

**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**

- A. Resolution #57-2014 – Honoring Blair Custom Homes on Community Day
- B. Resolution #58-2014 – Honoring Klassic Gold on Community Day
- C. Resolution #59-2014 – Honoring Susan Ackermann on Community Day
- D. Resolution #60-2014 – Recognizing Zachary Benedetto for EAC GIS Project
- E. Public Hearing and Consideration of Adoption – Ordinance No. 2014-02 – Amendment to Chapter 180 – Billboards

**III. DEVELOPER ITEMS**

- A. Macarro Minor Subdivision Plan – 3615 and 3631 Drifting Drive – Lot Line Change
- B. Nicholas Witko & Kathryn Dishman – 2307 Springtown Hill Road – Waiver from Section 137-23.M – Stormwater Management
- C. Andrew Lauden – 1708 White Acre Drive – Geothermal Heating System Waiver for Vertical Wells
- D. IESI Bethlehem Landfill – Update on Status of Landfill

**IV. TOWNSHIP BUSINESS ITEMS**

- A. Presentation of Report from Budget Consultant
- B. Semi-Annual Financial Review
- C. Follow-up on Meeting with DEP Regarding Odor Complaints
- D. Update on Heller Homestead Landscaping, Step Repairs & Knox Box
- E. Resolution #61-2014 – Authorizing Execution of DUI Grant Documents
- F. Resolution #62-2014 – Submission of Grant Application to NCGRERA – Uncommitted Round
- G. Resolution #63-2014 – Approving Placement of Properties located at 2626 and 2650 Redington Road in the Williams Township Agricultural Security Area
- H. Authorization to Advertise Bids for Polk Valley Park Pavilion
- I. Authorization to Advertise Bids for Town Hall Security Camera Installation
- J. Authorize Letter to PennDOT Regarding the Delay in Construction on Route 412

**V. MISCELLANEOUS BUSINESS ITEMS**

- A. Approval of June 18, 2014 Minutes
- B. Approval of June 2014 Financial Reports

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

**VII. COUNCIL & STAFF REPORTS**

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

**VIII. ADJOURNMENT**

Next Zoning Hearing Board Meeting: July 21, 2014  
Next Planning Commission Meeting: July 24, 2014  
Next Saucon Rail Trail Oversight Commission Meeting: July 28, 2014 @ HB  
Next Park & Rec Meeting: August 4, 2014  
Next EAC Meeting: August 12, 2014  
Next Council Meeting: August 20, 2014  
Next Saucon Valley Partnership: September 10, 2014 @ HB

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, July 16, 2014 at 7:03 P.M., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Ron Horiszny, presiding.

**ROLL CALL:** Present: Ron Horiszny, President; Tom Maxfield, Vice President; Dave Willard and Priscilla deLeon, Council members; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Manager; Judy-Stern-Goldstein, Township Planner; Linc Treadwell, Township Solicitor; and Dan Miller, Township Engineer; Cathy Gorman, Director of Finance. Absent: Glenn Kern, Council member.

**PLEDGE OF ALLEGIANCE**

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

Mr. Horiszny said Council did meet in Executive Session prior to tonight's meeting. Attorney Treadwell said Council discussed the potential acquisition of a conservation easement and the next step would be to authorize an appraisal for the 164-acre conservation easement on the Petrie property located on Reading Road in an amount not to exceed \$3,500.00.

**MOTION BY:** Mr. Maxfield moved for approval for an appraisal for the 164-acre conservation easement on the Petrie property located on Reading Road not to exceed \$3,500.00.

**SECOND BY:** Mr. Horiszny

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**PUBLIC COMMENT/CITIZEN AGENDA ITEMS**

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

**II. PRESENTATIONS/HEARINGS**

**A. RESOLUTION #57-2014 – HONORING BLAIR CUSTOM HOMES ON COMMUNITY DAY**

Mr. Horiszny said Resolution #57-2014 has been prepared honoring Blair Custom Homes for their service to the community. Mr. Cahalan said these are resolutions that Council will be presenting to the honorees at Community Day on August 16<sup>th</sup> at Dimmick Park.

