

**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**

**III. DEVELOPER ITEMS**

- A. Saddle Ridge 2B – Lot 43 – 1510 Jakes Place - Waiver Request of Infiltration Isolation Distance from Well
- B. Woodland Hills Place of Worship – 4166 Lower Saucon Road – Conditional Use Decision and Site Plan Approval

**IV. TOWNSHIP BUSINESS ITEMS**

- A. Quarterly Township Landfill Consultant's Report
- B. Resolution #32-2015 – Draft Resolution for PennEast Pipeline
- C. Request from Southeastern Fire Company to Purchase New Fire Engine
- D. Approval of Highway Emergency Response Training for Public Works Firefighters
- E. Memorandum of Agreement to Participate in Process of Developing Consolidated Township Fire Company
- F. Richard Marson – 2383 Wassergass Road – Agreement of Sale for Conservation Easement
- G. Authorize Survey of Conservation Easement Area – 2626 and 2650 Redington Road (Petrie)
- H. Review of Policy Authorizing Payment of Uniform Cleaning Expenses for Part-Time Officers
- I. Resolution #33-2015 – Authorize Closure of Bank Accounts
- J. Ordinance No. 2015-01 – Authorize Advertisement for Unemployment Compensation Trust Participation
- K. Appointment of Members to the Economic Development Citizen Committee
- L. Approval of Scope for Budget Advisory Committee

**V. MISCELLANEOUS BUSINESS ITEMS**

- A. Approval of January 5, 2015 Minutes
- B. Approval of December 2014 Financial Reports

**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**

Next Saucon Rail Trail Oversight Commission Meeting: January 26, 2015 @ CB  
Next Park & Rec Meeting: February 2, 2015  
Next Council Meeting: February 4, 2015  
Next EAC Meeting: February 10, 2015  
Next Zoning Hearing Board Meeting: February 16, 2015  
Next Planning Commission Meeting: February 26, 2015  
Next Saucon Valley Partnership: March 11, 2015 @ LST

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, January 21, 2015 at 7:05 P.M., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Ron Horiszny, presiding.

**ROLL CALL:** Present: Ron Horiszny, President; Tom Maxfield, Vice President; Priscilla deLeon and Dave Willard, Council member; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Manager; Cathy Gorman, Director of Finance; Karen Mallo, Township Planner; Linc Treadwell, Township Solicitor; Brien Kocher, Township Engineer. Absent: Glenn Kern, Council member and Matt Smith, Jr. Council member.

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)**

Mr. Horiszny said Council met in Executive Session to discuss litigation and possible property acquisition.

**MOTION BY:** Mr. Maxfield moved to authorize an appraisal on property P8-6-9A, with a \$3,500.00 maximum cost for the appraisal.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**PUBLIC COMMENT/CITIZEN AGENDA ITEMS**

Mr. Horiszny said if you are on the agenda, you have Council and Staff's undivided attention. If you do choose to speak, we ask that you use one of the microphones. He asks that you give your fellow public the courtesy of the floor. We ask that you state your name for the record so the transcriptionist knows who is speaking in the minutes. If you are up at the table, please speak into the microphone.

**III. DEVELOPER ITEMS**

**A. SADDLE RIDGE 2B – LOT 32 – 1510 JAKES PLACE – WAIVER REQUEST OF INFILTRATION ISOLATION DISTANCE FROM WELL**

Mr. Horiszny said the applicant is constructing a new single family dwelling and is seeking relief from the stormwater management ordinance to install a stormwater seepage pit that will not meet the required separation distance from their proposed well.

Mr. Jack Harrison, builder for the project, and Faton Bilali, owner of the property were present. Mr. Harrison said it's just isolation distance that can't be achieved because of the distance of the lot. There's a large gas utility easement that runs through the property and no way to achieve the distance for the well drilling. Mrs. deLeon asked how wide was the easement? Mr. Harrison said it's 65'. Mrs. deLeon said referenced people who live along the proposed pipeline and if something like this comes up, who's going to know. Mr. Kocher said they are trying to put everything in between the property line and the easements as they would rather not have them cross the gas line easements. Mr. Maxfield asked how short they were on meeting the ordinance? Mr. Kocher said he thinks they are 16' to 17' away and it's from their own well and one of the conditions is the indemnification agreement.

