

I. OPENING

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

Please note earlier starting time:
6:00 p.m.

II. PRESENTATIONS/HEARINGS

- A. Public Hearing – Conditional Use for Residential Driveway to Cross Wetlands & Wetland Buffer – Brian & Colleen Krcelich – 2360 Apple Street

III. DEVELOPER ITEMS

- A. Silver Land LLC/Silver Creek Country Club – 700 Linden Avenue – Amendment to Previous Waiver of Land Development
- B. Saucon Valley School District – 2100 Polk Valley Road – Waiver from Stormwater Management Ordinance

IV. TOWNSHIP BUSINESS ITEMS

- A. Zoning Hearing Board Variances – John & Susan Blair – 1412 Walter Street – Variance Requests for Construction of Covered Carport
- B. Quarterly Township Technical Consultant Landfill Report
- C. PennEast Pipeline – Discussion on Eminent Domain Proceedings & Ratification of Filing
- D. UGI Liquid Natural Gas Storage Tank – Easton & Ringhoffer Roads – Review of Comments for Submission and Authorization to Sign Settlement Agreement with City of Bethlehem
- E. Review of 2017 Comprehensive Annual Financial Report
- F. Discussion on PA Act 42 of 2017 – Amending the Gaming Act
- G. Lawn Mowing Services Bid Award for 2018
- H. Town Hall Park Pavilion Roof Replacement
- I. Woodland Hills Preserve – Request for Partial Site Survey Relative to Hunting Stands
- J. Hellertown Area Library – Board of Trustees Appointment
- K. Resolution #43-2018 – Supporting the Lehigh County Regional Intelligence and Investigative Center (RIIC)
- L. Resolution #44-2018 – Proclaiming April 2018 as PA 811 Safe Digging Month
- M. Resolution #45-2018 – Establishing Employee Contributions to the Non-Uniform Pension Fund for 2018
- N. Discussion of Interim Zoning Officer Services & Appointment of Building Code Officer
- O. Saucon Valley Community Center – Summer Recreation & Adult/Senior Program
- P. Local Government Week – April 9 – 13, 2018

V. MISCELLANEOUS BUSINESS ITEMS

- A. Approval of February 7 & 21, 2018 Council Minutes
- B. Approval of February 2018 Financial Reports
- C. Monthly Department Reports for February 2018

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

UPCOMING MEETINGS

Parks & Recreation: April 9, 2018
Environmental Advisory Council: April 10, 2018
Saucon Valley Partnership: April 11, 2018 @ SVSD
Zoning Hearing Board: April 16, 2018
Township Council: April 18, 2018
Saucon Rail Trail Oversight Commission: April 23, 2018 @ UST
Planning Commission: April 26, 2018

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, April 4, 2018 at 6:04 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mrs. Sandra Yerger, presiding.

ROLL CALL: Present: Sandra Yerger, President; Priscilla deLeon, Vice President; Glenn Kern, Donna Louder and Ryan Stauffer (6:05 p.m.), Council Members; Leslie Huhn, Township Manager; Linc Treadwell, Township Solicitor; Brien Kocher, Township Engineer; Judy Stern Goldstein, Township Planner; Samuel Striz, Jr. Council Member.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mrs. Yerger said Council has not met in Executive Session since the last meeting, held February 21, 2018. (Both the March 7 & 21, 2018 meetings were cancelled due to inclement weather.)

PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mrs. Yerger 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 and state your name for the record. She asks that you give your fellow public the courtesy of the floor.

IV. TOWNSHIP BUSINESS ITEMS

B. QUARTERLY TOWNSHIP TECHNICAL CONSULTANT LANDFILL REPORT

(6:07 p.m.)

Mr. Jim Birdsall from HEA was present to discuss the report for 4Q17, but first provided an update that the SE Realignment construction has stopped due to the winter weather. There are improvements to the gas collection system with five new horizontal headers which has greatly improved landfill gases and offsite odors. There were problems with mud on Applebutter Road which is being addressed daily.

Regarding waste acceptance during the 4th quarter, 62% was coming from out-of-state and the tonnage was about 1,331/day. This year they've ramped up to about 1,700 tons per day. Sewage sludge is 10% domestic sludge mixed with 90% soils. There were no reports of odor complaints for 4Q17 although there was one this year on January 25th. No ballooning of the caps observed, but one incident this year of ballooning which was corrected and had to do with the flare being out briefly.