**MOTION BY:** Mr. Maxfield moved for approval of Resolution #57-2014.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**B. RESOLUTION #58-2014 – HONORING KLASSIC GOLD ON COMMUNITY DAY (7:09 PM)**

Mr. Horiszny said Resolution #58-2014 has been prepared to honor Klassic Gold for their service to the community.

**MOTION BY:** Mrs. deLeon moved for approval of Resolution #58-2014.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**General Business & Developer Meeting  
July 16, 2014**

**C. RESOLUTION #59-2014 – HONORING SUSAN ACKERMANN ON COMMUNITY DAY**

Mr. Horiszny said Resolution #59-2014 has been prepared honoring Susan Ackermann for her service to the community.

**MOTION BY:** Mr. Horiszny moved for approval of Resolution #59-2014.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**D. RESOLUTION #60-2014 – RECOGNIZING ZACHARY BENEDETTO FOR EAC GIS PROJECT**

Mr. Horiszny said Resolution #60-2014 has been prepared recognizing Zachary Benedetto for his hard work and dedication on the EAC GIS project.

**MOTION BY:** Mr. Horiszny moved for approval of Resolution #60-2014.

**SECOND BY:** Mr. Willard

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**E. PUBLIC HEARING AND CONSIDERATION OF ADOPTION – ORDINANCE NO. 2014-02 – AMENDMENTS TO CHAPTER 180 – BILLBOARDS (7:16 PM)**

Mr. Horiszny said Ordinance No. 2014-02 has been advertised for a public hearing. This ordinance amends Chapter 180 relative to billboards and signs.

**MOTION BY:** Mr. Maxfield moved to open the hearing.

**SECOND BY:** Mr. Willard

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

Attorney Treadwell said this is a proposed ordinance that would amend the Township zoning ordinance to permit and regulate digital billboards within LST. It's been prepared by the Township staff and the P/C has reviewed and recommended it be adopted. The LVPC reviewed it and had no comments.

Ms. Stern-Goldstein said the ordinance also regulates changeable copy signs in addition to digital billboards. It's bringing the current ordinance into the digital age. She reviewed all sections of the ordinance and noted some key factors.

Ms. Stern-Goldstein explained that the nits level would be 5,000 provided the brightness of the digital sign does not exceed .3 foot candles of light. Mrs. deLeon asked if you have to define a nit. Attorney Treadwell said he thinks a nit is a well enough defined term in the industry so we don't have to redefine it in this ordinance.

Mr. David Harte, VP of Digiview Outdoor Advertising said he thinks there are some ambiguities that should be studied at this time. Mrs. deLeon asked what the ambiguities are. Mr. Harte said it has a lot to do with the way the language is worded about the brightness of the sign and nits and the measurement of the sign brightness. Mrs. deLeon asked Mr. Harte if he had any suggestions on the wording we could use? Mr. Harte said not at this time.

Mr. Joe Graziano, Clearfield Avenue said he doesn't understand how you will measure and isolate the light coming from the digital billboard from the ambient light. Ms. Stern-Goldstein said there is an industry standard in the signage and lighting industry on how we measure ambient light. Each of the digital billboard companies has this information in their computers and they can give us a certified printout of what the brightness is and they have done this with several companies.

**General Business & Developer Meeting  
July 16, 2014**

Mrs. deLeon asked the time period on us approving this ordinance? Attorney Treadwell said if you want to continue the public hearing you can do that to another specific date. If you close the public hearing, you have as much time as you want to vote on the amendment. Mr. Dennis Benner commented that he is in full support of this amendment.

**MOTION BY:** Mr. Maxfield moved to close the hearing.

**SECOND BY:** Mr. Willard

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**MOTION BY:** Mr. Maxfield moved for approval to adopt Ordinance No. 2014-02.