**MOTION BY:** Mr. Maxfield moved for approval of the draft motion prepared by Hanover Engineering for the waiver request from Stormwater Management Ordinance Section 137-17.I(2)(b) for 1510 Jakes Place in Saddle Ridge subject to the three conditions as listed in the HEA motion.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**B. WOODLAND HILLS PLACE OF WORSHIP – 4166 LOWER SAUCON ROAD –  
CONDITIONAL USE AND SITE PLAN APPROVAL**

Mr. Horiszny said following the December 22, 2014 Conditional Use Hearing, Council is considering conditional use and site plan approval in which the applicant intends to commence a house of worship use in the previous Woodland Hills clubhouse/banquet facility.

Attorney Treadwell said Attorney Asteak was here with his client and we had the hearing on BAPS. We closed the hearing and there were no objectors present. He has prepared a Conditional Use Decision that is dated January 22<sup>nd</sup> to be sent out to Attorney Asteak if you approve it, subject to certain conditions. The most important one being the review comments in the B&J letter dated December 8, 2014. The second item would be the approval of the site plan for the draft motion.

**MOTION BY:** Mr. Horiszny moved for approval of the Conditional Use Decision letter dated January 22, 2015, as prepared by the Solicitor.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**MOTION BY:** Mr. Maxfield moved for approval of the Hindu (BAPS) Place of Worship Site Plan as prepared by Keystone Consulting Engineers, dated October 5, 2014, revised November 21, 2014, subject to the conditions and modifications listed on HEA's draft motion.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**IV. TOWNSHIP BUSINESS ITEMS**

**A. QUARTERLY TOWNSHIP LANDFILL CONSULTANT'S REPORT (7:17 pm)**

Mr. Jim Birdsall from Hanover Engineering was present to present the consultants' report. Mr. Birdsall reviewed his memo with Council. He said a question was raised on how much of the landfill was covered with their closure cover which he reviewed. Mr. Horiszny asked if the landfill consultants were going to ask the landfill about the additional cover they need and where they might try to get it. Mr. Birdsall said right now they are importing soil from offsite sources. They got approval from DEP for alternate cover and they have several alternate cover options, but have not chosen to go that route. There has been no further activity for mining adjacent properties or mining to bring in soil. He said BRE is on line and no prolonged outages. There were no detected incidences of methane in any of the probes so it's no longer a problem.

Mr. Birdsall reviewed the monitoring of the wells caps. Mr. Birdsall said sometimes it's 2200 ppm, sometimes it's 800 ppm. It's right at the surface of the landfill. Attorney Treadwell said could you correlate the amount that it's over with incidents where people complain about odor. Mr. Birdsall said they did that and there doesn't seem to be a close correlation.

Mr. Birdsall reviewed the leachate management and groundwater management. He reviewed the status of IESI's permit of a possible expansion of their use to the southeast. Mrs. deLeon said back in December, at the monthly meetings, they said they were going to submit southeastern expansion documents by the end of the year. Mr. Cahalan said the actual documents were dropped off yesterday and are in the process of being distributed.

Mr. Birdsall went over the operational changes. The perimeter spray lines have not been used for several months because of the cold weather conditions. He discussed regulatory oversight. He said the cover material they use for daily cover was not thick enough and that can result in gasses escaping. The end of the day cover should be 12" of soil. They did open locations to show our inspector more than 12" of cover.

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Mr. Birdsall said on the air quality issue, the Township had written a letter to Andrew Schweitzer at DEP in September 2014. He doesn't think the Township has received any response from that and he has a call in to him, but has not heard back from him. Mrs. deLeon would like the Manager or the Engineer to follow up on the September letter.

