

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. Jeffrey Heck – 3733 & 3729 Fire Lane – Request for Lot Line Adjustment
- B. Meadows Grove – Tom & Nancy Polak – 1770 Meadows Road – Land Development / Landscaping / Sewage Pumping
- C. Majestic Bethlehem Center Commerce Boulevard – Land Development
- D. Project Mustang – Little Town, LLC – 1125 Easton Road – Proposed Manufacturing Building in City of Bethlehem

IV. TOWNSHIP BUSINESS ITEMS

- A. Resolution #51-2017 – Eminent Domain – Black River Road Storm Water Project
- B. Manny & Rachael Couto – Willemet Lane – Request to Change Road Name
- C. Resolution #52-2017 – Automated Red Light Enforcement (ARLE) Grant Submission
- D. Presentation of 2017 Semi-Annual Financial Report
- E. Resolution #53-2017 – Transfer of Funds
- F. Request Council Authorization to Pay Down Debt as Provided for in Ordinance #2016-03
- G. Recommendation for Pension Assumption Change
- H. Review of Tax Collector Proposals
- I. Approval of Donations to Sports Groups
- J. Lutz-Franklin Schoolhouse – PHMC Declaration of Covenants – Authorize Execution

V. MISCELLANEOUS BUSINESS ITEMS

- A. Approval of May 2017 Financial Reports
- B. Monthly Department Reports for May 2017

VI. PUBLIC COMMENT ON NON-AGENDA ITEMS

VII. COUNCIL & STAFF REPORTS

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

VIII. ADJOURNMENT

Next EAC Meeting: July 11, 2017
Next Zoning Hearing Board Meeting: July 24, 2017
Next Council Meeting: July 19, 2017
Next Planning Commission Meeting: June 22, 2017
Next Saucon Rail Trail Oversight Commission Meeting: June 26, 2017 @ CB
Next Park & Rec Meeting: August 7, 2017
Next Saucon Valley Partnership: September 13, 2017 @ HB

I. **OPENING**

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, June 21, 2017 at 7:20 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mrs. Sandra Yerger, presiding.

ROLL CALL: Ron Horiszny, President (via telephone); Sandra Yerger, Vice President; Priscilla deLeon, Glenn Kern and Donna Louder, Council Members; Leslie Huhn, Manager; Linc Treadwell, Township Solicitor; Kevin Chimics, Township Engineer; Mike Beuke, Township Planner, Cathy Gorman, Director of Finance.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mrs. Yerger said Council did not meet in Executive Session this evening.

PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mrs. Yerger said if you are on the agenda, you have Council and Staff's undivided attention. If you choose to speak, we ask that you use one of the microphones and state your name for the record so the transcriptionist knows who is speaking for the minutes. She asks that you give your fellow public the courtesy of the floor. Mrs. Huhn said IV.A. has been taken off of the agenda.

II. **PRESENTATIONS/HEARINGS** – None

III. **DEVELOPER ITEMS**

A. **JEFFREY HECK – 3733 & 3729 FIRE LANE – REQUEST FOR LOT LINE ADJUSTMENT**

Scott Mease of Mease Engineering was representing the Heck's, and said their property on Fire Lane was discovered to have one of the property lines on the smaller lot going through the house and drain field. They are doing a simple lot line adjustment to correct it. One property is ¼ acre, increasing to a little over one acre, and the other is 2.5 acres, decreasing to 1.5 acres. Other than the waivers requested, they will comply with all the notes and drafting items requested.

Mr. Chimics said the majority of the comments are drafting comments in the waivers; there is no physical change in the property, just moving the lot line. Mr. Chimics reviewed all the waivers on the June 21, 2017 draft motion prepared by HEA. Mrs. deLeon questioned the third waiver regarding the first floor elevations and approximate ages of the existing dwellings; it should be on public record on how old the building was. Mrs. Yerger said she doesn't think it's essential as it's not a known historic building.

