

**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**

- A. Resolution #41-2014 – Police Department Commendations

**IV. DEVELOPER ITEMS**

**V. TOWNSHIP BUSINESS ITEMS**

- A. Zoning Hearing Board Variance – John Masiado – 2175 Green Pine Lane – Variance for Setback on a Building Addition
- B. Approval of Final Plan for Parking Area at Easton Road Fields
- C. Approval to Purchase Replacement Public Works Vehicles
- D. Approval of RFP for Budget Consultant
- E. Approval to Have Air Quality Consultant Review BRE Emissions Report
- F. Resolution #42-2014 - Revised Fee Schedule
- G. Resolution #43-2014 – Appointing Special Fire Police

**VI. MISCELLANEOUS BUSINESS ITEMS**

- A. Approval of February 19, 2014 Minutes

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

**VIII. COUNCIL & STAFF REPORTS**

- A. Township Manager
- B. Council
- C. Solicitor
- D. Engineer
- E. Planner

**IX. ADJOURNMENT**

Next EAC Meeting: March 11, 2014  
Next Saucon Valley Partnership: March 12, 2014 @ SVSD  
Next Zoning Hearing Board Meeting: March 17, 2014  
Next Council Meeting: March 19, 2014  
Next Saucon Rail Trail Oversight Commission Meeting: March 24, 2014 @ Coopersburg Borough  
Next Planning Commission Meeting: March 27, 2014  
Next Park & Rec Meeting: April 7, 2014

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, March 5, 2014 at 7:00 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; Glenn Kern, Dave Willard and Priscilla deLeon, Council members; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Manager; Linc Treadwell, Township Solicitor; Judy Stern Goldstein, Township Planner; Brien Kocher, Township Engineer

**PLEDGE OF ALLEGIANCE**

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

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

**II. 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. Everyone gets to speak. He'd ask that you give your fellow public the courtesy of the floor. We do transcribe the minutes verbatim and want to make sure the transcriptionist gets every word. We ask that you state your name for the record so the transcriptionist knows who is speaking in the minutes.

**III. PRESENTATIONS/HEARINGS**

**A. RESOLUTION #41-2014 – POLICE DEPARTMENT COMMENDATIONS**

Mr. Horiszny said Council would like to publicly recognize the efforts of our Police Officers for the fine work they do in the Township. Chief Guy Lesser is here to present the commendations. Resolution #41-2014 has been prepared to honor these officers.

Chief Guy Lesser said thank you for taking the time to recognize a number of our officers and their fine work. He said it was a pleasure to have Glenn Kern at the meeting, and he can hear Glenn saying over the years that this was one of his favorite meetings. They have awards for enforcement and officers-of-the-year. He asked Officer Bowlby to come up front. John is one of our very fine officers. He's been with the department two years in May. He's a former graduate of Saucon Valley School District and Indiana University where he majored in criminology with a minor in English. Chief Lesser read the commendation for John Bowlby.

Chief Lesser asked Robert Winters to come up front. He said he's been with the department for four years. Rob serves as our DUI Coordinator. He coordinates our DUI checkpoints, our roving patrols and our cops in shops program. He has additional training in crash investigation and serves in that role. Rob has been a former recipient of our officer-of-the-year award runner-up also. This is his fourth enforcement commendation. Chief Lesser read the commendation for Robert Winters.

Chief Lesser asked Chuck Werkheiser to step forward. He said he's one of our fine officers and serves the department as the defensive tactics instructor as well as the taser instructor. He

**General Business & Developer Meeting  
March 5, 2014**

coordinates painting of speed control lines which all of you have driven by one time or another. He's been with the department five years in August. This is his fifth commendation for enforcement in which Chief Lesser read.

Chief Lesser asked James Connell to come forward. James has been with the department for about four years, the last two as a full-time officer. In addition to being a bicycle officer for the department, he also works with our crime prevention officers group. He serves as the CID officer for the patrol team and has additional training and processing of a crime scene as well as training as a collision investigator. James along with Chuck, we have over a dozen categories that we rate and look at for our officer-of-the-year award and we do that for every officer in the department, so the ranking and numbers has a great disparity among the officers. At times, they are down to a half point or a quarter point. During that process for last year, Officers Werkheiser and James Connell had the identical total. They are both the Co-Runner-Up Officers-of-the-Year. Chief Lesser read the commendation.

