

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

- II. PUBLIC COMMENT PROCEDURE**

- III. PRESENTATIONS/HEARINGS**

- IV. DEVELOPER ITEMS**
 - A. T-Mobile Northeast – 1995 Leithsville Road – Conditional Use Hearing

- V. TOWNSHIP BUSINESS ITEMS**
 - A. Saucon Valley Conservancy – Heller Homestead
 - B. Ordinance #2011-02 – Amendment to Impervious Coverage – Authorize Advertisement
 - C. Valley Voice – Request to Advertise
 - D. Park Maintenance Policy – Revision

- VI. MISCELLANEOUS BUSINESS ITEMS**
 - A. Approval of February 16, 2011 Minutes

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

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

- IX. ADJOURNMENT**

Next EAC Meeting: March 8, 2011
Next Zoning Hearing Board Meeting: March 21, 2011
Next Council Meeting: March 16, 2011
Next Planning Commission Meeting: March 17, 2011
Next Park & Rec Meeting: March 7, 2011

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I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, March 2, 2011 at 7:01 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Mr. Glenn Kern, President, presiding.

ROLL CALL: Present – Glenn Kern, President; Tom Maxfield, Vice President; Priscilla deLeon and Ron Horiszny, Council members; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Township Manager; Linc Treadwell, Township Solicitor; Brien Kocher, Township Engineer; Judy Stern-Goldstein, Township Planner; and Jr. Council Member, Eubin Hahn. Absent: Sandra Yerger.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mr. Kern said Council did meet in Executive Session just prior to this meeting to discuss potential property acquisition. As a result of that meeting, is there any motion by Council?

MOTION BY: Mr. Maxfield moved to authorize an update on an appraisal for property No. R7-9-1A.

SECOND BY: Mr. Horiszny

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mrs. Yerger)

II. PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mr. Kern said if you are on the agenda, you have Council and Staff's undivided attention and we can discuss the agenda items with you thoroughly. At the conclusion of the discussion, they do open it up to the public for public comment for each individual agenda item. If you do speak, we ask that you use one of the microphones and state your name clearly for the record. We transcribe the minutes verbatim, accurately and fully. If you go on our website, you can see that. We want to make sure we get everyone's name in there and what you've said accurately. If you do want to receive future agendas, there's a sign-up sheet in the back where if you put your email address, we'll email them or mail them to you if you don't have an email address.

III. PRESENTATION/HEARINGS – None

IV. DEVELOPER ITEMS

A. T-MOBILE NORTHEAST – 1995 LEITHSVILLE ROAD – CONDITIONAL USE HEARING

Mr. Kern said T-Mobile is proposing the co-location of a commercial communication antenna on an already existing tower. This requires approval through a conditional use and site plan.

MOTION BY: Mr. Maxfield moved to open the hearing.

SECOND BY: Mr. Horiszny

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mrs. Yerger)

Robert Cronin was present on behalf of the applicant. He said this is for the co-location of additional antennas on top of an existing location on Leithsville Road. He has packets of

**General Business & Developer Meeting
March 2, 2011**

documents that he will hand out and he will be referring to them. He said they have some witnesses here this evening who would go through and discuss each of the documents that they have just placed before you; or if the Council would prefer, he can make an offer of proof, which is essentially himself explaining the application, the documents they are submitting as exhibits in support of this application, and then would open it up for any additional questions that the member of the Council may have on the application with the witnesses here as well to affirm his statements to the Council and answer any more specific or detailed questions they may have.

Attorney Treadwell said in the past with co-locations, we have allowed the attorney for the applicant to make an offer of proof and have the witnesses affirm that what he is explained is what they would testify to; however, if you want to hear everyone testify, they can do that. Mr. Kern said the latter would be fine.

Mr. Cronin said with him this evening is Bill Gilmore, Mohammed Assama, and Mike Sanders. All witnesses were sworn in.

Mr. Cronin said as the members of Council are aware, this is an application to co-locate additional antennas on top of an existing communications tower. The original application had requested a 22' addition in height. He just wanted to explain briefly how that 22' figure came about. In essence, there is another application that was recently before the Town Council to co-locate some antennas on the same pole and that application has now gone through. At the time they submitted their application with that pending application, they anticipated the fact that they would need the additional 11' which will take them up to a height of 160'. That would be the height of this tower, but in essence, they are looking for an additional 11' on top of this tower to co-locate the applicant's antennas.

Mr. Cronin said one of the witnesses here this evening is Mike Sanders. He is a Site Acquisition Specialist on behalf of the applicant. He would testify to the document marked Exhibit A, the site license acknowledgement. This essentially is the lease for what gives the applicant the permission to locate their antennas on this pole on this tower. He would also discuss, in detail, some of the relevant issues that would go into locating it and how this site was specifically located and why other sites were ruled out in favor of this particular site, and he would also point out this is a co-location site and generally these co-locations are preferred over the construction of a brand new tower to hold additional antennas.

Mr. Cronin said the document that is marked Exhibit B, this is the FCC license of the carrier, in the case, T-Mobile, the applicant. This is something that we're required to provide to the Township Council in support of their conditional use application. The Site Acquisition Specialist would also testify to the license of the applicant, some things about the license. If there was any interference, if the applicant's intent is as proposed was to interfere with any of the other communications that are up there, or any communications systems in the area, under their FCC license, the applicant would be required to rectify or remedy that situation and that interference or they would run the risk of losing their FCC license and that is something the applicant is very cognizant of their responsibilities that comes along with having that FCC license.

Mr. Cronin said what's been marked as Exhibit C is a report from the Federal Aviation Agency, commonly referred to as a determination or a TOAIR report. This is a report that's submitted to show that the co-location of these antennas will not interfere with any of the local airports. It does indicate that there are no airports within 8 kilometers or 5 miles of the coordinates of this particular tower. Additionally, with the height of the tower, it is not at a height which would require lighting under FAA regulations so there are no lighting requirements or color requirements; therefore, the tower would be galvanized steel finish, similar to what the current condition of what the tower looks like.

**General Business & Developer Meeting
March 2, 2011**

Mr. Cronin said Exhibit D is a series of maps. The antennas they are proposing to locate on these towers are antennas that are going to increase the cellular coverage in the surrounding area. The first map on the red dot, that would be the proposed tower and the co-location site. You see a lot of white space which is limited coverage and then yellow space which is generally in-vehicle coverage. The next page would be a description of the site with that site on line with the proposed additional antennas on line. You have the green coverage immediately surrounding the red dot which shows the in building coverage or the stronger signal coverage. We have our Radio Frequency Engineer with us this evening who would testify specifically to these maps and also to the determination of the height of these antennas and how the height of these antennas is selected to accomplish this increased coverage that is essentially filling in the gaps of the applicant's carrier system which they are required to do under their FCC regulations.

Mr. Cronin said Exhibit E is the Radio Frequency Emissions Compliance report. This is a document that our Radio Frequency Engineer would be testifying to. This is a document that indicates that with the proposed additional antennas that the communication towers will still be compliant with FCC guidelines and regulations that cover the radio frequency emissions of cellular communication towers.