**SECOND BY:** Mr. Willard

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**III. DEVELOPER ITEMS**

**A. MACARRO MINOR SUBDIVISION PLAN – 3615 AND 3631 DRIFTING DRIVE – LOT LINE CHANGE (7:36 PM)**

Mr. Horiszny said the applicant has submitted a subdivision plan for a lot line adjustment. Mr. Ed Schlaner was present for the applicant.

The Lower Saucon Township Staff offers the following approval motion subject to the following conditions:

1. The Applicant shall address the review comments contained in the letter dated June 23, 2014 from Hanover Engineering Associates, Inc. to the satisfaction of the Township Council.
2. The Applicant shall address the review comments contained in the letter dated June 23, 2014 from Boucher & James, Inc. to the satisfaction of the Township Council.
3. The Applicant shall provide two (2) Mylars and seven (7) prints of the Record Plans with original signatures, notarizations, and seals.
4. The Applicant shall also provide two (2) CDs of all Plans in a functional editable file format (e.g. AutoCAD files) as well as a static image format (e.g. jpeg or pdf).
5. The Applicant shall pay any outstanding escrow balance due to the Township for review of the Plans and the preparation of legal documents.
6. The Applicant shall satisfy all these conditions within one (1) year of the date of the conditional approval unless an extension is granted by the Township Council.

**MOTION BY:** Mrs. deLeon moved for approval of the HEA draft motion dated July 16, 2014 for the Macarro Minor Subdivision, 3615 and 3631 Drifting Drive.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**B. NICHOLAS WITKO & KATHRYN DISHMAN – 2307 SPRINGTOWN HILL ROAD – WAIVER FROM SECTION 137-23.M – STORMWATER MANAGEMENT (7:42 PM)**

Mr. Horiszny said the applicant is requesting a waiver of stormwater management and grading to install driveway cut slopes.

The Lower Saucon Township Staff offers the following approval motion for consideration by the Township Council for the requested waiver of:

Section 137-23.M – To allow slopes greater than the permitted 3 horizontal per 1 vertical, up to a maximum of 1.5 horizontal per 1 vertical, where shown on the Plan along the driveway. Subject to the following conditions:

**General Business & Developer Meeting  
July 16, 2014**

1. The Applicant shall address all other Township Ordinances with their Grading and Stormwater Management Plan application, including those items in the review letter dated June 25, 2014 prepared by Hanover Engineering Associates, Inc.
2. All waivers granted shall be noted on the Plans with the applicable section, requirements, date of approval, and any conditions of approval.

Mr. Miller said they have requested a waiver from the slope requirement so they could reduce the amount of disturbance to the woodlands.

Mr. Steve Tabakelis was present from All County and Associates. The parcel is almost entirely a wooded lot with steep slopes on it.

Mr. Maxfield asked Mr. Miller to explain the waiver. Mr. Miller explained the steep slope involved and that they are doing this so they don't have to disturb all the trees and they are providing reinforcement to the soil so that it doesn't erode. Mr. Maxfield said he noticed there are infiltration pits higher on the site and swales don't empty into a culvert? Mr. Miller said there's nothing alongside the road.

Mr. Maxfield said if this waiver is not granted, this piece of property would not be able to be built on? Mr. Tabakelis said they could still build there but they would lose a large amount of forest. Mr. Maxfield said if we did grant this waiver and had problems with stormwater, we would not be liable for anything? Attorney Treadwell said his understanding of the waiver is it's not really related to stormwater. Mr. Maxfield said you're confident that it will not result in a stormwater issue? Mr. Miller said he is confident that this waiver will not make this site any worse for stormwater.

- MOTION BY:** Mr. Horiszny moved for approval of the HEA draft motion for the stormwater management waiver.
- SECOND BY:** Mrs. deLeon
- Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.
- ROLL CALL:** 4-0 (Absent – Mr. Kern)

**C. ANDREW LAUDEN – 1708 WHITE ACRE DRIVE – GEOTHERMAL HEATING SYSTEM WAIVER FOR VERTICAL WELLS (7:54 PM)**

Mr. Horiszny said the applicant is requesting waiver approval to allow a vertical closed loop ground source heat system in a carbonate geology district.

