

**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. Resolution #30-2017 – Honoring Gar Davidson for his Dedicated Service
- B. Public Hearing & Consideration of Adoption – Ordinance No. 2017-01 – Amendment to Open Space Taxation Provisions

**III. DEVELOPER ITEMS**

- A. PA Venture Site Plan – 3667 Route 378 – Digital Billboard

**IV. TOWNSHIP BUSINESS ITEMS**

- A. Saucon Rail Trail Signage
- B. Council Ratification of Snow Emergency
- C. Approval of Lawn Treatment Contract
- D. Resolution #31-2017 – Keystone Grant Submission
- E. Review of Quotes for Seidersville Hall Door Replacement

**V. MISCELLANEOUS BUSINESS ITEMS**

- A. Approval of February 1, 2017 Council Minutes
- B. Approval of January 2017 Financial Reports
- C. Monthly Department Reports for January 2017

**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: February 27, 2017 @ UST

Next Council Meeting: March 1, 2017

Next Park & Rec Meeting: March 6, 2017

Next Saucon Valley Partnership: March 8, 2017 @ LST

Next EAC Meeting: March 14, 2017

Next Zoning Hearing Board Meeting: March 20, 2017

Next Planning Commission Meeting: March 23, 2017

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, February 15, 2017 at 7:00 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Ron Horiszny, presiding.

**ROLL CALL:** Ron Horiszny, President; Sandra Yerger, Vice President; Priscilla deLeon (via telephone), Glenn Kern and Donna Louder, Council Members; Leslie Huhn, Township Manager; Linc Treadwell, Township Solicitor; Mike Beuke, Planner; Brien Kocher, Engineer; Rachel Panek, Junior Council Member.

**PLEDGE OF ALLEGIANCE**

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

Mr. Horiszny said Council did not meet in Executive Session since the last meeting.

**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. Mrs. Huhn said IV. A. and IV. E. were taken off the agenda.

**II. PRESENTATIONS/HEARINGS**

**A. RESOLUTION #30-2017 – HONORING GAR DAVIDSON FOR HIS DEDICATED SERVICE**

Mr. Horiszny read Resolution #30-2017. Mr. Davidson was present and Council presented him with the resolution.

**MOTION BY:** Mr. Horiszny moved for approval of Resolution #30-2017 honoring Gar Davidson for his dedicated service as Administrator of the Lower Saucon Authority.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

Mr. Kern said Gar was one of the best communicators he found in the Township and is going to be missed. Mrs. deLeon said he was an asset to the Township and will be missed.

**B. PUBLIC HEARING & CONSIDERATION OF ADOPTION – ORDINANCE NO. 2017-01 – AMENDMENT TO OPEN SPACE TAXATION PROVISIONS**

**MOTION BY:** Mrs. Yerger moved to open the hearing.

**SECOND BY:** Mrs. Louder

**ROLL CALL:** 5-0

Attorney Treadwell said the ordinance has been advertised for public hearing and possible enactment. The ordinance changes Chapter 150 of the code to acknowledge that the voters, in November 2016, approved the open space tax for five years which will expire December 31, 2021.

Mr. Horiszny said there were changes in the law since the last referendum passed. This one will allow us to utilize more of the money for debt reduction, park improvements and is an enhancement and advantage to the Township.

Mr. Matt McClarin, resident, said back in 2015, he specifically said we should use open space money to pay for Polk Valley Park. Attorney Treadwell had told him if we did that we'd have a very big problem with the state of PA. Now it became a law, and he's glad he brought it up.

**MOTION BY:** Mr. Horiszny moved to close the hearing.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**MOTION BY:** Mrs. Louder moved for approval of Ordinance No. 2017-01, amendment to the open space taxation provision.