Chief Lesser asked John Bowlby to come up front again. He said he's an extremely young dedicated officer. He works often to fill in when officers are off or scheduled for training. It really takes someone who is willing to be flexible to perform outstanding in that role. He has performed outstanding. What that in part means is he's made himself available, cancelled personal plans on many occasions to come in on short notice if they have something unforeseen or to work an unusual variety of hours when they have officers in training or on vacation. It's his dedication and commitment that has really helped them with their regular patrol team staff to maintain full three-man coverage throughout LST. In addition to that, he's been a very productive officer. Chief Lesser read the commendation for Officer Bowlby.

Chief Lesser thanked everyone for taking the time to recognize the fine officers. Mr. Horiszny said Sgt. Tom Barndt and Corporal Tim Connell are present this evening and we think we have the best police department around. We pray you'll keep up the good work. Chief Lesser said the Sgt. and Corporal are our FTO's. We have two officers certified through Penn State University as field training officers. It's due in part to their efforts that we have a number of outstanding officers. Mr. Horiszny read the resolution.

**POLICE DEPARTMENT COMMENDATIONS**

**WHEREAS**, Officer John M. Bowlby has been named Officer-of-the-Year; and,

**WHEREAS**, Officer Charles H. Werkheiser, Jr. has been named Co-Runner-Up Officer-of-the-Year; and,

**WHEREAS**, Officer James M. Connell has been named Co-Runner-Up Officer-of-the-Year; and,

**WHEREAS**, Officer Charles H. Werkheiser, Jr. has been awarded a Commendation for DUI Enforcement; and,

**WHEREAS**, Officer Robert R. Winters has been awarded a Commendation for DUI Enforcement; and,

**WHEREAS**, Officer John M. Bowlby has been awarded a Commendation for DUI Enforcement.

**NOW, THEREFORE BE IT RESOLVED, AND IT IS HEREBY RESOLVED** that the Council of Lower Saucon Township, Ron Horiszny, President; Tom Maxfield, Vice President; Priscilla deLeon, Council Member; Glenn Kern, Council Member; and David Willard, Council Member, does hereby recognize and thank all of these Officers for the fine work exhibited during the year. It is this Council's opinion that it was a job well done!

**General Business & Developer Meeting  
March 5, 2014**

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #41-2014.  
**SECOND BY:** Mr. Maxfield  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 5-0

**IV. DEVELOPER ITEMS – None**

**V. TOWNSHIP BUSINESS ITEMS**

**A. ZONING HEARING BOARD VARIANCE – JOHN MASIADO – 2175 GREEN PINE LANE – VARIANCE FOR SETBACK ON A BUILDING ADDITION**

Mr. Horiszny said the applicant is proposing to construct an addition to an existing dwelling which will encroach approximately 4' into the required 30' side setback.

Mr. Masiado said he's proposing to put an addition onto his property in the rear of the residence where there's an existing sunken patio now. After discussing with Chris about possibilities of obtaining a permit for the addition, he advised him that he would need a variance as he would like to extend his addition 4' towards the left setback from the property. The setback of the home right now is 31'. With the proposed addition, he would be 27' from the property line. The setback must have changed as his setback on the other side of the property is now only 26'. That's existing. Even if he does the addition, add the 4' towards his property line, he'll still have more of a setback than he does on the other side. He has no permits drawn at this time. Impervious coverage is not an issue either.

Mr. Horiszny said is there also a garage that goes into that setback? Mr. Masiado said there's a detached garage which is unaffected by this part of the addition. It is in the setback. The detached garage setback is actually different than the home dwelling.

Mr. Maxfield said the impervious coverage is in a good place. Mr. Maxfield said he would propose no action as it's a pretty straight-forward application.

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

Council took no action.

**B. APPROVAL OF FINAL PLAN FOR PARKING AREA AT EASTON ROAD FIELDS**

Mr. Horiszny said the Township Engineer and Planner will review the final plan for the parking area off of Easton Road which will provide off street parking for visitors attending baseball games at the Easton Road Fields property and access to the lower baseball field.