The Lower Saucon Township Staff offers the following approval motion for consideration by the Township Council for the requested waiver of:

Section 94-5.A(1) – To allow a vertical closed loop Ground Source Heat Pump in a Carbonate Geology District in the area delineated on the Plan. Subject to the following conditions:

1. The Applicant shall address all other Township Ordinances with their Ground Source Heat Pump application, including those items in the review letter dated June 10, 2014 prepared by Hanover Engineering Associates, Inc.
2. The Applicant shall have a Registered Professional Geologist, or a Registered Professional Engineer with a background in geology, certify that the installation and grouting of vertical loops adequately sealed the boring from acting as a conduit that could impair the quality of ground water or create an increased risk of subsidence.
3. All waivers granted shall be noted on the Plans with the applicable section, requirements, date of approval, and any conditions of approval.

**General Business & Developer Meeting  
July 16, 2014**

Mr. Miller said they have submitted a plan and reports that indicate their consultants believe there is no additional harm to be posed as a result of the carbonate geology in the area. They are using propylene glycol and water. Mr. Andrew Glitko from Natural Energy Solutions said he's been working with the Township for six months. They believe there is no risk whatsoever and actually minimizes the damage if they would be forced to do a horizontal system.

Mr. Horiszny said do we need any kind of indemnification from the applicant for vertical wells? Attorney Treadwell said no, it's not something that our ordinance provides for. Mrs. deLeon said we don't allow these systems in carbonate geology? Mr. Miller said the ordinance says it does not allow vertical systems in carbonate geology and watershed protection districts. Mr. Glitko said they did bring in a Hydro Geologist and he verified the design and installation.

Mrs. deLeon said our ordinance has some things that should be changed. Mr. Glitko said they do geothermal systems in most regions of the U.S. and other parts of the world and he's never run into what he ran into with this Township ordinance. Mrs. deLeon said that's why she thinks we need to make changes in that ordinance.

Mr. Willard said why would someone choose a vertical system over a horizontal one? Mr. Glitko said significantly less impact to the property itself. Mr. Horiszny said do the geothermal wells end up in water? Mr. Glitko said no, it's a closed system and doesn't have anything to do with aquifers.

**MOTION BY:** Mr. Willard moved for approval of the waiver for the construction of a vertical geothermal loop in a carbonate geology area for the Lauden residence at 1708 White Acre Drive.

**SECOND BY:** Mrs. deLeon  
Mr. Horiszny asked if anyone had any comments or questions? Mr. Alan Johnson asked if this was an area where people get their drinking water from wells? Mr. Glitko said there is public water there and no wells within 150'.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**D. IESI BETHLEHEM LANDFILL – UPDATE ON STATUS OF LANDFILL (8:02 PM)**

Mr. Horiszny said IESI Bethlehem Landfill District Manager, Sam Donato, would like to update Council on a proposed plan to re-utilize permitted space at the facility.

Mr. Donato explained a proposed southeast realignment project that they are working on at their facility. This conceptual project is in the development stages. Additional work will be needed to be performed in a number of areas before a permit application can be finalized. This project had no increase in the total capacity and would provide additional disposal capacity for continued operations of the landfill. The central component of this project is the installation of an MSE wall. The proposed realignment is down the southeast portion of their facility. The realignment stays within the 201 permitted acres they currently operate under. With this proposed expansion, the southeast area consists of six acres of landfill support area that will be lined into additional disposal area. It allows the filling of 22 acres. The proposal will also recapture the elevation of 725. That elevation was approved by PA DEP in their original Phase IV permit back in 2003. The MSE berm is approximately 1,200' long, very similar to the one on the Phase IV area, and the average height is between 45' and 48' and is similar to what was constructed. It will operate at the permitted capacity which is 1,375 tons per day with an MDV of 1,800 tons per day. There will be no increase in waste truck traffic at the facility. The capacity for the realignment is 3.1 million cubic yards. The site would continue to serve them for five to six years from the date the permit is issued. By regulation, they will be required to submit this as a major permit modification.

