

I. OPENING

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

II. PRESENTATIONS/HEARINGS

III. DEVELOPER ITEMS

- A. IESI – Request Extension to Complete Condition of Approval
- B. Bethlehem Commerce Center – 3419 Commerce Center Blvd. – Update Regarding March 2017 Approval

IV. TOWNSHIP BUSINESS ITEMS

- A. Zoning Hearing Board Variances
 - 1. Bethlehem Commerce Center – 3419 Commerce Center Blvd. – Miscellaneous Variances Related to a Proposed Warehouse Development
 - 2. Jorge Vazquez – 2101 Schwab Avenue – Variance for Setback of an Above-Ground Pool
- B. Steel City Park – Review of Landscaping Design
- C. Resolution #34-2017 – Application for Funding of Landscaping Expenses for Steel City Park
- D. Resolution #35-2017 – Accepting Deed of Dedication for Cottages at Saucon Valley – Mountain View Drive
- E. Approval of Lower Saucon Township Trick-or-Treat Night

V. MISCELLANEOUS BUSINESS ITEMS

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

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS

VII. COUNCIL & STAFF REPORTS

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

VIII. ADJOURNMENT

Next Zoning Hearing Board Meeting: March 20, 2017
Next Planning Commission Meeting: March 23, 2017
Next Saucon Rail Trail Oversight Commission Meeting: March 27, 2017 @ LST
Next Park & Rec Meeting: April 3, 2017
Next Council Meeting: April 5, 2017
Next EAC Meeting: April 11, 2017
Next Saucon Valley Partnership: May 10, 2017

I. OPENING

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

ROLL CALL: Ron Horiszny, President; Sandra Yerger, Vice President; Priscilla deLeon, Glenn Kern and Donna Louder, Council Members; Leslie Huhn, Township Manager; Linc Treadwell, Township Solicitor; Mike Beuke, Planner; Kevin Chimics, Engineer. Absent: Kelsey Gatchel, Junior Council Member.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

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

PUBLIC COMMENT/CITIZEN AGENDA ITEMS

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

III. DEVELOPER ITEMS

A. IESI – REQUEST EXTENSION TO COMPLETE CONDITION OF APPROVAL

Attorney Maryanne Garber, representing IESI, said they are here regarding the SE Realignment. They received ZHB special exception approval in April 2016, and conditional/preliminary land development approval on June 15, 2016 which included several conditions to comply with comments on consultant review letters and obtaining outside permits, which stated they need to satisfy those conditions within one year of having received the land development approval. They are going through Phase I of DEP's review process and expect DEP is going to give their decision soon. DEP will then move into the technical review phase which could take up to 180 days not counting responses from the applicant. They are asking for an extension until October 18, 2017.

Mr. Horiszny said most of the technical review has been done as IESI and Township comments are in. Attorney Garber said even though DEP separates it into two reviews, if the Township would like a meeting or hearing, they should write to DEP and ask for that. Mrs. deLeon said we talked about having another hearing or meeting, and now is the time to ask DEP for that so we don't hold things up. We are waiting for DEP's letter on the Harms and Benefits.

Mrs. Louder asked if IESI is still negotiating with the second property owner adjacent to the Landfill. Mr. Donald Hallock said yes.

MOTION BY: Mrs. deLeon moved to approve the request from IESI for an extension until October 18, 2017 to complete the conditions of their land development approval.

SECOND BY: Mrs. Yerger

ROLL CALL: 4-1 (Mrs. Louder – No)

Mrs. deLeon said regarding asking DEP for a meeting, there's a big difference between a hearing and a meeting and she'd like us to request a public meeting.

MOTION BY: Mrs. Louder moved to send a letter to DEP to request a public meeting regarding the technical review of the SE Realignment submission permit for IESI landfill at the appropriate time.

SECOND BY: Mrs. Yerger

Mrs. deLeon said they can talk to the consultants and see what they suggest as the wording for the letter.