Mr. Cronin said Exhibit G is another series of photographs which will show the existing condition of the tower and the second photograph has two additional arrays of antennas on the existing tower. The two additional arrays would be what they are proposing in their conditional use application. The second from the top would be the Metro PCS array which was recently before Town Council on a similar type application.

Mr. Cronin said Exhibit H would be the drawings which give you a schematic of the tower. It also shows the accompanying equipment compound which would be a 10'x20' concrete pad that would be added to the existing fenced-in compound. It also depicts the screen that would be put in place around the expanded equipment compound that would be in compliance with Township regulations and also indicates the fencing, the barbed wire, everything that is required of the Township for an equipment compound such as this.

Mr. Cronin said the conditional use application that they have before you this evening, accompanied with these exhibits, and his comments to these exhibits, we feel fit squarely within the ordinance of Lower Saucon Township that would meet the qualifications for granting a conditional use of this type of application to permit the co-location of these additional antennas on top of this existing communication tower. He would ask that his witnesses would confirm his statements to the members of the Council and if the members of the Council have any specific questions on any issues of this application, he'd be more than happy to respond to those questions and if they are questions for the specific individuals and witnesses who are with him this evening, they would also be more than willing to answer any questions.

Mr. Cronin said Mr. Gilmore is their professional engineer. He asked him if he would verify or confirm Mr. Cronin's statements? Mr. Gilmore said yes, he would.

Mr. Cronin said Mr. Assama is their Radio Frequency Engineer. He asked Mr. Assama if he would verify or confirm Mr. Cronin's statements? Mr. Assama said yes, he would.

Mr. Cronin said Mr. Sanders as the Site Acquisition Specialist, would you verify and confirm Mr. Cronin's statements? Mr. Sanders said yes, he would.

Mrs. deLeon had some concern with the fall zone? Mr. Cronin said as far as the fall zone and the required setbacks from the zoning, they have been before the Zoning Hearing Board and obtained the necessary relief which would permit the tower to be at this height and this particular location. The tower is 160' in height. There's a tower setback line which is 1-1/2 times the actual height. If it were likely to fall, it would not hit any structures. He would point out that in this exhibit packet,

**General Business & Developer Meeting
March 2, 2011**

there is also the structural report which is marked Exhibit F and the engineer would also be in a position to testify to the structural report and the structural integrity of the existing tower. The structural report was not only analyzed with the addition of their proposed antennas, but the antennas which were proposed by the previous applicant in anticipation that they would be also permitted to co-locate and the results of that structural report are included and indicate with some basic modifications to the tower, the tower would be structurally sufficient to hold our proposed antennas with what is out there and what at that time was proposed by Metro PCS. Mrs. deLeon said is there a height that is too high for these co-locations? Mr. Cronin said it goes back to the structural analysis as to what the loading and wind capacity is. It turns out that the limiting factor is the foundation that exists in the soil. Paul J. Ford, who did that, certified that report and he's a Pennsylvania licensed engineer.

Mr. Maxfield said on your plan are you stating for the record that the height change addition will be 11' as it says 10' on the plan? Mr. Cronin said it would be from 150' which would be the antennas from Metro PCS to 160' which would be the antennas they are proposing to co-locate. Mr. Maxfield said he's guessing that the actual antennas will rise a distance above the mono-pole. Is that where we're getting the additional foot from? Mr. Cronin said typically the measurements are from the center line of the antenna. It would be a 10' extension from the 150' to the 160' and for the pole, and the antennas are generally about 5' in length, so add about 2-1/2' on to that. Mr. Maxfield said you stated the total height is 160'? Mr. Cronin said yes, with the pole. Mr. Maxfield said no additional lighting? Mr. Cronin said no additional lighting on the pole. There are some service lights in the equipment cabinet area, but there's no lighting on the pole. Mr. Maxfield said this was the lighting that was timer-sensitive? Mr. Cronin said correct. Mr. Maxfield said the location of this, is it kind of a hole that this pole is set in? He's looking at the coverage maps and they seem to expand the coverage a lot less than some of the other coverage maps they've had for co-locations. Is this attempting to isolate the signal in any way? Mr. Assama said it's probably because where you use it and each barrier has each frequency, so it depends on your frequency. That's a big factor on how much coverage you get. So if you have higher frequency, you would cover this area because of interference from using the higher frequency. Mr. Maxfield said that interference is calculated into that? Mr. Assama said yes.

Mr. Lee Weidner, resident, said his request is that the Council members please speak into the microphones.

Mr. Kern said we have letters from Boucher and Hanover. Ms. Stern Goldstein said the review letter they have in front of you was for the site plan issues and they just resubmitted the site plan and they received it on Friday and they are reviewing it right now. Those issues she would suggest be made a condition of any conditional use decision you make that would pertain to the site plan. Attorney Treadwell said if we have no further comment, we'll close the public hearing and we will bring it back to you at a future meeting for a decision at the same time the site plan comes back and Ms. Stern Goldstein and Mr. Kocher have had a chance to review the resubmission.

Mr. Kern said is there anyone in the audience who wishes to speak? No one raised their hand.

MOTION BY: Mr. Maxfield moved to close the hearing.

SECOND BY: Mr. Horiszny

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mrs. Yerger)

Attorney Treadwell said it will either be on your first meeting in April and then we will act on the site plan and the conditional use at that meeting which is April 6th. Mr. Cronin said their exhibits will be made part of the application of record. Attorney Treadwell said yes. Mr. Cronin said as far as the plans they have submitted, they feel they do address the comments and they are willing to comply with the engineers request as a condition of approval. If there is anything that needed some ironing out, they are willing to work it out.

V. TOWNSHIP BUSINESS ITEMS

A. SAUCON VALLEY CONSERVANCY – HELLER HOMESTEAD

Mr. Kern said the Saucon Valley Conservancy would like to discuss with Council the root cellar and lighting issues at the Heller Homestead.

Mrs. deLeon said she is very proud to have three historic sites in the Township and on the register. The first is Ehrhart's Mill Historic District. That was one of the first decisions she made as a Council person back in January of 1988 when Northampton County wanted to replace the Old Mill Bridge, which was part of that complex, with a modern span and we would have lost a very unique bridge. She was very pleased to save that bridge and preserve the historic character of the Township and the National Register site as a whole. We lost the mill to a fire, which was very sad.

Mrs. deLeon said some time later, the Township discovered the bridge needed maintenance and repairs and the Township spend funds on maintenance for the bridge. The Township never asked a community group to take over this cause and raised money for the expenditures. She asked if anyone remembered how much was spent on the Old Mill Bridge? Mr. Cahalan said we shored up the center piling on that which was done in 2004. Mr. Kocher said he did not know the amount. Mr. Cahalan said it was probably under \$200,000.00, but he'd have to get her the exact figures.