Mr. Birdsall reviewed the log of the odor complaints. Mrs. deLeon said she personally called DEP since the last October inspection report. She questioned why we have not received any waste inspection reports. Most people now call DEP, and not IESI regarding odor complaints.

Mr. Willard asked why they aren't using the alternative daily cover after we approved it? Mr. Birdsall said it must be more expensive to use than soil. They must have a source of soil that is adequate. Mrs. deLeon said the December 19<sup>th</sup> letter from DEP says that there was an odor patrol done where moderate landfill gas was detected offsite.

Mr. Walter Zagwoski asked if we get any tonnage on the fill coming in? Mr. Horiszny said for dirt they are not charged tonnage. Mrs. deLeon said we should keep that in mind for the next expansion. Mrs. deLeon asked Mr. Cahalan to look into that question. Mr. Zagwoski said the odor last night was so strong it woke him up. He thinks the 12" of soil helps a lot.

Mrs. deLeon said on the December inspection report, Tara Redding requested the flare and BRE gas information for November 25<sup>th</sup> and December 1<sup>st</sup>. Mr. Birdsall said he will check on that.

Mr. Birdsall said Donna Louder noticed there was activity after 6 p.m. one evening. The Host Agreement states they are allowed to operate from 6 a.m. to 6 p.m. They should be reminded that they should stay within their working hours. Mrs. deLeon asked Mr. Cahalan to contact Allen Schleyer on that. Mr. Cahalan asked if there wasn't discussion at their last meeting on that. Mr. Birdsall said there was a discussion on the times, but he didn't see any notes about referring back to the Host Agreement.

Mr. Maxfield said what you are talking about, the working past 6 p.m., do we want them to stop right at 6 p.m. and not finish the daily cover, or must they finish the cover? Mr. Birdsall said they should work their system so the cover is finished by 6 p.m., unless there's some unusual circumstance. Mr. Maxfield said if that's something that comes up more often, we need to be notified about that.

Mr. Zagwoski said he doesn't know if the trucks are getting weighed and they should be checked periodically.

**B. RESOLUTION #32-2015 – DRAFT RESOLUTION FOR PENNEAST PIPELINE (7:50 pm)**

Mr. Horiszny said a draft resolution has been prepared for Council's review regarding the PennEast Pipeline project.

Attorney Treadwell said he prepared this resolution and he discussed it with Attorney Elliot. What you see in front of you is the draft for adoption. Mr. Maxfield commented that the resolution was well written and covered all the bases. Attorney Treadwell went over the important points in the resolution. Mrs. deLeon asked where the information came from in the 7<sup>th</sup> WHEREAS clause. Attorney Treadwell said either the map or one of the FERC filings. Mr. Maxfield said they told us that where it hooks up to on Easton Road will take additional metering. Mrs. deLeon asked Attorney Treadwell to go over Attorney Elliott's response to her question if there would be a problem with odors if the pipeline went in.

**MOTION BY:** Mr. Willard moved for approval of Resolution #32-2015 opposing the construction of the proposed PennEast Pipeline through Lower Saucon Township and authorize participation in the FERC scoping hearings.

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**SECOND BY:** Mrs. deLeon  
Mr. Horiszny asked if anyone had any questions?

Mike Kiefer, 4310 Lower Saucon Road suggested a change to the resolution on a use and explained why he thought this change should be made. Attorney Treadwell said this is a general resolution and he doesn't see a problem with the way it is stated. It's impossible to cover every single future use that may come up on a property.

Gloria McVeigh, 2443 Black River Road, thanked LST Council for doing the right thing by proposing this resolution for the people who live here. She talked to Robert Freeman and he said only FERC can stop it. He said don't assume that the pipeline can't be stopped. She is very opposed to this pipeline and gave many reasons for her opposition.

Tara Zrinsky, 1510 Sierra Drive, Bethlehem, said she's a local coordinator for Food and Water Watch. She's been affiliated with the campaign to stop the pipeline. She's here to applaud and support the resolution. This resolution is very critical. She said we need all the surrounding communities to create a united front if we want to stop this pipeline. They held a forum in December and many people came out to that meeting. She expressed her opposition to the pipeline and gave Council statistics and risks of pipelines.

