

-
- I. OPENING**
 - A. Call to Order
 - B. Roll Call
 - C. Pledge of Allegiance
 - D. Announcement of Executive Session (if applicable)
 - E. Public Comment Procedure

 - II. PRESENTATIONS/HEARINGS**
 - A. Fair Districts Resolution

 - III. DEVELOPER ITEMS**

 - IV. TOWNSHIP BUSINESS ITEMS**
 - A. Review of LST Police Department Career Development Policy
 - B. Future LV – Open Call for Transportation Plans & Projects
 - C. Authorize Collection of 2019 Real Estate Taxes
 - D. Resolution #32-2019 – Deed of Dedication for Lori Lane
 - E. Approval to Order Truck #7 & Street Sweeper

 - V. MISCELLANEOUS BUSINESS ITEMS**
 - A. Approval of December 13 & 19, 2018 Council Minutes
 - B. Approval of December 2018 Financial Reports
 - C. Monthly Department Reports for December 2018

 - VI. PUBLIC COMMENT ON NON-AGENDA ITEMS**

 - VII. COUNCIL & STAFF REPORTS**
 - A. Township Manager
 - B. Council/Jr. Council Member
 - C. Solicitor
 - D. Engineer
 - E. Planner

 - VIII. ADJOURNMENT**

UPCOMING MEETINGS

Saucon Rail Trail Oversight Commission: January 28, 2019 @ HB
Planning Commission: January 24, 2019
Parks & Recreation: February 4, 2019
Township Council: February 6, 2019
Environmental Advisory Council: February 12, 2019
Saucon Valley Partnership: February 13, 2019 @ HB
Zoning Hearing Board: February 18, 2019

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, January 16, 2019 at 7:00 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mrs. Priscilla deLeon, presiding.

ROLL CALL: Present: Priscilla deLeon, President; Ryan Stauffer, Vice President; George Gress, Donna Louder; Leslie Huhn, Township Manager; Thomas Barndt, Chief of Police; Linc Treadwell, Township Solicitor; Brien Kocher, Township Engineer; Mike Beuke, Township Planner; George French, Jr. Council Member. Absent: Sandra Yerger, Council Member.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mrs. deLeon said Council did meet in Executive Session this evening to discuss a personnel item that will be discussed during the meeting.

PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mrs. deLeon said if you are on the agenda, you have Council and Staff's undivided attention. If you choose to speak, we ask that you use one of the microphones and state your name for the record. If you have a non-agenda item, she asks that you give your fellow public the courtesy of the floor.

II. PRESENTATIONS/HEARINGS

A. FAIR DISTRICTS RESOLUTION

Mrs. deLeon said Frederick "Fritz" Walker is present regarding the resolution for Fair Districts PA for municipalities to consider in support of an independent citizens commission to draw our state and federal legislative districts. Mrs. Sandra Miller was also present. She said Mr. Walker took an independent role in looking at gerrymandering and other issues. He goes around to municipalities and explains what his Citizen Commission is all about.

Mr. Walker gave a PowerPoint presentation. He said they are practicing democracy at ground zero at the municipality meetings. Their petition is to pass the resolution supporting creation of a new "Independent Citizens Commission for Redistricting" our political districts in PA. He said political gerrymandering is the practice of rigging the boundaries of congressional districts and is the greatest single blot on the integrity of our nation's electoral system and it's time we did something about it. The quote comes from Ronald Reagan. When gerrymandering affects parties, it's the party that is in power that does it and that power and party does everything it can to take advantage of the other party.

Mr. Walker said Congressional redistricting is done by a bill that's passed by the PA House and Senate and then signed by the Governor. In 2011, we had one party rule, and there were not a lot of checks and balances on the process.

Mr. Walker said in Lower Saucon and you have a population of around 10,000 residents, typical house member represents about 65,000 in PA and your divided between two house representatives. Mr. Walker said allowing partisan politicians to draw political boundaries is a clear conflict of interest.

Mr. Walker showed a map they were working within 2012 to 2016 elections in PA showing some very strange shapes, i.e. the one out by Pittsburgh and Johnston. The 15th congressional district was the Lehigh Valley. Easton was carved off and put in the 17th district and it was extended all the way out to Hershey. He doesn't consider Hershey to be part of the LV. With this map in the 2012 and 2016 elections, they elected 13 republicans and 5 democrats in PA. That should indicate there was maybe something a little unfair in the process and that's what we want, fairness.

**General Business & Developer Meeting
January 16, 2019**

Mr. Walker said PA ranks last in the efficiency gap and came in third worst in the median-mean difference analysis, so overall we were the worst state in the US for gerrymandering. They are trying to pass a constitutional amendment which wants to create an Independent Citizens Redistricting Commission. Politician's and families of politicians would not be able to serve on the commission.