ROLL CALL: 5-0

B. BETHLEHEM COMMERCE CENTER – 3419 COMMERCE CENTER BOULEVARD – UPDATE REGARDING MARCH 2017 APPROVAL

Attorney Jim Preston said this was a project that was approved and they have since modified the project, so they need some additional zoning relief. Attorney Preston said it's the same applicant

and concept, however the use is slightly different. Attorney Treadwell said it's two buildings now as opposed to one. Mr. Eric Scheller from Majestic explained the plan. The applicant has decided to utilize the LST portion and modify the plan by doing a two building concept. It's the same property, same concept, but the building is a little bit wider. They would build the same building in the City of Bethlehem, but a small corner would be in LST. Traffic is still going to enter and exit the property on Route 412. All the storm drainage remains the same.

Mrs. deLeon asked how many employees? Mr. Scheller said right now they don't have tenants, but probably anywhere from 80 to 150 employees or it could go to a couple hundred. Mrs. deLeon asked how you judge how many parking spaces you need? Mr. Scheller said the PA Labor and Industry has guidelines on the number of employees per square foot of the building. Mrs. deLeon asked are you anticipating parking spaces for the highest number of employees? Mr. Scheller said yes, by square footage, and it depends on the truck parking, which could also be car parking. Mrs. deLeon said she's always had a concern of width of parking spaces and you are requesting 9' as opposed to 10'. Attorney Preston said the project follows the design on the other project and the design of all the buildings are with the City's specifications. Mrs. deLeon said when you are in the portion of LST, it has to follow our guidelines.

Attorney Treadwell asked if they anticipate any public parking occurring on this site? Mr. Scheller said it's parking for the employees. Mrs. deLeon said how many parking spaces are in the LST portion? Mr. Scheller said for automobiles there are zero. Mr. Horiszny asked if there were any modifications made when we discussed this in 2011? Attorney Treadwell said we didn't have any mention about changing the municipal boundary line. They had an agreement with the City of Bethlehem that was going to be submitted to Northampton County that explained percentages of the one single building and how it would be taxed in both municipalities. So from the real estate perspective, it's a wash. The easy way to do it is the top building gets taxed in LST and the lower building gets taxed in the City.

Mrs. deLeon asked why do you have to go before our ZHB for parking spaces? Attorney Preston said what's happening is it's our hope to have it approved that in the future if the applicant wants to move the lot line, the parking could be brought into the township and it was through having the plan approved, then deal with that later. Mrs. deLeon asked if there is any thought to adding some larger parking spaces that meet our regs? Mr. Scheller said they can investigate that with the developer.

Mrs. Yerger said they mentioned the storm water discharge is going to be into the Saucon. In lieu of our pending MS4 and all the regulations that we are going to have to meet, are we going to make sure this is not an issue moving forward? She asked if there will be BMP's or will it comply with LST's regulations when it comes to storm water? Mr. Tom Serpico from Pennoni said all the storm water will be flowing from the north to the south to the City of Bethlehem. They are proposing a detention basin and are going to control the erosion on the east side of the Saucon Creek. Mrs. deLeon asked if there was a Greenway? Mrs. Yerger said that was on the other part of Majestic that they talked about years ago. Mr. Scheller said all that has been targeted as green open space. Mrs. Yerger said they will buffer it as there are residents across the street.

IV. TOWNSHIP BUSINESS ITEMS

A. ZONING HEARING BOARD VARIANCES

1. BETHLEHEM COMMERCE CENTER – 3419 COMMERCE CENTER BOULEVARD – MISCELLANEOUS VARIANCES RELATED TO A PROPOSED WAREHOUSE DEVELOPMENT

Council took no action.

2. JORGE VAZQUEZ – 2101 SCHWAB AVENUE – VARIANCE FOR SETBACK FOR AN ABOVE-GROUND POOL

Mr. Vazquez's son was present and said the project is for a pool in the back yard and this is the only place they can place it because to the left there are overhead wires and to the right

is a septic tank. Mrs. deLeon asked where the alternate site was? Mr. Vazquez said he didn't know. Mrs. deLeon asked for the Township to confirm where the alternate site was. Council took no action as long as it's not over the secondary septic system location.