On December 1, 2017, DEP reported there were no exceedances of the methane gas of over 500 ppm, which is the first time in many years. The Leachate Management detection flow zones in LMC-8 are still a problem as they are exceeding 100 gallons per acre per day. The Groundwater Management Abatement Well Report had inconsistencies and inaccuracies, which is a concern. Regarding Traffic, there were several incidences where vehicles were overweight. The Committee is recommending Council request the State conduct a "Trash Net" periodically and make a surprise inspection on trucks.

The recycling drop-off area has been temporarily relocated due to the SE expansion. Regarding the DEP's monthly inspections, they did complete two in 4Q17 and are trying to get enough staff for more regular inspections. Since then, they had inspections in February and March and didn't note anything of concern. Mrs. deLeon asked if he would recommend something more we should be doing as a Township to have DEP inspect more frequently? Mr. Birdsall said not at this time, but if they don't get back on schedule for all of 2018, we could send them another letter.

Mrs. deLeon asked if all gas wells are indicated in the report? Mr. Birdsall said that's all the vertical gas wells in operation in the 4Q17, but there may be some that are closed and not counted. Mrs. deLeon asked IESI to speak about the spray irrigation system that they applied for a permit, as well as the truck accident that just happened. Mr. Hallock said they applied to DEP about a screening/crushing operation to make that material into a cover or a road base, so they applied for

**General Business & Developer Meeting
April 4, 2018**

that as it's an emission. They used to have a similar operation on site, but it hasn't been there for five years. They haven't moved forward with the current plan, but just went for the emission permit first. The hours of operation would be during their business hours, there would be no noise associated with it, and all dust is controlled. Regarding the application, Mr. Birdsall said Laressa has not responded yet, but Chris Taylor has indicated the air quality application was for emissions from one engine and a very minor application.

Mr. Hallock said regarding the truck accident, he has no comment as it had nothing to do with their landfill equipment or employees. It was two third-party customers on their main access road and there's a police report. Mrs. deLeon asked if the road was excessively muddy? Mr. Hallock said, "no."

Mrs. Louder asked why they put the new mister system in and for an explanation of the chemicals in the mist. Mr. Hallock said they have line sprayers that run along the perimeter of the landfill; in December they purchased a mobile trailer with a tank and generator that has two oscillating fans so they can get close to the workface. The material being sprayed is the same as what is used in the mister lines.

Regarding overweight vehicles, Mr. Hallock said they have had excessive overweight's, but a lot of them are 80 to 100 lbs., with a few larger amounts. They do have a hub station in New York where the trucks are loaded and weighed; a lot of the trucks have been getting fuel after being weighed, and some did not have waterproof tarps. They recommended tarps and 85% of the trucks got them, and they have reduced the amount of trash being loaded.

Mrs. Louder said there was a mention of concern of a liner tear for LMC-6, 7 and 8. Mr. Birdsall said that is a concern they have raised in every letter for several years and the Township has made this known to DEP. IESI has taken measures to identify whether there was a liner tear, but there was no conclusion. The modifications they made did not solve the problem totally and is a condition that may end when the new material and cover is added.

Mrs. Louder said the January odor complaint came from her, as it was very potent in her backyard. DEP called her back three days later and told her they didn't smell anything. She's appalled that the daily ground cover on the trash was not up to standard. Mr. Hallock said it wasn't by the landfill workface area, it was on the very top of the access road. Because of the heavy snow and rain, they were pushing the mud out of the way, and during the time of the inspection they had a few lanes that showed trash, but it was covered up by the end of the day. Mrs. Louder asked about the NOV for the Bethlehem wastewater treatment plant when arsenic was in the report. Mr. Hallock said they exceeded the potential of un-sampled from 9 to 12, so they got the notice from the WWTP.

II. PRESENTATIONS/HEARINGS

A. PUBLIC HEARING – CONDITIONAL USE FOR RESIDENTIAL DRIVEWAY TO CROSS WETLANDS & WETLAND BUFFER – BRIAN & COLLEEN KRCELICH – 2360 APPLE STREET (6:36 p.m.)

MOTION BY: Mrs. Louder moved to open the hearing.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

Mr. Scott Mease was present representing the Krcelich's. Attorney Pierce was also present representing Mr. & Mrs. Barwick. Attorney Treadwell said this requires conditional use approval for the construction of a driveway across wetland areas.