Mr. Walker said the people are not very happy with the courts coming in and settling the problem. That's not the way we want to have our processes run. We want to have our legislature do what they are supposed to do. Mr. Walker said the PA Supreme Court says the municipal governing bodies have a duty to protect "health, safety and welfare" of its residents. The PA Handbook for Supervisors says the role of municipal government is to act as a voice for their community to the state and federal legislature.

Mrs. deLeon said she could never understand when they split the LV, so it's good he's doing what he's doing as it makes sense. We need to be heard in Northampton County. She doesn't have a problem supporting this resolution. Mr. Stauffer said he supports this goal. Mrs. Miller thanked everyone for allowing them to do this presentation.

MOTION BY: Mrs. Louder moved for approval of Resolution #33-2019.

SECOND BY: Mrs. deLeon

ROLL CALL: 4-0 (Mrs. Yerger – Absent)

III. DEVELOPER ITEMS – None

IV. TOWNSHIP BUSINESS ITEMS

A. REVIEW OF LST POLICE DEPARTMENT CAREER DEVELOPMENT POLICY

Mrs. Huhn said they would like to present to Council a draft of the Career Development policy. It was prepared to establish an open, neutral and transparent process to accomplish distinguished professional career and supervisor development from within the LST Police Department. She and Chief had several meetings with the Police Association and there are job postings for your review should the policy be approved.

Chief Barndt said about 10 years ago he made recommendation to prior administration of the PD and he's here today hoping Council will approve this draft policy. Mrs. deLeon said she thinks they did a great job. Mr. Gress asked if the association was in support of this policy. Officer Bredbenner said they were.

Mrs. Louder said there are some things she sees that need to be tweaked. When she met with Leslie and Chief, she didn't feel comfortable with the 5-year requirement, she thinks the years should be raised. The 15 undergraduate credits, what are they supposed to be in? That's only one semester. They should be pertaining to law enforcement. Sixty credits is an Associate's Degree. Bethlehem City Patrolmen has to have 60 credits to apply to be a patrolman. If a candidate is chosen without the 60 credits, she feels they should be given the opportunity to go to school, get their 60 credits within two years and if that doesn't happen they will be demoted. For the Sergeant position, there's no test, no interview with the outside mentors. The Corporal position, again the 5-year minimum, it doesn't set the middle of the road as far as a new employee. Again it doesn't specify what the 15 credits are. Are they going to do Home Ec and the same thing with the 60 credits. The Corporal position is tested, monitored and the recommendations are made by the outside police chiefs, that you want to sit down and do scenarios with. It says Manager's approval; she's not getting that, as this is the only position, the Police Corporal, which says Manager's approval. After the officers go through all the testing and the sitting down with the outside chief and the recommendation is made, she doesn't understand for just that position that just the Manager gets to approve it. For Detective, the 5 year, the credits, no test, no outside monitor and interview with Chief and Manager. It looks like the standards for a patrolman to come on to the Township are more than leadership. The 15 credits does not say for what, for all she knows, these guys are taking a baking class. Can something be changed or revamped?

**General Business & Developer Meeting
January 16, 2019**

Chief Barndt said all these officers have completed the Act 120 training at the Police Academy. This Career Development Policy mimics our current policy and procedures we have today and that's why we carried this over to match that. Mrs. Louder said when all this had come down to bringing Matrix in, those policies were put in place, the policies in that department policy book are null and void because Council never put them in place. This was all under Lesser's leadership, was that book revamped yet? Mrs. Huhn said we are working on revamping it and it's going to be a process. This is step one.

Mrs. Louder said referencing policies that were not brought before Council in the past years and she doesn't feel you should be pulling things out of the old book. Lesser's not here, you're here, make it better. Don't be pulling out old policies because all you are doing is walking in the same track; and those tracks brought multiple lawsuits to this Township, change it.

Mrs. deLeon said she sees is they took the better things out of those policies and now we are getting approval for it. Chief Barndt said that's correct. The policies have always bothered her also, so as you're revamping everything, you should be picking out things that you are going to put into a better place and create a policy. She asked for more clarification on the credits. Council probably never approved the old policy.

Mrs. Louder said she asked Mrs. Huhn to send them the level used for discipline. With that said, some of the discipline that was put out in the past, has that all been removed, because again, the discipline that was done was not ethical. There were officers who were demoted for personal gain by Chief Lesser. Her husband was a Team Leader. He actually was demoted because of the landfill situation. He lost all those years of having the opportunity to be in a leadership position because he doesn't have the experience and the years that were there. So, how does that play in? Her husband isn't the only officer. If Lesser wanted to do something, he did it as he didn't answer to anybody. This is a real can of worms. Some of this stuff she doesn't feel comfortable with. Mrs. deLeon said we shouldn't put Chief on the spot to talk about personnel and individual officers. Mrs. Louder said she's talking about it as a group.

