

**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. TMC Management Corporation – The Cottages at Saucon Valley – Mountain View Drive – Request End of Maintenance Period

**IV. TOWNSHIP BUSINESS ITEMS**

- A. Zoning Hearing Board Variance – Richard Cangialosi – 3510 Drifting Drive – Variance Request for Minimum Lot Width in Conjunction with Lot Line Adjustment
- B. Review of PA DCED Fire Apparatus Study
- C. Resolution #72-2018 – Zoning Officer Salary
- D. Recommendation for Appointment of Township Fire Marshal
- E. Lower Saucon Authority Board Appointment
- F. IESI Bethlehem Landfill – 2335 Applebutter Road – Discussion on DEP Violations
- G. Town Hall Complex Painting – Bid Award
- H. Resolution #73-2018 – Authorization to Submit a Pennsylvania DCED Multimodal Transportation Fund Grant for Replacement of Lower Saucon Road Bridge
- I. Williams Township Comprehensive Plan Discussion & Comments
- J. Discussion on Maintenance of Town Hall Pond
- K. Discussion on Television Recycling – Review of Draft Letter

**V. MISCELLANEOUS BUSINESS ITEMS**

- A. Approval of June 20, 2018 Council Minutes
- B. Approval of June 2018 Financial Reports
- C. Monthly Department Reports for June 2018

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

**VII. COUNCIL & STAFF REPORTS**

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

**VIII. ADJOURNMENT**

**UPCOMING MEETINGS**

Zoning Hearing Board: July 23, 2018  
Saucon Rail Trail Oversight Commission: July 23, 2018 @ HB  
Planning Commission: July 26, 2018  
Township Council: August 1, 2018 (rescheduled from August 15<sup>th</sup>)  
Parks & Recreation: August 6, 2018 @ Easton Road Fields  
Saucon Valley Partnership: August 8, 2018 @ HB  
Environmental Advisory Council: August 14, 2018

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, June 20, 2018 at 7:00 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, Council Members; Leslie Huhn, Township Manager; Cathy Gorman, Director of Finance; Linc Treadwell, Township Solicitor; Judy Stern Goldstein, Township Planner; and Brien Kocher, Township Engineer.

**PLEDGE OF ALLEGIANCE**

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

Mrs. Yerger said Council did not meet in Executive Session since the last meeting.

**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.

**II. PRESENTATIONS/HEARINGS – None**

**III. DEVELOPER ITEMS**

**A. RESOLUTION #68-2018 – LAURENA MINOR SUBDIVISION – 1897 MEADOWS ROAD – SEWAGE FACILITIES PLANNING MODULE REVISION (7:02 p.m.)**

Attorney Treadwell said this project was approved at the previous meeting; this Resolution is needed to submit with the planning module. Chris Taylor has reviewed it.

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #68-2018 for Laurena Planning Module submission to PADEP.

**SECOND BY:** Mrs. Louder

**ROLL CALL:** 5-0

**IV. TOWNSHIP BUSINESS ITEMS**

**A. ZONING BOARD VARIANCES**

**1. NICHOLAS & DEBRA MOUHLAS – 1876 VIOLA LANE – VARIANCE REQUEST FOR IMPERVIOUS COVERAGE TO CONSTRUCT A DECK (7:04 p.m.)**

Mr. George Mouhlas and Ms. Debra Mouhlas were present seeking a variance for impervious coverage to construct a deck. Eight years ago, they were seeking something over double the size of what they are now. The previous proposal was for 28% impervious coverage; they are now requesting 26.1%, which is 1.1% over the allowed limit. The deck will be 3' off the ground and it's 22'x18'. It comes to approximately 366 sf. Mrs. deLeon said 1.1% is small, but is there anywhere else you can eliminate a little bit of percentage? Mr. Mouhlas said HEA had taken a look at their sketches and going smaller defeats the purpose of putting up a deck. Eight years ago it was pavers all the way to the existing driveway. They have eliminated that and the proposed deck is now smaller than before.