Mr. Cahalan said the Township acquired this property several years ago from Christ Lutheran Church. Originally there were two fields that were constructed on the property, an upper and lower field. The upper field has access issues which forced it to fall into disuse. It hasn't been used by the Lower Saucon-Hellertown Little League (LSHLL) in many years. He did discuss with Council a plan to get access to the upper field, but Council's direction at the time was to just focus on providing off-street parking for the lower field which is what this plan covers. They have taken this plan to the Parks & Recreation Board and they reviewed it and recommend approval. They shared a copy of the plan with the LSTHLL who had a lease with the church which we are honoring and they use the field for their baseball season.

## General Business & Developer Meeting

March 5, 2014

Mr. Kocher explained the plan to everyone and showed them where all the roads, fields and parking was. Right now there's a very small existing driveway in the grass. There's three trees that were the subject of a couple of Judy's memos over the last few years which have basically said the trees are going to die and they may come down if we don't take them down. If we move the entrance down, we can fit in a 40 space parking lot. It's kind of tight because of the elevation difference as there's about a 10' difference between the field and the road. If we put a 65' level plateau in there, there is grading we need to do which leaves a small area where we'll try to fit stormwater management so we can get the permit from PennDOT. The plan also includes a couple of ADA parking spaces and an ADA trail which goes up to the existing dugouts. There are some proposed bleachers on each side and an ADA landing area if someone were in a wheelchair they could watch the game. That is the extents of what they are proposing now. PennDOT will require at least the main driveway throat to be paved and they would need to pave the ADA spots and the trail and for now, the rest of the parking lot would be gravel.

Mr. Horiszny asked if this was budgeted. Mr. Cahalan said Cathy and Roger prepared a budget and there are funds in the budget to cover the construction.

Mr. Kocher said they'd like Council's blessing on the layout so they can then go to PennDOT and get approval to put the driveway in which will include the stormwater design to meet PennDOT's regulations.

Mr. Maxfield said do you foresee us ready to go this season or next? Mr. Kocher said that was their plan except PennDOT is always the variable there. Mr. Maxfield said if we are looking towards the spring and develop some kind of groundbreaking for the spring, he was going to ask that the Township contact Jim Giovanni who was the first person to pull out the first permit for metal detecting and that was the exact spot he ran into him. He had been there every couple of weeks for years. He would like to give Mr. Giovanni a chance when the grounds gets broken as it's something he's been doing a long time and he would like him to check out that space.

**MOTION BY:** Mr. Maxfield moved for approval of the final plan for the parking area at Easton Road ball fields, with the one condition he mentioned regarding giving Mr. Giovanni a chance to metal detect when the ground gets broken.

**SECOND BY:** Mr. Willard

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

**ROLL CALL:** 5-0

### **C. APPROVAL TO PURCHASE REPLACEMENT PUBLIC WORKS VEHICLES**

Mr. Horiszny said the Public Works and Finance Directors are requesting approval to purchase replacement Public Works vehicles with funding that has been approved in the 2014 budget.

Ms. Gorman wrote a memo and she said in the past several years because of the economy we have held up on requesting of replacing public works vehicles. Other than the emergency street sweeper we replaced in 2012, we have delayed the replacement of the vehicles listed in the vehicle replacement schedule provided by the PW Department. In the 2014 budget, Council approved the replacement of five vehicles, No. 3 which is a 2004 Sterling dump truck; No. 4 which is a 2004 Sterling dump truck; No. 6 which is a 1997 Ford dump truck; No. 9 which is a 2004 Ford dump truck and No. 14 which is a 1991 Sterling dump truck. \$550,000.00 was budgeted in the Capital Fund and \$150,000.00 in the State Liquid Fuel Fund, totaling \$705,000.00 to purchase these vehicles. The PW Director has obtained quotes for these vehicles which totaled \$643,927.60 which represents a savings of \$61,072.40. The five vehicles we are replacing will be sold and the proceeds from those sales will be used for the purchase of two new snowplows. Any remaining funds will be put back into the Capital Fund for future purchase of vehicles when needed. The vehicles that are being replaced are heavily used and are now exceeding the ten year replacement

**General Business & Developer Meeting  
March 5, 2014**

cycle recommended by the PW Director. Due to the maintenance program by the PW Department, they will attract a good price at their sale. The new vehicles will be ordered with Council's approval and receipt and payment for those vehicles will occur in 2014 or 2015 depending when the vehicle build outs are completed.

