

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, April 15, 2009 at 7:06 P.M., at 3700 Old Philadelphia Pike, Bethlehem, PA, with Mr. Glenn Kern, Council President, presiding.

ROLL CALL: Present – Glenn Kern, President; Tom Maxfield, Vice President, Sandra Yerger, Ron Horiszny, Council members; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Township Manager; Dan Miller, Township Engineer; Linc Treadwell, Township Solicitor; Kevin Kochanski, Township Planner. Absent – Priscilla deLeon, Council member and Jr. Council member, Stephen Prager.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

**Mr. Kern said Council will be meeting in Executive Session
after this meeting to discuss potential land acquisition.**

II. PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mr. Kern said for citizen agenda items – Council operates under Robert’s Rules. What that means is during agenda items, Council will talk amongst themselves and amongst staff and the interested parties. At the conclusion of that, we open it up to the public for public comment. There is an opportunity for non-agenda items at the end of the meeting to discuss whatever your business might be. We do have a microphone and there are microphones up at the table. There is a sign-in sheet in the back of the room. Please print your name and address and email address. It is very helpful in transcribing the minutes. For those who want to receive emailed agendas, please give your email address to Leslie or Jack or call the Township office. Please state your name and address. If you can’t hear, please let us know. You can check the minutes on the website, which is www.lowersaucontownship.org. Mr. Kern asked if anything was taken off the agenda this evening? Mr. Cahalan said no.

III. PRESENTATIONS/HEARINGS – None

IV. DEVELOPER ITEMS

A. AGENTIS BROS. – ROUTE 378 – REQUEST EXTENSION OF TIME TO COMPLETE IMPROVEMENTS

Mr. Kern said the developer has requested a one-year extension to complete the improvements in their land development.

**STAFF RECOMMENDATION FOR
AGENTIS BROS. EXTENSION**

The Lower Saucon Township staff recommends that Township Council approve an extension until May 1, 2010 for completion of improvements at the Agentis Bros land development. This approval is subject to the following conditions:

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1. The owner/developer shall enter into an Extension Agreement with the Township satisfactory to the Township Solicitor and Township Council.
2. The Improvements Security shall remain in full force and effect until project completion or June 1, 2010, to the satisfaction of the Township Solicitor.
3. The owner shall pay any outstanding plans and appeals account invoices owed to the Township.
4. The Township Engineer is hereby directed to inspect the erosion and sedimentation controls for the project and notify the developer of any deficiencies. The developer must correct any deficiencies noted by the Township Engineer within 60 days of receipt of his report.

MOTION BY: Mr. Maxfield moved to approve extension of time to complete improvements for Agentis Bros.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

B. LONG RIDGE – BERGSTRESSER ROAD – REQUEST EXTENSION OF TIME TO COMPLETE IMPROVEMENTS

Mr. Kern said the developer has requested a one-year extension to complete the improvements in their subdivision.

**STAFF RECOMMENDATION FOR
LONG RIDGE EXTENSION**

The Lower Saucon Township staff recommends that Township Council approve an extension until May 4, 2010 for completion of improvements at the Long Ridge Subdivision. This approval is subject to the following conditions:

1. The owner/developer shall enter into an Extension Agreement with the Township satisfactory to the Township Solicitor and Township Council.
2. The Improvements Security shall remain in full force and effect until project completion or June 4, 2010, to the satisfaction of the Township Solicitor.
3. The owner shall pay any outstanding plans and appeals account invoices owed to the Township.
4. The Township Engineer is hereby directed to inspect the erosion and sedimentation controls for the project and notify the developer of any deficiencies. The developer must correct any deficiencies noted by the Township Engineer within 60 days of receipt of his report.

MOTION BY: Mr. Maxfield moved to approve the request for Long Ridge extension, with conditions noted.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

C. ESTATES AT SAUCON WOODS – EASTON ROAD – REQUEST EXTENSION OF TIME TO COMPLETE IMPROVEMENTS

Mr. Kern said the developer has requested a one-year extension to complete the improvements in this subdivision.

**STAFF RECOMMENDATION FOR
ESTATES AT SAUCON WOODS EXTENSION**

The Lower Saucon Township staff recommends that Township Council approve an extension until May 9, 2010 for completion of improvements at the Estates at Saucon Woods. This approval is subject to the following conditions:

1. The owner/developer shall enter into an Extension Agreement with the Township satisfactory to the Township Solicitor and Township Council.
2. The Improvements Security shall be extended to at least June 9, 2010, to the satisfaction of the Township Solicitor.
3. The owner shall pay any outstanding plans and appeals account invoices owed to the Township.
4. The Township Engineer is hereby directed to inspect the erosion and sedimentation controls for the project and notify the developer of any deficiencies. The developer must correct any deficiencies noted by the Township Engineer within 60 days of receipt of his report.