Mrs. deLeon said she'd like to see on a future map the lined and unlined areas of those phases because she doesn't know if Council is aware, but you said you were going to be putting fill/garbage on top of this area. Mrs. deLeon asked if the road that comes in will go in front of the MSE wall? Mr. Donato said no, the truck traffic will go across the MSE wall and proceed up into

**General Business & Developer Meeting  
July 16, 2014**

another area when the fill is completed. Mrs. deLeon said in the past when you had other phases approved, there were concerns with trash over trash. Mr. Bodner said they are in the process of looking at that and testing it. There will be a piggyback liner so that all the waste will be on top of post 1988 liner.

Mr. Willard said how is it mechanically stabilized? Mr. Bodner said it is layers of polyethylene mesh put down in layers about 12" apart in the soil and 30' to 40' back into the wall.

Mr. Maxfield said can you describe how the actual fill on top of fill will be constructed. Mr. Bodner said they will remove the all the material down to and including the cap system and replace that with a double liner. Mr. Maxfield said the bottom liner will become the cap for the old section? Mr. Bodner said correct. Mr. Maxfield said you don't have to worry about liner sliding on liner? Mr. Bodner said correct.

Mr. Gene Boyer asked the total new space of how many acres that whole area is. Mr. Donato said it's 28 acres of liner that's going to be going down in the southeast corner. Mr. Boyer said how many acres do you have available and what percentage would this be of the whole landfill? Mr. Donato said you are looking at a little over 11%.

Mrs. deLeon said for the residents here, this is a zoned area and they are within their box. The proposal they have is allowed by zoning, they just have to meet all the rules and regulations.

Mr. Bruce Petrie, Redington Road, said their farm abuts behind Redington Road and Applebutter. Is Redington Road north of the orange line? Mr. Donato said northeast. Mr. Petrie how many feet is that? Mr. Donato said on a scale, it's probably 1" equals 100' or maybe 1,500'.

**IV. TOWNSHIP BUSINESS ITEMS**

**A. PRESENTATION OF REPORT FROM BUDGET CONSULANT (8:26 PM)**

Mr. Horiszny said Cynthia Bergvall, CPA, the consultant hired to review the Township's budgeting process will present her report to the Council.

Ms. Bergvall said she met with several of the Council members and this report is a compilation of what many folks were thinking. Over the years the Township budget evolved into numerous funds and you were hoping to consolidate some of them into more manageable fund structures. GASB is a governmental accounting standards board and they set the standards for municipalities on how to keep their financial statements. One of their standards passed about five years ago was how can you look at the fund balance and categorize that into different formats? She went over some of the accounts and funds, and explained each of them, non-spendable funds, restricted fund funds, committed funds, assigned fund balance, and unassigned fund balances.

Ms. Bergvall reiterated points presented in her report streamlining funds and GL accounts using current database functions. Ms. Bergvall discussed the use of concentration accounts and using our existing database for functions of tracking projects.

Ms. Bergvall said they looked at the budget format and they are recommending that the idea of the contingency fund and carry over fund balance just to show it slightly differently and to implement GASB best practices as noted in the report.

Mr. Willard said he thinks this will be illustrated when they go through the semi-annual report, the difference between fund balance and how we are using contingencies today.

Mrs. deLeon said wasn't there talk that our software couldn't handle all this? Ms. Gorman said if it was, it was when we were with the DOS system. We're on an Access based system now and it can fully handle this.

**General Business & Developer Meeting  
July 16, 2014**

Mr. Maxfield asked about single check processing? Ms. Bergvall explained with the new system, it's just one bank account, your General Ledger system will let you reduce cash. Mr. Maxfield said you had recommendations on eliminating certain funds through consolidation, was there a lot of those? Ms. Bergvall said yes, you'll be at least half. Ms. Gorman said even if they are a separate bank account, it will be on one balance sheet.

Mr. Horiszny said could the 2014 budget be put into this new format and let us see what it looks like? Ms. Gorman said she can do that.

Ms. Bergvall said it's probably five recommendations in the report. Ms. Gorman said she was hoping the front end of your document would be the word aspect of what we're looking at and the back end it would be ledger information.