Attorney Treadwell said it's a big driveway, is there a way to reduce some of the driveway to make up the 1.1%? Mr. Mouhlas said it's kind of tough to do. Attorney Treadwell asked can't you round it off at the bottom left corner? Mr. Kocher said they are proposing to be over by about 260 sf, rounding the driveway would get it closer, but it's not going to do it. Attorney Treadwell asked what the deck is going to be made of? Mr. Mouhlas said it's going to be Trex. Attorney Treadwell said if it rains the water drains through the slats. Mrs. deLeon said it depends how close together you put them. Attorney Treadwell said from our ordinance's perspective, it's impervious; if the water drains through the slats and its grass underneath, it still will infiltrate into the ground. Mr. Mouhlas said that's part of the reason they decided to do Trex vs. pavers. Attorney Treadwell asked if they would be agreeable to leaving it grass underneath, because if you put stone underneath, then it

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doesn't go into the ground. Mr. Kocher said it will be bare earth and serve as the same purpose.

Mrs. Yerger said they are close to the Saucon Creek and that's a huge part of the concern. Mrs. deLeon said she was at a meeting regarding the Meadows Bridge and the Saucon Creek takes a beating. Impervious coverage contributes to that water. Mr. Mouhlas said he understands. Mrs. Louder said historically, there are water problems with those properties. Mrs. deLeon said it met all the requirements when it was approved. Attorney Treadwell said what they constructed was fine, they just didn't leave any room to add anything.

Mrs. Louder asked if the deck was one level? Mr. Mouhlas said yes with two or three steps. Mr. Kocher said one thing you could consider is reducing the width of the driveway and trying to pare down the 260 sf as close as you can to zero. Mr. Mouhlas said they could probably try it, but it's a significant amount. Mr. Kocher said if you took 2' of driveway off immediately at 15' wide, that would almost get you 90 sf and you won't get any more than 20 sf taking the corner off.

Attorney Treadwell said they don't need to redo their plans but would need to represent to Council that when they construct it, it will be with slats that have enough room between them and there won't be crushed stone or anything similar underneath it. Mr. Mouhlas asked if ripping out the grass but leaving the topsoil there is okay? Attorney Treadwell said that's fine. After going to the ZHB, they would want the Zoning Officer to approve what the slats look like and what they are going to do. A letter will be sent to the ZHB indicating this. Mrs. deLeon asked what about the driveway? Attorney Treadwell said if that's the wish of Council, then no action is taken and we send the letter to the ZHB.

**MOTION BY:** Mrs. Louder moved to recommend that a letter be sent to the ZHB as stated above by the solicitor stating the slats and the impervious coverage remain under the deck.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

**2. NICHOLAS VERES – 2067 DODDY LANE – VARIANCE REQUESTS FOR SIDE & REAR YARD SETBACKS TO CONSTRUCT A POLE BUILDING (7:21 p.m.)**

Mr. Veres said the pole building is 30'x32' which equates to 960 sf. Since the time he drew this up, a few hardships came up, slope percentage is one of the major factors, which has affected his impervious significantly. Within that, there is the septic system that has been addressed. Mrs. Louder asked if he was putting concrete inside the pole barn? Mr. Veres said no, it will be ¾" clean stone. Mrs. Louder asked how does that affect the septic system? Mr. Veres said his septic is roughly to the left of his pole building, and should he ever run into a problem, where could he go? Mrs. Louder said if there's no concrete inside the pole barn, is that still an option? Mr. Kocher said he'd have to take the building down and do soil testing; usually what happens when you put soil down, it's not going to pass. Mr. Veres said the current system is 20+ years old, but there's only ever been one person at the house, so it's been lightly used. Mr. Kocher said the one they are using now is the second system as the original malfunctioned. If the lot runs out of untestable areas, they will have to use pump and haul.

Mr. Veres said with the impervious ground being affected by the slope percentage, he is willing to eliminate the paved driveway entirely. The new impervious coverage figures are slim compared to what he was starting out with. Initially it was 3,373 sf of impervious coverage allowed, and it has been cut down to 1,912 sf, so he's already in a deficit. Mrs. Louder asked how the slope calculations are based? Mr. Kocher said this is based on the 4/10<sup>th</sup> of an acre lot.

Mrs. deLeon asked what the hardship was for the variance. Mr. Veres said it started out as setbacks, and then it progressed into the onlot septic system. Mrs. deLeon said it's going to be a lot of money with the alternative and it could affect someone's well. She asked what the percentage was over by? Mr. Veres said 14%. Mrs. deLeon and Mrs. Yerger said they can't support this, but he can change his plan to meet what was reviewed. Attorney Treadwell said it might be helpful to withdraw the application and sit down with the new Zoning Officer, talk it through, and see whether the pole building could be moved to a different location that would leave an alternate septic site.