MOTION BY: Mr. Horiszny moved to approve with conditions noted.

SECOND BY: Mr. Maxfield

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

ROLL CALL: 4-0 (Mrs. deLeon – Absent)

D. OLD MILL ESTATES – OLD MILL ROAD – REVIEW OF REQUEST TO ENTER INTO MAINTENANCE

Mr. Kern said the developer has requested to enter into the maintenance period of their project. Hanover Engineering has done an inspection of the improvements to date and will discuss with Council their findings.

Mr. Miller said their findings were that it wasn't ready. He said we had a letter that we issued on the 3rd of this month that stated some construction items that needed to be done. Back in 2001, we issued a letter that stated that they had to do some legal items. For instance, they had to give us descriptions of the right-of-way they wanted to dedicate, among other things, and that has not been done either. For both of those reasons, we think the Township should not accept the roads.

Mr. Maxfield said when does it expire? Mr. Miller said I'm not certain, usually it's the last month. Attorney Treadwell said what type of issues are there? Mr. Miller said the construction items were that there are some damages to the swales, damages to the permanent erosion control features, damages to the road that were done and may have been caused by lot development. Also, the township has a rule that they don't accept it until they have 80% occupancy. It's not 80% occupied yet. It's about 60% to 70% developed. There are sixteen lots and there are five that are not occupied. Mr. Kern said do we know what's in the escrow account? Attorney Treadwell said the construction security, not the escrow we use to pay their bills? Mr. Kern said yes, if they don't

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complete the work, how much is in there in order for the work to be completed? Attorney Treadwell said I don't think we've given a release in a long time, if we've given them any releases. Mr. Kern said if the township ended up doing the work, would it be swale repair? Mr. Miller said we're not even sure that the wearing course is down. It's either a binder or a wearing course. Mr. Kern said on the main road? Mr. Miller said yes. Usually the Township doesn't allow the wearing course to go down until after the 80% occupancy, so it's 80% occupancy wearing course, then acceptance. We weren't even looking at whether the wearing course was down. It's not clear whether it's binder which is a small grain, or whether it was wearing course. It may seem we would recommend not accepting it. Mr. Cahalan said there has been no reduction in the security. Mr. Miller said he does not have the security amount. Attorney Treadwell said I would guess that it's the original amount as I don't see any reduction. Mr. Maxfield asked if Leslie found a date yet? Ms. Huhn said July 1. Mr. Maxfield said they have plenty of time to fix it then.

Attorney Treadwell said the staff recommendation is a rejection of their request to enter into the maintenance period based on the punch list generated by Hanover Engineering and the April 15, 2009 staff recommendation letter.

**STAFF RECOMMENDATION
FOR DENIAL OF REQUEST TO DEDICATE ROADS WITHIN THE
OLD MILL ESTATES SUBDIVISION**

The Lower Saucon Township Staff recommends that the Township Council reject the Ashley Partners' March 4, 2009 request to dedicate the roads in Old Mill Estates. The Applicant is encouraged to address the following prior to future requests for dedication:

1. The Applicant must satisfy the outstanding improvements noted in Hanover Engineering Associates' letter date April 3, 2009.
2. The Applicant must satisfy the Non-Construction Issues for Improvements Approval noted in Hanover Engineering Associates' letter dated April 13, 2001.

MOTION BY: Mr. Maxfield moved for denial for the request of entering into the maintenance agreement per staff recommendation.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

E. CHURCH HILL ESTATES – REDINGTON ROAD – REQUEST EXTENSION TO COMPLETE CONDITIONS OF APPROVAL

Mr. Kern said the developer has requested an extension of time to complete the conditions of approval associated with their land development project.

Attorney Treadwell said did they tell you who their new engineer is as they switched? Mr. Miller said I thought it was Keystone Engineering, but I'm not certain. Mr. Kern said wasn't it Arro? Attorney Treadwell said it was Arro at one point, and then it was Lehigh Engineering. Mr. Miller said he didn't think Lehigh was ever involved with this project. Attorney Treadwell said you are correct. Mr. Miller said he thinks it is Jenna Engineering.

**STAFF RECOMMENDATION
CHURCH HILL ESTATES**

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The Lower Saucon Township Staff recommends that Township Council approve the request for an extension of time to June 30, 2009 to complete the conditions of approval for the above-referenced subdivision.

This approval is also conditioned upon the Developer paying any outstanding escrow account invoices.

MOTION BY: Mr. Horiszny moved for approval.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

V. TOWNSHIP BUSINESS ITEMS

A. APPROVAL TO DISTRIBUTE RFP FOR AN AGRONOMIST/TURF MANAGEMENT CONSULTANT

Mr. Kern said a draft RFP has been prepared seeking an Agronomist/Turf Management Specialist who would provide recommendations for the proper care and maintenance of Township parks and athletic fields.