Mrs. deLeon said around 2004, the Township acquired the Lutz-Franklin Schoolhouse which was a good thing for the Township and they were fortunate enough to receive a generous donation and were able to proceed with the restoration. It also became listed on the National Register and that was our second. In 2010, the Heller Homestead was listed on the National Register. She'd like to go back as a lot of us don't know the history of the Heller Homestead. In 1988, the Township approved Society Hill and acquired the 15 acres of land along the Saucon Creek. This parcel was split into two acres for the historic site and twelve acres for the passive recreation trail. Some officials at that time wanted to use the buildings for the Lower Saucon Authority office or a police station, which would have violated the requirement that it had to be used perpetually for recreation. The Township, and she didn't vote for this, but they actually paid the Solicitor to interpret the word "perpetual". At that time, the Heller Barn was still standing and the barn had a hole in it like the size of a baseball. The Township had no money to fix it back then. Hovnanian, the builders of Society Hill, used the site as a construction site for about four years as the hole increased in size.

Mrs. deLeon said in November of 1992, the Township received a request from a stone mason in Easton to demolish the barn. The Township said if the community wanted to save the barn, that we should form a group and partner with the Township to restore the barn and manage the site for perpetual recreation uses. At that time, the only other historic group in the Township was the Lower Saucon Township Historical Society and they had a handful of members, of which she was one. They were dedicated to saving the school house, but they had no money and they couldn't save the barn either, so they disbanded because of money and lack of support and the school district wanted to move the Lutz-Franklin school. In November 1992, they got the community together and the Saucon Valley Conservancy was founded in January 1993. The Conservancy came to the Township and was asked to put together a proposal to lease the property. They had several meetings with Council. The Parks and Rec board reviewed the proposal and there were talks back and forth on different scenarios on who would do what, how things would get accomplished, and one of the items that the Conservancy requested was that the Township would provide an annual maintenance subsidy appropriation, but the Township said no, as they did not have any money to fix the barn. The lease was worded that any restoration project that the Conservancy would undertake at the Homestead would proceed on their own schedule. It was written in the lease. It is understood and agreed that the tenant is not obligated by this lease to undertake said restorations on any given schedule, rather the tenant's restoration efforts shall proceed on a schedule established by the tenant solely based on tenant's successes on raising restoration funds. She was part of the Conservancy and one of the co-founders and is currently the

**General Business & Developer Meeting
March 2, 2011**

President. Since 1993, they have held functions. They held an Apple Fest. They had Market Place Day. They had a fashion show, all kinds of activities trying to promote awareness and to raise funds. Unfortunately, they were always met that they were five years old and weren't listed on the National Register, so they had their work cut out for them.

Mrs. deLeon said in February 1998, the barn partially collapsed and four days later the Township knocked it down. That was the fastest she ever saw government work. The Conservancy submitted to the PA Historic Commission a survey form to get listed on the register, so back in 1998, it was deemed eligible for listing as a locally significant example of 18th Century Farmstead in Lower Saucon Township.

Mrs. deLeon said in September of 2001, the Conservancy restored the root cellar. The outside of the building needed stone work and had to be re-pointed, so that was done.

Mrs. deLeon said in 2002, the Conservancy applied for matching grants to restore the Widow's House, and as a result of that, the State required a covenant and grant agreement. The grantee is the Township, so any work to the two-acre site had to conform with the Secretary of Interior's Standards. You needed to record the Declaration of Covenants and the agreement requires compliance with other State statutes. All recipients of the grant must assume total cost of continued maintenance, repair and administration of the property for a period of fifteen years and no repair affecting the architectural or historic integrity of the property may be undertaken without the PHMC's review and prior approval. They had thirty days to respond.

Mrs. deLeon said in 2010, they were listed on the National Register for the period regarding the Colonial Revitalization. One of the contributing buildings of the Homestead is the root cellar. It's a rare example of a once prevalent outbuilding type of the region where cool temperatures kept root vegetables and other foods cool. During the barn tour, they noticed there was mold growing on the inside of the door and the door frame and that was brought to the attention of the Township. Then we discovered the roof was leaking, so she reported it to the Township and the Township responded and wrote a letter to PHMC, as they should, and we received a response on February 11th that, as for the root cellar, the replacement of the asphalt roof with similar material on the roof of the root cellar would certainly meet the standards and they suggested a color similar to what was on the main house or other outbuildings. There was a question whether or not a ridge vent would be appropriate, and the PHMC said it would not be appropriate and that there were also salvage slates that were available from another building in the Township and that the slate would be more appropriate for the roof material for an outbuilding of this era. The Township may save the material cost; however, the labor cost may be inflated since the slates may need to be cut for the smaller sized building. Basically, it was a choice between the shingles or the slates.

Mrs. deLeon said after receiving the email from PHMC, she requested that this get out on tonight's agenda. Despite her request, this was voted on at the February 16th meeting; and unfortunately, she wanted to bring this to the Conservancy's meeting on the 17th, but Mr. Maxfield and Mr. Horiszny made a motion saying they would be in favor of paying for the asphalt roof, and since it's a Township building, saying they would also be in favor of a slate roof if the Conservancy continues to pursue this option. Unfortunately, they did not give the Conservancy a chance to be part of this discussion when this vote was made. In the meantime, Mr. Marcus Brandt, who is a timber framer, volunteered his services and he wanted to hold a workshop on how to install a slate roof, so he's here to talk about that tonight. She had pictures of the root cellar to show everyone. She showed the outside of the root cellar; the close up of the door which you can see it's warped; the inside of the door with the mold; the wooden door frame which is also moldy; and that's looking down the steps; the root cellar is actually one and a half levels; there's the beautiful arch which goes down in; the wooden rafters; the stone work. It's all wet in there as there's definitely a ventilation problem. She showed the inside of the roof in the root cellar and it's being protected by a tarp right now.

**General Business & Developer Meeting
March 2, 2011**

Mr. Kern said he had a question for Mr. Brandt, just looking at this, do you think there was ever a slate roof on there looking the way the boards were on there as there is no lathe? Mr. Brandt said it is entirely possible and perfectly reasonable to put a slate roof on a fully sheathed roof; however, he's going to guess it's a later edition to the roof, in its entirety, with a later add. You can see the 2'x4' rafters and they are on like 3' centers and it's got a ridge pole which is a dead indicator that using a ridge pole didn't become popular in Pennsylvania until after the Civil War. It more than likely had a slate roof. The PHMC said that either a slate roof which is historically correct or an asphalt roof which it currently has is acceptable. He would submit that an asphalt roof that we have seen here has about a 20-year life. Currently, it's about a square and a half. A square is 100 square feet, so a roof that is 150 square feet is a square and a half. To replace an asphalt roof these days you are talking about \$500.00. A slate roof, brand new will cost you about \$1,500.00. You can figure that in the 20 year life of an asphalt roof, the price is going to double. They just almost always double. A slate roof will give you 80 years, an asphalt roof 20 years, do the math, even if you are paying full price for the slate, if you are going to be around for the long haul, it really pays you to put the slate on. The beauty of slate is there's a lot of second hand slate around and there's not much need for this, about 330 slates, and a smaller building like this you might use smaller ones. The beauty of that is the second-hand slates are easy to trim down so if you have old ones that are a little ragged on the ends, you can trim them down. He knows Tom, Glenn and Priscilla. He was one of the founding members of the Saucon Valley Conservancy, even though he doesn't live in the Township, he's spent many, many happy hours poking around this little Township. He helped restore the Lutz-Franklin Schoolhouse and he's been working around the Heller Homestead since November of 1992. He loves helping out here. What he's saying is the Township is the landlord and the owner of the property and has an obligation to replace the roof now that it's leaking. We can replace it with a \$500.00 asphalt roof or we can consider the options of doing slate. If you bought everything new and paid full price for the labor, you are talking about \$1,500.00. He understands you have a building coming down in the Township that has a slate roof which might potentially have some slate or ultimately we had some slate taken off a roof by the Township which may be suitable. Mr. Kern said not historically. Mr. Brandt said to slate that roof, it's about an afternoon's work. We're not talking about a lot of money. What he would propose to do is if the Township will offer the slate off this building, he will personally do the work to fix the roof with a new slate roof using their slate, and in addition, with working with the Conservancy will offer a class in how to install slate roofs as they are wonderful things and they are not that difficult to do. It gives the Township a really great long life of a roof for not much money and it provides the Conservancy with a beautifully restored root cellar and teaches folks a little bit about our historic background and some of the old trades.

