon Township Council was called to order on Monday, January 4, 2021 at 7:00 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Sandra Yerger, President presiding.
- B. ROLL CALL: Present:** Council members: Sandra Yerger, Jason Banonis, Priscilla deLeon, Tom Carocci and Kristen Stauffer; Leslie Huhn, Township Manager; Jim Young, Zoning Officer, Cathy Gorman, Director of Finance; Linc Treadwell, Solicitor and Avia Weber, Jr. Council member.
- C. PLEDGE OF ALLEGIANCE**
- D. ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE):** Mrs. Yerger said Council did meet in Executive Session prior to this meeting to discuss potential land acquisition.
- E. PUBLIC COMMENT** – This will take place after the Initial Reorganization meeting.

**II. INITIAL REORGANIZATION**

**A. ELECTION OF COUNCIL PRESIDENT (YEARLY)**

Mr. Banonis moved to nominate Sandy Yerger.

**MOTION BY:** Mr. Banonis moved to nominate Sandy Yerger as Council President.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

**B. ELECTION OF VICE PRESIDENT OF COUNCIL (YEARLY)**

**MOTION BY:** Mr. Carocci moved to nominate Jason Banonis as Council Vice President.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**C. DESIGNATION OF COUNCIL MEETING TIME, PLACE & DATE FOR 2021**

Mrs. Yerger said Council meeting time for 2021 is the First & Third Wednesdays of the month at 7:00 p.m. at Town Hall. There would be one meeting in July and August and if we need the extra meeting we would advertise.

Mr. Carocci said he has a proposal for this to be changed. The Wednesdays are fine but he feels we have too many meetings, too much staff time is used to prepare for these meetings when it could just be one longer meeting. We had two or three meetings this year that were less than 30 to 40 minutes. He mentioned something to Leslie at 5 p.m. this afternoon about this and his proposal is start to Council meetings earlier at 6:30 p.m. and that we have two in January, one in February, one in March, two in April, two in May, one in June, July and August, and then two in September, but then we start the budget process a little earlier on September 15<sup>th</sup>. This will give us more time to really thoroughly get into the budget. Then we have two meetings in October, one with a revised budget hearing which would also be a Council meeting, and then the proposed budget vote and advertisement of it, then one meeting in November, and two in December, if needed. We obviously have to approve the final budget on December 1<sup>st</sup>. He thinks 18 meetings is a more workable number and moving up the budget process is a good idea to give Cathy as much time as she needs and give us more time with the budget.

Mr. Banonis said if we were to adopt this, this wouldn't preclude or foreclose us for adding additional meetings if needed as long as we met the notification and publication requirements. Attorney Treadwell said yes, you'd have to advertise them. Mr. Carocci said he took a webinar with the PA Office of Open Records in December and it said for special meetings, which is a meeting if something did come up over the summer where we had one meeting scheduled in July and we needed one in early August, all you need to do is advertise 24 hours in advance. Emergency meetings, there are no notifications required but you can't create the emergency, it has to be a legitimate emergency.

Mrs. Stauffer said how would that work with publishing deadlines, like the Morning Call, for example, would that be possible to do for 24 hours. Mrs. Huhn said we would still need a couple of days and would need a 24 hour notice. If we were having a meeting on a Thursday, we probably have to have it to the Morning Call by Monday or Tuesday to have it in for Wednesday. We'd have to be cognizant of those advertisement deadlines.

Mrs. deLeon said she does like the idea of starting the budget process earlier and she talked to Leslie about that. It will be crunchier for Cathy getting all those numbers and getting the initial budget prepared, but she didn't like that fact, and she's said this over the years. When we approve the final adoption, the last meeting that we have in December, it snowed and it was a bad night. Had we not had Zoom, we probably would have cancelled the meeting and would have had to meet between Christmas and New Year's to adopt the final budget. Mr. Carocci said this year, Mrs. Stauffer, you wanted to separate a Resolution and he wasn't necessarily objective to separating that Resolution in the budget process, but one of the reasons it couldn't be separated, we'd have to re-advertise it for another 20 days and we didn't have 20 days left in the year; and that would be solved with this.

Mrs. deLeon said she does like the end of the year with the budget stuff, but having one meeting a month and some of our meetings have gone long; we are in a unique situation with COVID so she guesses she's been at Council meetings till wee hours of the night. We can try it and if something comes up just like in the months of July and August when we have one meeting, if there's a deadline or something, then we'd have to have another meeting.

Mr. Carocci said that's what he'd like to try. If it doesn't work, he'll be the first to admit it and we'll change it. We'll have a Special Meeting, not an Emergency Meeting which only requires the 24 hour notice. Mrs. deLeon said how much does it cost of advertise a meeting? Mrs. Huhn said it depends on the amount of words, but a short version of advertising a Special Meeting would be about \$300. Mrs. Stauffer said we wouldn't be able to do it in the Morning Call if we actually did a 24 hour notice situation, it wouldn't meet the Morning Call schedule, so the alternative would be the Township website, the Township email blasts. Mrs. Huhn said we do all of that in addition and the Express Times may also have some separate advertising deadlines. We're not wed to either newspaper.

Attorney Treadwell said wouldn't you say that we would probably know whether we are going to need a second meeting at least a week ahead of time. Mrs. Huhn said she would think so. Attorney Treadwell said the Emergency Meeting where it's "oh God, we have to do something like tomorrow" would be an Emergency Meeting. A Special Meeting you are going to know, we have too much stuff to do and we need to have one. Mrs. Huhn said there's a timeframe we have to meet and we would know that for the most part.

Mr. Carocci said if you recall this year, there was a meeting in July that at least three of us could not attend and we pushed that meeting back and it was advertised and it wasn't a problem. We just did it. This has happened with the Council and we still had the July meeting, it just wasn't on the original date that was advertised in the beginning of the year because lack of a quorum.

Mr. Banonis said the other point of that is for the advertising cost is we would be saving on consultants participating in our meetings. No offense to Linc or Brien but they incur time and we incur expenses for having additional meetings, so if we're reducing by five meetings, we'll be saving some of those costs and if we need to advertise that advertising cost will be offset greatly by the savings that we have for not paying for certain services for those meetings. Mrs. Stauffer said this schedule is a good idea and there's a lot of value to this potentially unless we find ourselves in a five hour marathon meeting and we might have the same consulting costs even though it would be nice if there was a savings there. Mr. Carocci said that will be his second motion, everybody is going to have to talk fast, he's just kidding. He said he's going to make a motion for this schedule.

**Reorganization & General Business Meeting  
January 4, 2021**

**MOTION BY:** Mr. Carocci moved for approval of the 2021 Council meetings to be held at 6:30 p.m. on the following dates: January 20, February 3, March 3, April 7, April 21, May 5, May 19, June 16, July 21, August 18, September 1, September 15 (budget hearing and Council meeting), October 6 (revised budget hearing and Council meeting), October 27 (proposed budget vote, advertisement and Council meeting), November 17, December 1 (budget approval), and December 15, 2021 at Town Hall, 3700 Old Philadelphia Pike, Bethlehem, PA 18015. The December 15, 2021 would only be as needed.

Mr. Carocci asked that you do not have to advertise when you cancel a meeting? Mrs. Huhn said we would just do the blast with Constant Contact and the website, post it on the door if we're back inside. Mr. Carocci said if we get everything done by December 1<sup>st</sup>, then that's it. Mrs. deLeon said see you next year. Mr. Carocci said enjoy the holidays.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 5-0

**D. RESOLUTION #01-2021: DEPOSITORY OF FUNDS**

Mrs. Yerger said staff recommends continuing with PLGIT, Fulton Financial Advisors, BB&T and Embassy Bank.