Mr. Cahalan said we had this to Council before and we had some suggested duties for someone with a background in agronomy or turf management. We had circulated the Park Maintenance Policy to a Dave Oatis who works with the USGA. Mr. Oatis is a local turf management specialist for this region. He suggested that we circulate this, not strictly to an agronomist, but to some other turf management specialists, especially the people who work at local golf courses managing the turf, who would be equipped to address some of these issues. We revised the requirement on that and also put down some of these suggested duties. We would like authorization to circulate this and see if we can get back some proposals from some of these individuals with some recommendations on how they think they could handle these duties.

Mrs. Yerger said the only thing I have is the fourth bullet which identifies weeds that negatively impact the turf or township playing fields and makes recommendations for changes to the township integrated pest management. It almost makes it sound that he would be looking for changes. Maybe no changes need to be made. I'm okay if they do, but it's almost like recommend some changes here. Mr. Cahalan said this was put together at the time when we were developing the IPM. Mrs. Yerger said we'd like to follow the IPM as much as possible. Mr. Cahalan said so it will be changed to say "if needed". The other thing Mr. Oatis pointed out that the soil evaluations don't need to be made twice a year. It's not going to change that much, but it's something that can be reduced to once every five years. This is something we're looking for some input on from the professionals on how they would address this. They would be given a copy of the maintenance policy and a draft of the IPM policy and see how they would fit in with that and make some recommendations and give us some ideas on what the cost they are proposing would be and we'll bring that back and discuss it with Council.

MOTION BY: Mr. Horiszny moved to authorize the request for proposal.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

B. DRAFT SAUCON CREEK WATERSHED MANAGEMENT PLAN – APPROVAL TO SUBMIT COMMENTS

Mr. Kern said the Township Planner and Engineer have reviewed the draft Watershed Management Plan and will discuss their comments which must be submitted by April 17, 2009.

Mr. Cahalan said there is a letter received from Hanover Engineering dated April 8, and we have the one from Boucher & James which we received today. We also received a copy of the comment letter from the Borough of Hellertown they sent to Rebecca Kennedy on the draft plan. What we are looking for would be authorization from Council to submit these comments to Rebecca on the draft conservation management plan.

MOTION BY: Mr. Horiszny said so moved.

SECOND BY: Mrs. Yerger

Mr. Kern asked if anyone had any questions? Mr. Miller said our letter was primarily a summary of action items for the township which would not be of any benefit to the Watershed Association. The final three comments we had, and we can tell them that we have additional information for them, but we were thinking when we send something to them, it would have more meat to it than just those three statements that we do have information if you want it. If you're okay with just making them aware that we have the information, that's okay with us. Mr. Maxfield said they'll probably contact you. Did you see any glaring things that need further discussion by us? Mr. Miller said no, it gave a lot of recommendations for the township to do. Nothing was regulatory in there that required the township to do, so no, there's nothing except for the additions we might want to have them add to it to make it a more thorough document. Mr. Kochanski said I can echo that with our comments and we had no major issues. It was in line with a lot of the environmental polices of the township. Our fifteen comments are really more editorial at this point. There were some things we'd like to see changed.

ROLL CALL: 4-0 (Mrs. deLeon – Absent)

C. ADOPTION OF A TOWNSHIP ADOPT-A-ROAD POLICY

Mr. Kern said an Adopt-A-Road Policy for Township owned roads has been drafted which is modeled on PennDOT's Adopt-A-Highway Program. Once adopted, this program would coordinate and govern requests from Township groups or individuals who are interested in cleaning litter from township roads.

Mr. Cahalan said this came after we received the notice from the Sportsmen's Association that they were volunteering to help clean up the litter on Ringhoffer Road, and I looked for a policy. This is something we can start with for their request and then we can put this out to the rest of the township, residents, groups, and organizations and so on, and see if there is anyone else who is interested in volunteering to adopt one of the township roads, similar to what you see happening to the PennDOT roads. I was able to come up with some procedures and policies from another township that has an adopt-a-road program. We don't have to take any action tonight, it's still being reviewed. The solicitor has looked at the agreement. I will have Roger come up with a list of roads that we want to have this program operating on. Basically it follows the PennDOT guidelines for safety regulations for people who are out there on the road. It gets into the signage that we would put up on the road saying this road is being adopted by Lower Saucon Sportsmen's Association and they have to wear the appropriate safety gear, they have to put up the safety flags, they have to turn in a report. We would pick up the litter that's been collected. It's a pretty good program. Once it's adopted, we'll publicize it and that should help to control some of the litter.