Mrs. deLeon said we do have a ventilation problem in the root cellar also. Mr. Brandt said he will tell you that root cellars, by their very nature, are dug down in the ground, and will be wet places, so it's really, really good to have a slate roof which tends to ventilate. Mr. Kern said that's what caught his eye in the first place, the slate roof is typically in lathe, which gives a lot of breathing room. Mr. Brandt said you are absolutely right. If he did it over, he'd probably tear off the sheathing. It's an afternoon job even if he'd replace all the rafters. He's quite sure that it had a slate roof to start off with, typical of the period and when it was first built, it probably had an oak roof.

Mr. Maxfield said he just wanted to make you aware if you weren't totally aware of what was voted on at the last meeting. The motion was that the Township would be willing to put out, if a slate roof is desired, by the Conservancy and by the Council, that the Township would be willing to put out the money that it would cost for an asphalt shingle roof, which he anticipated you could get the whole job done for that amount of money, so it would be virtually cost free. Mr. Brandt said the Township would be willing to cough up the money that you would be putting into an asphalt roof and we can put that towards a slate roof? Mr. Maxfield said yes, we are responsible for stopping the leaking one way or another. Our responsibilities go as far as the asphalt roof, but our desires would probably be for a slate roof. He thinks that's a good solid amount of money based on estimates that Mr. Cahalan got from several companies. That would be a good basis to built on

**General Business & Developer Meeting
March 2, 2011**

top of. Mr. Brandt said that sounds perfectly reasonable to him. Mr. Maxfield said when he proposed it, he thought it was a pretty generous offer. Mr. Brandt said one of the beauties here is if you have the option of salvaging some slate off a building that's coming down anyway, that makes the whole project ten times greener. Can the Township salvage the slate? Mr. Maxfield said that is going to depend on the information Mr. Cahalan has already on what it's going to cost us to salvage the slate. Mr. Brandt said it goes very quick. They pop right off as there's only two nails in a slate. Mr. Cahalan said there's an estimate in your packet. There's one from a contractor to remove the slate from the house that's going to be demolished. Mrs. deLeon said can we go over the photos? Mr. Kern said sure, let's look at the photos and then go back to the discussion.

Mrs. deLeon said the other issue is there's a ventilation problem in here with the mold on the doors and that has to be addressed. Like Mr. Barndt said, putting a slate roof on is definitely going to help with the ventilation. There was another door put on in 2006 and it made it more airtight. You'll see a picture of the original door. You can see how wet the floor is as there's water down there. She showed the walls and the water running down. She said there is water dripping marks. There's a shelf and remnants of a bracket for a shelf. That's in the basement looking up so you can see how wet it is. You can see the sediment on the floor and drip marks from the ceiling. This was after the root cellar was restored and the door was taken off. This is the new door on there currently. The other door wasn't straight on the top, it had cutouts. She showed a picture of the original door, and you can see how there was definitely ventilation there. Mr. Brandt said how big of a roof is this place where the slate is to be salvaged from? Mrs. deLeon said it's a farmhouse. Mr. Barndt said for the amount we are talking to remove the slate, we'd have a whole lot more slate than we'd need. He asked if the Township had any more buildings you consider using the slate for? Mr. Maxfield said not at the moment.

Mr. Horiszny said if we took Mr. Brandt's offer to do this and had the Saucon Valley Conservancy do this work, is that legally possible and does our insurance cover this? Attorney Treadwell said he doesn't know that right now as he'd have to check what type of insurance coverage we have. He doesn't know if Mr. Brandt has any insurance coverage. Mr. Brandt said he has regular liability insurance. He would envision offering a class, making sure the scaffolding is up so it's safe so folks can see and for folks who don't get a chance to work on a slate roof. Mr. Cahalan said the Township has insurance and so does the Conservancy as we have had contractors who worked on the property before. Mr. Horiszny said would members of the Conservancy be covered? Mrs. deLeon said she thinks volunteers are at their own risk. We've talked about that in the past. Mr. Kern said what was the initial plan for the demolition of the house? How is the house going to be demolished? Mr. Cahalan said by the Township and the material is going to be taken to the landfill. The owner is working on his own to dispose of some of the historic items. He's not interested in the slate and we asked a contractor to go out and take a look at it as to the condition of the slate. He feels that once they are removed, the whole roof is not going to be useable. He doesn't know what's going to be remaining. Mr. Brandt said with very little effort, we can take enough slate to do this job and have some left over for anything you may need in the future. Mr. Kern said when the Township demolishes the house, would you be willing to reclaim the slate yourself? Mr. Brandt said sure. He'd be glad to work in cooperation with the Township and we can salvage that. Could you bring it over to the Heller Homestead? Mr. Cahalan said yes, we can truck it over, it's just getting it off the roof that's not easy. Mrs. deLeon said don't they have a special tool they use for removing slate? Mr. Barndt said we'll get it off just fine. The big trick for moving slate around is picking it up on its edge when you are moving it, and if you lay it like this, you'll crack it every time.

Mrs. deLeon said we are moving along with a plan. Mr. Brandt said he's looking at the numbers and looking at round numbers, it's about \$700.00. How about if he makes a proposition to the Township? He'll come and help get the slate off the roof and will use your slate and give the Conservancy \$500.00 towards the class and other materials we may need to fix the roof and call it even. Does that sound like a deal? Mr. Maxfield said it sounds like a plan. Mr. Brandt said \$500.00 in cash and the \$200.00 is what he's valuing the second hand slate at. Mrs. deLeon said if

**General Business & Developer Meeting
March 2, 2011**

Council is agreeable, that's a definite plan. It's a lot better than it was, so we should proceed, but we need to address the ventilation problem. Mr. Brandt said the ventilation problem, the spot on the right with skip lathe, you get a lot more air circulation between the slates and we do that and we have volunteers to help put the slate on, it will be fine. You have to remember a root cellar is in the ground and when it rains in Pennsylvania, water flows in the holes in the ground and it's always going to be damp. Mrs. deLeon said if you go on the Conservancy's website, the bottom part was dry in 2009 compared to the photos she took yesterday. Mr. Brandt said you want to keep the roof structure intact so it doesn't rot out. We fix the roof, put a decent slate roof in there, grade some of the drainage on the outside. Mrs. deLeon said what about the mold, how do you get rid of that? Mr. Maxfield said it looks like on the older photo before the door was replaced, that the slot on top of the broken door was an attempt to control it. Mrs. deLeon said she'd prefer the existing door be cut out. Do you take bleach, do you clean the mold on the door? Mr. Brandt said he'll do the slate roof, she can do the bleach.