Mr. Mease said the Krcelich's purchased two properties that were landlocked and approximately 5.5 acres in size. There was a deeded easement that provided a 50' wide access out to Apple Street by a stone driveway that slopes away from Apple Street to a low point. The property is vacant, covered with natural resources, and mostly wooded. It's in the RA zoning district and there's a 2-

**General Business & Developer Meeting
April 4, 2018**

acre minimum, and they have approximately 6 acres of land now. They propose to build a single family detached dwelling which is a permitted use. They did soil testing as close to the watercourse as they could, and they have stormwater control to comply with the ordinances, and a primary and second alternate sewage system. To develop the property, they have to get zoning relief as the driveway currently crosses wetlands. They got a variance from the ZHB for that as well as for the impervious cover and impact on the environmentally sensitive woodlands. Around the wetland area, there's a buffer, and the ordinance requires a conditional use approval to impact that riparian buffer. They will have to get a DEP General Permit for crossing the wetlands and installation of pipes in that area. He believes they had a PNDI study done and it will be part of the GP. Regarding the conditions they need to meet, it is a permitted use, consistent with the nature of the area as it is a single-family dwelling, and in compliance with the amount of disturbance they are permitted with the steep slopes. The only way to get on the buildable portion of the property is to cross wetlands.

Attorney Pierce asked if it is expected that the driveway will conform to the ordinance insofar as the construction requirements? Mr. Mease said yes, that will be part of the grading plan review. Attorney Pierce said we are looking at a 16' wide driveway, 6" of crushed aggregate and 3" of bituminous. Mr. Mease said that is not correct. Attorney Pierce said he is referring to Section 145.45 #2. Attorney Pierce asked if the deed for the 50' was recorded yet? Mr. Mease said no.

Attorney Pierce said the environmentally sensitive woodlands in the zoning ordinance should be considered part of the compliance requirement, because what you have is a wetland that evolves into a woodland, which is what the Township highly regards. The premises would be more easily accessed through the Township's property than the way it's proposed here. Since they don't have a deed for the 50' strip, the ZHB ruled on that, and what they had was an easement which derives, in part, from a 2005 court order. That easement does not empower them to build a 16' wide road, 6" of aggregate and 3" of bituminous the length of that 50' strip, which negatively impacts Mr. Barwick's house and property. Mr. Mease said there has been a deed prepared and there has been an exchange of money for the purchase of the property. The deed has been signed, but not recorded to the Krcelich's from the previous owner of that property.

MOTION BY: Mrs. Louder moved to close the hearing
SECOND BY: Mr. Stauffer

Mrs. deLeon asked for comments from our Engineer and Planner. Ms. Stern Goldstein said she issued a letter dated February 18, 2018 and noted several items that have already been entered into the record, including the conditions that need to be met. One additional note that the applicant shall comply with is Zoning Ordinance section 180-95.b12.1a and b. regarding revegetation planting for the riparian corridor that they are disrupting. At the P/C meeting, the applicant said they would comply and there were some other minor plan items in their review letter. She would suggest that if there are going to be any decisions made, it would be contingent with the items in that letter. Mrs. Krcelich said they hired a master gardener to work on that. Mr. Kocher said Hanover did issue a review letter February 14, 2018 dealing with the subdivision aspects of the application, somewhat different from the conditional use. They also issued a review letter on April 12, 2016 regarding the compliance to the grading plan requirements which they have acknowledged they have to comply with both letters.

ROLL CALL: 5-0

MOTION BY: Mrs. Yerger moved to have staff prepare a decision and bring it back at a future Council meeting.
SECOND BY: Mrs. Louder
ROLL CALL: 5-0

III. DEVELOPER ITEMS

A. SILVER LAND LLC/SILVER CREEK COUNTRY CLUB – 700 LINDEN AVENUE – AMENDMENT TO PREVIOUS WAIVER OF LAND DEVELOPMENT (7:00 p.m.)

Scott Mease, Engineer and David Spirk, owner, were present. They were before Council previously for land development and were proposing a driving range, an access road, and a bistro

**General Business & Developer Meeting
April 4, 2018**

alley connecting the golf course building with a recreational building. It was approximately 36,000 sq. ft. of impervious cover and they asked for a waiver which was granted. The direction has changed and the main priority is focusing on limiting the driving range and mainly doing the bistro alley connection and improving the cul-de-sac. They were proposing 36,000 sf and this is around 9,000 sf coverage. They would ask for a waiver from land development for this new smaller project, so they can proceed with the grading plan and application.