Ms. Gorman had photos of the vehicles that are being replaced. Mr. Maxfield asked if we had any interest in buyers for our old equipment? Mr. Rasich said we do. We have a few municipalities that have expressed interest. Mr. Cahalan said the last one we sold to a municipality, how much did we sell that for? Mr. Rasich said that was truck 2, an International 10-wheeler which was sold for \$27,000.00 or \$28,000.00. Some of these may possibly go that high and some may not because some are smaller trucks. There's a 10-wheeler, two larger single axles, and two 550's, which are the smaller ones.

Mr. Horiszny thanked both of them for their prudent use of Township funds under this situation. We made them last a longer than we needed to and that's good. The Authority has good fortune in selling trucks with an internet source, so if you need it, Gar can give you that information. Ms. Gorman said they have contacted Gar and asked for that information already.

**MOTION BY:** Mr. Maxfield moved for approval to purchase the Public Works vehicles.  
**SECOND BY:** Mrs. deLeon  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 5-0

**D. APPROVAL OF RFP FOR BUDGET CONSULTANT**

Mr. Horiszny said the final draft of a Request for Proposals (RFP) for an accounting professional to review and provide a report and recommendations on the Township Annual Budget and Budget process is ready for Council's review and approval.

Mr. Cahalan said this is the second time this was brought to Council. They brought it in draft form and he and Cathy worked on beefing up the scope of services for what they are looking for. That's been changed on page 2. The rest of the RFP is basically the same with what they gave you previously. If Council is satisfied with this and approves it, they will send it out this week to a list of CPA firms that they have and they'll bring back any proposals received from them.

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

**MOTION BY:** Mr. Maxfield moved for approval of the RFP for a budget consultant.  
**SECOND BY:** Mr. Horiszny  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 5-0

**E. APPROVAL TO HAVE AIR QUALITY CONSULTANT REVIEW BRE EMISSIONS REPORT**

Mr. Horiszny said Council requested that the Manager obtain a copy of the BRE rolling emission report that was submitted to PA DEP. The Manager is requesting approval to have our air quality consultant, Lou Militana, review it and provide a report to the Township.

Mr. Cahalan said this is the report that Priscilla had asked him to obtain from DEP. It was in an email from Becky Easley. It was sent down to us by Roger Bellis at DEP. It's the January monthly emission result and the 12-month rolling emissions results from the BRE plant. He's requesting approval to send it to Lou Militana for him to review and to provide a report to Council.

**General Business & Developer Meeting  
March 5, 2014**

Mrs. deLeon said she didn't understand it at all. She said we're talking about this report, but there were a lot of things that our consultants recommended to happen as a condition of approval for this plant back in 06 or 07. Is there any way you can provide them with a copy of those approvals just to refresh their memories. Lou should be updated also. It's a long time ago. Mr. Cahalan said he will do that. Mrs. deLeon said we need a specialist to tell us what this all means and if they are complying with the conditions of approval.

**MOTION BY:** Mrs. deLeon moved for approval to have our Air Quality Consultant, Lou Militana, review the BRE emissions report.

**SECOND BY:** Mr. Willard  
Mr. Horiszny asked if anyone had any comments or questions? Mr. Horiszny said he would hope that we might possibly get a little bit inclination of the older SO2 having sulfur in it maybe being responsible for the musty odor being reported lately in the area. Hopefully that will come to light in this approval also. Mrs. deLeon said the odor was only noted one time on that Saturday. The other smells were gas smells and in light of yesterday's horrific accident in NJ, we need to be doing something.

**ROLL CALL:** 5-0

**F. RESOLUTION #42-2014 – REVISED FEE SCHEDULE**

Mr. Horiszny said Resolution #42-2014 has been prepared to amend the fee schedule adopted at the reorganization meeting.

**A RESOLUTION ESTABLISHING APPLICATION AND ESCROW FEES, PERMIT FEES, UNIFORM CONSTRUCTION CODE FEES, FEES FOR THE USE OF FACILITIES, AND OTHER FEES FOR SERVICES PROVIDED BY LOWER SAUCON TOWNSHIP**

**WHEREAS**, Lower Saucon Township is authorized pursuant to the Code of the Township of Lower Saucon, the Second Class Township Code, the Pennsylvania Municipalities Planning Code, the Uniform Constriction Code, and other applicable statutes to establish a schedule for certain fees that are to be paid to the Township General Fund for the submission of applications, the use of Township facilities, the acquisition of permits, the provision of financial and tax services and police department services, fees associated with Right-to- Know Act requests, and other authorized and associated fees; and

**WHEREAS**, these fees are to be established to provide for general reimbursement to the Township General Fund for administrative costs associated with processing applications and permits, maintaining facilities, scheduling and reserving Township fields and pavilions, as well as other incidental costs; and

**WHEREAS**, the Township of Lower Saucon is desirous of establishing a uniform Fee Schedule for such applications, permits, and other enumerated services so that the general administration costs associated with the provision of these services are specifically set forth and established.