Mr. Horiszny said the capacities for the two lots are going to be different and asked if they should be listed in case someone tries to do impervious coverage later on the lots? Mr. Mease said they will comply with that requirement, and the site capacity calculations will be added to the plan. They will remove waiver No. 4 on the draft motion regarding the site capacity calculations. Mr. Horiszny said regarding waiver No. 6, it indicated there were monuments there already. Mr. Mease said there are some existing pins, but this would be to identify the future ultimate ROW line. They will put new property pins along the new property line to identify. Regarding waiver No.8, Mr. Horiszny stated that with the street trees along Fire Lane, he knows this is a very bad drainage area, and he thinks we should take a harder look at the tree requirements. Mr. Mease said on the smaller lot, there are trees along the road frontage and the larger lot has shrubs along the entire road frontage.

Mr. Beuke said there's a lot of existing non-conformities at the site which is why they are doing the lot line change to begin with, and some non-conformities will exist after the proposed lot line change occurs. The proposed lot line is shown to be closer to the driveway on the existing larger lot than permitted; it's permitted to be 5' off the property line and it's 4' off that line. The plans need to be revised to show compliance or a variance would be required. Mr. Mease said it's one

**General Business & Developer Meeting
June 21, 2017**

driveway, not two; and that will be corrected on the plan. Mr. Beuke said street trees were in their letter, and noted the waiver was being requested.

- MOTION BY:** Mrs. Louder moved for approval of the lot line adjustment with the amendment that the No. 4 waiver request regarding site capacity calculations will be removed, per HEA's draft motion of June 21, 2017.
- SECOND BY:** Mrs. deLeon
- ROLL CALL:** 5-0

B. MEADOWS GROVE – TOM & NANCY POLAK – 1770 MEADOWS ROAD – LAND DEVELOPMENT / LANDSCAPING / SEWAGE PUMPING

Mr. Mease and Tom and Nancy Polak were present. Mr. Mease said this project started years ago as there were things that had been built without permits. The effort was to document what was there through a land development plan. The P/C has reviewed it and recommended approval. They are able to comply with the consultants review letters.

Mr. Chimics said the plan is achieving a lot consolidation, as there's an existing lot line that will be removed, but the main purpose is to serve as an as-built plan. There were structures built on the flood plain that were not permitted; some have been removed. In 2011, there were 14 variances based on some of the structures and there was a special exception that the developer addressed. Their review letter addresses items determined at the P/C to not require waivers.

Attorney Treadwell said the purpose of the plan is to establish what is there today so that going forward they had a baseline. Mr. Beuke said a landscape plan was submitted, commented on, then revised – it now complies with the stipulation agreement. Mr. Chimics said there is no public sewage in this area, so they installed holding tanks. There was a holding tank agreement which was done many years ago and has not been updated in several years, so as part of one of the conditions, they had a new agreement written. Mr. Chimics said the project is located in the flood plain and there's potential for on lot septic systems failing, that's why there are holding tanks.

The riparian buffer plantings B&J requested are now in the plan, but they aren't installed yet as they just got approval. Mr. Beuke said they have no additional comments on the plan. Mrs. deLeon asked if there was previous discussion that if the bridge ever becomes one way, that there be a turnaround area in the vicinity of this property? Mr. Mease said he doesn't know if there is any thought of that becoming a one way or not. He said the one way was if the county actually eliminated the bridge, then there could be a turnaround or a cul-de-sac. Mrs. deLeon said as of right now it's on the County program and going to be fixed.

- MOTION BY:** Mrs. Louder moved for approval per draft motion from HEA dated June 21, 2017.
- SECOND BY:** Mrs. Yerger
- ROLL CALL:** 5-0

C. MAJESTIC BETHLEHEM CENTER COMMERCE BOULEVARD – LAND DEVELOPMENT

Attorney Jim Preston and Engineer Rocco Pennoni were present. Attorney Preston said this project was conditionally approved and they made revisions to the plan. It's been through the P/C and the ZHB. They have no issues with HEA's draft motion dated June 21, 2017.