Mr. Veres said with the existing driveway being paved what if the pole building was built on top of it? Attorney Treadwell said what he has now is what he has, no one can take that away from him. If he puts the pole building on the driveway, he hasn't created any more, which is something he should talk to the new Zoning Officer if it fits into his plans for the use of the lot. Ms. Stern Goldstein asked if he was planning on storing vehicles in the pole building? Mr. Veres said no. Mr. Stauffer said if he put it on the driveway, there might still be a setback issue.

- MOTION BY:** Mrs. deLeon moved to oppose this unless Mr. Veres gives an extension and works with the Zoning Officer.  
**SECOND BY:** Mrs. Yerger  
**ROLL CALL:** 5-0

**B. ROBERT & FAITH RENNA – 1242 SEIDERSVILLE ROAD – AUTHORIZE SIGNATURE OF TECHNICAL CERTIFICATION FORM FOR SEWER SYSTEM (7:35 p.m.)**

Mrs. Renna said they are getting a loan to redo their septic system and there is paperwork which has to be signed saying that currently there is no public sewer and it's a private septic system; and within five years there is no probability of public sewer being there. They just want to verify it will be a stable septic system. Mrs. deLeon asked how they are fixing their existing septic problem? Mrs. Renna said they are replacing it completely in the same spot. Mrs. Louder said there is a letter from William Ross; Attorney Treadwell said that it is a current letter.

- MOTION BY:** Mrs. deLeon moved to authorize the Council President to sign the Technical Certification Form for PENNVEST loans for Robert and Faith Renna of 1242 Seidersville Road.  
**SECOND BY:** Mrs. Yerger  
**ROLL CALL:** 5-0

**C. PRESENTATION OF 2018 SEMI-ANNUAL FINANCIAL REPORT (7:39 p.m.)**

Mrs. Gorman said the Semi-Annual Financial Report is as of June 15, 2018. They received 69.9% of budgeted revenues and have expended 39.43% of our General Fund expenses. We are in good shape budgetarily speaking. To see the Semi-Annual Financial Report, click on the following link: <http://www.lowersaucontownship.org/pdf/safr.pdf>

We are receiving more revenue than projected; we are receiving more in the Landfill host fees than projected, but as stated in budget deliberations, we budget for what our funding could absorb in the event of a closure. That funding goes into the General Savings account and will end up paying for debt and capital appropriations. We will review the cash situation at the end of the year. Once its presented, any excess funding over the minimum fund balance will either be appropriated to Capital or to Operational Reserve for future use.

Regarding expenses, we are in pretty good shape. There are items that she will address at the next Council meeting; these are for engineering since we are utilizing our engineering firm as a Zoning Officer. She will need to move some of the money budgeted for the Zoning Officer to the engineering line item and make sure we have enough money to cover the new ZO. We also have a budgetary adjustment for the library appropriation that Council approved for the sidewalks. All those items will be tallied into the next budget transfer. Mrs. deLeon asked how much are we paying for the sidewalks? Mrs. Gorman said we are only paying a portion and haven't released payment yet. The Township will be entering into contract negotiations for the Non-Uniform union

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and she'll be presenting estimates they might need for additional legal fees. Staff is also looking at restructuring the of the police department. The Manager will be discussing the street sweeper. The Capital Fund is in good shape; we appropriated an additional \$200,000 and will be appropriating another \$200,000 to each of the park and historical funds next month. We are on target.

Mrs. Louder asked regarding the \$31,440 from the Gaming Commission, what are we using that for? Mrs. Gorman said she has to review the regulations in the funding and her suggestion would be if we do not receive the award for the small sewer grant for the water line project behind the PW building, there's a new infrastructure component that's permitted, and if we have our local forces do the work, that funding should pay for the hard costs involved with the project. We'll find out in the next couple of months if we get it. Mrs. Louder said she'd like to see the \$31,000 go towards CRIMEWATCH. Mrs. deLeon said that's only \$2,000 a year.

Mrs. Louder asked if the Township received the 4Q17 and 1Q18 payments of the gas royalty fees? Mrs. Gorman said no. Mrs. Louder asked if there is a deadline for the payments or a penalty? Mrs. Gorman said not that she's aware of. Mrs. Louder said this is something we need to address, Mrs. Gorman said she will look into the agreement. Mrs. deLeon said she'd like to be updated for the monthly Landfill Committee meeting tomorrow.