**NOW, THEREFORE**, be it resolved and it is hereby resolved as follows:

1. The "whereas" clauses set forth above are incorporated herein by reference.
2. All other resolutions inconsistent herewith are repealed.
3. The Lower Saucon Township Fees established for 2014 are as follows:

**General Business & Developer Meeting  
March 5, 2014**

Mr. Cahalan said the reason for this is to make some corrections to the fee schedule and to adjust the fee for the Right-to-Know information that's placed on disk. The highlighted areas are the zoning permit fees for new construction and additions to change and use under 1.C. Under the documents under 7.H., that's been changed to \$1.00. Under Police Department false alarm charges, D.3., that has been changed to \$150.00 and D.4. to \$200.00.

Mr. Horiszny asked if that also goes for fire department call alarms. Mr. Cahalan said if it's registered with the PD, then they would respond and if it's a false alarm, they would get a notice.

Mrs. deLeon asked if this was on the website and we approved this in January and it's being changed. Mr. Cahalan said it will be on the website and we are making a correction to it.

**MOTION BY:** Mr. Maxfield moved for approval of Resolution #42-2014.  
**SECOND BY:** Mr. Willard  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 5-0

**G. RESOLUTION #43-2014 – APPOINTING SPECIAL FIRE POLICE**

Mr. Horiszny said Resolution #43-2014 has been prepared appointing Special Fire Police.

**SPECIAL FIRE POLICE**

**WHEREAS**, following nomination by one of our Township fire departments of any of its members whom they have concluded is fit for duty, all nominees shall be appointed/confirmed by Lower Saucon Township yearly and be sworn in within thirty (30) days of their initial appointment/confirmation; and

**WHEREAS**, said appointment/confirmation shall immediately be null and void upon the termination of membership in any of the Township fire departments; and

**WHEREAS**, the fire department shall then insure that its special fire police are equipped with, at a minimum, a badge and identifying hat or uniform; and

**WHEREAS**, whenever a Township fire company is dispatched or whenever the Manager authorizes response to an event, such as a carnival, Lower Saucon Township shall be responsible for Worker's Compensation Insurance; and

**WHEREAS**, prior to participating in non-emergency activities and emergencies where their fire company has not been called out, unless they come upon an emergency and no police are on scene, in other municipalities our special fire police shall insure that they have written authorization from the governing body of that municipality stating specifically the date(s), time(s), location, and duties the fire police are requested for. The written authorization shall then be forwarded to the Township Manager for final approval; and

**WHEREAS**, all Township Fire Police shall complete the Basic Fire Police program and a yearly, in-house refresher program or other State certified course, and must produce documentation for such to the Township each year.

**NOW, THEREFORE, BE IT RESOLVED**, that the following persons are confirmed as Lower Saucon Township Special Fire Police.

**Se-Wy-Co Fire Company**

Robert Gearhart, Captain – #1891  
Ronald W. Horiszny, Lieutenant – #1892  
James Petrowski – #1893

Mrs. deLeon said she would like to commend the three above because they do a special thing. Please pass that along. What she doesn't like seeing is over the years the decrease in numbers and it's really sad. Mr. Horiszny said thank you.

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #43-2014.  
**SECOND BY:** Mr. Maxfield  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 5-0

**VI. MISCELLANEOUS BUSINESS ITEMS**

**A. APPROVAL OF FEBRUARY 19, 2014 MINUTES**

Mr. Horiszny the draft minutes of the February 19, 2014 Council meeting have been prepared and are ready for Council's review and approval.

Mr. Willard said on page 29 of 33, line 51, change the word "issued" to "**requested**". Page 32 of 33, line 44, it reads, "That was a surprising turnover last time". He meant to say "**turn of events**" last time.