Mr. Chimics said the project was proposed as a 321,000 square foot warehouse and a 5,400 square foot office building; the majority of it in the City of Bethlehem. The access is through Commerce Boulevard, but there was an emergency access to Ringhoffer Road; that plan was approved in 2011. The applicant is now looking to subdivide the property into two lots and build separate warehouses on each lot. Lot 6 will have a 300,000 square foot warehouse and Lot 7 will be a 450,000 square foot warehouse. Both lots will access Commerce Center Boulevard and now no proposed access road to Ringhoffer Road. Both will be served by public water and sewer through the City. They went before the ZHB in April to get a number of variances related to parking, impervious coverage, lighting, and some riparian buffer in the parking areas. The zoning variance

**General Business & Developer Meeting
June 21, 2017**

for the lighting was conditioned upon them submitting a revised lighting plan which calls for taller lighting, but they still need to meet all current spillover lighting requirements. Attorney Treadwell said if the applicant is okay with that, we should make it an additional condition No. 10 of the draft motion that you need to submit a lighting plan.

Mr. Pennoni said the City requirement is 30', but they have 28' to be consistent with the park. Regardless, all lights will be shoe-boxed cut off and they meet all other lighting requirements. If 28' produces more of a glow, they are going to go with 16'. Attorney Treadwell said the condition of the ZHB was that it would be reviewed by the Township consultants at the time of the land development review. Mrs. Yerger said Council would want to see it only if there's a concern.

Mrs. deLeon asked if the conservation easement along the creek is shown on the plan? Mr. Pennoni said the easement is within LVIP, and their property doesn't go to the stream itself, but they are putting in a full 50' riparian buffer. The only change they have is the little triangle where they aren't in the riparian buffer, but their fence is right up against it. Everything will be recorded in the final plan. Mr. Chimics said the stormwater management system was revised so that within LST it's just a collection system, and then goes into a basin located in the City, which is under their review. The LVPC reviewed it and it meets their requirements.

Mrs. Yerger said looking at HEA's letter of March 17, 2017, section A-7, # 2 and #3 indicate the City will be responsible for Lot 7 building permit reviews and inspections and all items related to sanitary sewer, storm sewer and water approval/construction; the Township shall determine the acceptability of this proposal. Is that is what is going to be happening? Mr. Pennoni said yes. Mrs. Yerger said Section B-2, Section 137-15.C regarding water quality volume per LST's Sheet 11 shall be checked and revised accordingly – has that been taken care of? Mr. Chimics said as of now no, but the calculations are correct and will be shown on the plan. Mr. Pennoni said they are not requesting any waivers on the new plan and will work with HEA.

Mr. Pennoni said they don't need a prior waiver which is mentioned, and it will be removed from the plan. The other warehouse was a data storage warehouse so everything within the wall they no longer have on the plan. Mrs. Yerger said Section B-4, it says a waiver previously granted by LST to allow paved swales; however, this waiver no longer appears to be applicable to the revised design and shall be withdrawn. Mr. Pennoni said it will be withdrawn.

Mrs. Yerger said the B&J letter dated March 17, 2017, Section B-3.a., the proposed building on Lot 6 is less than requirement minimum 50' from the side lot line as shown on record plan. Mr. Pennoni said a variance was requested for that section, g and j.

Mrs. deLeon asked if this is part of the LERTA zone? Mr. Pennoni said yes. Mr. Joe Uliana said LERTA (Lerta Economic Revitalization Tax Assessment) is a 10-year tax abatement program which LST approved in 2012. He briefly explained what LERTA is and said he spoke to the Township Manager as well as the Solicitor. In July he will do a presentation for Council.