B. STEEL CITY PARK – REVIEW OF LANDSCAPING DESIGN AND AUTHORIZE REQUEST FOR BIDS

Mrs. Huhn said at Council direction we prepared a revised landscaping design as the last bid came in at \$76,000.00. Mrs. Louder asked about the outfield fence. Right now the plan calls for 20 trees at the outfield fence which would block all the visual for the tot lot, and there's a gate by the basketball court that comes off of Riverside. Her concern is with the trees blocking view, if a parent has a child playing ball and they are watching that, and the younger child is at the tot lot, nobody is going to see someone coming in the back gate. There's another gate on the far corner, which is easy access to come in as well. She would like to have three options. The first option is all the trees the way it stands now, the second option is to have 10 trees, and the third option is to have no trees at all there. That's the way the bid would go out with those options in case we change our mind when we are ready to do this.

Mrs. Huhn said when the bids come in, you choose the base bid and the alternates a, b, or c. Mrs. Yerger said cost may be a factor for the trees. Mrs. Louder said there's a possibility the cedar trees will grow to 15' which will block the vision.

Mrs. Huhn said this is to advertise, and it will come to a Council meeting, which may be in May sometime. This is to get it out so we don't miss the planting season.

MOTION BY: Mrs. Louder moved to approve the landscape design and advertise bids for the landscaping design at Steel City Park with the three tree alternate options as discussed.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

C. RESOLUTION #34-2017 – GRANT APPLICATION FOR FUNDING OF LANDSCAPING EXPENSES AT STEEL CITY PARK

Mr. Horiszny said this is for a grant for the funding of the landscaping expenses at Steel City Park. Mrs. Yerger said it's a grant for recreational purposes up to 50%.

MOTION BY: Mr. Horiszny moved to approve of Resolution #34-2017, grant application for funding of landscaping expenses at Steel City Park.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

D. RESOLUTION #35-2017 – ACCEPTING DEED OF DEDICATION FOR COTTAGES AT SAUCON VALLEY – MOUNTAIN VIEW DRIVE

Attorney Treadwell said they authorized the Cottages to go into the maintenance phase. This resolution accepts Mountain View Drive as a public road in LST.

MOTION BY: Mrs. Yerger moved to approve Resolution #35-2017 accepting deed of dedication for Cottages at Saucon Valley – Mountain View Drive.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

E. APPROVAL OF LOWER SAUCON TOWNSHIP TRICK-OR-TREAT NIGHT

Mrs. Huhn said the trick-or-treat night is in Hellertown Borough on October 28th from 4:00 p.m. to 6:00 p.m.

MOTION BY: Mrs. Louder moved for approval to schedule Trick-or-Treat night in Lower Saucon Township on Saturday, October 28, 2017 from 4:00 p.m. to 6:00 p.m.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

**General Business & Developer Meeting
March 15, 2017**

V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF MARCH 1, 2017 MINUTES

Mr. Horiszny asked for two corrections earlier. Mrs. Louder said page 3 of 7, line 14, it says Mrs. Louder said asked, "said" can be deleted.

MOTION BY: Mr. Horiszny moved to approve the March 1, 2017 minutes, with corrections.

SECOND BY: Mrs. Yerger

ROLL CALL: 4-1 (Mrs. deLeon – No)

B. APPROVAL OF FEBRUARY 2017 FINANCIAL REPORTS

MOTION BY: Mrs. Yerger moved to approve the February 2017 financial reports.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

C. MONTHLY DEPARTMENT REPORTS FOR FEBRUARY 2017

Mr. Horiszny said the PW Department did a great job in the snow event. Mrs. Louder said the Police report is very well put together.

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

- Mr. Jeremy Hantz said he's a police officer for LST. He's also President of the Police Association. He's looking for an update on the police study. Mrs. Huhn said they have submitted a draft report and we are waiting for a final report. She hasn't heard back from them.

VII. COUNCIL & STAFF REPORTS

A. MANAGER

- Mrs. Huhn said she received two applications for the LSA to fill the current board vacancies. She's been working with Bill Ross. She's recommending the appointment of Laura Goudsouzian and Lisa Basara. They both have impressive backgrounds and are residents of LST. Lara Goudsouzian would fill and complete Bill Ross's term expiring 12/31/2019, and Lisa Basara to fill Ken Niewoehner's term which expires 12/31/2018.