**MOTION BY:** Mrs. deLeon moved for approval of the February 19, 2014 minutes, with corrections.  
**SECOND BY:** Mr. Willard  
Mr. Horiszny asked if anyone had any questions? No one raised their hand.  
**ROLL CALL:** 4-1 (Mr. Horiszny – No)

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

- Mr. Gene Boyer said he would like to hear what happened on Saturday. Mr. Willard said it will be in his report.

**VIII. COUNCIL & STAFF REPORTS**

**B. COUNCIL**

**Mr. Willard**

- He said Gene is referring to the bus tour for the Economic Development Task Force. They met at 7:30 AM here at the Township and the bus left at 8:00 AM. He doesn't have the exact count, but there were probably 20 or more on the bus including the Township Manager, the Zoning Officer, Township Planner and himself as the Council liaison. They visited ten locations in the Township. They had a public address system on board so the Planner and the Zoning Officer could give information enroute and at each location. Everybody was energized to really see what they are going to be asked to study and report on later this year. There were some questions raised which we will address before the next meeting. The first question was on the framework for the next meeting which was intended to be a brainstorming session and will be more a wide open session than the first one before they get into the report-writing phase. We had previously been asked for some successful Township's in the economic development area, so they are approaching Lehigh Valley Economic Development Corporation for that. They said they could provide them. There was an article yesterday that the Lehigh Valley region was number 2 in the country in terms of economic development over the last year. Our timing seems to be good and we

**General Business & Developer Meeting  
March 5, 2014**

might as well get in the mix with the other 61 municipalities and see what businesses we can attract here. There's a report Jack wrote and a photograph of the bus riders on the website with more to follow, and thank you for the article in the Valley Voice.

**Mr. Kern** – No report

**Mr. Horiszny** – No report

**Mr. Maxfield** – No report

**Mrs. deLeon**

- She said Thursday, March 27<sup>th</sup> is the Hellertown-Lower Saucon Chamber dinner and the deadline is coming up to get your tickets.
- She said Monday, March 24<sup>th</sup> at the Heller Homestead, there's an artist reception with Maria Kazakia from 7 PM to 9 PM and the exhibit is beautiful.
- She said coming up is the Saucon Valley past and present which is a juried photo exhibit. The deadline for submitting photos will be Sunday, March 30<sup>th</sup> at midnight. This will celebrate History Day on April 26<sup>th</sup>. The photos so far are just beautiful. This will be hung in the lobby. The Saucon Valley Conservancy is very excited to be presenting that.
- She said she attended the monthly landfill meeting on Thursday, February 20<sup>th</sup> and Council should have received minutes which they normally do.
- She said Tuesday, February 25<sup>th</sup> she attended the quarterly consultant meeting for the landfill and minutes were provided to Council.
- She said March 1<sup>st</sup> she also attended the Task Force bus tour.
- She said on Facebook, she got a Police Department posting about reminding people if they smell any gas odors or odors on Applebutter Road or Ringhoffer area, what to do, and that was also posted on the Township's website, thank you to the administration for doing that and thank you to the PD for posting that.

**A. TOWNSHIP MANAGER**

- Mr. Cahalan said he has two special event applications. The first one is for the camp out of the Boy Scouts at the Heller Homestead on April 25<sup>th</sup> to 27<sup>th</sup> this year. This is an annual event the local Boy Scout troop undertakes overnight. They cook out with fires and they'll be doing it in conjunction with History Day that the Saucon Valley Conservancy will be holding at the Heller Homestead that weekend. The event form was reviewed by the staff and Parks & Recreation Board and they recommended Council approve it. Mrs. deLeon said they are planning activities at the Heller Homestead and the Boy Scouts help every year and look forward to learning about history and doing some community service work.

**MOTION BY:** Mrs. deLeon moved for approval of the special event application for the Boys Scouts camping at the Heller Homestead April 25<sup>th</sup> to April 27<sup>th</sup>.

**SECOND BY:** Mr. Horiszny

**ROLL CALL:** 5-0

- Mr. Cahalan said the second event application was received from the American Cancer Society. The Relay for Life holds their annual event at Dimmick Park and this year they are adding a 5K run-walk that will be held on the same day, May 17<sup>th</sup> with conjunction with the Relay for Life fundraiser. The 5K route will take them out of Hellertown from Dimmick Park onto Wassergass Rd., Reservoir Rd., and Panther Way. It won't involve any road closures or police presence. It was reviewed by Parks & Recreation and they recommend it be approved.