Attorney Treadwell asked what is the bistro alley and the improvements? Mr. Spirk said it is currently an open area between two existing buildings with a snack stand and tables. They are proposing covering that alley so they can use it year-round in all types of weather; it is currently an impervious area. The entire facility is non-compliant when it comes to ADA conformity; their goal is to make it near 100% complaint to ADA as they can. Mr. Spirk said they will come back in the future when they are ready to proceed.

- MOTION BY:** Mrs. deLeon moved to approve the staff recommendation with conditions dated April 4, 2018 and waive the land development requirements for the plan of January 11, 2018.
SECOND BY: Mrs. Yerger
ROLL CALL: 5-0

B. SAUCON VALLEY SCHOOL DISTRICT – 2100 POLK VALLEY ROAD – WAIVER FROM STORMWATER MANAGEMENT ORDINANCE (7:17p.m.)

Justin Massey, Engineer; Jamie Lynch, Engineer; and Wally Zimpfer from the school district were present. Mr. Massey said they were here previously for zoning relief for this project to install a rubberized surface at the track. They received stormwater review letters and addressed most of the conditions; however, there is one waiver they are requesting from providing a conveyance analysis. This tract ties into a stormwater system that goes through the site but they do not have information on the full extent of that stormwater system as it was built a long time ago. They do have old plans and know where the main body is; at all times, it's on the school district property. They received a letter prepared by the Township staff and understand that a Hold Harmless Agreement is necessary.

- MOTION BY:** Mrs. deLeon moved for approval per draft motion by Hanover Engineering Associates dated April 4, 2018.
SECOND BY: Mrs. Louder
ROLL CALL: 5-0

IV. TOWNSHIP BUSINESS ITEMS

A. ZONING HEARING BOARD VARIANCE – JOHN & SUSAN BLAIR – 1412 WALTER STREET – VARIANCE REQUEST FOR CONSTRUCTION OF COVERED CARPORT (7:22 p.m.)

John Blair was present; the area he wants to cover with a carport roof is currently impervious. They store power equipment outdoors and need to provide protection from the weather; he owns the property next to the area in question. Mrs. Louder asked where the water would be running, and Mr. Blair said he wants to take the water and run it back toward the magistrate's building and then down into the swale, to the private alley that's been vacated. It's going in the same direction it goes now. Council took no action.

C. PENNEAST PIPELINE – DISCUSSION ON EMINENT DOMAIN PROCEEDINGS & RATIFICATION OF FILING (7:31p.m.)

Mrs. Huhn said this is a ratification of a filing on the eminent domain that was submitted to the Township on property where we have a conservation easement. We have a legal opinion from the attorney who reviewed and submitted this. Attorney Treadwell said what was filed was an answer on behalf of the Township. This is in Federal Court; the defendants are Bruce and Ginger Petrie, who own the property, and LST which has a conservation easement. The filing is objecting on behalf of the Township to the eminent domain action filed by PennEast. Due to the fact the last two meetings were canceled, we need Council to ratify this as we had to meet a court deadline.

**General Business & Developer Meeting
April 4, 2018**

Kathy McGovern said the Hellertown lateral is private, and not Federal; Attorney Treadwell said he doesn't know the answer. What we were served with was a Federal eminent domain action.

- MOTION BY:** Mrs. deLeon moved to ratify the previous action taken by the Manager regarding the filing of the proper paperwork for the Federal Eminent Domain proceedings regarding the PennEast Pipeline.
- SECOND BY:** Mrs. Louder
- ROLL CALL:** 5-0

D. UGI LIQUID NATURAL GAS STORAGE TANK – EASTON & RINGHOFFER ROAD – REVIEW OF COMMENTS FOR SUBMISSION AND AUTHORIZATION TO SIGN SETTLEMENT AGREEMENT WITH CITY OF BETHLEHEM (7:42 p.m.)

Attorney Treadwell said there are comments from the Planning Commission review that should be forwarded to the City of Bethlehem. Mrs. deLeon asked if they have submitted new plans since the comments were drafted. Attorney Treadwell said the comments aren't going to change that much and will still be pertinent.