Peg Opthof, 2700 Redington Road, said she's here to support the resolution against the pipeline. She referenced the NOI from FERC. FERC gave a summary of the PennEast plan. She read the statement from PennEast and said it is not accurate to give that information to FERC. She's here to stand by her statement.

Kathy Pichel McGovern, 4260 Lower Saucon Road, thanked the Council for supporting the landowners and thanked them for the resolution.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

Mrs. deLeon said she met a lot of people and they did a grassroots type of thing, we can make a difference. She said February 10<sup>th</sup> is a FERC hearing at Northampton Community College.

**C. REQUEST FROM SOUTHEASTERN FIRE COMPANY TO PURCHASE NEW FIRE ENGINE (8:16 pm)**

Mr. Horiszny said Southeastern Fire Company notified the Township that the generator on their primary engine has failed and that replacement rather than repair of the vehicle is the most prudent action. The Manager and Finance Director will discuss with Council a lease/purchase arrangement with the bank, financed by the fire tax, which could be used to secure a replacement engine.

Ty Johnson and Dave Edge from Southeastern, Gary Wisniewski, Bryan Evans and Tony Medei from Se-Wy-Co, as well as other representatives from the fire companies were present. Mr. Cahalan said Southeastern has been talking to us for the last couple of years about the replacement of their 1998 pumper which gets lots of use. They discussed this with the Chiefs and have the support of the other two fire companies to make a request for this replacement. Ty has been working with the Spartan Company and gave us a set of specs on the engine and the amount is \$494,895.00. We would use the Fire Tax revenue and it would give us between \$107,000 and \$112,000 a year. Ms. Gorman has looked at several options on how we could purchase. The Township would own the vehicle and pay the insurance for it. The existing pumper would be traded in and that money would come to the Township. Mr. Horiszny said Scott Krycia from Se-Wy-Co is also present.

Ms. Gorman reviewed a spreadsheet with the different options for financing the vehicle. The best interest we could get is with our current institution. We have \$225,000.00 saved. We feel the best

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option would be to pay half the vehicle with the funding we have and secure a loan for the other half which would be a 5-year option at 2.52% which would require payment of \$19,288.00 in interest. If that is the option you choose, we need to go through the DCED Debt Filing Act. Mr. Cahalan said if we have to come back and request another fire truck, we'd still have money available in that fund. We'd like Council to approve finalization from Lafayette Ambassador Bank.

Mr. Cahalan said in 2007, Council adopted a policy on the purchase of fire equipment. At that time, the companies were approaching the Township for a contribution towards the fire equipment. We set up a policy that said we wanted an outside consultant to review the specs for these fire trucks to make sure they are compliant with the National Fire Protection Standards. We had employed William Peters, who has since retired. In order to comply with the policy, he has to look for a consultant to review the specs. Ty was able to give him the name of someone who is well versed in reviewing specifications. This person will review the specs for a cost of \$300.00. Ms. Gorman said our vehicle insurance would increase \$4,900.00. Mr. Willard asked what was in the Fire Tax Fund? Ms. Gorman said approximately \$225,000.00. By the time the ball is rolling, we should have enough for the down payment. Mr. Horiszny asked about fuel arrangements. Ms. Gorman said right now we are billing the fire departments for the fuel they use. Mrs. deLeon asked about an inventory list. Mr. Cahalan said we have an inventory list and they are working to update the list.

- MOTION BY:** Mr. Maxfield moved for authorization that Ms. Gorman work with Lafayette Ambassador Bank to finalize the details of the loan arrangement over five years in the amount of \$247,477.50 for a down payment and borrowing the same amount; and hire the consultant at a cost of \$300.00 to review the specs.
- SECOND BY:** Mr. Willard  
Mr. Horiszny asked if anyone had any questions? No one raised their hand.
- ROLL CALL:** 4-0 (Absent – Mr. Kern)

**D. APPROVAL OF HIGHWAY EMERGENCY RESPONSE TRAINING FOR PUBLIC WORKS FIREFIGHTERS (8:30 pm)**

Mr. Cahalan said there's no action required on this item because Ty Johnson notified him that there are no slots left for this training in 2015. It may come back later in the year or in 2016.