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Mrs. Yerger said who is our Adopt-a-Road coordinator? Mr. Cahalan said Roger probably will be. He would be the easiest one for people to get in touch with. Mrs. Yerger said the Conservancy used to do this on 611, and one of the things they encouraged, and it wasn't official policy, but had to deal with the safety recommendations. They actually recommended you do it a Saturday or Sunday because the traffic is lighter than work days and they just felt it was better to encourage that. Mr. Cahalan said that's a good point.

Mr. Horiszny said in the last line of section 4, where it says "must be conducted between one hour after sunrise or one hour before sunset", to me, that says you have to be out there the whole time. It should say "within one hour". Mr. Cahalan said okay, they will change that, and bring it back to Council for adoption. Mr. Horiszny said what is the road the sportsmen want to do? Mr. Cahalan said it's Ringhoffer. The one difficulty is that the Township section for Ringhoffer is very short. We haven't spoken to them. That wouldn't meet the requirements that we have here because they model it after the PennDOT requirements, which is two miles of road. In order for that to be done on that roadway, we'd have to ask the City of Bethlehem, and I don't know whether we could ask them once we have this in place. Mr. Maxfield said the only real problem would be picking up the bags, and we'd have to work out a deal where we could pick up the bags. Mr. Cahalan said he'll talk to the City of Bethlehem and see if they are interested.

Mrs. Yerger said one other thing they supplied, they had the bright safety vests which were paper and they were disposable and relatively cheap. You pick them up when you pick up the bags, but then you could just get rid of them. It was the bright orange/green so it provided some visibility. Mr. Maxfield said I picked up trash with the Wassergass Bushman, and the guys kept the gloves and the vests. Mrs. Yerger said these are paper ones, but either way. It also provides who is with the cleanup crew. Mr. Maxfield said it took them about two hours for the clean up.

D. APPROVAL OF CONTRACT FOR ARBORIST

Mr. Kern said an RFP for the Professional Services of an arborist for the Polk Valley Connector Trail was distributed on March 23rd. Two (2) proposals were received. The Planner is recommending that the proposal received from Joshua Tree for the services at the not to exceed cost of \$4,820 be approved.

Mr. Kochanski said the RFP requested a report be prepared and the cost for that report. The proposal we received from Joshua Tree actually did not provide us with a cost for the report, but provided us with a scope of work he would perform and a cost for the six trees. That scope seemed to be appropriate for what we were proposing, however, I was a little concerned that the initial report ascertaining the overall health and liability of these trees was not provided. If you look in my memo, I would recommend that before the start of the services, that be provided and the report, once it's done, the contractor can work with the township on adjusting the scope of services if it would necessitate any changes. It's important to have that report done. Mr. Kern said does the report cost money to generate? Mr. Kochanski said we were estimating about a \$500 fee at the most to prepare that report. The owner from Joshua Tree, in essence, went out and my assumption is he didn't see any issues with doing the trail there because he had made recommendations for each individual tree as to preconstruction, during construction, and after construction, but I still think it may be safe to have this report issued or at least meet with the individual down at the site to discuss this one tree or all the trees, in general, if we do have some concerns that the trees must stay.

Mr. Maxfield said I also got the feeling when I read his recommendations that he was not aware of which trees belonged to the township and which would be on somebody else's property if you were dealing with an easement. All that will probably change. Mr. Cahalan said he should have gotten a copy of the plan that showed the connector trail. Mr. Kochanski said with the RFP that went out,

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the plan was submitted. Mr. Maxfield said some of the things that he recommends like crown pruning, I don't know if we want to do that on someone else's tree. As Mr. Kochanski mentioned earlier, there is liability associated with that.

Mr. Kochanski said of the two contractors that did submit proposals, Joshua Tree seemed to be the most qualified to do the work from his references and from previous work. I would trust he could prepare a report that would be able to advise us appropriately and then we need to move forward with the rest of the scope of services. Mr. Horiszny said who was the other one and what was the amount? Mr. Cahalan said the other one was much less cost and the scope they gave us was much less. Mr. Kochanski said that person didn't go into detail on the scope. He doesn't recall the individual. He did not give us a firm price. He said it was about \$100 an hour and it's going to take me about seven hours to prepare this report. Some of the details and the information, reading through the packet, really didn't leave me feeling that he was going to be able to do it, not as compared to the information prepared by Joshua Tree.

Mr. Cahalan said some of the work that Joshua Tree was proposing, can we ask the responder to revise their proposal based on some of the concerns we addressed tonight? Could we go back to Joshua Tree and ask them to re-submit their proposal that incorporates what you were looking for with the report on the condition, and also to point out to him that the work is on private property and we don't recommend that it be done. Mr. Kochanski said it would be important to let him know there would be issues for certain trees and there is nothing that can be done to those. That's where the initial report would come in, in working with the contractor on really further defining the scope of the report.