Mrs. Huhn said she contacted a wetlands expert recommended by Attorney Elliott and asked him to review the plans and provide an opinion. He had some concerns about where they are crossing the wetlands but would like to get on the property. Mrs. Huhn doesn't know if we would be able to do that. At a recent meeting with LVIP it was asked how they plan to get their access road through the wetlands, and they stated there's a "parting of the red sea" they found and are able to get their road through there. They also said they have to get DEP approval to cross the wetlands. Mrs. Louder said she has a concern with fire department response as the letter we received from the City on March 5th states that the Bethlehem City Fire Department and only that department is going to be covering this property, which is a huge concern. UGI has made it clear to the Bethlehem Fire Department that they will be very well taken care of.

Mrs. Yerger said one of the concerns was the emergency access. Mrs. deLeon said at the meeting they said it's going to be gated and only for fire company access. They did make changes to their properties along Easton Road as far as removing the cul-de-sac and having access above and joining these lots. They were pleased with less traffic that's going to be generated from that site and it was a good meeting. Joan Madzarac said she's very concerned about the traffic. Mrs. Louder read a letter dated March 5th from the City of Bethlehem regarding the intersection of Easton Road and Cherry Lane.

- MOTION BY:** Mrs. Louder moved to send the P/C comments as amended to the City of Bethlehem.
- SECOND BY:** Mrs. deLeon
- ROLL CALL:** 5-0

Attorney Treadwell said the second issue is the ZHB case we intervened in; as discussed before, UGI revised their plans for the LNG facility and they no longer need the variances they requested, the result is Attorney Elliott and UGI's attorney have prepared a settlement agreement that states the Township is withdrawing the ZHB decision provided that the plans stay as it is today.

- MOTION BY:** Mrs. deLeon moved to approve the execution of the settlement agreement.
- SECOND BY:** Mrs. Yerger
- ROLL CALL:** 5-0

E. REVIEW OF 2017 COMPREHENSIVE ANNUAL FINANCIAL REPORT (7:55 p.m.)

Ms. Cathy Gorman, Dir. of Finance was present. She said the report is inclusive of their audit that commenced in January. In summary, some of the recommendations she's making are in concert with the Budget Advisory report that said at the beginning of the year we had unrestricted funds available to continue operations, and our savings account had \$3,605,000. In accordance with the Budget Advisory Report, we should keep \$3 million restricted. She's asking Council's permission for last year's funding to appropriate the additional \$605,000; \$300,000 to principal of our debt of which we are at \$1.8 million with the \$605,000 we're budgeted for this year, and an additional \$300,000 from here; the \$200,000 to go to the Capital Plan which would push us over to \$440,000

**General Business & Developer Meeting
April 4, 2018**

from last year's excess revenue; and \$100,000 into the operational reserve. She stated we are in good financial shape and reviewed the revenues and expenses which will be posted on our website.

MOTION BY: Mrs. deLeon moved to approve the 2017 Comprehensive Annual Financial Report.
SECOND BY: Mr. Stauffer
ROLL CALL: 5-0

MOTION BY: Mrs. deLeon moved to direct the Finance Department to allocate \$300,000 additional to the debt; \$200,000 additional to the Capital Fund; and \$105,082.20 to the operational reserve fund.
SECOND BY: Mr. Stauffer
ROLL CALL: 5-0

F. DISCUSSION ON PA ACT 42 OF 2017 – AMENDING THE GAMING ACT (8:05 p.m.)

Attorney Treadwell said this was discussed previously and essentially the state amended the Gaming Act and has taken the responsibility of distributing any funds to Harrisburg to the CFA. There's nothing for the Township to do. Mrs. deLeon said we didn't really know they did this and the language and is very weak. Council took no action.

G. LAWN MOWING SERVICES BID AWARD FOR 2018 (8:07 p.m.)

Mrs. Huhn said there was a bid opening for the lawn mowing services for 2018 on March 2, 2018. We received four bids, two of which were not qualifying. She is recommending the low bidder, Four Seasons Lawn Care and Land Design from Canadensis, PA, in the amount of \$44,250.00.

MOTION BY: Mrs. Louder moved for approval of Four Seasons Lawn Care and Land Design, at a price of \$44,250.00 for lawn mowing services for the year 2018.
SECOND BY: Mr. Stauffer
ROLL CALL: 5-0

H. TOWN HALL PARK PAVILION ROOF REPLACEMENT (8:09 p.m.)

Mrs. Huhn said the pavilion roof is in need of replacement at Town Hall. We received three quotes and the low quote is from Johnson Roofing & Home Improvements of Nazareth, PA at a cost of \$11,450.00. She also requested Council chose a color selection.