Mr. Cahalan said the purpose of this presentation was to show you what Ms. Bergvall came up with. What Ms. Gorman can do is come back to a future Council meeting and give you a draft of the format of what that would look like. If you are comfortable with that, you can give her the direction to go forward with any changes to the budget format.

Mr. Gene Boyer asked if we could carry two databases, old and new? Ms. Gorman said we can't because the system is complicated. Mr. Boyer asked if the new proposal will involve recoding the entire database or reformat the way the items are handled? Ms. Bergvall said it will be using the accounts a different way and in some cases they have to be recoded.

Mr. Lou Mahlman said he's Controller of the Township and from his perspective this will accomplish two things, give residents a better understanding of the real finances of the Township and prepare Council for making financial planning, strategic planning and trend analysis. It's a very good proposal.

**B. SEMI-ANNUAL FINANCIAL REVIEW (9:00 PM)**

Mr. Horiszny said the Director of Finance will present Council with the semi-annual report on the Township's finances and provide information on financing options for the Black River Road stormwater project.

Ms. Gorman went over the six-month review and provided documents for Council. Concerns were Revenue – Realty Transfer and Landfill and Expenses – Planning (Economic Dev. Task Force) and Building Maintenance. She said if you authorize the Black River Road project, she highly recommends we look at all our debt and get the best interest rate possible.

Mr. Cahalan read the memo from Ms. Gorman on the financing of the Black River Road project. Mr. Willard said it's very useful to do the six-month review. The drop in the landfill tipping fees does have a big impact on our budget. The Black River Road project is unavoidable and will have to be done some time. Mr. Maxfield said it's a safety issue also. Ms. Gorman said she would budget for our debt now and Council can make allocations for next year. Mr. Maxfield said we need the go ahead now from Council for the Black River Road project. Mr. Cahalan said Ms. Gorman can come back at the September 3<sup>rd</sup> meeting and give a report on that.

**MOTION BY:** Mr. Maxfield moved for approval to have Ms. Gorman look at the cost and feasibility of refinancing all our current debt and include \$525,000.00 for the Black River Road project.

Mr. Cahalan said Ms. Gorman can come back at the September 3<sup>rd</sup> meeting and give a report on that. We are looking at 2015 for this project. Mr. Boyer said you are proposing to increase the millage by 1.5 mills. Ms. Gorman said if she's losing revenue, you need additional revenue to pay whatever debt is incurred. Her recommendation is based on the possibility of not receiving a substantial amount of income. The contingency has not changed since it was budgeted and it was

**General Business & Developer Meeting  
July 16, 2014**

\$605,000.00. Mr. Willard said Ms. Gorman's comment is made in the context of looking ahead. The tax increase discussion will come at the budget meeting. Mr. Boyer said that a 25% tax increase would be a fairly healthy increase if that comes to fruition. Mr. Gordon Gress thanked Council for keeping the Black River Road project on the books.

**SECOND BY:** Mr. Willard

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**C. FOLLOW-UP ON MEETING WITH DEP REGARDING ODOR COMPLAINTS (9:17 PM)**

Mr. Horiszny said the Township Manager will update Council on the steps taken since the June 24, 2014 meeting with DEP representatives regarding the odor complaints in the Applebutter/Ringhoffer Road/Steel City area of the Township.

Mr. Cahalan said all Council members attended along with Jim Birdsall, Chris Taylor, Chris Garges, and Leslie Huhn. Following that, Staff pulled together notes taken at the meeting and they have been distributed to Council and DEP. During the meeting, there was mention of two health risk assessment reports that had been done on the Alliance Landfill and the Chrin Landfill which we obtained copies of. There's a map from the meeting showing all the different facilities, which was updated to include contact information that can be used for malodors reporting. It was mentioned that IESI has a weather station on site and it would be good to have that data available when people are reporting odors. Mr. Donato said they are trying to work through logistics to put it on their website show the weather station and the time.