MOTION BY: Mrs. deLeon moved for approval per the draft motion from HEA dated June 21, 2017 and include No. 10 regarding the lighting plan.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

D. PROJECT MUSTANG – LITTLE TOWN, LLC – 1125 EASTON ROAD – PROPOSED MANUFACTURING BUILDING IN CITY OF BETHLEHEM

Jim Vozar from JVI, LLC, was present and said they have a 178,000 square foot manufacturing facility proposed at 1125 Easton Road. Mr. Vozar said the addresses along Easton Road have been challenging to get the correct one and have Google Maps agree with those addresses, but it is 1125 Easton Road. It's a food manufacturing facility for a company that has multiple national facilities. It's a bottling operation where they will bring in raw material and concentrates on the rail and then ship the product, via truck, on Easton Road, then using the intermodal north of us.

**General Business & Developer Meeting
June 21, 2017**

The projections for trucks are about 30 trucks per day in and out. The operation runs from 5:00 a.m. Monday morning until midnight Friday night. It's a three-turn operation, five days a week. On Saturdays they do maintenance and sanitation. The number of employees will be approximately 35, with administration arriving in the morning and then a three-turn operation where the others arrive at various times throughout the day and run three eight hour shifts.

Mr. Vozar said they are currently engaged with the City of Bethlehem, PennDOT and the conservation district for their approvals. They had a meeting with PennDOT and will be making submissions to them for their HOP permit for Easton Road. Mrs. deLeon asked if the Township will be invited to that meeting. Mr. Vozar said the on-site meeting was held two months ago and LST wasn't invited, but the City of Bethlehem attended; they weren't advised to invite LST.

Mr. Vozar said as far as left turns out of the facility, 100% of their trucks are outgoing traffic and would be heading toward I-78. PennDOT does allow a certain amount of left turns as you can't restrict left turn traffic on a road like that. Attorney Treadwell said you are talking about trucks, so you could put up an internal sign for "No Left Hand Turn for Trucks", but cars can go left. Mr. Vozar said they could do that and control that.

Mrs. deLeon asked what's coming in by rail and where's the rail track? Mr. Vozar said the track is on the south side and it's in line with the other traffic. They will be bringing in tanker cars and they arriving on the south side. They are going over the existing track when it used to be MFS. Trains will be coming from all over the country bringing a concentrate for a drink they make; they would be coming in the Norfolk Southern yard.

Mrs. Yerger said there's a letter from the City which states they prefer them using Eastern Environmental Wood driveway for a shared access. Mr. Vozar said they approached the owner to access the drive, but weren't able to come to terms on an access agreement. They don't have enough room and geometry on their lot to catch the driveway and their turning radius would not be able to meet PennDOT standards to get out on Easton Road. They are going to use the existing driveway at the site to access Easton Road. Access to the north at this time is not possible. Mr. Vozar said they are not going to Mockingbird Hill Road; Mrs. Yerger said you are going to be having trucks coming around the corner by Mockingbird Hill.

Mrs. deLeon said we need Hellertown at the meeting also; Mr. Vozar said he knows the Mayor and they will be at the meeting. They and PennDOT are both aware of the concerns. Mrs. Yerger asked if the building will extend behind the church? Mr. Vozar said it will not be behind the church. Mrs. Yerger asked if there are any BMP's? Mr. Vozar said they will have some BMP's, which are standard basins.

Mr. Kern said he'd like to echo Mrs. deLeon's concerns about traffic. Hellertown has been told the impact will be minimal and according to the memo, it's anything but minimal. Mr. Vozar said they will do what PennDOT requires them to do; the owner is a great family run operation and wants to be good neighbors.

Mrs. Louder asked if there are specific hours when these trucks will run in and out? Mr. Vozar said they will have approximately 27 trucks per day that will arrive and depart from the hours of 6:00 a.m. to 9:00 p.m., most between 8:00 a.m. and 5:00 p.m. Mrs. Louder said she doesn't think tractor trailers have to be traveling at 9:00 p.m. – can the cutoff be closer to 6:00 p.m.? She's also concerned about the tractor trailer size – can it be limited to 96"? Mr. Vozar said it's 96" wide and it's a specific trailer that they can dictate through their vendors. Mrs. Louder asked if there is information on when the proposed train would be running? Mr. Vozar said they have no schedule yet and doesn't have control of that. Norfolk Southern doesn't answer to anyone.