**MOTION BY:** Mr. Banonis moved for approval of Resolution #01-2021 – Designating Financial Institutions as Depositories for the Year 2021.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

**E. RESOLUTION #02-2021: SECONDARY SIGNATURES FOR DISBURSEMENTS**

Mrs. Yerger said Council should appoint two (2) members of Council for secondary signatures for disbursements. Council may wish to also name an alternate in the case of three signatories being unavailable. Mrs. deLeon said by our code it has to be President and Vice President and last year who was the third person? Mrs. Stauffer said she believes it was Tom. Mr. Carocci said he will volunteer to be the alternate.

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #02-2021 with the Sandra Yerger, President and Jason Banonis, Vice President as secondary signatures and Tom Carocci as an alternate.

**SECOND BY:** Mrs. Stauffer

**ROLL CALL:** 5-0

**III. APPOINTMENTS BY COUNCIL**

**A. TOWNSHIP SECRETARY – RESOLUTION #03-2021**

Resolution #03-2021 has been prepared appointing the Township Manager as Township Secretary.

**B. TOWNSHIP PLANNING/ZONING ADMINISTRATOR – RESOLUTION #04-2021**

Resolution #04-2021 has been prepared appointing the Township Manager as Planning/Zoning Administrator.

**C. RIGHT-TO-KNOW OFFICER – RESOLUTION #05-2021**

This resolution designates the Township Manager as Right-to-Know Officer and the Director of Finance as the Assistant Right-to-Know Officer.

**MOTION BY:** Mr. Carocci moved for approval of Resolution #03-2021, Resolution #04-2021 and Resolution #05-2021 to appoint Mrs. Huhn as the Township Secretary, Township Planning/Zoning Administrator and Right-to-Know Officer with the Director of Finance as the Assistant Right-to-Know Officer.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**D. TOWNSHIP SOLICITORS**

**1. GENERAL/CIVIL (YEARLY): RESOLUTION #06-2021**

This Resolution has been prepared that reappoints B. Lincoln Treadwell, Esq. as the Township's General/Civil Solicitor at a rate of \$200.00 per hour.

2. **PLANNING COMMISSION (YEARLY): RESOLUTION #07-2021**  
This Resolution has been prepared appointing B. Lincoln Treadwell, Esq. as the Planning Commission Solicitor at the rate of \$200.00 per hour.
3. **ZONING HEARING BOARD SOLICITOR (YEARLY): RESOLUTION #08-2021**  
This resolution has been prepared appointing George Heitzman, Esq. as the Zoning Hearing Board Solicitor at the rate of \$200.00 per hour.
4. **TOWNSHIP ENVIRONMENTAL SOLICITOR (YEARLY): RESOLUTION #09-2021**  
This resolution has been prepared appointing Charles Elliott, Esq. as the Township Environmental Solicitor (as needed) at the hourly rate of \$185.00 per hour.
5. **TOWNSHIP EAC/OPEN SPACE SOLICITOR (YEARLY): RESOLUTION #10-2021**  
This resolution has been prepared appointing Terry Clemons, Esq. as the Solicitor to the EAC (as needed) at the hourly rate of \$168.00.
6. **TOWNSHIP LABOR SOLICITOR (YEARLY): RESOLUTION #11-2021**  
This resolution has been prepared appointing Michael McAuliffe Miller, Esq. as the Township Labor Solicitor (as needed) at the hourly rate of \$290.00.

**MOTION BY:** Mr. Carocci moved for approval of Resolution #06-2021, #07-2021, #08-2021, #09-2021, #10-2021, and #11-2021.

Mrs. deLeon said that's great you are mentioning the numbers, but you have to do the names, this is being typed for minutes and you need to put their names in it. Mr. Carocci said he'll do that if necessary, it's on the agenda. Mrs. deLeon said that's not the minutes. Mr. Carocci asked Attorney Treadwell if he has to do that or is referring to the resolution enough. Attorney Treadwell said referring to it is enough, but it certainly doesn't hurt to name them so people know who the names are.

**MOTION BY:** Mr. Carocci moved for approval of Resolution #06-2021 appointing Linc Treadwell as Township Solicitor; #07-2021 appointing Linc Treadwell as the Planning Commission Solicitor; #08-2021 appointing George Heitzman as the ZHB Solicitor; #09-2021 appointing Charles Elliott as the Environmental Solicitor; #10-2021 appointing Terry Clemons as the Solicitor for the EAC; and #11-2021 appointing Michael McAuliffe Miller as the Labor Solicitor.

**SECOND BY:** Mrs. Yerger  
Mr. Banonis said that's based upon the hourly rates that are set forth with the Resolutions in the packet. Mr. Carocci said correct.

**ROLL CALL:** 5-0

- E. **TOWNSHIP ENGINEER (YEARLY): RESOLUTION #12-2021**  
Resolution #12-2021 has been prepared appointing Hanover Engineering as the Township Engineer, per their 2021 fee schedule.
- F. **SEWAGE ENFORCEMENT OFFICERS (YEARLY): RESOLUTION #13-2021**  
Resolution #13-2021 has been prepared appointing the following individuals be appointed as 2021 SEO's from Hanover Engineering: Scott Brown, Jacob Schray, Robert Grim and Christopher Taylor at a rate of \$77.00 per hour.
- G. **TOWNSHIP LANDFILL CONSULTANTS (YEARLY): RESOLUTION #14-2021**  
Resolution #14-2021 has been prepared Rich Sichler from Neversink Environmental, Inc., at \$95.00/hour as Township Landfill Consultant (as needed); and Scott Brown from Hanover Engineering Inc., as the Host Municipal Inspector with Jake Schray as alternate at the rate of \$99.00/hour.
- H. **TOWNSHIP EAC/OPEN SPACE CONSULTANT (YEARLY): RESOLUTION #15-2021**  
Resolution #15-2021 has been prepared appointing Laura Baird as the Open Space Consultant to the EAC (as needed) at the hourly rate of \$80.00 as per the schedule from Heritage Conservancy.

**Reorganization & General Business Meeting  
January 4, 2021**

**MOTION BY:** Mr. Carocci moved for approval of Resolution #12-2021 appointing Hanover Engineering as the Township Engineer per their 2021 fee; Resolution #13-2021 appointing Scott Brown, Jacob Schray, Robert Grim, and Christopher Taylor as the 2021 SEO's; Resolution #14-2021 appointing Rich Sichler from Neversink Environmental at \$95/hour and Scott Brown from HEA as the Host Municipal Inspector with Jake Schray as the alternate at \$99/hour; Resolution #15-2021 appointing Laura Baird-Bowers as the Open Space Consultant to the EAC at an hourly rate of \$80.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 5-0

**I. TOWNSHIP AUDITOR (YEARLY): RESOLUTION #16-2021**

Mrs. Yerger said staff recommends continuing the services of Hutchinson, Gillahan & Freeh per their September 2, 2020 letter. The base rate for the 2020 audit will not exceed \$14,900.00. Additional services will be payable at a rate of \$125.00 per hour.

**MOTION BY:** Mr. Banonis moved for approval of Resolution #16-2021 appointing Hutchinson, Gillahan & Freeh as the Township Auditor.

**SECOND BY:** Mrs. Stauffer

**ROLL CALL:** 5-0

**J. TOWNSHIP ACTUARY (YEARLY): RESOLUTION #17-2021**

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

**MOTION BY:** Mrs. Yerger moved for approval of Resolution #17-2021 continuing the services of Chuck Friedlander of Municipal Finance Partners as the Township Actuary.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 5-0

**K. COUNCIL LIAISON (YEARLY) AS FOLLOWS:**

Mrs. deLeon said she'd like to volunteer for the ones she was on last year. Mrs. Stauffer asked would it be possible to make a motion for all current Council members to keep their current positions?

**MOTION BY:** Mrs. Stauffer moved to appoint all current Council members to keep their current positions from last year.