Attorney Treadwell said the concept is to try and develop a way forward and not look into the past. What is this Township going to do going forward and it seems to him that that's what the Chief and Township Manager tried to do, was to come up with a way to provide for career development in the existing LSTPD. Going back to what happened over the last 20 years doesn't do us any good. Mrs. Louder said you are referencing the past policies of 20 years ago. Attorney Treadwell said that's fine. If Council, who will need to approve the policy, wants to change the policy, then change the policy. If 15 credits is too vague, then you are going to have to pick what the credits are in. Do math credits count, do political science credits count, does chemical engineering count. He doesn't know how you are going to pick them. Who approves the credits? It seems the idea was to encourage people to get more education. Basket weaving isn't more education, but where are you going to draw the line. Mrs. Huhn said if you limit it to just law, you're not going to have many courses. They need math, grammar, interaction with people ... there's a lot of different aspects they are required to have to conduct their job.

Attorney Treadwell said he doesn't know if it's fair to the existing officers that we have told them that all the classes you already took are fine, now we're going to change the rules. You could change the rule right now to say you can only take credit from this point forward in the following subject areas; and then we'll have to wait another year and a half until all the police officers have the credits they need in those subject areas. Mrs. Louder said we have officers who have Master Degrees right now. Attorney Treadwell said we may, he doesn't know what those Master Degrees are in. Mrs. Louder said Criminal Justice. Attorney Treadwell said Criminal Justice seems to be an obvious choice for what types of classes you take, but are you going to exclude Math classes. Mrs. Louder said those are prerequisites for an Associate's Degree. Mrs. deLeon said does this have to be approved this evening? Attorney Treadwell said if Council wants the policy to change,

**General Business & Developer Meeting
January 16, 2019**

then Council should tell the Manager and Chief how you want to change it. Mrs. deLeon said she's hearing a little bit more clarity on some of the things. She asked about the Manager's approval on only one of them. Mrs. Louder said the Corporal was the only one the Manager was allowed to make the decision on. The Sergeant, there was oral interviewing with the Chief and Manager, no testing involved, no outside monitors. Attorney Treadwell said you have two options in that area. You are either going to take the Manager, which is basically your Chief Executive Officer out of it altogether or you are going to require the Manager to approve all. Mrs. Louder said in the Corporal one, a recommendation by the outside Police Chief, and then the next line says Township Manager approval. Definitely be involved in the interview process, but she thinks if you are going to run the patrolmen through the gamut of being in front of three Police Chiefs from other municipalities, and they make their recommendation on what they see, she doesn't understand why the Manager would be the one to say okay, let me toss a coin. If they recommend Joe Blow, and you're saying maybe Harry would be better. She's just giving you examples.

Mrs. Huhn said the way our code is set up, that's part of the Manager's responsibility. Just as if PW were hiring an employee, they are interviewed by the Director of Public Works and the Roadmaster and they go through a process. They make their recommendations and she may look at the different scenarios and they may make the recommendation and that person doesn't have one of the requirements that are necessary and she may say we may have to go with this person as he has all the requirements even though you think this one drove the truck better.

Attorney Treadwell said the Manager works for Council. The Manager is your CEO. If you take the Manager out of the process, then you have three outside Police Chiefs who are picking it who have no control or say over it. Mrs. Louder said that's what she's trying to do. The Manager is in the interview process on everything else. Then all of a sudden, the next line the Manager gets to make the approval. Attorney Treadwell said if you take the Manager out of approving every promotion, that's like taking the President of your company and saying you have no say, we're going to go outside and use some headhunting firm to tell us whose right and we'll just use their word for it.

Mr. Stauffer said he thinks the problem is it's inconsistently written. Attorney Treadwell said make it consistent. Mrs. Louder said when she sat down with Leslie and Chief, they made the comment you are bringing outside Chiefs in because you don't want the responsibility to make the choice. Attorney Treadwell said you want it to be a neutral process and you don't want it to be subject to criticism of favoritism. Mrs. Louder said that's exactly what she's going for here. Attorney Treadwell said your Manager is going to give you that level of independent thought. The Manager doesn't deal with the Police Department on a daily basis. The Manager works for you and this is a transparent process, so if three Chief's recommend Joe Smith and the Manager says she's not hiring Joe Smith, this Council is going to be able to say to the Manager, why didn't you hire Joe Smith. Mrs. Louder said when that's decision's made, will it be brought to us first or will you just make that decision. Is that just something that flows. She knows you are in charge of employees and she respects that. She just wants to make sure that we just spent \$70,000 on Matrix and wants to make sure it's followed through to what the recommendations were.