Mr. Maxfield said Mr. Herman is the owner of the property, and he was very forthcoming with information about the trees, so if you needed more information specifically about species or whatever, he'd be the guy to go to. He's involved in the biological sciences somehow.

Mr. Kern said I had some questions about cost on page 2, and would like discuss if they seem reasonable. For example, item 3, \$560.00 just to stake out an area delineating an area where the construction zone is. That seemed a bit excessive. You are just putting stakes up on a border to say don't go here - \$560.00 - that seemed a little bit high. \$520.00 for item 4, which is once the excavation is done, and we don't even know if the roots are going to be damaged and everything may just be fine, but it's \$520.00 we're going to be paying even if nothing is done and it's not being monitored. The next one is installing soaker hoses for irrigation through the root zone, and this is just for the labor, because the mulch was a separate item on page 1. That seemed high as it was \$880.00 just to install some soaker hoses and mulch the root zones with the mulch that is already there. Mr. Maxfield said on that one, they will have to probably bring in a water truck as they aren't going to use Mr. Herman's water. Mr. Kochanski said that is something that we would need to get clarification on, specifically what do they anticipate on using, is the water supplied by them. That wasn't something that was specifically noted in the RFP. Mr. Kern said even item 6, is fertilizing five trees with a liquid fertilizer, \$380.00. How much fertilizer can that be? Maybe it is reasonable, but it's six trees with the liquid solution fertilizer for \$380.00. Individually, it doesn't seem like much, but when you add up page 2, it is a lot. Mr. Maxfield said that might be one of the trees that might be on private property, but he's not sure.

Mr. Cahalan said some of these treatments would be subject to the approval of the private property owner or it just not would be done? Mrs. Yerger said I don't know if we need to insecticide a tree off our property. Mr. Kochanski said I think the concern is that the ideas are all mitigation efforts, so that during construction, or after construction, these trees are treated in a certain manner so it mitigates the impact of construction. Mr. Kern said it's sort of a preventative? Mr. Kochanski said preventative and to help nurse it back and to offset any of the impact from the construction. If you don't include that, the tree may end up suffering long term and may end up dying. If it's an issue

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of getting the landowner's permission, prior to going out, that is more important than cutting something out. It's something that a professional has recommended to keep the trees alive. Mr. Maxfield said I would draw a line between the crown pruning and the root treatment. You would know better than me, but I would think the root treatment would be one of the things that would really help to insure the trees health. The crown pruning might stop a few limbs from falling down on the path a year from now, what do you feel about that? Mr. Kochanski said my concern with cutting out the crown pruning is when you start adjusting the stability of the tree in the root base, you throw off the ratio, so the purpose of the crown pruning is to bring that back in balance a little bit to accommodate for the root pruning. They are kind of hand in hand. I don't know that you could do one without the other.

Mr. Maxfield said one of the things we did tell Mr. Herman was it wasn't going to cost him any money and maybe notifying him to see if we can get his permission to do what was talked about. Mrs. Yerger said yes, at least see this ahead of time. Mr. Maxfield said if the Norway Spruce is infested, he would want to know that. Now that I look at this closely, I share your concern about that.

Mr. Horiszny said is hoarse (horse) chestnuts spelled correctly? Mr. Kochanski said I do believe that is a misspelling in there.

Mr. Kern said are we holding off on this? Mr. Cahalan said yes, we need to go back to Joshua Tree with some of these comments. Mr. Kochanski said it might be related to bringing him in and going over some of these concerns and get answers and go back and resubmit it with some of the adjustments in here. Mr. Cahalan said at some point, we'll let Mr. Herman know about the proposed work and get some comments from him and we can see if he wants to give us an okay about the private property issue.

Council took no action. Mr. Cahalan will get in touch with Joshua Tree.

E. SAUCON VALLEY COMMUNITY CENTER – APPROVAL OF SENIOR PROGRAM FOR 2009

Mr. Kern said the Agreement between the Saucon Valley Community Center and the Township has been prepared for the Senior Program. The program will run year round with limited summer hours.

Mr. Cahalan said this is our annual approval of this contact with the Saucon Valley Community Center (SVCC) with the senior program that operates in Seidersville Hall. It's been there for several years and is a very successful program. It runs from Tuesday through Thursday, 9:30 AM to 11:30 AM. They break for lunch and then they come back from 1:00 PM to 3:30 PM with a variety of programs which are offered there for area seniors. For that program, we pay the SVCC \$16,219 and that is covered in the agreement and that has all of the details in there.

Mrs. Yerger said do they have to be residents to participate in this and the youth programs? Mr. Cahalan said normally it is for Saucon Valley. We do not ask for residency. Some of the Hellertown residents do go to the Hellertown center. Mrs. Yerger said we kind of swap off. Mr. Cahalan said yes. Mrs. Yerger said they are not coming from Allentown? Mr. Cahalan said no, they are all local residents.