Mr. Banonis said he'd like to have some dialogue about that and he'd like to see a change with the Landfill Committee. We've discussed the landfill quite a bit this year and there has been some heated conversations in the context of the landfill, both within our Council meetings and within the Landfill Committee meetings and he would propose that Kristen replace Priscilla as one of the Council liaisons to the Landfill Committee and he does that with the understanding that Kristen had previously indicated some reservations when we were in the budgetary process about the landfill and the Township's reliance on the landfill so he thinks it would be beneficial to Kristen and beneficial to Council to have Kristen in that role and it would be a fresh set of eyes and perhaps a more objective and less biased view that we would hear at our Council meetings.

**MOTION BY:** Mr. Banonis moved to appoint Kristen Stauffer to serve as the liaison on the Landfill Committee.

Mrs. deLeon said Jason, she'd like him to be specific about the times there were whatever you just said about the conversations. Tom, you were involved with almost all of the Landfill Committee meetings, do you recall that she was hostile at any of those meetings? Mr. Carocci said his thing is the landfill, it looks like the DEP is going to give them this realignment and they are going to be around for at least another five years and it looks like it's pretty much a done deal. He would personally like the relationship with the landfill reset from such adversarial and it seems there's a lot of conflict and a lot of tension and he thinks it hasn't worked as far as getting things done, such as truck traffic reduced or overweight trucks reduced. He thinks we have to take on a sense of working with them. Obviously they have the responsibility and they have to be good corporate citizens but he would like to give a shot to having that relationship changed and he thinks we need a fresh start from a Council perspective.

Mrs. deLeon said all she can say is that finally their \$147,000 paid off because the Landfill donated that money to the previous election and now they finally got what they wanted. Mr. Carocci said let me say this...Mr. Banonis said he did not take a single penny from the Landfill and his campaign record reflects that, so to suggest that somehow this Council has been bought and paid for by the Landfill is completely inappropriate, disingenuous and actually untrue. You asked me to provide you with facts, he would suggest you offer facts to support these allegations.

Mrs. Stauffer said can we have a point of order very quickly. Mr. Carocci said he needs to interject as it's him and it's also Sandy. One, he's never run for Council, he was appointed. He never had a campaign committee and he's never taken a dime from the landfill or anybody for that matter, not even a LST resident. He was actually Treasurer of Sandy's campaign as well in 2019 and they both were the only donors for the campaign and they just bought some yard signs. So to say that this Council was bought with Landfill money is just defamatory. He demands an apology. He demands an apology. Mrs. deLeon said she's allowed to say what she wants. Mr. Carocci said sure you are. Mrs. Stauffer said can we have a point of order. Mr. Carocci said it's defamatory and it's a disgrace. Mrs. Stauffer said can we have a point of order quickly here. Mrs. deLeon said she's finished with her comments. Mrs. deLeon said she volunteers to be on the same committees as last year and if she doesn't get appointed, then she doesn't get appointed, but that's her wish as a Council member to be on the same committees.

Mrs. Stauffer said she would like to interject since the motion is relevant to her. She's honored that you think she would offer a fresh set of eyes. She does have concerns about that, but she is concerned about the meeting time given her current professional engagements for the 1:00 p.m. meeting and she would be concerned about being able to attend those time slots since she knows that in an earlier March meeting, attendance at the Landfill Committee meetings was the topic of discussion and very heatedly-so with so much as a spreadsheet with balloons and streamers indicating dates that someone even attended a meeting. So, she doesn't think she would be able to be a good steward in that role because she wouldn't be able to attend those 1:00 p.m. time slots. Mr. Banonis said if you don't want to be on the Landfill Committee, he understands her obligations. Mrs. Stauffer said she does, but she wouldn't want to miss a meeting at that 1:00 p.m. time slot.

Mr. Banonis said fair enough, if you are declining it, then he would ask if Sandy is interested in it, then great, if not, then he would volunteer for it. Mrs. Yerger said she can't do the 1:00 p.m. period either. Mrs. Stauffer said she would like to say, despite the perhaps deliveries or the way it's been discussed, she thinks Priscilla who is kind of the longest serving Council member and is most familiar with the Landfill does have a lot of knowledge to bring to that committee and the Council would benefit from her service in this area since this is one of the largest investments in the Township, well she doesn't know if investment is the right word, but it is one of the largest items that this Township needs to care about. She's also one of the residents of our Township that lives closest to it. It is a passionate thing for her, so with that being kind of known, she does think her service has been commendable over the years and that's not something that we should take lightly. Mrs. deLeon said thank you Kristen.

Mr. Banonis said he doesn't take lightly Priscilla's service to the Township by any means, but his motion is based upon the need and as Tom had reiterated, providing a new set of eyes and perhaps resetting the relationship we have with the Landfill. The current owner of the landfill is not the same owner that this Township had dealt with 60 years ago or 40 years ago or 30 years ago when Priscilla was first on Council or even 10 years ago, so the benefit of the history may not be as relevant knowing that it's not the same owner and that the individuals who are operating within the Landfill as well as in the Township relating to the Landfill are not the same people. The Landfill is a living organism and it will continue to be, even when it closes, so as it evolves over time, our relationship with it needs to evolve and be more amendable and understanding and working in a collaborative way, so with that said he would offer his time to serve as the liaison to the Landfill

Committee. It was not his first choice nor his second choice, but he guesses it's his third choice as Tom is already on there. So he'll leave it at that.

**MOTION BY:** Mr. Carocci moved to have Jason Banonis be appointed as the Council liaison to the Landfill Committee.

Mrs. deLeon said she doesn't recall putting Tom on the committee, he attends the meeting as a Council person but there's only ever been one Landfill Committee person. Mr. Banonis said he thought there was a primary and a secondary. Mrs. deLeon said no. Mr. Banonis said the reason for that is if we had three it would constitute a quorum. For example, for SVP, Priscilla you are one and he's the second. Mrs. Stauffer said anyone can attend the Landfill Committee meeting including all of us on Council. If we did attend and there were three of us, it would just be a matter of one person not speaking. We could amend this so there is a primary and a secondary. Mr. Carocci said would you be interested in serving as secondary, Kristen, to Jason? Mrs. Stauffer said potentially she would but she would want to be involved, but she can't take that 1:00 p.m. meeting. Priscilla would be our best candidate for this, she truly thinks Priscilla has the skill set that can handle the relationship although she does appreciate your viewpoint. Mr. Carocci said if we moved most of the meetings to 6:00 p.m., could you do that? Mrs. Stauffer said she wouldn't want to amend that time as she doesn't know about the others on there and even with the amended time, she still would support Priscilla's appointment to this committee given her service and understanding and knowledge of the Landfill.

Mr. Banonis said he would also throw out there, and he doesn't have all of the data in front of him, but he knows that the Landfill Committee meeting minutes a roll is taken and he knows there are several meetings that Priscilla was not in attendance and there's several meetings where Priscilla showed up quite late to those meetings so the argument that 1:30 p.m. is prohibitive really doesn't resonate with him. The other part of that was discussed a few months ago changing the times for some of the Landfill Committee meetings to be at different times of the day to better accommodate the public because a lot of people who might be interested in the landfill issues work during the day and would not be available at 1:00 p.m. or 1:30 p.m. for those meetings, and we had discussed previously that those 1:00 p.m. or 1:30 p.m. would not necessarily be set in stone and not be continuous on a month-to-month basis but would vary so maybe that would cause you to reconsider, Kristen. Mrs. Stauffer said she wouldn't want to take that reconsideration since many members can't meet necessarily at the 1:00 p.m. time slot and being as that is what is currently the schedule, she would not want to say yes to that and then it not change in the future, although she appreciates his nomination.