MOTION BY: Mrs. deLeon moved for the appointment of both candidates to fill the unexpired terms for the LSA.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

- Mrs. Huhn said there are two special events for the SV Conservancy. One is for the "Spring into Birding" which is occurring March 25th and the other one for the Barn Photo Workshop on May 20th. They've been reviewed by the P&R and all forms have been submitted.

MOTION BY: Mr. Horiszny moved for approval of the two special events at the Heller Homestead.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

- Mrs. Huhn said there are maps of our various parks for the placement of memorial benches. We have placed memorial benches along the Saucon Rail Trail which Council approved. We have two people waiting for benches. Council liked the idea and Mrs. Huhn will move forward.

- Mrs. Huhn said we've had contractors provide quotes for door replacements on Seidersville Hall. There are two options, galvanized steel or aluminum. Galvanized steel lasts for decades and aluminum is more resistant to corrosion; however, about 40% more expensive. Mr. Horiszny said he would go with the galvanized; Mrs. Yerger, Mrs. deLeon, and Mrs. Louder agreed. Mrs. Huhn said the galvanized doors are in the \$12,000 range for three doors, and three aluminum doors you are looking at \$18,000. Council agreed to go with the galvanized doors.

**General Business & Developer Meeting
March 15, 2017**

- Mrs. Huhn said she declared a snow emergency from 11:59 p.m. Monday night through 10:00 a.m. on Wednesday and needs ratification from Council.

MOTION BY: Mrs. Yerger moved for ratification of the snow emergency from Monday night at 11:59 p.m. March 13, 2016 through Wednesday, March 15, 2017 at 10:00 a.m.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

- Mrs. Huhn said there's a letter of support for Hellertown Borough for a DCNR grant for Dimmick Park.

MOTION BY: Mrs. Yerger moved for approval of the support letter for Hellertown Borough for a DCNR grant for Dimmick Park.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

- Mrs. Huhn said Public Works did a fantastic job on the snow storm. All our roads were clear and passable as of late yesterday. The crew worked from 1:00 a.m. until 9:00 p.m. on Tuesday and were out today to widen the roads up. We did have major concerns on PennDOT owned roads as six police reports were received for calls to assist motorists who were stuck. Mrs. Yerger said they are still awful. Mrs. deLeon said Seidersville Road is terrible. Mrs. Huhn showed Council some pictures of the Township and PennDOT roads, and will write a letter to PennDOT.

B. COUNCIL/JR. COUNCIL

Kelsey Gatchel - Absent

Mrs. Yerger

- She said they got the scaffolding up to do the repointing on the Lutz-Franklin schoolhouse and with the snowstorm the scaffolding is back down.

Mrs. deLeon

- She said the SVP meeting last week, she found out PennDOT was adding sidewalks to the Water Street Bridge. Enough people must have complained about the sidewalk.
- She participated in a Webinar today with DeSales about the pipeline. It's kind of geared through existing pipelines, but does have the pending ones. She sent it to Leslie. She thinks Attorney Treadwell should look at it regarding the comp plan and existing pipelines.

Mr. Kern

- He said he can't say enough about the road crew, and please pass on his thanks for a job well done. Mrs. Huhn said she will pass that on and also the PD did a great job. We had extra officers on duty and had a full team.

Mrs. Louder

- She attended the SVP meeting and wanted the regionalization put on the agenda because of the pending money and retirement of our Chief. It's unfortunate that Hellertown is uninterested in any type of regionalization at this time. She did follow up with this, and LST is going to move forward restructuring their Police Department.
- She said the Steel City Park, she would like to revisit the fencing.

Mr. Horiszny – No report

C. SOLICITOR – No report

D. PLANNER – No report

E. ENGINEER – No report

VIII. ADJOURNMENT

MOTION BY: Mrs. Yerger moved for adjournment. The time was 8:20 p.m.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

Submitted by:

Leslie Huhn
Township Manager

Ron Horiszny
Council President