Chief Barndt said this policy is drafted to follow the Matrix Study and what was recommended and for the open transparency so there was no hand picking of supervisors or candidates for promotions. We didn't even have a policy like this within the department. It was internal postings, a letter of interest and that was it, a letter to the Manager and the Manager signed off and that was it. Mrs. Louder said that's not how it was. It was the good old boys club. There were positions held in place that were held open until certain people got education to fit right into that while two other people had the education and experience to slide right in. Right or wrong. Mr. Gress said isn't that what we're trying to get away from. Mrs. Louder said don't say this was part of it, it needs to be fair.

**General Business & Developer Meeting
January 16, 2019**

Mrs. deLeon said can we get it changed or do you need to come back to us. Mr. Gress said a clarification on the credits, the additional 15 credits were for all those employees within who are looking to be promoted. Chief Barndt said correct. Mr. Gress said as a Police Officer, they get 50% reimbursed for their tuition and books. Who approves what courses they take? Chief Barndt said it has to be towards a Criminal Justice degree. Mr. Gress said there's the clarification on the credits. If it's not a Criminal Justice associated item, it would not be approved and not count towards those 15 credits. Maybe we need to revise the credits as they are approved as towards a Criminal Justice degree. Mr. Stauffer said he likes the Manager's approval. Mrs. deLeon said we have to remember our ladder here. Mr. Gress said if it's a reimbursed class, it has to be related to your field to help their job. Chief Barndt said they would have to check with Mrs. Gorman to see what the actual criteria is for the reimbursement in the contract. Attorney Treadwell said does anyone take credits that aren't reimbursable. Chief Barndt said it could be guys coming in who don't get reimbursed. Mrs. Huhn said in the contract it says it's upon presentation of documentation substantiated in completion of post high school courses with a letter grade of C or above, or equivalent applicable point grade leading towards an Associate, Bachelor or advanced degree in the field of Police Science and Administration or as part of the Criminal Justice Administration program. They can incorporate this into the policy. Mrs. deLeon said you could say per contract.

Mrs. Louder said what about the minimum years. The minimum of five years as a Corporal gets you into the Sergeant spot, that's self-explanatory to her. For the Police Corporal, it says a minimum of five years as a full-time officer. We had this discussion from day one. She doesn't feel the five years is the half way mark for a new employee or unseasoned employee to set the goal. The salaries go up to eight years and then you are maxed out, so then that makes you a senior officer. Why wouldn't you start there. Mrs. Huhn said it makes you at the top of the pay bracket. Mrs. Louder said why wouldn't that be the starting point for the minimum years. Chief Barndt said that is in the contract and it's just pay raises and increments that was in the contract years and years ago. Mrs. Huhn said she doesn't believe this was even tied to the old personnel ranking system this isn't even tied to a pay grade. It's just where you get to the maximum. Mrs. Louder said she's talking about years of experience and basing it on that number. To her, that makes you are senior officer.

Mrs. deLeon said what did Matrix say about the years. Chief Barndt said they didn't say anything but the research he did, for a State Policeman, you can apply at four years. You can only get accepted at five years. If there's a posting for a Corporal position for State Police, you can put your name in if you have four years of service and take the test and successfully pass the test, you are on an eligibility list; however, you can't accept that position until you have five years of service. Mrs. Louder said what kind of education do they have. Chief Barndt said he did not research that.

Mr. Gress said he and the Chief had this discussion the other day and they talked about it and he was at the opposite end of the spectrum. He was looking at shortening it because what if you have an officer who lives in the Township, but he's not an officer here. He's an officer down towards Philly and puts twenty years in there, works his way up, and then decides to retire and he comes back here to LST to live but he's bored, so he applies. Now you have a guy coming in, but he may come in with 25 years' experience, all kinds of degrees, and yes, he doesn't know how LST works internally, but maybe after two or three or four years he does and has shown great leadership. Not to say he wouldn't get the job over an employee that's been there longer, but why would you say to him, we appreciate you coming here, but we're going to pass over you. Mrs. Louder said he can come in as a patrolman. He can't come in starting at the top unless that position is open. Mr. Gress said he's not saying that. He's saying to start as a patrolman, put a couple of years in, maybe not five, maybe not ten, but if he's shown exemplary leadership and understands how the department works, and all is going well, he was in favor of shortening that timeframe. Mrs. deLeon said she doesn't have a problem with the five years. Mr. Stauffer said he wonders if it would be de-motivational if you tell a new employee, you can apply for a position in eight years.