Mrs. Louder said most of the PD overtime expenses in regular and part-time staff is reimbursed under grants or billed services. The Steel City Hill Climb does not pay our PD for services, and that's something she would like to see addressed. They are the only event in our Township that does not pay for police security. Mrs. deLeon asked if anyone remembers why we don't charge them? Attorney Treadwell said people voluntarily pay for our PD, we don't have a way to assess people. If something happens at your house, you don't get a bill from your PD. What people pay our PD is to hire them for some type of security or traffic control. The Hill Climb doesn't do that, they don't hire us; we send officers out there on our own. Mrs. Louder said we pay overtime, it's our full force out there and the guys do a great job. Attorney Treadwell said there's no way to charge them unless they agree to hire us. The option is don't pay overtime or have a few on, or just don't send them out there. Mrs. Louder asked then what happens? If we have our guys on the force for just one day and not enough coverage, the taxpayers are not protected. Mr. Stauffer said tell them we can provide the police service over there and if they want to hire them, they can. Attorney Treadwell said we had this discussion with the Buskill Motorcycle group in the past and their position is don't send anybody, we don't need anybody. Then you get into the situation are we protecting people that live there and the people that attend, if we don't send anyone? Last year traffic backed up and PennDOT had to come out and do road work because of the amount of traffic that was on the road in the heat. This needs to be addressed again with Bushkill. Mrs. Huhn said the Chief is planning on meeting with them prior to the next Hill Climb in September. She will discuss it with him.

Mrs. Louder said staff is working on the installation of a pole barn at the recycling compost center, is that part of the partnership and are we paying for that? Mrs. Gorman said it's a fund being maintained by us but it is through a joint partnership between us and Hellertown. It's funding that's in a separate account and we each appropriate the same amount of funding every year.

Mrs. Louder said Public Works is short-staffed and she was wondering if we were going to take care of that? Mrs. Huhn said she'll bring it up in her Manager's report. Mrs. Louder said she'd like to see the fire tax slightly increased to offset that expense. Regarding Black River Road and the \$510,000, we're talking about the payment and it would decrease our debt. Right now there's a property being constructed on Fire Lane that is 4,200 sf and that property plan has a storm water trench to be built on it. She would like to see the \$510,000 stay exactly where it's at until that trench is signed off by the Township and the people get their Occupancy Permit. Fire Lane has been problematic so if that doesn't happen, the house may create a bigger disaster with water.

Mrs. deLeon said when the County authorized payment of the \$31,000, didn't they put requirements on how that was supposed to be spent? Mrs. Gorman said there is a list of requirements. She would defer to that resolution before coming back to Council and making a recommendation. To buy something additional to expend the money this year, it would be more prudent if it's something we already considered and approved to offset that cost. Part of this is future grants from the Gaming Commission and Leslie sent an email that the NC COG was meeting, so they will be talking about the criteria for applying for grants and she'd like Mrs. Gorman at that meeting. Mrs. Huhn said they will both attend. Mrs. deLeon asked if this report be on the website? Mrs. Gorman said yes.

**D. RESOLUTION #69-2018 – AUTHORIZATION TO SUBMIT A NORTHAMPTON COUNTY DCED COMMUNITY INVESTMENT PARTNERSHIP PROGRAM GRANT FOR INTERIOR MODIFICATIONS TO SEIDERSVILLE HALL (7:54 p.m.)**

Mrs. Huhn said this was discussed at a prior Council meeting and their recommendation is to do improvements to the restrooms at the Senior Center. This resolution authorizes the submission.

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #69-2018 to apply for a CIPP grant not to exceed \$25,000.00.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**E. RESOLUTION #70-2018 – AUTHORIZATION TO SUBMIT A PENNDOT AUTOMATED RED LIGHT ENFORCEMENT (ARLE) PROGRAM GRANT FOR LED MODULES AND TRAFFIC DETECTION CAMERA SYSTEMS (7:56 p.m.)**

Mrs. Huhn said this is a resolution to submit for a grant for LED modules and traffic detection camera systems, which we can submit annually. We submitted last year and were not successful, so we reduced the scope slightly. These will be at our traffic lights on Route 378 and at the Giant Shopping Center.

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #70-2-18 to submit a PennDOT ARLE grant application.

**SECOND BY:** Mr. Stauffer

**ROLL CALL:** 5-0

**F. WOODLAND HILLS PRESERVE – CONCEPT PLANS FOR POND BOARDWALK ACCESS, ADA LOOP TRAIL, & STREAM RESTORATION AND BUFFER PLANTING (7:57 p.m.)**

Mrs. Huhn said we discussed this previously with Council for the scope of what you would like to begin in the management plan for the Woodlands Hills Preserve. We decided we would go for the pond boardwalk access, the ADA loop trail and stream restoration and buffer plantings. We are requesting tonight to authorize B&J to prepare the bid package and a cost not to exceed.