Mrs. Yerger asked if they read the consultants letters? Mr. Vozar said they did not. Attorney Treadwell said the project isn't in LST, so he doesn't know what our consultants would review.

Mrs. Yerger said there's no action required but they should send a follow-up letter to PennDOT; Mrs. Louder suggested another letter to Norfolk Southern. Mrs. deLeon said the City needs to hear these issues when they go before their P/C and Council; the City can add conditions. She asked about getting Barry Isett to address some concerns and Mrs. Huhn said they will look at it.

Mrs. Yerger asked if there is a scheduled date as to when this project is going to start moving forward? Mr. Vozar said they are going to move as quickly as possible; their best case would be in September to be on an agenda with Bethlehem. Mrs. Louder asked for them to keep us updated with anything they are submitting to the City.

IV. TOWNSHIP BUSINESS ITEMS

A. RESOLUTION #51-2017 – EMINENT DOMAIN – BLACK RIVER ROAD STORM WATER PROJECT

Tabled

B. MANNY & RACHAEL COUTO – WILLEMET LANE – REQUEST TO CHANGE ROAD NAME

Rachael Couto was present. She said they just bought their first home and the road has the previous owner's last name. Being that there's no one else living on the property, they wanted to change it to their last name. Mrs. Huhn said it would be about \$100 for the street sign with the labor from PW. It would be the property owner's responsibility to contact 9-1-1, EMS and different entities.

MOTION BY: Mrs. deLeon moved for approval to change the name of Willemet Lane to Couto Lane, with all costs and fees associated with the change to be paid by the requestor, and that the requestor contact the emergency services, per the list that was provided.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

C. RESOLUTION #52-2017 – AUTOMATED RED LIGHT ENFORCEMENT (ARLE) GRANT SUBMISSION

Mrs. Gorman said this is for a grant submission to PennDOT through their ARLE program for improvements to our traffic signals. It includes installation of cameras and thermal markings at the intersections. There's no dollar match required. There are cost estimates and permitting is required through PennDOT, which is estimated at \$3,900.00 to proceed if we are awarded the grant. The grant is in the amount of \$80,744.06 for six lights.

MOTION BY: Mrs. deLeon moved for approval Resolution #52-2017 for the ARLE grant submission.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

D. PRESENTATION OF 2017 SEMI-ANNUAL FINANCIAL REPORT

Mrs. Gorman said we are in a good financial position. We received 67.17% of our revenue and expended 38.18% of our expenditures. Mrs. deLeon asked if we received the gas royalty payments yet? Mrs. Gorman said no. Mrs. deLeon said that needs to be in here. Mrs. Gorman said that's not part of the Host Agreement for the landfill; it is part of our revenue, and it's a couple thousand dollars every quarter and she has contacted Exelon about this. Mrs. deLeon asked to put that in the semi-annual report. Mrs. Louder asked if we are using Attorney Treadwell for the negotiating contracts for uniform and non-uniform. Mrs. Gorman said there is money provided for that. Mrs. Huhn said Council did decide and direct that they would use Attorney Treadwell's services for our contract agreement.

E. RESOLUTION # 53-2017 – TRANSFER OF FUNDS

Mrs. Gorman said these items were addressed in the semi-annual report, and which require a resolution to amend our budget. The larger amounts Council previously approved.

MOTION BY: Mr. Horiszny moved for approval of Resolution #53-2017.

SECOND BY: Mrs. deLeon

**General Business & Developer Meeting
June 21, 2017**

ROLL CALL: 4-1 (No – Mrs. Louder, who said she voted no on fire company money and is voting no again)

F. REQUEST FOR COUNCIL AUTHORIZATION TO PAY DOWN DEBT AS PROVIDED FOR IN ORDINANCE #2016-03

Mrs. Gorman said we have received over \$364,000.00 in 2017 funding from the open space passage; and in accordance with the referendum, we are permitted to pay down a total of \$867,861.00 of that debt through this funding. She would like authorization from Council to start paying that principal payment down earlier until we get to the \$861,861.00. It's a one-time payment. Mrs. Louder asked if this money is for the Polk Valley Park property? Mrs. Gorman said correct.