**General Business & Developer Meeting
January 16, 2019**

Mr. Tom Louder said Officer Bredbenner is the most senior patrolman and he's the second most senior patrolman, and obviously we have a lot of time on the job and in his opinion, he would rather have someone with more years of experience being a supervisor. He and Officer Bredbenner would love to be candidates for a supervisor job with Bredbenner having 17 years and Louder 14 years. He doesn't know if it would cause animosity with a five year person telling us what to do. Mr. Gress said it's not to say they would get picked over any of you. He's not trying to put anyone down, he's just saying if somebody comes with a good list of credentials and a good attitude, and shows they can hold their own. Mr. Louder said they don't have that situation. There's no one in their department that's worked 25 years, so it's like their career, we want to retire at LST. Mr. Gress said he appreciates that.

Officer Bredbenner said he's the VP of the Police Officers Association. He's not going to discuss what they negotiated with the contract. You did mention discipline in previous administration and we think the requirement for the discipline it's fair to go back two years and not going back into the Lesser years. Mrs. deLeon said they like to hear everyone's opinion. To play devil's advocate, can we take out five years and just put experience or some kind of other language. Mrs. Huhn said she thinks that leaves it subjective and that's where we want to keep the process fair. Mr. Gress said it sounds to him like the Chief and Leslie were agreeable to five and the association as agreeable to five. It's a starting point and can always be changed later on.

Attorney Treadwell said he knows Officer Bredbenner has used the term negotiated with the Association. This is not a contract issue. The issue was discussed with the Association and their input was received and discussed but he doesn't want anyone to think this is part of the contract. Mrs. Louder said this is rebuilding the department and it's not for everyone who is there now, it's for the future people coming in and it really needs to be cleaned. Chief Barndt said he thinks it is for the people who are there now, that's what is the most important part about it to get more leadership and develop some leaders in the department because in the event he retires in eight or 10 years or Leslie leaves in eight or ten years, that we don't have to go back through an interim Chief, because we have supervisors who are in a position that have gained experience and knowledge of the Township and the PD, have the proper training and hopefully we can say Officer A is going to be the acting chief until a chief is hired. Mrs. Huhn said this is the tip of the iceberg, just step one.

Chief Barndt said ultimately the title names could change to a Lieutenant and a Sergeant, but the way the contract is currently written, that's why we stuck with Sergeant and Corporal so we didn't have to reopen the contract. Mrs. Huhn said in the future to really look at career development and restructuring, that is why this policy would come back again. Mrs. deLeon said what is Council's wishes about the five years. Mr. Stauffer is fine with that, just rewrite it to be more consistent. Mrs. deLeon said the credits will be changed; and adding the Manager review. Chief Barndt said the policy and the internal postings would have to be edited. Mrs. Louder said does the FOP have to be given the opportunity to review the changes. Chief Barndt said he can send a copy out to all of the officers. Mrs. Huhn said if they don't feel comfortable with Council making the changes without the officers seeing it, then we can bring it back to the next meeting and just hold it until them. Mrs. deLeon said we aren't changing it, we are just editing it. Chief Barndt said we had open dialogue through this whole process and he wants to continue that so we don't have any problems. Officer Bredbenner said if you are making those changes, they are okay with it.

Jim Gress said as a 31-year police officer, he would commend the Chief for taking the time to develop such a policy, working with his FOP and moving forward and working collectively with the officers. Is it norm or is it procedure to have every policy development approved by Council. Mrs. deLeon said our administrative code says policies are set by Township Council. Mrs. Huhn said they are discussing how they are going to proceed on policies. Attorney Treadwell said he thinks there's a difference between policies that go along with accreditation and policies that someone just pulled out of the air. Mr. Gress said from what he's hearing from the outside, Chief Barndt is doing a great job. Attorney Treadwell said if going forward, this Township is going to revise the way it has done things, that Council needs to tell both the Chief and the Manager which

**General Business & Developer Meeting
January 16, 2019**

policies do you want to see. If the policy is that the break time went from 15 minutes to 18 minutes, you want to approve that too, what level do you want to see.

Chief Barndt said the Association wants to be part of the process and wants to go through the policy book. He would like to include two representatives from the community, with a committee reviewing the policy. That is going to take a long time to do without getting supervisors in line moving forward.

Mr. Bryan Evans said what are the next steps in the next process, is there a time line. Chief Barndt said if the policy is approved, the timeline writing the policy is showing we have to give any candidates who meet the minimum requirements sixty days to study prior to the test. The testing agency requires forty-five days, we're going to give them sixty days. You are talking the posting two weeks to put their letter of interest into the Manager, till we see who meets those minimum qualifications, then until we get the test scheduled, the written test, the scores come back and get sent to the company, we get the results within two to three days, and then scheduling the assessment interview and he can get that lined in and they can do up to eight candidates a day. The Sergeant position won't be as difficult. The Corporal position, there will be more interest in that position. Mr. Evans said he would echo Mr. Gress's comments that there has to be a balance in policies and guidelines. When they do have to work with the officers, they can't ask for a better group to work with. They deserve the community support and your support.