## General Business & Developer Meeting

March 5, 2014

**MOTION BY:** Mr. Maxfield moved for approval of the special event application for the 5K run-walk received by the American Cancer Society.

**SECOND BY:** Mr. Willard

**ROLL CALL:** 5-0

- Mr. Cahalan said he has a recommendation for appointment to the Lower Saucon Authority. Gar Davidson is recommending the appointment of John P. (Preston) Werner, 1651 Cross Lane in the Township and he works as a Chemical Engineer for a bio-tech engineering firm in Bethlehem. We are recommending he be appointed to fill the five-year term that Dick McFerren held. Mrs. deLeon asked about his resume. Mr. Cahalan said he got an email from Gar. He'll get it from Gar.

**MOTION BY:** Mr. Maxfield moved for the appointment of John Preston Werner to the Lower Saucon Authority.

**SECOND BY:** Mr. Horiszny

**ROLL CALL:** 5-0

- Mr. Cahalan said he received the \$3,310.00 recreation fee from the Kreichelt Minor Subdivision located on Country Side Lane that was approved by Council. The Parks & Recreation Board is recommending that this fee be deposited in the Polk Valley Park Fund.

**MOTION BY:** Mr. Maxfield moved for approval to put the \$3,310.00 recreation fee from the Kreichelt Minor Submission into the Polk Valley Park Fund.

**SECOND BY:** Mr. Willard

**ROLL CALL:** 5-0

- Mr. Cahalan said there was an estimate from West Side Hammer Electric for three items that didn't get on our list that was given to Council at budget time. It has to do with exhaust fans and it's three of them. The first one on the list is there is an exhaust in the woman's locker room in the PD wing, but it runs all the time, so we need a wall switch to control that fan. In the men's locker room, there is no exhaust fan. There are no woman police officers, but there's a fan. The men's locker room needs a fan installed up there as they use the shower and that facility frequently. The third one, an exhaust fan was never installed in the evidence room and they use cleaning chemicals that need to be vented to the outside. This is an estimate to install the fans and the control switches in those three locations for a price of \$1,950.00. Mrs. deLeon asked if they were originally on the site plans for this building. Mr. Cahalan said he's not sure about that. The one in the evidence room came up when they did the accreditation. Mrs. deLeon said if we're putting in a switch and an off switch for the fan, is there some way, the bathrooms now have the automatic sensors when you open up the door, the lights go on, can you put a switch that it would just go on and off then. Mr. Cahalan said the fan now goes on when you flip on the lights, so they are trying to separate that, but he will look into that.

**MOTION BY:** Mrs. deLeon moved with the approval to upgrade to an automatic switch.

Mr. Maxfield said what happens if someone keeps the light on, does it keep running? Mr. Cahalan said now it would. Mr. Maxfield said he's going to ask that we look at price differential between the two, the automatic and the wall switch as it could be substantial. They can just go in and flip the switch on. Mrs. deLeon said the fan could be running continuously and the lights may be off. They should be working together. Mr. Maxfield said who knows how long it's been running now. Mrs. deLeon said we can fix it from this day forward. Mr. Maxfield said he doesn't want to spend money needlessly, so if somebody can be responsible and turn the switch off, he'd prefer that at less cost than an

**General Business & Developer Meeting  
March 5, 2014**

automatic switch. Mr. Horiszny said we'll bring it back. Mrs. deLeon said unfortunately, she didn't withdraw her motion, but if she didn't it would fail.

**SECOND BY:**  
**ROLL CALL:**

Motion fails, no second.

- Mr. Cahalan said no approval needed, but the work on the cupola at the schoolhouse has been completed by Bob Doerr. There was just some minor work that had to be done on the interior plastered ceiling which he's going to take care of and he will do the painting at no additional cost. He also reported there was no damage to the flashing or shingles on the roof. The next step is to get the bid out on the painting and we'll be up to speed out there.

- B.**     SOLICITOR – No report
- C.**     PLANNER – No report
- D.**     ENGINEER – No report

**V.     ADJOURNMENT**

**MOTION BY:**   Mr. Maxfield moved for adjournment. The time was 8:02 pm.  
**SECOND BY:**   Mrs. deLeon  
                  Mr. Horiszny asked if anyone had any questions? No one raised their hand.  
**ROLL CALL:**    5-0

Submitted by:

---

Jack Cahalan  
Township Manager

---

Ron Horiszny  
President of Council