Ms. Stern Goldstein said they did the numbers to make sure the concept was good before they finished the engineering. She thought the monies were authorized at a prior meeting. They did the numbers and the concept plan and were just about to go into the detailed engineering and prepare the bid package. Mrs. Huhn said the ADA parking space and signage is \$7,222 which is coming out. Ms. Stern Goldstein said the ADA parking space is going to be done in-house; they weren't going to do any engineering for that. They prepared the detailed plan for the concept and were coming in with more detail before they finished up the engineering and bid package. They did all the numbers already.

Mrs. Yerger asked if we took out the bird blinds? Ms. Stern Goldstein said they weren't going to be done by B&J, they were going to be done in-house or in the future. For the ADA trail, they did a survey to determine the actual location. They are ready to do the bid package and the engineering. Because of so many trails currently, this might make it less confusing for people walking at the Preserve. The ADA trail is 1,900 linear feet and 10' wide.

Mr. Kern said going back to the Hill Climb, he's not sure he got this correctly. Are you saying there's an issue for funding with security for the Hill Climb? Mrs. Gorman said budgetarily speaking, no; the Hill Climb is done every year. We budget in accordance to historically what we have paid for overtime. If someone wishes to sponsor or help pay for those costs, that would be great, but we do budget for it. Mr. Kern said would you request the Hill Climb to contribute to that? Mrs. Gorman said that's a complicated question and it's not necessarily just a financial one. Mr. Stauffer asked if they have to get a permit from us to have the event? Mrs. Huhn said no. Attorney Treadwell said some municipalities have a mass gathering permit, but LST doesn't. Mr. Stauffer said if we had a permit, you could say you need security over a certain number whether you hire us or provide us with proof that you've hired someone.

Regarding Woodland Hills, Mrs. Stern Goldstein said if Council wants B&J to do the engineering, get the permits, and prepare the bid packages, they will come back with a final. Mrs. deLeon asked if this is coming out of the open space fund? Mrs. Gorman said part of it is from Northampton County and a match by the Township. Mrs. deLeon asked if the church has had any issues? Attorney Treadwell said not that we know of; Ms. Stern Goldstein said they haven't seen any either. Mrs. Huhn said this can be brought back once B&J finalizes the engineering.

**G. CRIMEWATCH TECHNOLOGIES – DISCUSSION OF COSTS AND FUNDING SOURCE – REQUEST FOR APPROVAL (8:12 p.m.)**

Mrs. Huhn said Council asked us to bring this back after the presentation by Doug Demangone. Mrs. Gorman has reviewed it and the \$2,046.68 can come out of line item 01.407.751, which is Software & Licensing if Council desires to move forward with this.

**MOTION BY:** Mrs. deLeon moved to authorize the engagement of CRIMEWATCH Technologies to provide their services to Lower Saucon Township at a cost of \$2,046.68, taken out of line item 01.407.751, Software & License, and have it start as soon as possible.

Mrs. deLeon said this is a great program and it's going to be very helpful to our community and let's hope we solve some crimes with it. Mrs. Louder said do we have to look at this every year? Mrs. Gorman said no, now that you have us moving forward with it, she'll make sure it's itemized in the budget ongoing. Mr. Stauffer said if we already have our website, our Twitter, our email list, our Facebook, what is CRIMEWATCH getting us that we don't already have. Mrs. deLeon said the Chief was at the last meeting and he said he has to do it one time and it automatically spins it out to all of those places. If there's a missing child today and two days from now the child is found, all he has to do is put an update in there and everywhere that got the missing child message, will get this message. Mrs. Huhn said we could get the information out more on a national basis.

**SECOND BY:** Mr. Stauffer

**ROLL CALL:** 5-0

**H. RESOLUTION #71-2018 – AUTHORIZING EXECUTION OF MEMBERSHIP AGREEMENT WITH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE (8:16 p.m.)**

Mrs. Huhn said we are currently a member; however, a resolution is needed to authorize the agreement. This is another purchasing program similar to COSTARS when purchasing.

**MOTION BY:** Mrs. Yerger moved for approval of Resolution #71-2018 authorizing execution of a membership agreement with the U.S. Communities Government Purchasing Alliance.