MOTION BY: Mrs. Louder moved for approval to pay \$364,000.00 on our principal payment of the Township's debt for Polk Valley Park.

SECOND BY: Mrs. deLeon

Mrs. deLeon said you should mention the other amount and ordinance number.

MOTION BY: Mrs. Louder amended her previous motion and moved for approval to pay \$364,000.00 of the \$867,861.00 to pay down the debt as provided in Ordinance No. 2016-3.

SECOND BY: Mrs. deLeon amended her second

ROLL CALL: 5-0

G. RECOMMENDATION FOR PENSION ASSUMPTION CHANGE

Mrs. Gorman said at the beginning of this year, our actuary had presented to the Pension Committee a necessary modification of our assumptions. She discussed this with Council and every couple of years this need to be looked at. The three big things are the mortality table, the investment return, and the estimated wages. We need to make the modifications based on what's going on with our pension plans. They are recommending that we lower our investment returns by .5% to 6.5% and increase our mortality table to the 2014 table. This will create an additional amount required by the Township for our pension plans to a little over \$180,000.00 going into 2018. Both Uniform and Non-Uniform contracts do have provisions where they agreed to contribute to the plan. This would create a deficiency for the Non-Uniform plan and it would increase the deficiency for the Uniform plan. We need an acknowledgement of that additional money needed for the plans be approved.

Mr. Horiszny said he would agree we need to do it but do we have a justification or reasoning on 6.5% versus 7%. That 7% would have been during the crash of 2008 and now they are lowering our investment returns when things should be getting better. Mrs. Gorman said what the consultants are telling us is that there's a certain percentage of our investments that are liquid and in cash, to assure there's payments made to our pension retirees. The amount that is needed to be liquid is not getting the returns that they are projecting. Our pension plans are in fairly good shape and out of other municipal pensions in PA, we are attacking the problem moreso and being proactive by doing this.

Mrs. Louder said the \$180,000 that is needed to be made up by the Township and the Uniform and Non-Uniform employees, is this going to be split between them? Mrs. Gorman said the two plans have a different liability – whatever the liability to each plan, they offset that by the state aid and that determines whatever is the responsibility of the Township and of the employees. Contractually, we have limitations of what we can request from the employees; of the \$180,000, she estimates \$80,000 is more toward the Non-Uniform plan and the \$100,000 towards the Police.

Attorney Treadwell said what you are actually doing is approving an assumption of a 6.5% investment return and changing from the 2000 mortality table to the 2014 mortality table which says people live longer.

MOTION BY: Mr. Horiszny moved for approval as stated by Attorney Treadwell, approving an assumption of a 6.5% investment return and changing from the 2000 mortality table to the 2014 mortality table.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

H. REVIEW OF TAX COLLECTOR SERVICE PROPOSALS

Mrs. Gorman said at the last Council meeting she provided Keystone’s proposal for a full tax service. Council requested she do a pro and con of two prominent tax collectors in Northampton County. She can schedule for Berkheimer and Keystone to come and speak to Council before making a decision. Mrs. deLeon said that would be a good idea and to schedule it for two different meetings.

I. APPROVAL OF DONATIONS TO SPORTS GROUPS

Mrs. Gorman said she emailed all the sports groups the 501(c)(3) policy and they all seem accommodating toward that and understand the rationale why it’s needed. During budget deliberations, we had agreed she was to budget what she spent the year prior and come back this year for approval.