MOTION BY: Mrs. deLeon moved to approve the Career Development Policy as discussed above, with the two changes, credits to be in conjunction with the contract, adding the Township Manager to each of the job descriptions and the job postings would be amended.

SECOND BY: Mrs. Louder

ROLL CALL: 4-0 (Mrs. Yerger – Absent)

B. FUTURE LV – OPEN CALL FOR TRANSPORTATION PLANS & PROJECTS

Mrs. deLeon said the LVPC and the LV Transportation Study are preparing Future LV which will be in the Lehigh and Northampton County Comprehensive Plan for the region and is considering an open call or possible projects.

Mrs. Huhn said there is a plan that was presented to the SVP. It was prepared by Hellertown's engineer. They are recommending at looking into some sort of walkability study in the area of 412 down by McDonalds and trying to connect to the Saucon Rail Trail. It's very difficult to cross Route 412 but they are looking to cross at the Tuminello Park and going over between the cemetery and the high school and then loop around to our Polk Valley Park. This is a project that's part of LV Regional Plan and they are looking for an open call. She talked with Mr. Kocher today and the plan is they are looking for large projects. This was discussed at the SVP meeting and they thought maybe they could work in conjunction with them to bring this path down towards the Giant Food Store.

Mrs. deLeon asked if Mrs. Huhn found any information on the Meadows Bridge with the TIP study. Mrs. Huhn said she has not had the opportunity to do that. Mrs. deLeon said part of their checklist was crossing the Meadows Bridge by pedestrian or bicycle. We want to keep that so whatever they do for the bridge, they would have a lane to designate that. Mrs. Huhn said Mr. Kocher indicated that was part of their plan.

Mr. Kocher said when Federal or State Transportation money comes into the LV, the way that money is decided to go is through the LV Transportation Study which is a body composed of the three cities and two counties. Its staff is the LVPC. The LVPC is now reaching out to all of the municipalities and asking if they have any instruction projects that you would like to see funded. You can read through what LVPC has sent you. It is funded by State and Federal money, what you may have heard to get that money is very expensive to actually get. These are for very large projects. It could be competing with something like adding another lane to Route 33. He thinks what the LVPC is saying how about we hear from municipalities like from LST. Leslie and Cathy

**General Business & Developer Meeting
January 16, 2019**

have done a fantastic job in getting grants and to do the level of projects you typically would do. Mrs. deLeon said how much of a match do we have to do? Mr. Kocher said it varies. If you went in and said we have ten years' worth of money for the project, you'd probably move up on the list. Mrs. deLeon said what about the intersection at Flint Road and Route 412. Mr. Kocher said although we know where that intersection is, he doubts it will ever come to attention by that group. They separate the projects if they are short-term, mid-term and long-term. We've seen projects long-term that never get funded. Mrs. deLeon said Hellertown's project has a chance. Mr. Kocher said we've seen the smaller the project, the more upfront work you've done towards that project, to give them almost a shovel ready project, they generally move faster. It's expensive to get those dollars, there's a lot of tape that comes along with the money.

Mrs. Huhn said how does PennDOT play a role in this as it's their road. Mr. Kocher said PennDOT plays a role in two fashions, they have to go through the permitting process. The second role is the money is managed by PennDOT and there would be PennDOT project manager assigned to the project. Mrs. deLeon said Hellertown presented this at the SVP meeting, they weren't looking at us for any money. Mrs. Huhn said this is just for the project to be submitted. Mrs. deLeon said tonight we'd like to give them support. Mr. Kocher said someone will have to fill out the application. Mrs. Huhn said it's due by the 30th. Mrs. deLeon said when the outdoor classroom was started, it was a concept and how do we hook that parcel to the Rail Trail and downtown. We thought it was a good concept for us to support.

Mr. Gress said how much of this in LST. Mr. Kocher said the bridge in in LST. Mrs. deLeon said it would be more things to do for recreation. Mrs. Huhn said tonight we are looking for Council's support so she can work with Cathy Hartranft and the engineers.

MOTION BY: Mr. Gress moved for approval to support his project.
SECOND BY: Mr. Stauffer
ROLL CALL: 4-0 (Mrs. Yerger – Absent)

C. AUTHORIZE COLLECTION OF 2019 REAL ESTATE TAXES

Mrs. deLeon said Council should authorize the Township Manager to direct the Finance Department to collect the 2019 Real Estate Taxes in the amount of \$2,897,849.60 of which \$453,497.60 is for the Fire Tax based on an assessment of \$453,497,600 as presented by Northampton County. This was approved at the January 16, 2019 Council meeting.