Mrs. deLeon said she'd like to recognize the Girl Scouts in the audience. They are Saucon Valley Girl Scouts' finest. On May 7th, they are having their annual Saucon Valley History Day at the three historic sites. Our girls will be there as docents touring the Homestead.

Mr. Cahalan said he wanted to go to the electrical work at the Widow's House. It was also a proposal the Conservancy brought to the Township. That also was submitted to the PHMC and we had an email that came in approving the electric work. He has a cost estimate for Council which he will need an approval on to proceed. Mrs. deLeon said we need a spotlight on the porch roof that would shine down in the front yard and along the steps and there was also a suggestion made of an outside electrical socket and the switches to control everything would be as you walked down the steps to the basement. We also wanted some kind of a small light to illuminate the beehive oven so people could see the oven so we need to run electrical wire to that and the switches would be inside the door. Mr. Cahalan said there's an estimate from an electrician who went out there and looked at the property with Roger Rasich and with Mrs. deLeon. The estimate is for \$1,137.00 to do that work. It's been submitted and approved by PHMC under the covenant. Mr. Maxfield said this is after speaking with Glenn, Judy and talking about the lights and safety and appropriate lighting, if we could, make sure it has the proper shielding so it actually functions to light the walkway and light what it needs to light without shining in people's eyes when they come up the stairs. That's part of what we've been talking about lately and it's an important point out there especially if we are talking about cement steps and slippery surfaces. Mr. Cahalan said we'll make sure that's included in the approval. Mrs. deLeon said she's looking at his invoice, didn't we cross off motion sensor to the walk? Mr. Cahalan said yes, we did.

MOTION BY: Mr. Horiszny moved to approve the Wendling electrical bid for \$1,137.00 for the Widow's House electrical work.

SECOND BY: Mr. Maxfield

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mrs. Yerger)

MOTION BY: Mr. Maxfield moved to salvage the slates and donate the stated amount of \$700.00 to the slate project on the root cellar at the Heller Homestead.

SECOND BY: Mr. Horiszny

Mr. Kern asked if anyone had any questions or comments? No one raised their hand.

ROLL CALL: 4-0 (Absent – Mrs. Yerger)

Mr. Lee Weidner, resident, said he lives in Hellertown and has been a member of the Conservancy for about eight years and a volunteer. Some of the information he read over the last couple of weeks, he doesn't really have to get into because of the discussion that just transpired. He may be able to clear up a couple of points. According to Mr. Cahalan, the Herman House slates are in "pretty good condition. If enough can be salvaged for the root cellar roof, they should be put to use. If not, the obvious answer is asphalt." If enough can be salvaged and Marcus Brandt rebuilds

the roof to support slates, why not use the offer. This is slightly immaterial after Mr. Brandt spoke. All he's going to do is inform you that the Geyer family who lived in the Homestead during the Depression, 1935ish, had Stanley Yeager of Hellertown redesign the building in Colonial Revival style. This is how we qualified to get on to the National Register of Historic Places. To answer one of Mr. Kern's questions, Rich Geyer, a good friend of his who grew up there, and his brother and his sister who live in Florida, all three of them acknowledged, that in 1935 when they lived there, there was a slate roof on the root cellar. This would have been in fitting with the Colonial Revival period in which the Commission approved us as a historic site.

Ms. Stephanie Brown said she has been a volunteer at the Conservancy for the last ten years. She was at the Homestead the day Wise Preservation came out and took pictures. She was in the root cellar and it was dry. Seeing those pictures, she can't believe how wet and moldy it has gotten. You really need to put a rush on this project. She lives in a house with her boyfriend that's moldy and it's not fun. Just to see the deterioration that's going on, it's real sad. She can attest to this. She didn't even realize she was in a root cellar that day as it was dry as a bone.

B. ORDINANCE NO. 2011-02 – AMENDMENT TO IMPERVIOUS COVERAGE – AUTHORIZE ADVERTISEMENT

Mr. Kern said Ordinance No. 2011-02 has been revised after review by Council and, if Council approves the language, they should authorize the advertisement for a public hearing for consideration of adoption and direct that the ordinance be sent to the Lehigh Valley Planning Commission for their review.

Ms. Stern Goldstein said they have the revised ordinance for you in the red folder. There was one thing that was asked at the last Council meeting that they responded with a memo regarding the 3% of impervious surface that would be available for future homeowners. For single family detached cluster in the UR and VC districts, it was only 180' would be left and it would be the 3%. There was some question that 180' was too small. Based on the lot size of 6,000 square feet, if someone put on the maximum size building, the maximum footprint of the building is 1,500 square feet. Figure 300 square feet for a driveway, a patio that comes with it would be a 10'x12', 120 square feet. Even with the maximum size building to start, you'd still have your 180 square feet left. She heard the comment that 180 square feet is smaller than a parking space, which is 10'x20'. It would still be a 10'x18' deck or area of paving which is still considerable in size and when you consider that is the amount that would be kept in reserve for the homeowner is still a reasonable amount given the lot size of 6,000 square feet. She didn't want to leave that hanging from last time.

Ms. Stern Goldstein said there is an amended draft for your discussion tonight. The changes you see are two versions. The first version is the track changes. The sheets behind that are the clean copies. The change that occurred is that we went through the ordinance and in the draft, they are removing the reference to the coverage permitted in each district as part of this amendment so that they have all the options for the single family detached and single family detached cluster. Only the single family has the reserve area for the future homeowners. They didn't go back and do that for all the other uses. What they did in this change was clarify those charts in each of the zoning districts that for the single family detached uses, you refer to the new section that's written for the new charts, but for all other uses, what had been maximum coverage is now maximum impervious coverage. It was clarified and that same percentage that exists in the ordinance now stays for those other uses. We just clarified that. You will see in each of the sections where the district was being amended, they've clarified by adding that language. That's the only change you will see that she did. Attorney Treadwell also did the change you asked for last time which was talking about the exemption issue. Attorney Treadwell said it's on page 4 of the proposed ordinance and it's in bold so you know what the change is from the last time. He basically reworded it again what he said in the part that's not bold so it is now abundantly clear as to which coverage's apply based on when the ordinance gets adopted.

**General Business & Developer Meeting
March 2, 2011**

Mrs. deLeon said wasn't there issues with one of the zones? Attorney Treadwell said the charts the last time, the single family detached use chart showed a cluster minimum lot size and now they've been fixed so that the single family detached use chart shows what the minimum required lot area is in each zoning district and the same with the cluster single family detached cluster chart. Mrs. deLeon said those are the issues Dave Harte raised? Ms. Stern Goldstein said all the issues Dave Harte raised have been addressed. The issue that she addressed was another one he also raised and she wants to make sure that we did address all those issues so that if a resident had a question, their concerns were addressed and so that Council has all the information you need to make an informed decision.