**SECOND BY:** Mr. Kern

**ROLL CALL:** 5-0

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**III. DEVELOPER ITEMS**

**A. PA VENTURE SITE PLAN – 3667 ROUTE 378 – DIGITAL BILLBOARD**

Mr. David Harte was present and said they want to move the billboard on Route 378 from one side to the other. They have Zoning and Planning approvals and recommendations and are seeking Council's approval this evening. Mrs. deLeon said she was opposed in principal to the changes on the site, however she must follow the ordinances. He did go to the ZHB for variances. There are two letters from the Planner and Engineer and she asked if they were going to go over those issues. Mr. Harte said they have seen a copy and they do agree and will take care of everything before they get a building permit.

Mr. Beuke said the applicant revised the plans based on their previous review letter and Mr. Harte agreed to everything. The only decision is whether Council wants an additional 10' of right-of-way along Route 378, but the PC did not think that was necessary. Mrs. deLeon said we need to discuss the pros and cons of that. Attorney Treadwell said he doesn't know if we have any right-of-way anywhere else on Route 378 and it is a PennDOT road. Mr. Kocher said he doesn't see a need for that based on what they are proposing. Attorney Treadwell said the LSA was satisfied.

**MOTION BY:** Mrs. Louder moved for approval of the PA Venture Site Plan per Hanover Engineering's draft motion of February 15, 2017, as long as everything's been met.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**IV. TOWNSHIP BUSINESS ITEMS**

**A. SAUCON RAIL TRAIL SIGNAGE**

Tabled

**B. COUNCIL RATIFICATION OF SNOW EMERGENCY**

Mr. Horiszny said this limits parking and allows our crews to work overtime, if necessary.

**MOTION BY:** Mr. Horiszny moved for approval of the ratification of the snow emergency as declared by the Township Manager on Thursday, February 9, 2017 from 4:00 a.m. through 4:00 p.m.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

**C. APPROVAL OF LAWN TREATMENT CONTRACT**

Mrs. Huhn said there were three quotes received. Lawn Specialties, who we used last year was the lowest quote. Mrs. Louder asked if Steel City Park was included? Mrs. Huhn said when we bid landscaping, which includes the seeding and the grass, that will be under a maintenance contract for whoever installs that for the first year or so.

**MOTION BY:** Mrs. Yerger moved for approval of the lawn treatment services with Lawn Specialties in the amount of \$14,300.00.

**SECOND BY:** Mr. Horiszny

**ROLL CALL:** 5-0

Mrs. Louder asked if this could be taken out of the open space fund? Attorney Treadwell said it involves more than the park, it's also Township buildings. Mrs. deLeon asked why can't it be broken down like the way they have it in their quote? Attorney Treadwell said it's part of something that Council is going to have to decide in the future what types of projects will you authorize using open space money for, is routine lawn maintenance something you want to spend it on? Mrs. Yerger said there's only a percentage you can spend that on and Attorney Treadwell said if you use it on this, you might not be able to use it on something else you might want.

Matt McClarin, Township resident, said he doesn't agree with maintaining properties with open space money, just because we don't know if open space money is going to be here forever and we don't want to jump back into the General Fund for maintenance. Mrs. Yerger said we may want to do some additions, some expansions, that's why we have to look at it on a much broader scale.

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**D. RESOLUTION #31-2017 – KEYSTONE GRANT SUBMISSION**

Mr. Horiszny said PMHC has a grant round open for construction projects. The grant application closes March 1, 2017 which will not provide enough time for it to be brought to Council in March. Mrs. Huhn said a draft resolution was prepared for Council's consideration due to the timeframe. They are aware there are several construction projects at the Heller Homestead. To apply for the grant, they put in an amount not to exceed \$25,000, which is a matching grant. There is a meeting scheduled at the Homestead to get some price quotes from contractors. They have about \$24,000 in the fund with an additional allocation of \$20,000 budgeted for this year. These repairs we will be looking at doing this year. Mrs. Yerger said the award will take a few months to hear back from PHMC, so it would be have to be a fall project.