MOTION BY: Mrs. deLeon moved for approval of the Johnson Roofing & Home Improvements quote at a price of \$11,450.00 for the pavilion roof in the color of "light stone".
SECOND BY: Mrs. Louder
ROLL CALL: 5-0

I. WOODLAND HILLS PRESERVE – REQUEST FOR PARTIAL SITE SURVEY RELATIVE TO HUNTING STANDS (8:12 p.m.)

Mrs. Louder asked if the open space money could be used to pay for this survey? Attorney Treadwell said probably as it's protecting open space and delineating the boundaries of the open space property. Mr. Kocher said there are two property corners that they would locate and mark, so you can tell where the property line is in respect to the hunting stands.

MOTION BY: Mrs. deLeon moved for approval for Hanover Engineering to perform a partial site survey at the Woodland Hills Preserve to determine the location of hunting stands at a cost not to exceed \$1,000.00 using open space money.
SECOND BY: Mrs. Louder
ROLL CALL: 5-0

J. HELLERTOWN AREA LIBRARY – BOARD OF TRUSTEES APPOINTMENT (8:15 p.m.)

Mrs. Huhn said the HAL has a vacancy and she is recommending Kathy McGovern for Council approval. Her term would expire on December 31, 2020.

MOTION BY: Mrs. deLeon moved for approval to appoint Kathy McGovern to the Hellertown Area Library Board of Trustees, with her term expiring December 31, 2020.
SECOND BY: Mrs. Yerger
ROLL CALL: 5-0

K. RESOLUTION #43-2018 – SUPPORTING THE LEHIGH COUNTY REGIONAL INTELLIGENCE AND INVESTIGATIVE CENTER (RIIC) (8:18 p.m.)

Police Chief Thomas Barndt said he supports this resolution as the RIIC assists with interoperability and networking to solve crimes. It is a definite benefit. This resolution requests NC to contribute funds toward it.

MOTION BY: Mr. Kern moved for approval of Resolution #43-2018.
SECOND BY: Mrs. Louder
ROLL CALL: 5-0

L. RESOLUTION #44-2018 – PROCLAIMING APRIL 2018 AS PA 811 SAFE DIGGING MONTH (8:21 p.m.)

This supports providing information to the public that 811 is the number to call for safe digging.

MOTION BY: Mrs. Louder moved for approval of Resolution #44-2018.
SECOND BY: Mr. Stauffer
ROLL CALL: 5-0

M. RESOLUTION #45-2018 – ESTABLISHING EMPLOYEE CONTRIBUTIONS TO THE NON-UNIFORM PENSION FUND FOR 2018 (8:22 p.m.)

The Pension Board recently discussed this. The rate is 1.25% effective April 1st, and 1.5% effective on May 1st.

MOTION BY: Mrs. Louder moved for approval of Resolution #45-2018.
SECOND BY: Mr. Stauffer
ROLL CALL: 5-0

N. DISCUSSION OF INTERIM ZONING OFFICER SERVICES & APPOINTMENT OF BUILDING CODE OFFICER (8:24 p.m.)

The Zoning Officer resigned effective March 16, 2018. Our Zoning Clerk has been doing a great job in processing applications; however, there are certain functions a certified BCO must sign off on. For those items staff recommends using the services of Hanover Engineering. They already do our grading permits and storm water, and they will function on an as-needed basis until we hire a Zoning Officer. HEA's fee schedule for Zoning Officer services is \$84.00/hour.

MOTION BY: Mrs. Louder moved to appoint Hanover Engineering Associates as Interim Zoning Officer at a cost of \$84.00/hour not to exceed three months.
SECOND BY: Mrs. Yerger
ROLL CALL: 5-0

MOTION BY: Mrs. Louder moved to appoint Hanover Engineering Associates as Building Code Officer at a cost of \$84.00/hour not to exceed three months.
SECOND BY: Mrs. deLeon
ROLL CALL: 5-0

O. SAUCON VALLEY COMMUNITY CENTER – SUMMER RECREATION & ADULT/SENIOR PROGRAM (8:28 p.m.)

Mrs. Huhn said this is for the summer recreation and adult/senior programs. We are proposing to hold classes at Town Hall, Southeastern and Steel City Park. The nominal \$10.00 fee for one child and \$5.00 for each additional child remains the same as last year.