**SECOND BY:** Mrs. Louder

**ROLL CALL:** 5-0

**I. REQUEST TO AUTHORIZE ADVERTISEMENT OF BIDS FOR HELLER HOMESTEAD MASONRY WORK (8:17 p.m.)**

Mrs. Huhn said we developed a proposed bid to put out. We did submit for a grant for this project, which we did not receive. This is for the steps and the front porch as they are deteriorating; it's not safe and the building is used a lot. This is a project we need to move forward on. Exhibit C is the scope of work for the materials and labor for the stairs and the porch. When we had a mason give us their recommendation, they proposed the joints be an inverted-V style for the mortar. The house

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itself is not an inverted-V style, it is an extruded mortar. She reached out to Karen Arnold for her expert opinion, even though we are no longer bound by the covenants. She agreed that since it received its designation based on the extruded mortar that is on the building, she would not recommend having the stairs have a different look and appearance than what the house has.

Under No. 2 for the porch, it is blank for the columns. They are currently aluminum columns, so it's a Council decision to replace with aluminum or should we go with a wood material? Mrs. Yerger said you would really have to stay on top of the wood. Mr. Stauffer asked if there was a problem with the aluminum? Mrs. Huhn said not that she's aware of. Mr. Kern said they didn't have aluminum in 1806. Mrs. Yerger said the wood will rot and the columns were aluminum when it was listed on the national register.

Mrs. deLeon asked PHMC if they had a list of contractors, but they didn't. Mrs. Huhn said we'll research and get it out to as many people as we can. Mrs. deLeon said she doesn't think the Conservancy is having a barn tour this year. Mrs. Huhn said we hope to get it finished by fall.

Mrs. deLeon said we need to go in the root cellar and get the brass plaque up. Mrs. Louder said it was mentioned the steps aren't safe, should we be tying them off until the work is finished for liability issues? Mrs. Huhn said they will look into it.

**MOTION BY:** Mrs. Yerger moved to authorize the bid advertisement for the repair of the front steps, porch and bilco door area of the Michael Heller House and replace columns with aluminum and extruded mortar.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

**J. APPOINTMENT OF TOWNSHIP ZONING OFFICER (8:25 p.m.)**

Mrs. Huhn said she recommends the appointment of James Young to fill the vacant position, effective June 25<sup>th</sup>. He is coming to us with 13 years of experience as a Zoning Officer and a Building Code Official. The annual salary is \$67,000 and this is in accordance with the job description Council has previously approved. He will be at our July meeting. Mrs. deLeon asked if we should amend the Resolution we did in the beginning of the year? Mrs. Huhn said she'll bring it back to the next meeting.

**MOTION BY:** Mrs. Yerger moved to appoint James Young as the Township Zoning Officer effective June 25, 2018 at an annual salary of \$67,000, per the job description previously approved by Council.

**SECOND BY:** Mrs. Louder

**ROLL CALL:** 5-0

**V. MISCELLANEOUS BUSINESS ITEMS**

**A. APPROVAL OF JUNE 6, 2018 MINUTES (8:27 p.m.)**

Mrs. deLeon said she's been voting no to the minutes as they've been very brief. The ZHB item above, we had a copy of the minutes and they were very detailed and very helpful. She thinks the minutes should be a little bit longer than what they are. When you are going backwards, the research is very helpful. Right now the minutes are just a paragraph, and yes, it meets the definition of what the law says it should be, but it doesn't have to be that way. Mrs. Louder said she agrees, she'd like to see them more detailed. Mr. Stauffer said he also agrees. Mrs. Huhn said it is longer for staff to type it up, but if it's Council's desire, we can do that. They will still have to be edited. Mrs. Louder said the key points have to be there, but it has to be more than what it is now. Mrs. Huhn said we try to do the key points; when we previously did the more detailed version, we didn't have the recorded version on the website. Mrs. deLeon said she doesn't go back and look at the recorded minutes. Mr. Stauffer asked if it is possible to run those recorded minutes through a speech-to-text program? Mrs. Huhn said it really distorts it.

**MOTION BY:** Mrs. Yerger moved for approval of the June 6, 2018 minutes.

**SECOND BY:** Mr. Stauffer

**ROLL CALL:** 4-1 (No – Mrs. deLeon)

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**B. APPROVAL OF MAY 2018 FINANCIAL REPORTS (8:32 p.m.)**

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

**C. MONTHLY DEPARTMENT REPORTS FOR MAY 2018 (8:33p.m.)**

Mrs. Huhn said these reports have been prepared for May 2018 and are on file.

**VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS (8:33 p.m.) - None**

**VII. COUNCIL & STAFF REPORTS**

**A. TOWNSHIP MANAGER (8:33 p.m.)**

- Mayor Dave Heintzelman coordinated a bike ride with LST and HB Police on the Rail Trail for Tuesday, July 17, 2018 at 6:00 p.m. beginning at Water Street Park to Reading Drive Trailhead, where Mayor Heintzelman and his family are sponsoring ice cream for all the participants. She's asking for Council approval as it's an event on the SRT. It's open to anyone. SRT Oversight Commission will receive this information next Monday.

**MOTION BY:** Mrs. Louder moved for approval of the SRT usage for the bike ride.  
**SECOND BY:** Mrs. deLeon  
**ROLL CALL:** 5-0

- Community Day is on August 18<sup>th</sup> at Dimmick Park. We have information on our Facebook page and in our newsletter. This year the LST Police Association is sponsoring a dunk tank for the day, which they will be participating in. At 4 p.m. the Lower Saucon staff, officers, and Public Works will be participating in a friendly game of softball against HB, which Council is invited to be in. Mrs. Louder asked if we were getting shirts for the baseball game? Mrs. Huhn said she will look into it.
- The lobby now has security glass for the receptionist area, zoning and finance. PW did a great job and it's very professional. Mrs. Yerger said give them our thanks.
- We have been successful in hiring three seasonal positions in PW. They are all doing a great job. For the full-time position we have promoted Kurt Bettler who was doing a great job. Now we have a full complement of men for PW, but are down some machines.
- We've been having a lot of problems with our sweeper and have taken it to the dealer several times. They seem to fix the issue and as soon as it comes back, the issue reoccurs. They just cannot seem to find what is wrong with it. We are getting seriously behind in our projects and have not even completed the cleanup from the winter cinder and chips, and now we're moving onto our paving and oil and chip which we need the sweeper for as well. We would like to request the rental of a sweeper for a month, and hopefully get ours back up before the month and run both sweepers. We received two quotes for rentals and are recommending the Golden Equipment Company. It's a Timko 600 machine, which at budget time we are going to discuss. If we rent it, it is doing dual purpose both as our rental equipment and we can test it. It is \$10,000/month; if we pick it up, there's no delivery fee. They would limit us to 37 hours of run time/week with \$100 an hour over the 37-hour limit and it's available July 9<sup>th</sup>. The other is a three wheeled model which wouldn't be as productive. Mr. Stauffer asked if we'll go over the 37 hours. Mrs. Huhn said we'll keep it within the 37 hours so we don't go over. If we need more than a month, it will come back to Council.

**MOTION BY:** Mrs. Yerger moved for approval for the Township to rent a Timko 600 from Golden Equipment Company in the amount of \$10,000/month.  
**SECOND BY:** Mr. Stauffer  
**ROLL CALL:** 5-0

Mrs. Louder asked what the cost to purchase a new sweeper was? Mrs. Gorman said about \$250,000. She would recommend using State funding and Capital funding to pay for it. Mrs. deLeon asked if HB had one? Mrs. Huhn said they reached out to HB, but they use it on their streets every day.

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- We received a Wellness grant from Capital Blue up to \$1,000 that they fund 100%. We've applied in the past, but were unsuccessful. We were approved for an additional piece of exercise equipment for upstairs where the Police Officers have the weight room. We are looking to purchase a rowing machine, which would be more cardio and are encouraging all of staff to use it. We found one for \$995.00 with free shipping. Mrs. Louder asked if anyone was familiar with the "Total Gym"? She has one in her basement and can't use it, and if you are interested in it, you can have it. Mrs. Huhn said she'll talk to the officers.

**MOTION BY:** Mrs. Yerger moved for the Township to purchase a piece of gym equipment from the grant money from Capital Blue.

**SECOND BY:** Mrs. deLeon

**ROLL BY:** 5-0

- Approval is needed for a wedding at the Lutz-Franklin Schoolhouse planned for September 1<sup>st</sup> and it will be outside. This has been reviewed by both PW and the PD and there are no issues.