Mrs. Louder said we need to start watching our pennies in the Township. She would suggest David Lang remain at \$125.00, the fire companies remain where they are at, and for all the sports groups listed including the Miracle League, they would receive \$1,000.00 each. Mrs. Yerger said what about the LV Coalition for Affordable Housing? Mrs. Louder said she left that at \$1,000.00. Mrs. deLeon said giving \$1,000.00 to the LV Coalition on Affordable Housing is an insult. It should be more than that. Mrs. Louder said they get state funding, and the children with special needs are financially taken care of with social security and disability. Giving \$1,000 for extracurricular activities for these children is plenty. If you want to donate out of your pocket, feel free to do that.

Mrs. deLeon said her opinion is to keep the David Lang at \$125.00, the LV Coalition at \$2,000.00 and dropping the youth sports to \$1,000.00. The Spirit Parade should get \$1,000.00, and the Miracle League should get \$1,500.00 to \$2,000.00. The fire companies would get the same. Mr. Kern said he suggests we don’t cut back at all on youth sports. He can’t think of anything more valuable for a community than youth participation in sports and how it creates character. They rely on the money they receive and it goes a long way. They will feel it if it’s cut back.

Mrs. Yerger said for the youth sports, she sees a discrepancy on the different sports and thinks whatever we do, the youth sports should get the same amount of money; we need to pick a number and stick with it across the board. Mrs. Yerger said how about we do \$1,500.00 for all of them? Mrs. Louder questioned what the savings on that is, and Mrs. Gorman said about \$2,000.00.

MOTION BY: Mrs. Yerger moved for approval to give all the sports \$1,500.00 a year donation from the Township.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

MOTION BY: Mrs. Yerger moved for approval for LV Housing at \$2,000.00, the Miracle League of NC at \$2,000.00; and Spirit Parade at \$1,000.00.

SECOND BY: Mrs. deLeon

ROLL CALL: 4-1 (No – Mrs. Louder).

J. LUTZ-FRANKLIN SCHOOLHOUSE – PHMC DECLARATION OF COVENANTS – AUTHORIZE EXECUTION

Mrs. Yerger said we now have a new covenant as we received the \$42,000.00 funding to do the repointing. Every time PHMC gives money to do improvements, they are required at the end of that to sign a new covenant, which states that you will not do anything to jeopardize those improvements. Any kind of restoration in the 15-years following has to be approved through PHMC. The schoolhouse looks great and they did a great job.

Mrs. deLeon said the Heller Homestead covenant expired in May, and asked if it was ever taken to the historic group? Mrs. Yerger said they didn’t get a chance to meet. Mrs. deLeon said it’s

**General Business & Developer Meeting
June 21, 2017**

important for the SVC to know we want to continue even though we don't have a covenant. Mrs. Yerger said Mrs. Gorman has applied for a grant from PHMC, and should we receive it, it will be an automatic signing of a new covenant for the Heller Homestead.

MOTION BY: Mrs. Louder moved to authorize the Council President to sign the covenant from PHMC for the Lutz-Franklin schoolhouse.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF MAY 2017 FINANCIAL REPORTS

Mrs. Louder said she wants to thank the Township for covering \$378.50, which was half of her charges for her hotel for PSATs and she appreciates the opportunity to attend.

MOTION BY: Mrs. Yerger moved for approval of the May 2017 financial reports.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

B. MONTHLY DEPARTMENT REPORTS FOR MAY 2017

Mrs. Louder said the PW report from Hellertown is a little more detailed and she'd like to see our PW Department create a report like that. Mrs. Huhn said she will speak to the Director of Public Works. Mrs. deLeon said when people are doing their reports, she'd like page numbers on them like 1 of 5, 2 of 5, etc. The same with our consultant's letters.

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS - None

VII. COUNCIL & STAFF REPORTS

A. MANAGER

➤ Mrs. Huhn congratulated Detective Chris Leidy as he was the recipient of the Nathan Ogden Award, presented by the Northampton County Chiefs of Police Association. The award is named after NC Sheriff Deputy Nathan Ogden, who was the first officer killed in PA on January 20, 1771. The award is given annually to an officer who distinguishes himself and his profession. Mrs. Louder said Officer Barndt received this award in 2012. Mrs. deLeon asked the Manager to make a list of awards received by our officers.