MOTION BY: Mrs. Louder moved for approval for the Finance Department to collect the 2019 real estate taxes.
SECOND BY: Mr. Gress
ROLL CALL: 4-0 (Mrs. Yerger – Absent)

D. RESOLUTION #32-2019 – DEED OF DEDICATION FOR LORI LANE

Mrs. deLeon said this resolution has been prepared to accept the Deed of Dedication for a certain roadway known as Lori Lane for use as a public roadway. Mrs. Huhn said it's off of Lower Saucon Road.

MOTION BY: Mrs. Louder moved for approval of Resolution #32-2019.
SECOND BY: Mr. Stauffer
ROLL CALL: 4-0 (Mrs. Yerger – Absent)

E. APPROVAL TO ORDER TRUCK #7 & STREET SWEEPER

Mrs. deLeon said the Manager is requesting approval to order Truck #7 and the street sweeper, which was approved in the 2019 budget. Mrs. Huhn said Truck #7 total amount is \$92,072 and the street sweeper is \$254,650. Truck #7 is on a replacement plan and is starting to give us some problems and the sweeper has been an issue with a number of times. If we can get these ordered and approved, we'll have the street sweeper in time for the spring cleaning. Truck #7 will take a little longer. This will come out of the Capital Fund and State Fund. The Capital Fund would be \$152,000 and the State Fund would be \$200,000. The sale of both of those vehicles will be refunding those funds when they are done.

**General Business & Developer Meeting
January 16, 2019**

MOTION BY: Mrs. Louder moved for approval to purchase Truck #7 in the amount of \$92,072 and the street sweeper in the amount of \$254,650.
SECOND BY: Mr. Gress
ROLL CALL: 4-0 (Mrs. Yerger – Absent)

F. AUTHORIZATION FOR PAYMENT NO. 3 TO JNS PAVING AND EXCAVATING FOR WOODLAND HILLS ADA LOOP TRAIL & POND BOARDWALK ACCESS

Mrs. deLeon said Boucher & James is recommending payment no. 3 to JNS Paving & Excavating of \$25,620.55 for the Woodland Hills ADA Loop Trail & Pond Boardwalk Access. Mrs. Huhn said 5% retainage has been deducted and we will hold during the maintenance portion of the project. The inspection has been completed.

MOTION BY: Mr. Gress moved for approval of Payment No. 3 to JNS Paving and Excavating of \$25,620.55 for the Woodland Hills Loop Trail & Boardwalk Access.
SECOND BY: Mr. Stauffer
ROLL CALL: 4-0 (Mrs. Yerger – Absent)

V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF DECEMBER 13, 2018 AND DECEMBER 19, 2018 MINUTES

MOTION BY: Mr. Stauffer moved for approval of the December 13, 2018 minutes.
SECOND BY: Mrs. Louder
ROLL CALL: 3-1 (Absent – Mrs. Yerger; Abstained – Mr. Gress)

MOTION BY: Mrs. Louder moved for approval of the December 19, 2018 minutes.
SECOND BY: Mrs. deLeon
ROLL CALL: 4-0 (Mrs. Yerger – Absent)

B. APPROVAL OF DECEMBER 2018 FINANCIALS

Mrs. Louder said the expenditure where it says “Law”, it doesn’t have a breakdown. There were no real details on what lawyer got the money. Mrs. Huhn said she can check with Mrs. Gorman and get back to Council. Mrs. Louder said there was another with “Law”. Attorney Treadwell said that looks like it’s the total amount of legal expenses for the entire year. Mr. Stauffer said on that same first page of “Law” there was a “Miscellaneous Revenue”, do you know what that is? We brought in more than we budgeted. Mrs. Louder said there was another one where it says it was \$20,000 and only \$3,000 was spent, she wanted to know what that was. She said we go into the checks and she had this discussion with Mrs. Huhn and she’s very happy to say that there’s a check written out for \$1,499.50 to LST and that’s a transfer of money from the General to the Fire Tax. There’s another one for \$2,241.52 which is again for the Fire Tax. Page 3 it says Vendor No. 99837 which is PSAB-MRT, what is that. Mrs. Huhn said it’s the pension.

MOTION BY: Mrs. deLeon moved for approval of the December 2018 financial reports.
SECOND BY: Mr. Gress
ROLL CALL: 4-0 (Mrs. Yerger – Absent)

C. MONTHLY DEPARTMENT REPORTS FOR DECEMBER 2017

Mrs. Huhn said these are presented to Council once a month.