Mr. Maxfield said after going over it many times, that's about as clear as we can get it. There are three charts. Attorney Treadwell said he would point out that if you do decide to make a motion to advertise it tonight, we will have a public hearing where we will discuss it again.

Mr. Kern asked if anyone in the audience cared to comment? No one raised their hand.

MOTION BY: Mr. Maxfield moved for approval to advertise Ordinance No. 2011-02.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 4-0 (Absent – Mrs. Yerger)

C. VALLEY VOICE – REQUEST TO ADVERTISE

Mr. Kern said the Valley Voice has requested the Township consider advertising public notices in their newspaper. The Manager will discuss with Council the various legal ads placed and advertising requirements the Township is governed by.

Mr. Cahalan said the publisher of the Valley Voice contacted him asking the Township to consider placing advertisements in their weekly newspaper. He checked with the Solicitor to see whether or not that would be an acceptable publication to publish any of our notices, and we've included in your packet a short memo from the Solicitor stating it is acceptable. It's a newspaper that's issued not less than once a week. It's intended for general distribution and circulation and it's sold at fixed prices per copy per week or per month or per annum to subscribers and readers without regard to business, trade, profession or class. That's from the PA Advertising Act adopted in 1929 and re-adopted in 1976. He asked Leslie to put together a memo that is also included in the packet where they did a comparison of the various notices and ads we put in newspapers, such as meeting changed, ordinances like this one you just approved, meeting schedules, the final budget and some bids that we are doing at this time of the year. There's a comparison with the newspaper we currently use, The Morning Call, and The Valley Voice and we also included The Bethlehem Press, which does have some coverage in the Hellertown-Lower Saucon area and you can see there's a range of rates between those three newspapers for the cost of advertising. What they also put down was due to some timing issues and the MPC advertising requirements, we may not be able to get it into a weekly publication. A daily newspaper is a lot easier to get something in quicker rather than waiting for the weekly cycle to do that. What this is basically saying is we'll endeavor in the future to place the advertisements in the legal newspapers. We're also looking for the least expensive cost wise. We believe that all three of them cover the Township and would meet the requirement of posting in a newspaper so the public would be aware of that. This is just for your general information. As a follow-up he will respond to the Publisher of the Valley Voice based on her inquiry about this. Mrs. deLeon asked if we put these on the website for the advertisements also? Mr. Cahalan said we do, but it doesn't meet the advertising requirements. Mrs. deLeon said in addition to the newspaper? Mr. Cahalan said as far as an ordinance, we usually don't put it on the website until Council has adopted it as there are always a lot of different drafts coming back and forth. The meeting schedules, the final budget, and the bids are all posted on the website. The answer to the question is about 85% or 90% of it is on the website.

Mr. Horiszny said thanks to the Valley Voice for pointing it out.

D. PARK MAINTENANCE POLICY - REVISION

Mr. Kern said in the preparation of our annual lawn care bid documents, we consulted the agronomist who helped develop our Park Maintenance Policy, to review the weed and feed applications. He amended some of the applications to better maintain our fields and park areas. We have amended the park maintenance policy to reflect these changes.

Mr. Cahalan said we have been bidding out the lawn mowing services in the Township parks for the athletic fields and other properties. That's been very successful and has been done the last four years and we've been getting very competitive prices with that. We also do lawn care treatments, weed, herbicide, fertilization, aeration of the athletic fields, some slit feeding, and we do that primarily on the athletic fields that get heavy use from the local sports team that use them. This year in order to get more competitive price; we are putting together a bid. There's an advertisement that has gone out for the lawn care treatments and we hope to get some good responses. We've already seen several companies who have asked for the bid package that we hope it will be favorable for us. In order to put together the bid package, we asked our agronomist from Del-Val Soil who we use on an as-needed basis, to look at our Park Maintenance Policy which contains all of the detail that we want contractors to follow in terms of care for the parks for the Township. There's a copy in your packet with the changes to the policy highlighted. In Polk Valley Park, we added two warning tracks in the outfield of the baseball field. The dug-outs are graveled but there were some weeds growing out there. We added the two baseball fields at the Easton Road Fields that the Township acquired. We also added the Dog Park to the list. It has a turf base and that needs treatments. We asked him to look at the specifics that we have in here for overseeding and he made some changes and they are highlighted. Down under the fertilization and weed control schedule, you will see there are some changes he requested we make. Then the sequence of these treatments that are in the table, there are some changes. These are primarily because we added the Easton Road Ball fields and the Dog Park. What we are doing which is new for this chart, is the overseeding and core aeration that have been added to the chart. Also this year, we will be doing a preventative grub control treatment. There was a problem in this area last year and there were several athletic fields that were lost and are still out of commission because of the damage grubs did and the drought conditions we had last summer. This is something we are going to implement with this contract. This policy needs to be amended with the following changes and he is bringing it to Council for your approval so we can put this out and it's posted on the website for anyone's information.

Mr. Maxfield said are we on any sort of crucial timeline? Mr. Cahalan said we are trying to get the bids out as soon as we can. In fact, they are advertised. Mr. Maxfield said he had a discussion with Mrs. Yerger and they felt there was a lot of this they weren't very sure about and they flat out didn't understand. They are not happy with things like weed killer on the dog park. They are not sure that statements like similar herbicides may be substituted for those listed above as long as they control the weeds. It talks about corn gluten not being effective. Toxic things are sure effective. All he's asking is can we put this off until our EAC meeting this month so we can bring it back the second meeting this month. Mr. Cahalan said what information is that? Mr. Maxfield said there were some things he quite didn't understand like pre-emergent vegetation control, something called Barricade and pre-emergent vegetation control called Razor. That's just weed killer. He doesn't know if it's organic or inorganic. Mr. Cahalan said that has been in here and it was reviewed by Bob Davis who was on the EAC before it was adopted in March 2009. We ran it through Boucher & James and it went through the EAC and he thinks Bob Davis who was the chemical engineer on the EAC looked at it and that was vetted by the EAC before it came to Council to be approved. We are not adding anything new here. We're adjusting the quantities. Mr. Maxfield said he's heard stories of people spraying their yards with fertilizers and animals and children not being able to be on the yard for awhile. That's what he is concerned about. He sees the industry names like Barricade, Escalade, Razor, all these kinds of things that maybe they were

**General Business & Developer Meeting
March 2, 2011**

looked at by Bob, but he doesn't know. If these are different chemical than were approved before, that's one thing. Mr. Cahalan said the only thing new on the Dog Park is that if you look at the chart and the legend, that's already been in the legend, which is D. early September complete fertilizer and then it has broad leaf weed control, True Power on mature grass only. That has been in the legend since this was approved and all we're doing is adding the Dog Park to that fertilization schedules. Ms. Stern Goldstein said that was already being used on the playing fields. Mr. Maxfield said in one other place it does make the statement that fertilization will not be used anywhere but the athletic fields. He knows the dog park gets beat a lot. The dogs are very hard on the grass. Mr. Cahalan said if you did find that statement, "just athletic fields", we need to correct that statement. Mrs. deLeon said do they put up flags or signs that they just treated the dog park? Mr. Cahalan said no, but they will close and lock the dog park when there is maintenance being done. There's a sign saying it's not accessible, then it's reopened. Mr. Maxfield said that freaks him out. If you are spraying something on there that things can't go on. Mr. Cahalan said he's not saying because of the danger of the chemicals, it's due to the maintenance. They are doing aeration and some other types of things and we just close it during these types of maintenance. Mr. Maxfield said on page in 2C it says fertilization not necessary to natural areas, only in athletic fields. Mr. Cahalan said that has to be corrected. He's hearing the concern is primarily about the Dog Park? Mr. Maxfield said that's one of his concerns. He admits he doesn't know about this other thing. We had one opinion that came from one agronomist and he'd like another opinion like someone who is in the industry like Colin Guerra who is on the EAC. He'd like him to just eyeball it and see what he says about it. If we can wait two weeks, that would be great. Mr. Cahalan said he can bring it back. We welcome any input, that's why we brought it here. This agenda item will be reviewed by the EAC and will be brought back to the next Council meeting.