**MOTION BY:** Mrs. Louder moved for approval of the wedding at the Lutz-Franklin Schoolhouse on September 1, 2018.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

- She will defer to Mrs. deLeon and Mrs. Gorman who can report on the meeting at the Meadows Road Bridge that was held at the site yesterday as she was not able to attend. There were reps from the County and PennDOT who attended. Mrs. Gorman said the permitting process is being done quickly; PennDOT is requesting NC to release the letter to have them start work. The project is being completed under the Transportation Improvement Program (TIP), which is 80% funded by the Federal Government and 20% by the County. There have been reviews from DEP and indications of bog turtles and potential wetland issues that is going to require further investigation. There are historical aspects being looked at as well. The bridge is not on the register; however, due to the age and history of the bridge, there is legislation for them to look at all those components and issue a report with recommendations as to whether it could be repaired, restored, or replaced. They are working on the permitting process co-jointly. Mr. Koehler provided a photo of what they believe County Council was recommending. It was an arch-formed bridge and they are advocating for replacement. They would prefer the half-stone mortar look. They went through a checklist of potential things the Township might have looked at or might be considering at this location, so it can be addressed in the scope of the bridge. One item is pedestrian access over it and also bicyclers. The utilities which are involved with LSA are going to need engineering specs for those lines. Mrs. deLeon said it was an hour meeting and she reiterated Council hopes they do the right thing and save this bridge and set an example to the rest of the County that we do care about historic resources. In the past, the County did not repair this bridge the way a stone bridge should be repaired. She strongly urges them to do what they can and rehab it instead of replacing it. There was a PennDOT rep there who said the bridge was evaluated for historical significance back in 2001 and since then there have been different criteria. They will have it evaluated by PHMC. She told her we have our own Township register and to go on our website and we have the historic resources on it and this is one of them. She found out in 2007 PennDOT created a PennDOT stone arch maintenance manual. She would like to send it to the County and ask if the repairs that have been done since 2007 were done according to that document. She talked about how much she disliked their rendering of a replacement bridge would be with the modern concrete. The rep from the County had talked to two homeowners and they told them they want the bridge replaced so they can use it. They will be having meetings with the public and will want to save the bridge too. Mrs. Yerger said one thing in its favor is the historic context of the bridge. Mrs. deLeon said she has more hope after that meeting. Mrs. Gorman said if it is being rehabbed, it will be the same width and the line of site issues. Mrs. deLeon said the water has also been redirected and she doesn't know if it can go back to the same way it was. They said the Township created all this development and you know that didn't help. Mr. Kern said if they proceed with the

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modern approach that they can take the base coat and cover it with stone veneer of the period. Mrs. deLeon did tell them that and some people were receptive to rehab. Mrs. Gorman said they seemed to be open to any communication and wanted to hear everyone's point of view. The permits have to be filed to get into the funding round because once July 31<sup>st</sup> comes, it starts a new round. Mrs. deLeon said everyone was amazed we got into the TIP program as it usually takes five years.

**B. COUNCIL (9:06 p.m.)**

**Mrs. Yerger** – None

**Mrs. deLeon**

- Last night they had their planning meeting for the HLS Chamber and they talked about a lot of people speeding on Route 412 and she mentioned to them about the speeding at Leithsville on Route 412 and now there's an online petition. She said PennDOT was not receptive to their request for lowering the speed limit.
- Tomorrow night from there's a chamber Happy Hour at Adorned Accessories Boutique. On July 28<sup>th</sup> at Dimmick, they are having wings and strings. The Large Flowerheads are rescheduled to August 29<sup>th</sup>.

**Mr. Kern** – No report

**Mrs. Louder**

- At the Steel City Park, there is green fence along Riverside and there are stakes in it yet. She asked if it could be removed. Mr. Kocher said they filed the paperwork for the NPDES permit. As soon as the County says we are released, a lot that can come out.
- She talked to a resident on Stonestrow who was saying how water was coming down so she sent an email out to Roger and Leslie to see if the berm could be raised a little bit. She took a ride and saw the storm water drains were half covered with stuff. She was hoping that PW could pay attention to that area for right now. Mrs. Huhn will talk to Roger.

**Mr. Stauffer**

- He said Happy 4<sup>th</sup> of July and now PA residents can buy fireworks. Mrs. Louder said can we do a Township ordinance about the fireworks regarding what time they have to stop setting them off? Attorney Treadwell said there are some municipalities having regulations on the timing issues. It ultimately becomes an enforcement issue.

**C. SOLICITOR – No report (9:11 p.m.)**

**D. PLANNER – No report**

**E. ENGINEER – No report**

**VIII. ADJOURNMENT**

**MOTION BY:** Mrs. Louder moved for adjournment. The time was 9:11 p.m.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

Submitted by:

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Leslie Huhn  
Township Manager

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Sandra B. Yerger  
Council President