Mrs. deLeon said again, she'd like to say for the record, last year her father passed away on May 1<sup>st</sup> and she was kind of a little taken back with doing things because of his illness and she may have missed some meetings or have been late a few minutes for some meetings, but she thinks in the last, all the years she's been on Council, that was a rarity, but you think like you would Jason and whatever you think.

Mr. Carocci said he thinks there's a motion for Jason to be the liaison, was there a second? Mr. Banonis said he thought the motion was originally his to have you and Kristen. Mrs. Stauffer said she's not able to make it though, so if you were to continue that motion, she's not really sure how that works by nominating someone who says they can't make the meetings. Mr. Carocci said he doesn't think that there was a second to that motion. Mr. Banonis said he'll withdraw the motion and he'll amend the motion based on Kristen's representation that she cannot be a liaison to the Landfill Committee and Sandy not being available as well, to then name him as the alternate to the Landfill Committee.

**MOTION BY:** Mr. Banonis moved to amend his motion and to name himself as the alternate to the Landfill Committee.

Mrs. Stauffer said she doesn't think there's currently a primary and alternate. Mr. Banonis said Tom will be the primary and he will be the alternate. Mrs. Stauffer said can we do that in the motion or first say we want a primary and alternate and then do people. Attorney Treadwell said the Host Agreement with the landfill creates the Landfill Committee. The Landfill Committee is

two representatives from the owner and two citizens. The Council liaison is something that came afterwards, after the Host Agreement something that previous Council's decided they wanted to send one Council person to those meetings to be able to report back as to what happened at those meetings to Council. This liaison position is something that is Council created so as a Council you have the right to either eliminate it or create a first liaison and an alternate liaison or whatever it is that you want to do. Mr. Banonis said let's have a primary liaison and that will be Tom and Tom clearly has never accepted any campaign contributions from anyone at any time, so that should satisfy everybody and we'll just leave it at that.

**MOTION BY:** Mr. Banonis moved to have Mr. Carocci as the primary liaison for the Landfill Committee. Mrs. Stauffer said Priscilla hasn't either. Mrs. Yerger said we have a motion for Tom.

**SECOND BY:** Mr. Carocci

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

Mrs. Yerger said let's go back to the chart since we've taken care of the Landfill and we'll start at the top with Parks & Recreation, do we have any volunteers? She asked if we have to vote on each one of these. Attorney Treadwell said you don't have to if there's not going to be any disagreement who the rest of the liaisons are going to be, you can do them all at once. If people are going to disagree as to who is going to be a liaison to which committee, then you are going to have to do them one by one. Mrs. Stauffer said she did make a motion at the very beginning before we got to the Landfill one that we keep the current liaisons the same. Would it make more sense to just go through them and then speak to what you are currently on, and for the sake of the residents, who's on first and what's on second.

- Parks & Recreation Board: Mr. Banonis said he'll do it again
- Saucon Valley Conservancy: Mrs. Stauffer said it was Sandy. Mrs. Yerger said she didn't do the SVC, that was Priscilla. Mrs. deLeon said she's not interested. Mrs. Yerger said does she have somebody who is interested in the SVC? Mrs. Stauffer said she'll do it. Mrs. deLeon said the problem with that, Kristen, is they used to meet on the same night as our Council meetings, but that could change as we amended our meeting schedule.
- Lower Saucon Authority: Mr. Carocci said he'd like to be reappointed.
- Saucon Valley Partnership: Mrs. deLeon said that's all five of us, you have to have a primary and an alternate. Mrs. Stauffer said Priscilla was primary, and it should be Priscilla. Mrs. Yerger said she's fine with that. She asked Priscilla if she was okay with that. Mrs. deLeon said I don't know, am I? Yes, she's very interested in the SVP. Mr. Carocci said he'll make a motion for you to be primary for the SVC. Mrs. Yerger said she thought we were going to do them all at once. Mr. Carocci said yes, we'll do them all at once. Mr. Banonis said he'll be secondary again if that's available unless someone else wants it.
- Landfill Committee: Mrs. Yerger said Landfill we've already established and it will be Mr. Carocci.
- Lutz-Franklin Schoolhouse: Mrs. Stauffer said she doesn't think that was ever determined last year because there was some question as to 7:00 p.m. or during the daytime. Mrs. Yerger said they started meeting during the day, and that's why she could no longer do it. She doesn't think they meet at night anymore. Mrs. Stauffer said is that something we can check on? Mrs. Yerger said yes, check on that one.
- Environmental Advisory Council: Mrs. Yerger said she would like to continue with that.
- Pension Advisory Committee: Mrs. deLeon said she's not interested in this one either. Mrs. Stauffer said that's a daytime meeting. Mr. Carocci said it's a daytime meeting so either he or Jason can do it. Mr. Banonis said he'll take it, that's fine.
- Fire Services: Mrs. Yerger said she's on that one. Mr. Carocci said she was the secondary on that one, and he hopes you want to be secondary again. Mrs. Yerger said she can do that, so it'll be Mrs. Yerger and Mr. Carocci.
- Saucon Creek Watershed & Cooks' Creek Watershed: Mrs. Yerger said she hasn't been able to attend and the Cooks' Creek Watershed are not meeting because of this whole COVID thing, so we could go forward and hope it will clear it, but they haven't been meeting regularly in a long time. Mrs. Huhn said we can keep in touch with them and see if they can send us information and let us know when they start meeting again.

- LVPC Greenways Outreach: Mrs. Yerger said the same thing, they haven't been doing public meetings. Mr. Banonis said he understands they are not meeting regularly, but would it make sense for him to take LVPC Greenways Outreach and PA Highlands Trail Network because of the WalksWork initiative that we are starting. Mrs. Yerger said sure, that makes sense, absolutely.
- PA Highlands Trail Network: Mr. Banonis
- Hellertown-LS Chamber of Commerce: Mrs. Yerger said do you want to do that Priscilla? Mrs. deLeon said she's still interested in that.
- Yard Waste Recycling Committee: Mr. Banonis said he thinks that was him, but he doesn't know if they met. Mrs. deLeon said did you miss a meeting? She thought they met a couple of times. Mrs. Yerger said she doesn't know.
- Hellertown Area Library Board: Mrs. Stauffer said she's happy to stay on the Library. Mr. Banonis said do we need to identify the WalkWorks on this or is it not necessarily a board. Mrs. Stauffer said it's a grant. Mrs. Huhn said it's a special committee, so she doesn't think we need it on this list. Attorney Treadwell said it's not a liaison position. Mrs. Yerger said the Council liaisons are as follows:

- Parks & Recreation Board: Jason Banonis
- Saucon Valley Conservancy: Kristen Stauffer (She said she won't be able to attend if they are the same night as a Council meetings as Priscilla said previously. Mrs. Huhn said we can check with them, she's not even sure they are meeting either)
- Lower Saucon Authority: Tom Carocci
- Saucon Valley Partnership: Priscilla as Primary, Jason as Secondary, then Sandy Yerger, Kristen Stauffer and Tom Carocci as alternates.
- Landfill Committee: Tom Carocci
- Lutz-Franklin Schoolhouse: We don't have anyone right now.
- Environmental Advisory Council: Sandy Yerger
- Pension Advisory Committee: Jason Banonis
- Fire Services: Tom Carocci and Sandy Yerger
- Saucon Creek Watershed: Sandy Yerger
- Cook's Creek Watershed: Sandy Yerger
- LVPC Greenways Outreach: Jason Banonis
- PA Highlands Trail Network: Jason Banonis
- Hellertown-LS Chamber: Priscilla deLeon
- SV Compost Center Committee: Jason Banonis
- Hellertown Library Board: Kristen Stauffer

**MOTION BY:** Mrs. Stauffer moved for approval for the Council Liaisons for 2021 as stated above.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-1 (Mrs. deLeon – No)

#### **IV. REORGANIZATION RESOLUTIONS AND FEE SCHEDULES**

- A. RESOLUTION #18-2021:**  
Resolution #18-2021 sets the Manager's salary at \$101,773.15.
- B. RESOLUTION #19-2021:**  
Resolution #18-2021 sets the Chief of Police salary at \$101,638.33.
- C. RESOLUTION #20-2021**  
Resolution #20-2021 sets the Director of Finance's salary at \$69,996.23.
- D. RESOLUTION #21-2021:**  
Resolution #21-2021 sets the Director of Public Works' salary at \$78,934.21.
- E. RESOLUTION #22-2021:**  
Resolution #22-2021 sets the Zoning Officer's salary at \$72,148.96.
- F. RESOLUTION #23-2021:**  
Resolution #23-2021 sets the Administrative Assistant's salary at \$48,036.63.
- G. RESOLUTION #24-2021:**  
Resolution #24-2021 sets the Administrative Assistant's salary at \$48,036.63.