**E. MEMORANDUM OF AGREEMENT TO PARTICIPATE IN PROCESS OF DEVELOPING CONSOLIDATED TOWNSHIP FIRE COMPANY**

Mr. Horiszny said a Memorandum of Agreement (MOA) has been prepared between Lower Saucon Township, Se-Wy-Co, Southeastern and Steel City Fire Companies to formally agree to participate in the process of developing a plan for a consolidated Fire Department.

Mr. Cahalan said we are meeting with the Fire Chiefs and fire company officers. This agreement states we have the intent to continue that process and discussions to formulate a plan for a consolidated Township Fire Department. Mr. Cahalan said they have all approved this at their meetings and we are in the process of getting signatures from the Fire Company presidents.

- MOTION BY:** Mrs. deLeon moved for approval to authorize the Council President to execute the Memorandum of Agreement (MOA) by and between LST, Se-Wy-Co, Southeastern, and Steel City Fire Companies to participate in the process of developing a plan for a consolidated Fire Department as outlined in the Purpose of the MOA.
- SECOND BY:** Mr. Willard  
Mr. Horiszny asked if anyone had any questions? Mr. Willard thanked the fire departments for the dedication and service to the Township.
- ROLL CALL:** 4-0 (Absent – Mr. Kern)

F. **RICHARD MARSON – 2383 WASSERGASS ROAD – AGREEMENT OF SALE FOR CONSERVATION EASEMENT (8:34 pm)**

Mr. Horiszny said an Agreement of Sale has been prepared for the purchase of a conservation easement on property located at 2383 Wassergass Road. Council is being requested to approve the agreement language, to authorize a survey and to authorize a baseline document be prepared. Mr. Horiszny had a question of a date being changed from May 30, 2014 to May 30, 2015. Mr. Cahalan said that is correct. They will contact Terry Clemons.

**MOTION BY:** Mr. Tom Maxfield moved to approve the execution of the Agreement of sale between Richard Marson and LST to purchase a conservation easement in the amount of \$110,000.00 on approximately 24.784 acres of land located at 2383 Wassergass Road; to authorize a survey to be conducted by a surveyor on Lower Saucon's approved list, not to exceed the lowest price quoted; and to appoint Wildland's Conservancy as the Land Trust Beneficiary and authorize them to prepare a baseline document in an amount not to exceed \$3,000.00.

**SECOND BY:** Mr. Horiszny

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

G. **AUTHORIZE SURVEY OF CONSERVATION EASEMENT AREA – 2626 AND 2650 REDINGTON ROAD (PETRIE) (8:39 pm)**

Mr. Horiszny said Council will discuss having a survey prepared on the property located at 2626 and 2650 Redington Road (Petrie) that is being purchased through a conservation easement.

Mr. Bruce Petrie, 2626 Redington Road, said he and his wife would request that Art Swallow and Associates conduct the survey since he has unique knowledge of the properties in question as he is the same engineer that did the survey on the front piece of the property for the subdivision. Attorney Treadwell said as the draft motion says, we should probably check prices to make sure it's not over and above what someone else would charge. Mr. Petrie said he will get a price from Art Swallow. He's trying to rush this as much as possible and Art said he could get out there right away. Mr. Maxfield said if we get two prices that are the same, we can go with Art Swallow. Attorney Treadwell said he didn't have a problem with that.

**MOTION BY:** Mr. Maxfield moved to authorize a survey be conducted by Art Swallow or any of the other surveyors in an amount not to exceed the lowest amount, on the conservation easement areas located at 2626 and 2650 Redington Road.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

H. **REVIEW OF POLICY AUTHORIZING PAYMENT OF UNIFORM CLEANING EXPENSES FOR PART-TIME OFFICERS (8:34 pm)**

Mr. Horiszny said a draft policy has been prepared for Council's review and approval to provide our part-time officers a reimbursement for uniform cleaning.