MOTION BY: Mrs. Louder moved to approve execution of the 2018 Summer Recreation Program and Summer Children's Program agreement and payment to the Saucon Valley Community Center in the amount of \$25,081.00 for the Summer Rec Program and \$1,459.00 for the Summer Children's program.
SECOND BY: Mrs. deLeon
ROLL CALL: 5-0

**General Business & Developer Meeting
April 4, 2018**

MOTION BY: Mrs. Yerger moved to approve execution of the 2018 Adult/Senior Program agreement in the amount of \$13,878.00.
SECOND BY: Mrs. deLeon
ROLL CALL: 5-0

P. LOCAL GOVERNMENT WEEK – APRIL 9 – 13, 2018 (8:32 p.m.)

Mrs. Huhn said we would like to display some of our PW equipment next Wednesday and will also have the administration offices and PD available for an open house and tours.

MOTION BY: Mrs. Louder moved to approve the Public Works and Administrative Offices to participate in Local Government Week April 9 – 13, 2018.
SECOND BY: Mrs. deLeon
ROLL CALL: 5-0

V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF FEBRUARY 7 & 21, 2018 MINUTES (8:33 p.m.)

MOTION BY: Mrs. Yerger moved for approval of the February 7 & 21, 2018 minutes, with corrections.
SECOND BY: Mrs. Louder
ROLL CALL: 4-1 (Mrs. deLeon – No)

B. APPROVAL OF FEBRUARY 2018 FINANCIAL REPORTS (8:34 p.m.)

MOTION BY: Mrs. deLeon moved for approval of the February 2018 financial reports.
SECOND BY: Mrs. Yerger
ROLL CALL: 5-0

C. MONTHLY DEPARTMENT REPORTS FOR FEBRUARY 2018 (8:35p.m.)

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS (8:36 p.m.) – None

VII. COUNCIL & STAFF REPORTS (8:36 p.m.)

A. TOWNSHIP MANAGER

- John Krchnavy has been promoted to the vacant full-time position on our Police force. She and the Chief conducted written and physical agility exams for all our part-time officers.
- We advertised the Pollution Reduction Plan (PRP) for our MS4 permit submission on March 6, 2018 which is displayed in the lobby for public comment for 30 days. The permit deadline is May 2018.
- She requested ratification of the two snow emergency declarations for March 6th and March 20th. These allowed for PW to plow and cinder the roads in excess of 12 hours.

MOTION BY: Mrs. deLeon moved for approval of the snow emergencies on March 6 & 20, 2018.
SECOND BY: Mrs. Louder
ROLL CALL: 5-0

- Mrs. Huhn said we received notification that Austin Kunsman has submitted his resignation from the ZHB. He's been a member since 1985 and she'd like to request Council accept his resignation. We will post the vacant position.

MOTION BY: Mrs. Yerger moved to accept Austin Kunsman's resignation, with regret.
SECOND BY: Mrs. deLeon
ROLL CALL: 5-0

B. COUNCIL/JR. COUNCIL

Sam Striz, Jr. Council Member – (8:40 p.m.) – Sam Striz said spring sports is starting.

Mrs. Yerger

- On June 13th the Lutz-Franklin schoolhouse will be having a presentation and demonstration by Rob Wozniak from Preservation Works who will be talking about historic preservation.

**General Business & Developer Meeting
April 4, 2018**

Mrs. deLeon

- The Tree of Heaven is an invasive tree and the Spotted Lanternfly nests in it, it's the host plant for the Spotted Lanternfly and they are very destructive. We need to continue informing the public.
- She went to Saucon Source and Albright Yoga ribbon cuttings. She was at a reception for Charlie Dent last Wednesday. Ralph Koch from the Conservancy passed away the day after Christmas and she wants to acknowledge his service as a volunteer over the years.
- She attended the Saucon Valley School District play the Music Man

Mr. Kern – No report

Mrs. Louder – No report

Mr. Stauffer – No report

C. SOLICITOR – No report (8:43 p.m.)

D. PLANNER – No report

E. ENGINEER – No report

Attorney Treadwell said they are going to have an Executive Session to discuss personnel and open space acquisition. Council recessed at 8:44 p.m. and reconvened at 9:00 p.m.

MOTION BY: Mrs. Louder moved to pay the former Zoning Officer for his unused vacation time in the amount of \$4,689.23.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

VIII. ADJOURNMENT

MOTION BY: Mrs. Louder moved for adjournment. The time was 9:01 p.m.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

Submitted by:

Leslie Huhn
Township Manager

Sandra B. Yerger
Council President