MOTION BY: Mr. Maxfield moved for approval of the senior program for 2009.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

F. SAUCON VALLEY COMMUNITY CENTER – APPROVAL OF SUMMER YOUTH & CHILDREN’S PROGRAM FOR 2009

Mr. Kern said the Agreement between the Saucon Valley Community Center (SVCC) and the Township has been prepared for the Summer Youth and Children’s Program.

Mr. Cahalan said this is two programs. One is the summer recreation program that is in the township parks, and that program is very, very successful. That runs in the summer. It’s two, 4 sessions. The first session is from June 23 to July 17. The second session is July 20 to August 14. That program has a limit of 70 children at the Town Hall Park for each of the four week sessions. There are up to 30 registered children at Southeastern Park for each of the four sessions; and 45 at Steel City Park for the four week sessions. In total, if that runs at capacity, it’s 290 children. These are all township residents. They do check on that when they register. It’s a first come, first serve and parents try to get into this as quickly as possible as it’s a very popular program here in the township. One of the issues is that it’s only being run at three parks. This is the recommendation from the SVCC. Last year they did run a fourth program at the Heller Homestead. The SVCC had some issues with the park. The park is beautiful for passive recreation, but there’s no recreation facilities for children. There is a list of some of these issues in your folder. One of them was the fact that the attendance at the Heller Homestead program was very low. The parents chose the park based on where they live. The turnout there was very low. Mr. Cahalan went down a couple of times and we saw only three, four or five kids at that program. They were also concerned as there was a lack of running water for the children. There’s no area for sports activities. There is really no flat area where they can play ball or play catch. There’s no recreational resources at the park. What they were doing was taking the children across Friedensville Road to Hellertown’s Water Street park and they were using the playground over there. There’s also no shelter at the park in the event of a sudden rain or storm. This is where the gazebo idea came from. We’re still looking into that. That’s one of the amenities that isn’t at the park. There’s no area for arts and craft activities. There are some picnic tables, but they are scattered around the park, not in the area in the front where they like to have the activities. They recommended and I agree with them, that we should not have a program at the Heller Homestead park this summer. Therefore, this recommendation, and this is what we budgeted for is for the three parks and it’s for the number of children at the times indicated for at total of \$24,020 for the summer recreation program. The second part of this is the program for summer children. That consists of three different classes and they are being held at Seidersville Hall. There’s a summer art program for children ages 3 to 5, and that runs July 13 to the 17. There’s a book worm program for ages 3 to 5 that runs from July 20 to July 24. Science fun is for children in grades 1st through 5th and that runs from July 15 to July 17. Those programs are limited to 15 children per session. That was also a popular program which has been running for the last three years. The cost for that program is \$3,207.92. The total this contract covers for the SVCC is \$27,227.92.

MOTION BY: Mr. Horiszny moved for approval.

SECOND BY: Mr. Maxfield

Mr. Kern asked if anyone had any questions? Mr. Maxfield said another thing we need to think about this year at the Heller Homestead is there may be some demolition going on there this summer. Mrs. Yerger said Jack, you said they fill up quickly. Has there been a demand or overflow of kids, are we denying a substantial amount of kids? Mr. Cahalan said he didn’t hear anything about that last year, but the previous year, there was some unhappy parents who didn’t get in. The SVCC runs the same program at Dimmick Park and Hellertown residents have to pay for it. There’s a little bit of an issue there. Two years ago he heard there were some parents who were threatening to drop their kids off at the program without signing them up so they could hang out. We haven’t had a problem with that. The problem we had last year was other groups interloping into the planned activities and we’ve got signage for the SVCC to announce it’s a structured program. The one group that came, we talked to them and they are

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not coming back again. They would come unannounced and infiltrate. That has been stopped. We want everybody to know this is a program where the children are being supervised and monitored and we don't want groups of people coming in to use the pavilion when they are holding the arts and crafts programs. We don't rent it out during that time. You just can't come and plop your family down at that time. We will try to have that organized. Mrs. Yerger said if we do put a pavilion at Polk Valley Park, that would be able to help. Mr. Cahalan said that would increase the numbers substantially. We're talking about over 300 children being served. Mrs. Yerger said maybe at some point, the Kingston Park, and areas that have more room for the kids will be available.

ROLL CALL: 4-0 (Mrs. deLeon – Absent)

G. APPROVAL OF NO MOW SIGNS FOR NATURALIZED AREAS

Mr. Kern said the Township Planner has recommended the placement of "No Mow" signs for areas in the Township Parks and on other properties that will be left unmown. The Park & Recreation Board and the EAC have reviewed the sign options and are recommending the erection of these signs at Polk Valley Park and Southeastern Park and at the Clover View Basin.