Mr. Cahalan said we retain up to a maximum of six part-time officers. These officers when initially hired are supplied with uniforms. We provide a uniform cleaning expense for full-time officers to keep their uniforms looking good. We felt it would be reasonable to provide a modest \$100.00 year allowance to the part-time officers for the uniforms we supply to them. It will cost no more than \$600.00 annually for the Township to do this. Mr. Maxfield said will this be part of the contract? Mr. Cahalan said no, they are not covered by the contract.

**MOTION BY:** Mr. Willard moved for approval of a policy authorizing payment of uniform cleaning expenses for part-time officers up to a maximum of \$100.00 per year per officer.

**SECOND BY:** Mr. Maxfield

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Mr. Horiszny asked if anyone had any questions?

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**I. RESOLUTION #33-2015 – AUTHORIZE CLOSURE OF BANK ACCOUNTS (8:46 pm)**

Mr. Horiszny said Resolution #33-2015 has been prepared to close certain bank accounts that are no longer needed as a result of the consolidation of funds recommended in the financial review which was commissioned by Council and conducted by Bee Bergvall & Associates.

**MOTION BY:** Mr. Maxfield moved to approve Resolution #33-2015, authorizing the closure of certain bank accounts as they are no longer necessary due to the new budget format and consolidation of accounts.

**SECOND BY:** Mr. Willard

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**J. ORDINANCE NO. 2015-01 - AUTHORIZE ADVERTISEMENT FOR UNEMPLOYMENT COMPENSATION TRUST PARTICIPATION (8:47 pm)**

Mr. Horiszny said a draft ordinance has been prepared to reaffirm the Township's participation in PSATS Unemployment Compensation Group Trust Insurance program.

Attorney Treadwell said the Township for a number of years has participated in this unemployment compensation insurance. Last year the trust changed some of its trust documents and as a result of that, we need to adopt an ordinance saying we're okay with the changes and want to continue to participate. This is just for the advertisement of that.

**MOTION BY:** Mrs. deLeon moved for approval to advertise Ordinance No. 2015-01 for a public hearing and consideration of adoption to be held at the first available Council meeting that meets the required advertising requirements.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**K. APPOINTMENT OF MEMBERS TO THE ECONOMIC DEVELOPMENT CITIZEN COMMITTEE (8:49 pm)**

Mr. Cahalan said we previously had Council approve a scope for this Citizen's Committee. Following the adoption of the scope, we advertised for volunteers and received 13 residents; four of whom did not serve on the Economic Development Task Force. Some of them have commitment constraints. Lou Mahlman volunteered and we would like to recommend he participate in the Budget Advisory Committee unless he wants to do both. If you appoint them, we will work with Dave, Judy and Chris to start putting together the details for the meetings. Mr. Maxfield said congratulations on receiving so many applicants. He might suggest you may want to consider the kind of set-up that the EAC has, members and associate members, especially if you have an even number on the board, so you can get a clear vote. Mr. Horiszny asked if there was a list of responsibilities for this committee. Mr. Cahalan said you did approve a scope and charge at the last meeting and that's what we will use for the meetings to be held. Mr. Willard said it's a very good mix of new people and returning members.

**MOTION BY:** Mr. Willard moved to appoint the list of residents as recommended by the Manager, to serve on the Economic Development Citizen Committee for a term expiring on December 31, 2015.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

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**L. APPROVAL OF SCOPE FOR BUDGET ADVISORY COMMITTEE (8:53 pm)**

Mr. Cahalan reviewed a scope of responsibilities that has been prepared for the tasks associated for the Citizens Budget Advisory Committee that was included in the recommendations made by Bee Bergvall & Associates during their review of our accounting practices.