➤ Mrs. Huhn said an employee of our PW crew resigned effective June 15, 2017. We've posted the position in-house as required by the Non-Uniform contract and we will be advertising the position. We'll also be filling two temporary summer help positions for the PW Department.

➤ Mrs. Gorman said at the bottom of her memo, the Committee made a motion to approve using PSAB's administrator to do our general day-to-day administrations and keep our actuary to just do our Act 205 and any requirements that the state requires for pension administration. It's going to save us some money on the administrative end for the Township. If we go back, we'd need to RFP that service. We need to choose Thomas Anderson & Associates as our Plan Administrator.

MOTION BY: Mrs. Louder moved for approval to use Thomas Anderson as our Plan Administrator for our pension plans.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

➤ Mr. Bryan Evans said regarding the PW appeal last year, we had a long discussion about the recommended requirement for PW firefighters and he makes that appeal again, especially for the daytime. Mrs. Huhn said that is in the advertisement for the PW crewman, and it will be advertised that it is desired. We also have to find the right person for the job in PW. We don't want to overlook those qualifications either.

➤ Mr. Bryan Evans said the discussion they had with PennDOT, they were going to get some meetings with the district engineers. Mrs. Huhn said they will reach out to the contacts, and one said they may be able to get some paving done at the entrances of the emergency accesses. Mr. Evans said he was disappointed in the last meeting and

**General Business & Developer Meeting
June 21, 2017**

acknowledgement from PennDOT that they didn't think this was serious. He wants to involve state representatives and senators. If anyone has traveled 378 and Black River Road, has there ever been explored left turn lanes east bound and west bound on 378? It's a disaster right now and there is no green turn arrow either way. Mrs. Huhn said it was addressed, but there was nothing they could do temporarily. Mr. Evans said not temporarily, as this is on a day-to-day basis. Mrs. Huhn said this is something we can look at again.

B. COUNCIL

Mrs. Yerger – No report

Mrs. deLeon

- A resident in Steel City contacted her concerning the wires hanging down and covered with ivy and leaves when you are driving up Riverside Drive and approaching Saucon Avenue. She sent an email to PennDOT and they responded back and gave her a number to call PPL. She called and they are going to send someone out there. Also, when you are going over the Freemansburg Bridge into Steel City and you look right, there's brush and shrubbery and you can't see. Mrs. Louder said PennDOT has been contacted by our officers.
- She asked if there were any issues with the hill climb? Mrs. Huhn said no, we had a lot of officers there who were patrolling. Mrs. Louder said we were very well represented. The NC Mobile Command Vehicle was there and they could communicate with everyone at the same time, she said they were very safe.
- June 26th at 5:30 pm, there is a Small Business Roundtable at Braveheart. Saucon Valley Restaurant week is July 23rd to July 29th. She attended Music in the Park, and the Large Flowerheads were there, with over 2,000 people in attendance.
- She said the volunteer picnic was very nice. Mrs. Huhn said we had a great turnout. Next year will be the 10th annual.

Mr. Kern – No report

Mrs. Louder

- The Gaming Commission cancelled their meeting for Monday evening.
- She said regarding the Black River Road project, we are moving forward and hopefully in July we will have a lot of answers.

Mr. Horiszny

- He attended the library Books and BBQ fundraiser event. He attended the LSA meeting last night and there was one issue. He'd like Council members to read the June publication of PSAT's magazine about the big truck issue. He was contacted by the truck people and they sent possible resolutions for us to weigh in on. Look at the article and we'll see if in the July meeting we can have a resolution to support the smaller trucks.

C. SOLICITOR – No report

D. PLANNER – No report

E. ENGINEER – No report

VIII. ADJOURNMENT

MOTION BY: Mrs. Louder moved for adjournment. The time was 9:10 p.m.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

Submitted by

Leslie Huhn
Township Manager

Ron Horiszny
Council President