Mr. Cahalan said this was something that started off in our discussion of developing the natural areas, the meadow in Southeastern Park and the detention basins that will be naturalized. We started looking into what was the proper signage that should go there. It could be as easy as "Do Not Mow" which is something we would put down for the contractor who is doing the mowing. I think what we wanted to also was a little bit of education that tells people why the area is not being mowed. We asked Kevin Kochanski to come up with recommendations and it was taken to Parks and Rec. We discussed it with them at their last meeting and their recommendation was for the same sign, 4a, as the EAC looked at also. Mr. Kochanski said the EAC had some minor changes that they would like to see. Change it from "naturalized meadow" to "naturalized area" as they felt not all the areas were going to be meadows. We were going to put these near some of the naturalized basins. Also, incorporating "Lower Saucon Township" into the verbiage so it gives some official capacity to the sign so if homeowners wanted to naturalize their property, it will give it a little bit of an official status. The other signs we have are different examples of language that we felt could be appropriate. The signs are 12x18 which are the size of a handicapped sign. They can go in a vertical or horizontal configuration.

Mrs. Yerger said if you look at the recommendation from the EAC, we had discussed the number of signs and most members felt relatively strongly that we didn't want to be over enthusiastic about signage, so that it actually looks like sign pollution. We recommended no more than ten (10) signs installed at appropriate distances at Polk Valley Park. No more than two (2) signs at Southeastern Park and no more than two (2) at Cloverview to keep the natural look at the naturalized area. Mr. Kochanski said we still want to convey the message why this is important.

Mr. Horiszny said the EAC likes 4a, but they want to change meadow to areas. They want to mention having Lower Saucon Township (LST) on here, so that has to be added. What about using the verbiage from 3 and only calling it naturalized area and not naturalization area, or didn't you like the flat instead of the high side? It gives the same message, but it talks about both LST and the advisory council. Mr. Maxfield said didn't we react against the don't do this, don't do that kind of thing. Mr. Kern said he liked the wording on 4a. Mr. Cahalan said 3 wouldn't cover the Southeastern Park meadow. Would herbaceous plants cover the meadow? Mr. Kochanski said yes, and it's typically what is meant when you are talking about meadows. Mr. Maxfield said what we liked about no. 4 was it went one step further in explaining why. Mrs. Yerger said the sign says Lower Saucon Township has left this unmown. Mr. Kochanski said it was written in a language so it was universal. Mr. Maxfield said we had a suggestion at the EAC meeting that would work for a private property also. Mr. Kochanski said he thinks it was this area has been left intentionally

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unmown in coordination with Lower Saucon Township or working that in there so the language was universal whether it was township property or private property, so that your ordering one sign. If you are ordering two different signs, there's going to be a cost to that. You can order one and as you need more, you just order them.

Mrs. Yerger said can we start off the second sentence with "this area has been intentionally left unmown to promote sustainability and environmental awareness. Lower Saucon recognizes this helps reduce erosion and encourages infiltration..." Mr. Cahalan said you could also say the area is left unmown to promote the goals of Lower Saucon Township. Mr. Kern said we don't even need to mention Lower Saucon Township. Mr. Kochanski said I think the concern was for private property owners from that standpoint. You could do a printing of the township seal behind that. Mrs. Yerger said that would be the best, just put the LST logo on it. Mr. Kochanski said we could do a watermark behind it. Council said that would be perfect. Mr. Kern said I really like the word meadow, and where does it not apply? Mr. Maxfield said in a naturalized detention basin. Mrs. Yerger said they are not really meadows. Mr. Kern said how much are they not. Meadows is just such a nicer word than area. Mr. Maxfield said who knows what else will naturalize in the future. It could be roadside swales and median strips that someone wouldn't necessarily relate to a meadow. You'd think of it as a meadow planting whether it's 800 acres of meadow, but that was the concern coming out of the EAC, smaller areas that wouldn't be a meadow. Mr. Maxfield said watermark seal and area, and we are in agreement with the number of signs. This was the sign recommended by Parks and Rec.

- MOTION BY:** Mr. Maxfield moved for approval, as stated above, with changes.
SECOND BY: Mrs. Yerger
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

H. APPROVAL OF AGREEMENT AND SCOPE OF WORK WITH HERITAGE CONSERVANCY FOR POLK VALLEY PARK NATURAL AREAS DEVELOPMENT

Mr. Kern said Heritage Conservancy has submitted an Agreement, Scope of Work and a proposed Schedule for the wildflower meadow restoration project at Polk Valley Park which the Township was awarded a DCNR grant to fund these costs.