VI. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF FEBRUARY 16, 2011 MINUTES

Mr. Kern said the minutes of the February 16, 2011 Council meeting have been prepared and are ready for Council's review and approval.

Mr. Horiszny said on page 8 of 17, line 12, there's a Mr., but no name. He thinks it was Tom Maxfield. Page 11 of 17, line 47, it should read annual compensation instead of member pay and take the "s" off of fund and add respectively at the end. It should read "Mr. Horiszny moved for approval of Council members, Glenn Kern and Ron Horiszny's annual compensation pay of \$2,500 each to the Open Space and Fire Equipment Fund, respectively. Page 17 of 17, line 2, it should read Wydnor instead of Widnor.

MOTION BY: Mrs. deLeon moved for approval of the February 16, 2011 minutes, with corrections.
SECOND BY: Mr. Maxfield
ROLL CALL: 3-1 (Absent: Mrs. Yerger; Mr. Horiszny – No)

VII. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

- Ms. Donna Baur, resident, said she lives at Four Seasons and is a Trustee and is on its Board of Directors as well. She's surprised that Phoebe isn't here this evening. If she heard it correctly at the last Planning Commission meeting, the gentlemen made reference to a timeframe. She wondered if you could shed some light on the time frame he referenced. Attorney Treadwell said he doesn't know for a fact what the time frame he referenced was. He heard his comment, but he would guess the time frame is they have agreements of sale with the property owners and those generally expire. Ms. Baur said you are not aware of that date? Attorney Treadwell said he has no knowledge of their private contracts with the property owners. Ms. Baur said he made some comment about contractual obligation to appear before you. If they did not appear before you, can they just let it lapse then and not come before you? Attorney Treadwell said the Township does not have an application or anything currently before it that they need to vote on or act on. What Phoebe did was they sent in a letter and proposal saying we would like you to please consider

changing your zoning ordinance. What you heard at the Planning Commission was they made a recommendation that the zoning ordinance not be changed. There is nothing officially for the Township to do. At the meeting of the Planning Commission, we also heard some Phoebe representatives say what you just stated, that they needed something from the Township. They have not contacted the Township since that Planning Commission meeting. Ms. Baur said is there a way for us to find out deadlines and time frames? Attorney Treadwell said those are private contracts between private entities and we don't have any knowledge of them.

- Lenny Szy said he presently lives in the Township and he'd like to make a comment about our roads. When he was a little younger, growing up near downtown Wassergass, he was forced to cut the grass probably every week and this big road grader would come and at that age, he thought they would dig maybe 3, 4, 5, 6 inches deep and in the summertime and in the fall, we didn't understand it. Now a few years later, he does drive a bus in the Palisades district for about 20 years and he drives other places in his own private vehicles. He'd like to thank the Township for maybe still getting that big grader out, cutting the gutters a little deeper. We have a lot better roads, less water, less ice on there. He'd like to thank the Township and the maintenance for that. Mr. Kern said we'll make sure Roger gets the word.

VIII. COUNCIL AND STAFF REPORTS

A. TOWNSHIP MANAGER

- Mr. Cahalan he wanted to give you an update on our continuing efforts with document imaging. We are trying to move to a paperless operation so that all these documents you are now getting on the laptops, we can store them in a system in the Township which would make it accessible to staff and also to Council members. Council had budgeted \$10,000.00 in the 2011 for document imaging and the staff has been meeting with representatives from the Stratix Systems. They were here at a Council meeting a couple of months ago to give a presentation and we did give you several memos from the Assistant Manager who has been spearheading this operation. She gave you the first one on February 2nd, and she just followed it up with another one indicating that after the changes have been made to our server, we are now ready to move to purchasing the hardware to actually start doing the imaging and the storage of those documents so they will be accessible. One of the things we do is someone emails us with an attachment and everybody opens it and saves it to the server and there's probably 15 copies of the same document that's stored on the server. This will allow us to do one copy and that copy will be listed somewhere in a storage display that the staff will be able to access it at the same time and ultimately, Council will be able to get to it even as you sit here at a meeting. You'll get all the documents like the review letters in a digital format and they will be stored. Mr. Kern said would it be possible for the documents we get from T-Mobile? Mr. Cahalan said that is a requirement now, but we haven't actually been able to store them. We do some pdf documents, but now we'll be able to store them and move them right into the system. Mr. Kern said we could require them to send us less copies. Mr. Cahalan said we'll have to see. Some of those are for the fire companies and Planning Commission, and they don't have access to the system. Mr. Horiszny said when we had Metro come in on their tower, didn't we tell them to send us one copy of the document? Mr. Cahalan said yes, we were going to do that and display it up here instead of going through the exhibits, page by page. With this, we do have a list of what we would like to purchase. There's one Fujitsu scanner which is \$995.00. There are two KnowledgeLake Connect programs and those are a total of \$538.00. Ten licenses of Colligo, the Outlook integration with Share Point which is \$950.00. One pack of five licenses of E-copy, which is additional and is loaded on your laptops now. That's \$995.00. That is a total of \$3,478.00 and then we would also have professional services which would include design, hardware setup, software implementation and configuration and training that they estimate to be about 50 hours at a cost of \$5,625.00, for a total cost of \$9,103.00 for the implementation of the system. There's \$10,000.00 budgeted this year to accomplish this.

General Business & Developer Meeting

March 2, 2011

MOTION BY: Mr. Horiszny moved for approval for the document imaging as stated above.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 4-0 (Absent – Mrs. Yەرger)

- Mr. Cahalan said we did get a notice of a resignation from a member of the EAC, Chiharu Tokura. She indicated she has some family and business commitments and she can't continue.

MOTION BY: Mrs. deLeon moved to regretfully accept the resignation of Chiharu Tokura from the EAC.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions or comments? No one raised their hand.
ROLL CALL: 4-0 (Absent – Mrs. Yەرger)

Mrs. deLeon asked to please invite her to the volunteers picnic this year. Mr. Cahalan said they will invite her.

- Mr. Cahalan said there's a quick notice about the Hellertown-Lower Saucon Chamber of Commerce banquet which Mrs. deLeon will talk about.