- H. **RESOLUTION #25-2021:**  
Resolution #25-2021 adopts the pay scale for Non-Uniformed Employees, per their current union contract.
- I. **RESOLUTION #26-2021:**  
Resolution #26-2021 adopts a pay scale for the Township uniformed employees.
- J. **RESOLUTION #27-2021:**  
Resolution #27-2021 adopts the Non-Uniform employee contributions to the Non-Uniform Employee Pension Fund for 2021.
- K. **RESOLUTION #28-2021:**  
Resolution #28-2021 adopts the Police Officers contributions to the Uniformed Employee Pension Fund for 2021.
- L. **RESOLUTION #29-2021:**  
Resolution #29-2021 sets the various Township fees.
- M. **RESOLUTION #30-2021:**  
Resolution #30-2021 establishes a permit application fee schedule for on-lot sewage systems.

**MOTION BY:** Mr. Banonis moved for approval of Resolution #18-2021 setting the Manger's salary at \$101,773.15; Resolution #19-2021 setting the Chief of Police salary at \$101,638.33; Resolution #20-2021 setting the Director of Finance salary at \$69,996.23; Resolution #21-2021 setting the Director of Public Works salary at \$78,934.21; Resolution #22-2021 setting the Zoning Officer's salary at \$72,148.96; Resolution #23-2021 setting the Administrative Assistant's salary at \$48,036.63; Resolution #24-2021 setting the Administrative Assistant's salary at \$48,036.63; Resolution #25-2021 adopts the pay scale for Non-Uniformed Employees, per their current union contract; Resolution #26-2021 adopting the pay scale for the Township Uniformed Employees, per their current union contact; Resolution #27-2021 adopting the Non-Uniformed employee contributions to the Non-Uniform Employee Pension Fund for 2021; Resolution #28-2021 adopts the Police Officers contributions to the Uniformed Employee Pension Fund for 2021; Resolution #29-2021 setting the various Township fees as set forth in the resolution; Resolution #30-2021 establishing a permit application fee schedule for on-lot sewage systems.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 5-0

V. **MANAGER'S APPOINTMENTS WITH COUNCIL CONSENT**

Mrs. Huhn said we have the vacancies and the different appointments for the various committees and she is recommending the following:

- **ZONING HEARING BOARD:** Ted Eichenlaub (2025)
- **PLANNING COMMISSION:** John Noble, Christopher Nagy (2024)
- **ENVIRONMENTAL ADVISORY COUNCIL:** Members: Sandra Yerger, Allan Johnson, One Vacancy as an Associate Member would move up and that is set by EAC and they will discuss and bring back to Council (2023); Associate Members: Glenn Kaye, Michael Boyle, Thomas Carocci, Nicholas Lynn, Atom Kallen, Kaitlyn O'Connor Sommer (2021). Mrs. Stauffer asked if it would be possible to share the screen, she knows she sent it around earlier, maybe it would be helpful for residents to see. Mrs. Huhn said she doesn't have it that she could pull it up on this laptop as her email isn't on the laptop. She will make a note of it for next year.
- **FIRE MARSHAL:** William Csaszar (2021)
- **TOWNSHIP HISTORIAN:** Sandra Yerger (2021)
- **TOWNSHIP HISTORICAL COMMITTEE:** Karen Samuels, Jody Hijazi, Allison Millevoi (2021) two vacancies
- **PENSION ADVISORY COMMITTEE:** Jonathan Mull (2024)
- **EMERGENCY MANAGEMENT COORDINATOR:** Bryan Evans (2021)
- **LANDFILL COMMITTEE:** Hazem Hijazi, Neil Ortwein (2021)
- **PARKS AND RECREATION BOARD:** David Spirk, Tom Butera, Niloofar Aflatooni, Frank Thompson, Krista Baum, Keith Meier (2021)
- **SAUCON VALLEY COMPOST RECYCLING COMMITTEE:** Charlie Luthar, Preston Werner (2021)

- **LOWER SAUCON AUTHORITY:** Larry Corcoran (2025)
- **BUILDING CODE OF APPEALS:** Mark Walters, Dennis Bettler, John Blair, Jason Miller, David Spirk (2025)
- **SAUCON RAIL TRAIL OVERSIGHT COMMISSION:** Dan Edelman, Rebecca Miller (2021)

**MOTION BY:** Mr. Banonis moved for approval of all of the Manager's appointments.

Mrs. Stauffer said she does have one question, she was wondering if there were any other applicants to these various boards. Mrs. Huhn said we had several applicants for some of the boards, specifically the SRTOC. She let people know we did have an overwhelming response and we would like to keep their names on the list for anything that would open up in the future. Mrs. Stauffer said so there were other multiple applicants for the SRTOC but all the others it was kind of one to one. Mrs. Huhn said pretty much so, we did have some other interests from some of our people who were already on some of our boards, but there were really no openings to move them around to. Mr. Banonis said he would like to thank everyone who applied and who are serving on each of these boards/commissions/councils. To find volunteers in this day and age is a difficult thing and we're truly blessed to have such giving people. People giving freely of their time and energy and not just warm bodies, but people who are truly talented in what they do so to the extent they are on this call tonight, thank you and if you're not, he knows Leslie will thank them when letters go out notifying them of their appointments. Mrs. Huhn said we definitely will. It was an overwhelming response and it was nice to see a lot more people are taking an active role. Mrs. deLeon said to follow up on what Jason said, she'd also like to thank them, but she'd also would like to say if they are interested in these committees and applied for them, they can participate in the Zoom calls and participate in the meetings as residents and the more active they are, if there's an opening, at least you know they were interested. Mrs. Yerger said she wants to also thank all our volunteers.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 5-0

**VI. PUBLIC COMMENT – TOWNSHIP RESIDENT ONLY – 3 MINUTE TIME LIMIT – NON-AGENDA ITEMS**

- Erika Crotsley said she had called in and was told to do this meeting. She is a resident for over 20 years. She lives at 1773 Meadows Road which is the side of the bridge that is closed. The flooding is getting horrible. She had called in and was directed to speak to Roger. She was told basically that the embankments are getting so eroded and the water is just flowing over easily like before. She was told it's the property owner's responsibility of the embankments to fix them; however, where the embankments are, she doesn't know who the property owner even is. It is somebody else's land, it was up for sale at one point in time, she does not know who owns it. She was told they did work on Meadows Road where they put the stones by the road to keep the road safe; however, at this time, actually the soil, the land is actually lower than the actual road. These past flooding's we have had, she actually had to go out to Meadows Road and clean up so they could actually drive down it. She knows there's only two residents on her side, and she doesn't think as a resident, she should be doing all the cleanup from the flooding that's sitting in the roads. With the water coming over the embankments, her driveway is actually off of Baker Avenue which she was told is a private drive which they are liable for, and which she fixed a couple times over the years as she understands she lives by the creek and by the flooding. At this point, it floods so much that the driveway is actually sinking. She didn't know if it actually is the resident's responsibility who is by the embankment by the creek or if there is someone to come out and take a look. Being a resident for so long, 20 years, usually the flooding wasn't that bad just with major hurricanes coming through. Now just a little bit of rain, it floods. If you drive down Meadows Road on the side, there is stuff all over. There is by the gates, there is debris, garbage, everything all over. She's just looking to talk to you about getting a little bit of help like with this flooding issue which she really thinks it's the embankments that have eroded over time.