Mrs. deLeon asked when they tore down the garage, weren't we talking about putting up a kiosk that would give a history of the site? Mrs. Huhn said she doesn't remember an approval, but does remember some discussion which she can go back and review. Mrs. deLeon said this would be more along an educational thing. Mrs. Huhn said she believes the grant would be for repairs, but we can look at that in the future.

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #31-2017 – Keystone Grant Submission for the Heller Homestead repairs.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**E. REVIEW OF QUOTES FOR SEIDERSVILLE HALL DOOR REPLACEMENT – Tabled**

**V. MISCELLANEOUS BUSINESS ITEMS**

**A. APPROVAL OF FEBRUARY 1, 2017 MINUTES**

**MOTION BY:** Mr. Horiszny moved for approval of the February 1, 2017 minutes.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-1 (Mrs. deLeon – No)

**B. APPROVAL OF JANUARY 2017 FINANCIAL REPORTS**

Mrs. Huhn said in funds 1, 2, and 3, the amount is shown under credits, which is normally under the debit line and occurred once because of when the checks were issued and when the funds were transferred to cover those checks.

**MOTION BY:** Mr. Horiszny moved for approval of the January 2017 financial reports.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**C. MONTHLY DEPARTMENT REPORTS FOR JANUARY 2017**

Mrs. Huhn said there is an updated Police Report in your folder this evening.

**VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS**

➤ Matt McClarin said a lot of people in Steel City aren't happy about the fencing. He was expecting a 4' fence, but it's a monstrosity. Mrs. Louder said you don't see a fence in any other park in the Township. Mr. McClarin doesn't understand where the park plan came from. Mrs. Louder said we came in at the tail end and nobody was going to listen to us and it was a different Manager. Mr. McClarin said they took dirt out of the hole for the basketball court. Mr. Kocher said that was for stormwater control for the state permit, which was required. Mrs. deLeon asked when the plans were approved. Mrs. Huhn said in 2012. Mrs. deLeon asked Mrs. Huhn to put together a list of dates with Steel City Park public discussions. There were 12 meeting dates in June 20, 2007 to January 18, 2017 when we had it on the agenda and nobody showed up. At the Parks & Recreation Board, there must be 30 dates in 2007 to December 2017 talking about Steel City park, and no one showed up. The park was prepared on all these meetings and comments and the final plan was approved. Mr. McClarin said no one came and commented about any other parks, we trusted you to build something that's good. Mrs. Louder said from 2012 until now we were all fighting a landfill and we were pretty much disrespected by Council and the Manager.

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Mr. McClarlin spoke about previous discussions regarding the chain link fence where he had said if you put in a split rail fence, it may look a little nicer. Mrs. Louder said you don't see a fence in any other park in the Township. We have a park and there is a fence and a regulation baseball field, the pavilion is going up, but everything is pending the weather. Mr. McClarlin said the only tree we had was cut down and we don't need a walking path. Mrs. Louder said we came in on the tail end of it and nobody was going to listen to us at that time. Mrs. deLeon said she's sorry Mrs. Louder is including her in Council, and disappointed in that. Mrs. Louder said you were there for 28 years.