Mr. Cahalan said the township partnered with Heritage Conservancy on this DCNR grant. We received a total of \$20,000 for this grant and Heritage has put together the proposed work plan for their portion of this that deals with the wildflower restoration and they have also drawn up a proposed work schedule that was included, and the contract agreement which was reviewed by the solicitor and we need approval for the Council President to execute the agreement with Heritage Conservancy.

- MOTION BY:** Mr. Maxfield moved for approval as stated above.
SECOND BY: Mr. Horiszny
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 3-0 (Mrs. deLeon – Absent; Mrs. Yerger - Abstained because of her affiliation with Heritage Conservancy)

I. APPROVAL TO EXECUTE 2009 JUSTICE ASSISTANCE GRANT AGREEMENT

Mr. Kern said the Township Police Department has been notified of its eligibility for grant funding totaling \$12,169.00 from a US Department of Justice Assistance Grant (JAG). The grant funding, which will be allocated among Northampton County, the Cities of Easton and Bethlehem, the Boroughs of Bangor and Hellertown, and Bethlehem and Lower Saucon Township, will be

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administered and coordinated by the City of Bethlehem Police Department and an Inter-Municipal Agreement must be executed to accomplish this.

Mr. Cahalan said the agreement is enclosed and this is to authorize the Council President to sign the agreement on behalf of Lower Saucon Township. Our share of the fund is \$12,169.00.

MOTION BY: Mrs. Yerger moved for approval to execute 2009 Justice Assistance Grant agreement.

SECOND BY: Mr. Maxfield

Mr. Kern asked if anyone had any questions? Mr. Horiszny said if that was a per capita breakdown? Mr. Cahalan said he's not sure how that came out, it could be from a per capita calculation. Hellertown is just slightly less than us, so I'm not sure how that broke down. They did come up with a percentage of 3.43% for us, 3.31% for Hellertown, and he's not sure why some of the other municipalities were not selected.

ROLL CALL: 4-0 (Mrs. deLeon – Absent)

VI. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF APRIL 1, 2009 MINUTES

Mr. Kern said the minutes of the April 1, 2009 Council meeting have been prepared and are ready for Council's review and approval.

MOTION BY: Mrs. Yerger moved for approval of the April 1, 2009 minutes.

SECOND BY: Mr. Maxfield

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

ROLL CALL: 3-1 (Mrs. deLeon – Absent; Mr. Horiszny - No)

VII. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

None

VI. COUNCIL AND STAFF REPORTS

A. TOWNSHIP MANAGER

➤ Mr. Cahalan said we received a notice from Officer Victor Koszi today that he has submitted his notice of retirement effective April 30, 2009. He served with the police force for twenty-five years. We will be recognizing him. He is moving on to employment with the Sands Casino. We also want to announce we have hired another part time officer, Stephen Allen Kunigus, who lives on New Jersey Avenue in Hellertown. He started as of April 6, 2009. That will add to our additional police force.

B. COUNCIL/JR. COUNCIL

Stephen Prager

Absent

Mr. Maxfield

None

Mrs. Yerger

➤ She said we are having our electronics recycling on Saturday, April 25, 2009 from 9:00 AM to noon. We will take all electronic recycling, VCR's, DVD's, monitors, NO TV's. Please notify friends, family, colleagues, etc. Mr. Kern said if someone has a computer monitor, they can bring it? Mrs. Yerger said yes, they will take them.

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- She said on June 6, 2009, the EAC is having a native plant sale, and this will be in our newsletter and we hope you will participate. She handed out the available species of plants and the price listing. You can pick them up at the township on June 6 at Town Hall from 10 AM to 2 PM. The forms must be submitted by May 26, 2009.

Mr. Horiszny

- He said if we do adopt the road programs in the area, maybe the Council ought to consider taking a stretch somewhere. Mrs. Yerger said that's not a bad idea.

Mr. Kern

- He said he had a request from Joe Long, President of the SV Soccer League, regarding bare spots on the Polk Valley Park fields and he said the SV Soccer League would be willing to pay for and broadcast the seed that is recommended by the Planner or whoever would recommend seed that is appropriate because he said that the planting season is now and he would like to have the league participate in that. If they could be given a recommendation of seed, the SVSL will pay for it and broadcast the seed. Mr. Cahalan said he will talk to Roger.

Mrs. deLeon

Absent

E. ENGINEER

None

F. SOLICITOR

None

G. PLANNER

None

Council went into Executive Session to discuss litigation and land acquisition.
The time was 8:15 P.M.

Council reconvened at 8:42 PM.

VII. ADJOURNMENT

- MOTION BY:** Mr. Horiszny moved for adjournment. The time was 8:43 PM.
SECOND BY: Mr. Maxfield
Mr. Kern asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Mrs. deLeon – Absent)

Submitted by:

Jack Cahalan
Township Manager

Glenn Kern
President of Council