Mr. Banonis said the Meadows Road Bridge has been a topic of discussion for quite a while and during our last meeting we had last year, there was some developments with regard to that. The bridge is owned by Northampton County. The bridge has been closed for a number of years and the discussions have progressed to the level where the County and PennDOT have spoken about

this and they've reached a conclusion, he believes, and he thinks Tom Carocci and Priscila deLeon can speak to this probably more eloquently than he can as they participated in the meeting with the County and County Executive Lamont McClure, that the bridge is likely going to be removed as it cannot be rehabilitated and he would expect in the context of that removal, there will be efforts made to rehabilitate the stream banks and part of the problem of what you are experiencing has contributed and added to the demise of the bridge over decades. He can't guarantee that's going to be a light at the end of the tunnel for you, but it offers some promise for some improvement and you may want to reach out to the County Executive's office and share with them the concerns you are experiencing because they may need that information to factor into their evaluation and ultimately their strategy and how they proceed with the bridge. Mrs. deLeon said she doesn't recall and maybe Tom can help her out here, the information that she read about how far they are going to go down the riparian corridor and what the options are and what that means to the riparian corridor, do you remember that. Mr. Carocci said he doesn't off the top of his head. Mrs. deLeon said she doesn't want Ms. Crotsley to be misled. Mr. Banonis said he's certainly not trying to mislead, he's suggesting she reach out to the County Executive since it's a County bridge in a known flooding area and the bridge is likely being removed because of its deterioration as a result of the flooding. There are going to be improvements in the general area and those improvements may or may not help to alleviate her situation, but he thinks that may be a good place to reach out to see what can be done and what's intending to be done. Mrs. Stauffer said she's curious to know if Erika has any pictures of the flooding. She can see the overview of the property on Google Maps so she's checking that out right now. Ms. Crotsley said she does have pictures of the flooding, and she has videos. The water does get very high. At one point in time they had a car that was drivable and it was up to the roof, so it does get high. Her thing was it never used to really flood this much like it has been. It took major hurricanes to hit us. Mrs. Stauffer said the 100 year storm? Ms. Crotsley said yes. Now this little bit of rain, it flows over and then with it just lying there, the driveway has sunk and she does repairs which are costly. It actually took a pavement away which she tried to fix and things like that. She thinks over time, it's just been so eroded with all the overflows and that's when the gentleman had told her, well, there's nothing he can do. He said on the sides of the roads and near the guardrail they built it up with rocks to help protect the road; however, if they'd come and took a look at it lately, which they haven't, the actual ground is below the road in certain areas. Mrs. Stauffer said she would be happy to see pictures. She's not totally sure and Leslie or any of our officers that would be more familiar on what we could do in a situation like this if there is anything we can do. She would be happy to see the pictures to have more familiarity with what you are dealing with in that situation and she'd be happy to drive down there in her daily outings in the Township, but she wouldn't see what you are seeing when the flooding is happening, so she'd want to see what you are seeing, at least to have recognition for that. She's not totally sure if there is something, that we as a Township can do, and Leslie she doesn't know if that's something you'd be able to elucidate on or Linc in our administrative capacity. Mrs. Huhn said she's not sure either, she'd have to look at the pictures. She believes in a brief conversation with Roger, the erosion is on private property so she's not sure how we can go in and fix that. She asked Ms. Crotsley if she reached out to DEP at all. This is a Water of the Commonwealth, she would imagine and they might weigh in on it. Ms. Crotsley said she hasn't reached out to DEP. She spoke to Roger because it was getting worse and worse and that's when he said the embankment is private property, but again, she doesn't know who owns it. It was up for sale, it's just a flat land. Mrs. Huhn said we can check the County records. Ms. Crotsley said she's been here 20 years and dealt with floods and it does come over where they built up with the rocks, and the water just comes over now easily with a rainfall. Attorney Treadwell said we have a staff meeting coming up next week, we'll have the engineer there and we should just kind of brainstorm a little bit and see if there's anything we can think of as a way to see who the best people to contact are. Mrs. Huhn said in the meantime, if you could send her some pictures and videos that would be good so we'd have them to discuss. Mrs. deLeon said you can share them with Council then? Mrs. Huhn said yes. Ms. Crotsley said she does appreciate that. She knows that's why it has taken the bridge as it has and with the flooding as it is a stone bridge. That's why it is the way it is. Mr. Rasich had told her you knew what you were getting into when you bought a house near a creek; and yes, she did buy a house near a creek, and she was aware of that, but over

the 20 years, it's just gotten way worse and way out of hand. Mrs. Stauffer said thank you for bringing this to the meeting today. Ms. Crotsley said where should she send the picture and video. Mrs. Huhn said you can send it to her email. Ms. Crotsley said she appreciates that, she's just trying to find a way to help her and her neighbor out since they are the only two on that side of the bridge. She does call in the summertime for you guys to come and mow as no one does, and the weeds get over 5' tall as they are lost in this area right now.

**VII. ADJOURNMENT OF REORGANIZATION MEETING**

**MOTION BY:** Mrs. deLeon moved for adjournment of the Reorganization meeting. The time was 8:10 p.m.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 5-0

Attorney Treadwell said these are technically two separate meetings and is why you needed a period of public comment for the first one even though they are on the same night and you need a public comment for this one as well. Mrs. Yerger said even though her comments didn't pertain to that meeting... Attorney Treadwell said she could have waited until right now to do it. Mrs. Yerger said she apologizes. So now we're going to move on to the General Business meeting.

**GENERAL BUSINESS MEETING**

**I. OPENING**

**A. CALL TO ORDER:** The General Business meeting of Lower Saucon Township Council was called to order on Monday, January 4, 2021 at 8:12 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Sandra Yerger, President presiding.

**B. ROLL CALL: Present:** Council members: Sandra Yerger, Jason Banonis, Priscilla deLeon, Tom Carocci and Kristen Stauffer; Leslie Huhn, Township Manager; Jim Young, Zoning Officer, Cathy Gorman, Director of Finance; Linc Treadwell, Solicitor and Avia Weber, Jr. Council member.

**II. PUBLIC COMMENT – TOWNSHIP RESIDENT ONLY – 3 MINUTE TIME LIMIT – NON-AGENDA ITEMS**

- Donna Louder, resident, asked if she could have an update on the Fire Company merger. Mrs. Yerger said we haven't gotten an official fire company report on the merge. Mr. Carocci said he's going to try and schedule a Fire Committee meeting so we can get the statistics from last year. In year's past they put together an annual report where they talk about their calls, where their calls were in the Township, out of the Township, that type of stuff. He was going to inquire about the progress of the merger, but there is no reason we don't think it's on track and they are making progress towards it. He believes he was told in early November there was a meeting scheduled with their attorneys for both parties, so he assumes that meeting happened but doesn't know if anything came of that yet. Attorney Treadwell said he saw an email either today or sometime last week where both the Steel City Fire Company and Lower Saucon Fire Rescue had draft resolutions of merger that they were passing back and forth. Mr. Carocci said we will update you by the January 20<sup>th</sup> meeting, if not, then by the next meeting. Mrs. Louder said thank you for your time and Happy New Year to all.