**VII. COUNCIL & STAFF REPORTS**

**A. MANAGER**

- Mrs. Huhn said we received notification that the EAC nominated Sandra Yerger as Chair.
- MOTION BY:** Mr. Horiszny moved for approval for Sandra Yerger as Chair of the EAC.
- SECOND BY:** Mrs. Louder
- ROLL CALL:** 5-0
- Mrs. Huhn said at the EAC meeting, they recommended to Council that Sarah Stanlick fill the vacant "member" position held by Tom Maxfield and the term will expire on 12/31/2017. Mrs. Yerger said Sarah is a great asset to the EAC.
- MOTION BY:** Mrs. Yerger moved for approval of Sarah Stanlick as a member of the EAC with her term ending 12/31/2017.
- SECOND BY:** Mr. Horiszny
- ROLL CALL:** 5-0
- Mrs. Huhn said Jerry Holum resigned from the SRTOC. She will send a letter of thanks to him. She received a letter of interest for the SRTOC from Tyler Zulli, a graduate of DeSales and recommends his appointment.
- MOTION BY:** Mrs. Louder moved for approval to accept the resignation of Mr. Holum and send him a letter of thanks and to appoint Tyler Zulli to the SRTOC.
- SECOND BY:** Mrs. Yerger
- ROLL CALL:** 5-0
- Mrs. Huhn said Neil Ortwein would like to fill the vacant position of the Landfill Committee. He has lived in the Township for 60 years. Mrs. Louder asked what his interest is in the landfill? Mr. Horiszny said to be involved in the community again. Mrs. Yerger said his wife is involved in the Historical Society so they are both involved in the Township.
- MOTION BY:** Mr. Horiszny moved for approval of Neil Ortwein to the Landfill Committee until 12/31/2017.
- SECOND BY:** Mrs. Yerger
- ROLL CALL:** 4-1 (Mrs. Louder – No)
- Mrs. Huhn said we have a recommendation from the Parks & Recreation Board for the American Cancer Society's 5K Run on May 21, 2017.
- MOTION BY:** Mrs. Yerger moved for approval of the American Cancer Society's 5K Run on May 21, 2017.
- SECOND BY:** Mrs. Louder
- ROLL CALL:** 5-0
- Mrs. Huhn said regarding PW vehicles, Council budgeted for the replacement in 2017 for truck #1, #11 and the 20-ton trailer. The quotes received were from vendors using the PA COSTARS contract. Council budgeted \$95,000 for truck #1, replacement cost came in at \$89,150; truck #11 was budgeted for \$225,000, replacement cost was \$211,519; the 20-ton trailer was budgeted at \$37,000 and PW would like to replace it with a 25-ton trailer and that came in at \$35,535.45. The total cost is \$336,204.45.
- MOTION BY:** Mr. Horiszny moved for approval of the two trucks and trailer as stated above.
- SECOND BY:** Mrs. Yerger
- ROLL CALL:** 5-0
- Mrs. Louder asked if the liquid fuel money is used on this? Mrs. Huhn said yes.

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**B. COUNCIL/JR. COUNCIL**

**Rachel Panek, Jr. Council**

- She said her track coach and people in the community went to the school board meeting as the board was going to decide about getting an all-weather track. They said yes to it but said we would have to come up with the \$400,000 for funding. SV is the only school that doesn't have an all-weather track. Mrs. Louder said ask Lehigh if you can use their track. Ms. Panek said with regulations you can't as there are only certain times you can use it.

**Mrs. Yerger**

- She said we received the final report of the mortar analysis for the Lutz-Franklin Schoolhouse from Keystone Preservation Specialists and we have the samples and discs and will be going out and doing some comparisons with the mixes. She will report back with what they decide.

**Mrs. deLeon**

- Kim Medei resigned from Community Day and it would be appropriate to send her a thank you letter.
- After we approved the minutes on tonight's agenda, she noticed the motions said 4-0 and they should say 4-0 with Mr. Kern absent.
- Yesterday they had their Technical Landfill Committee meeting, and she asked if Jim Birdsall would be at the March 1<sup>st</sup> meeting? Mrs. Huhn said yes.

**Mr. Kern – No report**

**Mrs. Louder – No report**

**Mr. Horiszny**

- He attended the Parks & Recreation and Library meeting.
- He went cross-country skiing at Woodland Hills and it's an ideal place to do that.

**C. SOLICITOR – No report**

**D. PLANNER – No report**

**E. ENGINEER – No report**

**VIII. ADJOURNMENT**

**MOTION BY:** Mrs. Yerger moved for adjournment. The time was 8:01 p.m.

**SECOND BY:** Mr. Horiszny

**ROLL CALL:** 5-0

Submitted by:

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Leslie Huhn  
Township Manager

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Ron Horiszny  
Council President