B. COUNCIL/JR. COUNCIL MEMBER

Eubin Hahn – No report

Mr. Maxfield

- He said he sent Mr. Cahalan an email and he forwarded it to all the Council members. After the last Planning Commission meeting, Jameson Packer, our Jr. Council Member on the Planning Commission approached Mr. Maxfield and asked if he knew of any opportunities for the Jr. Council Members, for further experience, deeper kind of training or just getting into it a little bit more, maybe even looking at paper work. He talked with him a little bit after the meeting and talked to Chris Garges and emailed some ideas to Mr. Cahalan and Leslie had some ideas also. What it amounts to is there are going to be a lot of different opportunities for our Jr. Council Members who are really interested in anything from our newly elected official training to Zoning Officer for a day or coming in and sorting paperwork, which he expressed an interest in doing himself. He would like to ask Council, and he doesn't even know if this has to be done as they are appointed members, we have a fund for training every year and we probably don't use the amount that's in there, and he'd like to make that available to any of the Jr. Council Members who would like to take some type of training. He thought it was real exciting and he felt really good that he was so young and so interested. This is Jameson's second year and we made an allowance for him at a Sophomore, which was only limited to Juniors and Seniors. If we could do that and make it an opportunity and experience available to our Jr. Members, it would be a great investment to our and their futures. He would ask Council to do that.

MOTION BY: Mr. Maxfield moved for approval as stated above to allow Jr. Council members to take some type of training opportunity.
SECOND BY: Mr. Horiszny
ROLL CALL:

Mrs. deLeon said how would we know this year, like PSATs conferences and the LVPC? Mr. Maxfield said in the past we've gotten notification in the mail to the Township. We could pass that information on like we normally would and make that opportunity available and see if anyone wants to do it. Mr. Cahalan said we can identify the opportunity and if they can go, he would bring it back to Council as we don't have money specifically budgeted for this item. He'd ask for your approval on a case-by-case basis. Mrs. deLeon said most of these conferences are held during the week when they are in school. Mr.

**General Business & Developer Meeting
March 2, 2011**

Maxfield said he remembers taking some at night and summer is coming up. Mr. Kern said he's an amazing kid. He remembers him at the multi-municipal planning meetings and he was a freshman at the time. Mrs. deLeon said she would do this on a case-by-case basis like Mr. Cahalan said and brings it back to Council and we vote on it. Mr. Maxfield said he'd like to offer it to all of our Jr. Council members. It's a good experience. Mr. Cahalan said he can bring back a list of those opportunities and you can support that for the Jr. Council Members. We'll look into something specifically for Jameson and if there is something he can attend, he'll bring it back here for approval. Mr. Kern said will Mr. Maxfield withdraw his motion? Mr. Maxfield said he thought we did have a budget line for training for officials? Mr. Cahalan said he doesn't know that it's extended to Jr. Council members. That's his only concern. He knows we put money away for the EAC to go to conferences, but we still bring those here for approval. Mr. Maxfield said as long as he feels Council would support that. Mr. Horiszny said we should make sure they are invited to the Volunteer recognition picnic. Mr. Cahalan said they are invited. Mr. Maxfield withdrew his motion. Mr. Horiszny withdrew his second.

Mrs. Yerger – Absent

Mr. Horiszny

- He said the Access Management Group met again yesterday. Access management pertains to state highways. We have another meeting scheduled in April where Lehigh Valley Planning Commission will come in with commentary and ordinance language regarding joint access, regarding de-acceleration lanes and acceleration lanes, parking lots length and also some reverse premise comments and channelized driveways.
- Mr. Horiszny said the Fire Departments when they were here a month ago, requested a letter to go to PennDOT regarding the cable median barriers and that letter was written on February 3rd by Mr. Cahalan and it was an excellent letter.

Mr. Kern – No report

Mrs. deLeon

- She said on Friday, April 8th at Se-Wy-Co Fire Company, the Hellertown-Lower Saucon Chamber of Commerce will honor Charlie Luthar, who just retired from Hellertown as Borough Manager. He's a great man. His banquet will be that evening. The tickets are \$50.00 and it starts at 5:30 PM. They will also be giving out a scholarship to a senior that evening.
- She said for the Gaming update, they met on Monday, the 28th and she reported after the January meeting, that Lower Saucon and Hellertown were taken off the agenda for February where the presentations were supposed to be done. In the interim, they received a request from Hanover Township requesting Right to Know information on the matrix or the system that we use to evaluate how we got to the 16, so that really didn't exist, so we had to wait until we had a public meeting to discuss it and the Solicitor went over the request on Monday night, and technically if it doesn't exist, you can't ask for it under the Right to Know. We didn't award anyone anything yet. We're still looking at the applications. The number of applications has been streamlined down to 42 as some of them were duplicate requests that we had already awarded and others exceeded the dollar amount available for handing out. Earlier in the year, they appointed three members of the Authority to a sub-committee. There was Chris, who is no longer with the Authority and Tom and Jerry who had originally come up with this one chart, which outlined the 16. Stephanie Kovacs was appointed to be the third member of the sub-committee. The three of them have been appointed to review all of the 42 applications. They are going to select and prioritize the ones that we should interview. They need to be looked at again, and based on our matrix, rate them. Going back to the January 24th meeting, after the first group of presenters, we had discussion and she just point blank asked Tom Nolan and Jerry Yob, who were on the sub-committee, why our joint application for the zoning audit was

General Business & Developer Meeting

March 2, 2011

not in the 16 list, when one of the 16 was Freemansburg for their community development strategy. To her, that was one of our required documents we need, so why is theirs in and not ours? She was just curious. They said we had too many applications and we already got enough money, and they said that publicly. She was not happy. This meeting they were discussing and after they were appointed, she reiterated that as one of the members was absent and after she confronted them again about the fairness, Tom Nolan asked that we should withdraw some of our applications. She's just reporting that back. That wasn't acceptable and it wasn't an appropriate statement to make and we weren't going to be withdrawing. There was no limit on the number of applications that a municipality could present. She is really troubled that there is two members of a three member board who have a bias, so she doesn't know what is going to happen in a month when they meet again. They'll be reporting back. They already interviewed four or five of them. They are in limbo there and trying to be fair. She wants to look at one of the 42 applicants to explain why we didn't choose their application based on our requirements.

- She said she wants to go back to the Girl Scout sitting here. Cindy Hallock is in charge of the group. Is there a badge for them to get if they attend a meeting? If there is something like that, Mr. Cahalan can sign something that they attended a meeting. Ms. Hallock said the Girl Scouts came to support the Heller Homestead. They are working on a Leadership Patch to attend a meeting. Mr. Maxfield said they should get something for coming to his meeting.

D. **SOLICITOR** – No report

E. **ENGINEER** – No report

F. **PLANNER** – No report

IX. **ADJOURNMENT**

MOTION BY: Mrs. deLeon moved for adjournment. The time was 9:00 PM.

SECOND BY: Mr. Maxfield

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

ROLL CALL: 4-0 (Mrs. Yerger – Absent)

Submitted by:

Jack Cahalan
Township Manager

Glenn Kern
President of Council