**III. PRESENTATIONS/PUBLIC HEARINGS – None**

**IV. DEVELOPER ITEMS – None**

**V. TOWNSHIP BUSINESS ITEMS**

**A. RESOLUTION #31-2021 – APPROVAL OF LOWER SAUCON TOWNSHIP COUNCIL RATIFYING THE DECLARATION OF A DISASTER EMERGENCY WITHIN LOWER SAUCON TOWNSHIP DUE TO THE COVID-19 CORONAVIRUS PANDEMIC**

Mrs. Yerger said Resolution #31-2021 has been prepared for approval of Lower Saucon Township Council ratifying the Declaration of a Disaster Emergency within Lower Saucon Township due to the COVID-19 Coronavirus pandemic. Mrs. Huhn said we're bringing this back to you yet once again, as we had it expiring this evening. We should probably continue with the ratification of the Declaration of Disaster until we are through this in case anything else opens up that we can apply for or anything we can share with the residents. Mrs. deLeon said we need a date. The way things are going every day, she hears so many people have COVID, friends and family, it just breaks her heart. Mrs. Yerger said the new strain is here too. Mrs. deLeon said this isn't going away anytime soon. Mr. Banonis said 60 or 90 days. Mrs. Yerger said 90 days will take us hopefully into Spring and supposedly we should start some of the decline. Mrs. deLeon said let's pick a date that coincides with the new schedule. Mrs. Stauffer said March 3<sup>rd</sup> and April 7<sup>th</sup> is the next one. Mrs. Yerger said how about April 7<sup>th</sup>. Mrs. deLeon said she would go longer if it's over we can always cancel it, and we'll just put it on the agenda.

**MOTION BY:** Mrs. deLeon moved to approve Resolution #31-2021 – approval of LST Council ratifying the Declaration of Disaster Emergency within LST due to the COVID-19 Coronavirus Pandemic until April 7, 2021.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 5-0

**B. AUTHORIZE EXECUTION OF ENGAGEMENT LETTER WITH HUTCHINSON, GILLAHAN AND FREEH FOR THE 2020 AUDIT**

Mrs. Yerger said Council received an engagement letter for the 2020 audit to be conducted by Hutchinson, Gillahan & Freeh. The base rate for the audit is \$14,900.00.

**MOTION BY:** Mr. Banonis moved to approve the signing of the engagement letter with Hutchinson, Gillahan & Freeh for the 2020 audit for \$14,900.00

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**C. AUTHORIZE ATTENDANCE AT PSATS CONFERENCE**

Mrs. Yerger said Council should authorize the voting delegate and attendees for the PSATS convention to be held April 18 – 21, 2021. Mr. Banonis do we expect that this is actually going to occur. Mrs. Stauffer said she thought they were doing remote aspects. Mr. Banonis said are they doing it virtually. Mrs. Yerger said that's the last she heard also, she doesn't know if it's been confirmed. Mrs. Stauffer said the magazine has editorials for that. Mrs. Huhn said they are planning on having it at this time. Mrs. deLeon said they are doing hotel reservations and registering for the conference attendance, the starting date is January 12<sup>th</sup>. Mr. Banonis said does anyone on Council realistically intend to participate in this considering we just extended the Disaster Declaration to a week or so before this conference is scheduled to take place. Mrs. Stauffer said if it's remote, that would be a nice option, but she doesn't know think she would go in person or if anyone else be planning on that. Would anyone on Council be in favor of virtual? Mr. Banonis said we should table this until we have greater clarity, maybe in 60 days. Mrs. deLeon said we can't table it as there are deadlines for attendance and registration. Mrs. deLeon said she was scheduled to go last year. Mr. Carocci said he was scheduled as well and when they cancelled it, they just gave our money back. Mrs. Huhn said as long as it's refundable, she thinks we will be okay. Mrs. deLeon said it's always an education going out there, she's always enjoyed the conferences. Who knows what's going to happen in April. Mr. Carocci said how about we authorize it and it will become apparent as the date comes closer if it's going to happen or not. Mrs. Yerger said we need a voting delegate and attendees? Who is interested in going? Mrs. deLeon said she'd be interested in going if we can go, if not then we don't go. Mr. Carocci said he'd be interested in going or Zoom. Mrs. Stauffer said if it's Zoom, would it be open to more Council members. Mrs. deLeon said it's open to all of Council. Mrs. Stauffer said she wasn't sure if it was limited to two. Mrs. Huhn said just one can be voting. Mrs. Stauffer said she would be happy to attend Zoom meetings, but not in attending in person as a voting member. Mrs. Yerger said we have three potential attendees, and let's get the voting delegate squared away. Does she

have a volunteer for a voting delegate? Mr. Carocci said he'll make a motion for Priscilla to be the voting delegate.

**MOTION BY:** Mr. Carocci moved for approval of Priscilla deLeon to be the voting delegate for the PSATS conference being held April 18 - 21, 2021.

**SECOND BY:** Mr. Banonis

Mrs. Yerger said are you okay with that Priscilla? Mrs. deLeon said I guess, I'm good enough to do that, thank you.

**ROLL CALL:** 5-0

Mrs. Huhn said if you'd like to go, contact Diane and she will register you and we'll handle that by January 12<sup>th</sup>.

**D. BETHLEHEM LANDFILL – PA DEP – NORTHERN REALIGNMENT EXPANSION APPLICATION INFORMATIONAL MEETING DISCUSSION**

Mrs. Huhn said the DEP Northeast Regional Office Waste Program would like to schedule a Local Municipality Involvement Process (LMIP) meeting with Lower Saucon Township officials to discuss areas potentially affected by the Bethlehem Landfill Northern Realignment Expansion. They are looking to hold the meeting virtually in early February 2021. Mrs. deLeon said she didn't take a screen shot of the schedule for the current meetings, so what was the February schedule? Mr. Carocci said February 3<sup>rd</sup>, just one meeting. Mrs. deLeon said she assumes the SVP meets on the second Wednesday of the month which would be February 10<sup>th</sup> unless the board decides to change that date. She asked if they mentioned any dates. Mrs. Huhn said they asked us first to give them a couple of dates in the beginning of February. Mrs. Stauffer said did we want to say the February 3<sup>rd</sup> meeting. Mrs. deLeon said this is a separate meeting and run by DEP, and will probably be a Zoom. Mr. Carocci said do you want to have it before the February 3<sup>rd</sup> Council meeting and before the February 10<sup>th</sup> SVP meeting, is that what you want or after? Mrs. deLeon said she wouldn't do it on the same night. Mr. Carocci said not the same night, he meant to have the meeting and then we'd be able to discuss it, if not, we can have it later. Mrs. deLeon said she's thinking 1<sup>st</sup> and 2<sup>nd</sup> of a Wednesday. Mr. Banonis said is there a requirement that it occurs on a Wednesday? Mrs. deLeon said no, it can be any night. Mrs. Yerger said you are going to have to get an agreement with DEP. Mrs. deLeon said it might be too soon as they have to advertise it. Mrs. Stauffer said we can propose the 1<sup>st</sup> and 2<sup>nd</sup> if that would not conflict with any of the other Council board meetings for 2021, would we be able to make the 1<sup>st</sup> and 2<sup>nd</sup>, the Monday and Tuesday? Mr. Banonis said he's available. Mrs. deLeon said the Parks & Recreation Board meets on the 1<sup>st</sup> Monday of the month, then we shouldn't do it that night. Mr. Carocci said how about the 2<sup>nd</sup> or we go later, like the 2<sup>nd</sup>, the 9<sup>th</sup>, or the 16<sup>th</sup>. Mrs. deLeon said there's nothing really for the Council to do, the DEP shows up and they go over the project. Mr. Carocci said it's more listening, right Priscilla? Mrs. deLeon said we've been interactive in the past when the Landfill Committee was more active. Mr. Carocci said would anybody be opposed to offering them three dates, the 2<sup>nd</sup>, the 9<sup>th</sup> and the 16<sup>th</sup> and they are all Tuesday's. Mrs. Huhn said the 9<sup>th</sup> is an EAC meeting. Mr. Carocci said how about the 2<sup>nd</sup> or the 16<sup>th</sup> and let them choose. If they have to advertise, the 16<sup>th</sup> looks better. Mrs. Stauffer said isn't the 16<sup>th</sup> the Lower Saucon Authority meeting though? Mr. Carocci said he's on that committee. Mrs. Huhn said we also have the 17<sup>th</sup> open if we're not having a second meeting in February. Mrs. deLeon said okay, we can do it then, its Ash Wednesday if anybody cares. Mrs. Stauffer said there's nothing on the 3<sup>rd</sup> Wednesday of the month, the Saucon Valley Conservancy is if they are meeting. Mrs. Huhn said they haven't. Mr. Carocci said we'll propose the 17<sup>th</sup> then? Mrs. deLeon said right. Mrs. Stauffer said if the Saucon Valley Conservancy meets that night, she'd have to attend one of those meetings, just for the record. Mrs. Huhn said she doesn't think they are meeting in the winter months because the Homestead is shut down and she doesn't know if they are doing it virtually, but they aren't having meetings right now. Mrs. Stauffer said that's totally fine. Mrs. Huhn said so we are looking at offering them the 2<sup>nd</sup> and the 17<sup>th</sup>. Mr. Banonis said he would point out that the 17<sup>th</sup> is Ash Wednesday. Mrs. Stauffer said yes, Priscilla said that. Mrs. deLeon said she just said that. Mr. Banonis said sorry, he didn't hear her. Mrs. Stauffer said do people typically go to evening services for that? Mrs. deLeon said we would have had a Council meeting that night anyway, so she respects Ash Wednesday and we have all day to do what you have to do. It would be open to