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

➤ Paul LeMenager is concerned about Seidersville Road and all the surface water on the roadway and with the colder temperatures arriving, he is concerned about the ice. Chief Barndt said that section of the road is PennDOT. He’s contacted PennDOT twice about that. They continue to lay down anti-skid down and they cleaned the storm drains out twice and it’s from the high water table running off the mountain and coming down. He can give them another call tomorrow and follow-up.

**General Business & Developer Meeting
January 16, 2019**

VII. COUNCIL & STAFF REPORTS

A. MANAGER

- Mrs. Huhn said Dennis Koehler retired from the Public Works Department on January 3, 2019 after 26 years of dedicated service. She'd like to request approval to issue his final wages, vacation and sick time earned, per the stipulations in the Non-Uniform agreement, of \$5,214.37 which breaks down as \$4,562 for vacation, \$68.43 of comp time, and \$583.94 in sick time.

MOTION BY: Mrs. Louder moved for approval of the final wages, vacation and sick time earned to be paid to Dennis Koehler.

SECOND BY: Mrs. deLeon

ROLL CALL: 4-0 (Mrs. Yerger – Absent)

- Mrs. Huhn said there was another issue discussed at the SVP meeting last week and that was Trick-or-Treat night. Because of that, it was suggested by both Hellertown Borough and LST, the matter be brought to our respective Council's. They'd like to request we survey the residents of the Borough and the Township thru a SurveyMonkey. If this is agreeable to Council, we would develop a survey between both of us as we have the registration with the Survey Monkey which would allow residents to choose either Thursday, Halloween Night, October 31st from 6 p.m. to 8 p.m.; Sunday, October 27th from 3 p.m. to 5 p.m. This would allow us to set provisions that the survey is taken by just residents and limit the amount of times they can submit an answer. Mr. Gress said it's a Council decision.

MOTION BY: Mr. Gress moved for approval to create the survey for Trick-or-Treat Night.

SECOND BY: Mrs. Louder

ROLL CALL: 4-0 (Mrs. Yerger – Absent)

- Mrs. Huhn reminded everyone we will be holding the community forum with District Attorney Morganelli discussing the opioid crisis on Wednesday, January 30th from 6:30 p.m. to 8:30 p.m. at LST.

B. COUNCIL/JR. COUNCIL

George French, Jr. Council – He left before this report.

Mrs. Yerger – Absent

Mrs. deLeon

- Chamber events coming up: she attended the Roundtable on Monday night with Leslie and Jim Young. She attended the SVP meeting on January 9th. She received an odor complaint on January 8th from a resident who called DEP and Mrs. deLeon contacted IESI. The Air Quality Permit was issued to IESI. She was contacted by a resident about RCN installing cable lines in the Township and it was a complicated issue, but it brought up a lot of questions and our ordinance needs to be revised. Attorney Treadwell said in 2016 you adopted a new Right-of-Way ordinance and that covers a lot of things. We need to make sure it covers the other things we talked about. Mrs. deLeon said this week is Restaurant week. January 30th NC is holding their COG meeting at 11:30 a.m. February 5th ribbon cutting at Springtown Inn. April 4th ribbon cutting at RC Moore Millinery. April 11th at Steel Club, Honors & Hors D'oeuvres. April 17th ceremony at Hellertown Post Office for 50 years. April 26th ribbon cutting at Color Wheel Creations. May 13th Roundtable with the Police Chiefs. Music in the Park, TBA. Light-up Night November 29th. Movie night in Dimmick Park and they also want to do one at Town Hall. All the above events will be on the Township's F/B page with date, time and location. She congratulated Se-Wy-Co and Southeastern Fire Cos. who merged effective January 1, 2019. Meadows Road Bridge was brought up at the SVP meeting and the County said a determination was not yet made by PennDOT. Preliminary engineering is underway and review. Survey work complete.

Mr. Gress

- Last night he attended the LS Authority meeting and it was nice to meet everyone. They were talking about grants for possible sewer sites.

**General Business & Developer Meeting
January 16, 2019**

Mrs. Louder

- She went to the SVP meeting and they discussed the Rails to Trails. She had a resident questioning her about the trees put out at the Woodland Hill Preserve at the Boardwalk and she sent the answer out to them and they were very satisfied.
- It was a very nice gesture on the PD to donate money to St. Luke's Cancer.

Mr. Stauffer – No report

C. **SOLICITOR** – No report

D. **PLANNER** – No report

E. **ENGINEER** – No report

VIII. ADJOURNMENT

MOTION BY: Mr. Gress moved for adjournment. The time was 9:07 p.m.

SECOND BY: Mrs. Louder

ROLL CALL: 4-0 (Mrs. Yerger – Absent)

Submitted by:

Leslie Huhn
Township Manager

Priscilla deLeon
Council President