**MOTION BY:** Mr. Willard moved to create the Citizen Budget Advisory Committee and approve their responsibilities which will be conducted throughout 2015 with a report and any recommendations provided to Council by October 1, 2015.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any questions? Mr. Horiszny said should a Council member be appointed. Mr. Cahalan said we will come back with names of volunteers and at that time the Council members could think about who wants to be the liaison.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**V. MISCELLANEOUS BUSINESS ITEMS**

**A. APPROVAL OF JANUARY 5, 2015 MINUTES (8:57 pm)**

Mr. Horiszny said the minutes of the January 5, 2015 Council meeting are ready for Council's review and approval. He said he asked for a resolution number to be changed.

**MOTION BY:** Mr. Horiszny moved for approval of the January 5, 2015 minutes, with corrections.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 3-1 (Absent – Mr. Kern; No – Mrs. deLeon)

**B. APPROVAL OF DECEMBER 2014 FINANCIALS (8:57 pm)**

Mr. Horiszny said the December 2014 financials have been prepared and are ready for Council's approval.

**MOTION BY:** Mrs. deLeon moved for approval of the December 2014 financial reports.

**SECOND BY:** Mr. Horiszny

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS (8:58 pm) – None**

**VII. COUNCIL & STAFF REPORTS**

**A. TOWNSHIP MANAGER – No report**

**B. COUNCIL/JR. COUNCIL**

**Matt Smith, Jr. Council** – Absent

**Mr. Maxfield**

➤ He asked if we heard anything back from PennDOT on the Flint Hill traffic study? Mr. Cahalan said we received a response, which was distributed to everyone, from Mike Rebert saying they will conduct a traffic study. Mrs. deLeon said Ron Young did write back to her and say they would provide a study on Route 412.

➤ He said per the EAC by-laws, the Chair is elected by the members and then it has to be approved by Council. The EAC elected Sandra Yerger as Chair.

**MOTION BY:** Mr. Maxfield moved for approval of Sandra Yerger as the EAC Chair for 2015.

**SECOND BY:** Mr. Horiszny

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**Mrs. deLeon**

➤ She had asked for the status regarding a list of all the benefits paid to the Township employees. Mr. Cahalan said the Finance Director has been busy with personal issues and the loss of her Finance Clerk. They will get it out as soon as they can.

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- She said she asked for a breakdown of costs when the Township receives money for police coverage for different events. Ms. Gorman said she did request that from the PD.

**Mr. Kern** – Absent

**Mr. Willard**

- He thanked the Solicitor and Environmental Solicitor for their work on the resolution and Council members for passing it.

**Mr. Horiszny**

- He said Lower Saucon Authority had their reorganization meeting last evening, and there were no changes in officers or consultants. Efforts to improve the system redundancy are ongoing.
- He has a question on donated salaries. Ms. Gorman said if the Council members want to donate their salaries to a specific fund, please make note of that. They received an email from Mr. Kern who is donating his compensation to the Open Space fund. Mr. Maxfield said he will donate his pay to the Open Space fund. Mr. Horiszny said he would like to donate his pay to the Fire Equipment fund.

C. **SOLICITOR** – No report

D. **PLANNER** – No report

E. **ENGINEER** – Mr. Kocher said they started the field survey for the Black River Road storm sewer project.

Mr. Cahalan said they will be giving Council reports for projects for 2015. On the Black River Road project, we are going to submit an application on block grant funds for Community Development. We were notified we would be eligible for that. Cathy Gorman will be working with Brien and whoever the contact is at the County to submit the application. We'll advise you shortly of what other projects we are going to undertake this year. Mrs. deLeon asked how much would the grant be? Ms. Gorman said we can apply for the full amount. The process basically is very general in the beginning as they don't want us to exceed any costs for engineering for the initial application. Mrs. deLeon said in the past, how successful have we been with these grants? Mr. Cahalan said it may have possibly been a sewer project that qualified. Mr. Kocher said he didn't remember, it was back in the 80's.

**VIII. ADJOURNMENT**

**MOTION BY:** Mr. Willard moved for adjournment. The time was 9:07 pm.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent –Mr. Kern)

Submitted by:

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Jack Cahalan  
Township Manager

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Ron Horiszny  
Council President