the public and the 18<sup>th</sup> would be a Landfill Committee meeting. Mrs. Stauffer said that's up to Tom and Jason. Mr. Carocci said let's just keep it the 2<sup>nd</sup> and the 17<sup>th</sup>, we don't know what the date will be. Mrs. Yerger said they might have to move it around also, so give them those two dates. Mrs. deLeon said while she's thinking about it, can you email that schedule so she can fill in her appointment book. Mrs. Huhn said they will send it out. Mrs. Yerger said that would be great. She asked who is going to contact DEP. Mrs. Huhn said she will reach out to them and let them know the dates.

**VI. MISCELLANEOUS BUSINESS ITEMS – None**

**VII. COUNCIL AND STAFF REPORTS**

**A. TOWNSHIP MANAGER – No report**

**B. COUNCIL/JR. COUNCIL**

**Jr. Council**

- Avia Weber said we all enjoyed our winter break but it did seem to really go quicker than they thought they really had. They are all back at school at Saucon. Sports are starting up. For our clubs, they have mini-thon sign-ups so if you have anyone in the high school, they can sign up for that as it's a great cause. They have an American Heart Association T-shirt fundraiser going on throughout this month. That's all that's popping at Saucon.

**Mrs. Yerger – No report**

**Mr. Carocci**

- He said Happy New Year and he hopes everybody had great holidays.

**Mrs. deLeon**

- She said Happy New Year everybody. She'd like to report the Chamber was going to have a ribbon cutting at Yianni's for their reopening on the 11<sup>th</sup>, but it has been rescheduled to Tuesday, January 26<sup>th</sup>. It will be from 5:30 p.m. to 7:30 p.m. with the ribbon cutting at 5:45 p.m. If Council is interested in attending, please let the Chamber know so they can have food prepared and hopefully it will happen.
- She wanted to ask Leslie about pavilion regulations and where do we stand on that because she knows the pavilion reservations started on Monday. Mrs. Huhn said no on Friday. They are working on that and will be bringing something back to Council to review. It does open up on Friday and we will notify anyone who comes in to schedule the pavilion and technically they won't be coming in, we'll be working with them outside and tell them these are being reviewed and should anything change, we would get new regulations to them and they would have to sign off on them. We'll have them sign off on the current ones that we have in place, but let them know they are subject to change.
- She received an email from a resident on Kings Mill Road and on December 19<sup>th</sup> he did smell the landfill and he has in the past over several years smelled landfill gas and reported it to DEP and he just wanted to let her know and he did copy Leslie on the email. She just wanted to report there are still landfill odors happening.

**Mr. Banonis**

- He mentioned at our last meeting that the folks from the Landfill, the Police Departments, and the School District had combined efforts to reach out and provide bicycles to youth in need in Saucon Valley, both Hellertown and Lower Saucon Township. He went out with the various representatives from the Landfill, the Police Department and the Hellertown Police Department and that occurred on December 23<sup>rd</sup>. We delivered 38 bicycles to children, some weren't home, some had family members that were home and some had children that were home. It was a really meaningful day and it was great to reach out to these kids and provide them with something they may not otherwise receive around the holidays. It was also really good for our Police Department to make those connections with some of these families. It really made our Police Department look very professional and well organized and he's hoping it has some lingering effect in a very positive way for the community relations for the Police Department.

- There's currently a missing 17 year old girl in Lower Saucon Township. She's a resident of Steel City. She left her home on December 23<sup>rd</sup>, and her name is Adrianna Lynn Stahler. It's been about 7 days since she's been seen, so he just wants to get the word out to people to keep that in mind and if there are any sightings or information to pass that along to the police. Mrs. deLeon said thank you for sharing that as she just saw that late this afternoon and she shared it on her Facebook pages.

**Mrs. Stauffer**

- She didn't have much to report, she hopes everyone had a good holiday. She said Scott Krycia from LSFR sent us a Township packet full of some excellent information regarding the ladder discussion we've been having. She wanted to thank him for that, it was very well put together. She asked Leslie if a meeting could be set up for that as she would be very interested in attending as he suggested to meet at night and view the truck in action. Mrs. deLeon said that was also on her list and she'd like to see a meeting set up. It was a very well prepared packet and explained a lot of information and there were also the letters that were sent in support of the black ladder. Mrs. Stauffer said Leslie, that's something we'd need to make a motion or can we do it administratively or just reach out to Scott and set up a meeting? Mrs. Huhn said does all of Council want to meet in person? Then you would need to decide if you want to meet at the fire station or if you'd want to meet here. They are looking to do it at night. Mrs. Stauffer said we should be safe doing it outside as he noted they would practice social distancing and all COVID-19 precautions and it would be something where would it be possible for all of Council to go. It probably wouldn't be possible for all of Council to go at once as per the quorum guidelines. Attorney Treadwell said you can all go together and look at the truck, you just can't talk about it. Mrs. deLeon said we can say how nice it is. Mr. Carocci said he thinks it would be better to go in groups or two or less then we'd be able to talk about it when we had a meeting, and if we all have our own schedules, maybe we could arrange it through Leslie where groups of two or less can go at certain times. Mr. Banonis said it could even be on the same day, just different times at night. Mrs. Stauffer said so they don't have to get the truck out and set everything up, and if there's a call, we're taking up their valuable time to go save lives and do what they do. Mr. Carocci said or there might be bad weather, you set it up where two people can go for an hour, two people can go the next hour, one person can go at the last hour. Why don't we have Leslie talk to them? Mrs. Huhn said she'll talk to Scott Krycia and have something set up and work with Council on some available dates and stagger the times. Mrs. Stauffer said that sounds really good, Leslie.

**VIII. PUBLIC COMMENTS FOR NON-AGENDA ITEMS – NON-RESIDENT**

**IV. ADJOURNMENT**

**MOTION BY:** Mr. Banonis moved for adjournment. The time was 8:38 p.m.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

Submitted by:

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Leslie Huhn  
Township Manager

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Sandra B. Yerger  
President of Council