Mrs. deLeon asked that the two assessment reports be put on the website. One comment from DEP was when the Township staff or police officers ride around the Township, if they notice an odor, they could report it to the Manager, was anything done with that? Mr. Cahalan said he didn't recall anyone from DEP saying that. He did speak to the Chief about it. Mrs. deLeon said they went over the protocol for the MFS issue and the Township came up with a map and noted the different locations and addresses for people that registered complaints. Could this be done for this issue? Mr. Cahalan said they discussed that at the meeting and the big problem was at the time they did the MFS map, DEP gave us a log that had the addresses of the complainants and we made a map showing the exact parcels. The problem with these odor complaints is that DEP will not give us the addresses, so there's no way to plug the data into a map. Mrs. deLeon said there would be if the residents made the third phone call to the Township with the time and date of the odor.

Mr. Maxfield said if you are suggesting people call the Township, it's almost at that point, if we're not calling DEP to get it classified as a malodor, it's almost a police or nuisance matter.

Mr. Horiszny said the DEP is interesting, the whole thing was the malodor thing and it's a landfill and it's expected to have odors coming off of it, but do they rise to the level of malodor. There was some strict criteria for DEP, and that's important for residents to know. The DEP people told them there are odor problems and they are not enforceable as they come and go. The two reports from Alliance and Chrin indicated they are not health hazards. We talked about mobile units and it turns out DEP's mobile analytical unit is a bus and it's not going to be available in this area. We asked about modeling the wind and they indicated it would be a worthless endeavor. We asked them about treatment plant odors and the air people don't get involved with those, you have to go to the water quality people. They said Calpine has emission testers on their stacks and the general permit that BRE has is probably tighter than the Title V that the landfill has.

Judy Rudolph, 2172 Mixsell Avenue, said she is one that calls regularly about the odors. It's just not the garbage smell. There's a definite gas smell and no one is identifying it. You can't say it's not affecting their health if they can't identify what it is. The landfill has been doing three different things and a lot of the odor has been eliminated, but there is still definitely a gas odor. Mrs. deLeon said DEP was pretty firm in saying the residents have to call in when they smell it. Mr. Maxfield said on the two health studies, it's important to read those. The difference between this

**General Business & Developer Meeting  
July 16, 2014**

situation and MFS is you have two reports saying that the odors are not dangerous here. For MFS, it was an identified sulfur dioxide which was extremely harmful to people and vegetation.

Mr. Walter Zagwoski said he gets the smells that are associated with the landfill. They are doing a better job and seem to be getting a handle on it. Mr. Maxfield said what he's been getting from people in the audience is there are a couple of different smells. We have more complaints from Steel City about a gas smell than a landfill smell. Mr. Zagwoski said if there's a gas smell, you can get nauseous. Mr. Maxfield said we are not sure where it's coming from. Mr. Horiszny said you may be more sensitive to it than other people as he doesn't notice a smell when he goes past the landfill. He smells an odor at the treatment plant every time he goes by it. Mr. Zagwoski said there was a washout at the Landfill and they were instructed to call PennDOT the next time that happens. As of today, they did not call PennDOT. PennDOT would like to know when these things happen so they can inspect the roads after they are cleaned up. Mr. Horiszny said PennDOT may or may have not been notified. He spent three hours on the road the other night, with a tree that fell. PennDOT was notified as well as the Police Department and they never even gave us an ETA.

Mr. Jay McLaughlin said he works for the landfill. All the employees are sensitive to health issues as well as anyone else. They are right there every day working fairly long hours. Mr. Horiszny said did you wear vests when you cleaned up the road the other day? Mr. Donato said yes. Mark Walters had his crew out there with a flagger and vests. They had vehicles with flashing lights on them and Mark's people are trained in traffic control for PennDOT. They did not have signs, but had flaggers and equipment directing the flow of traffic.

Ms. Keri Maxfield said the weather station had a red code for a flash flood area, which there were three along Applebutter Road, and one on Ringhoffer Road. One on Ringhoffer Road was a landscaping company. One was at the landfill, one was at the Majestic property, and one was a typical event down by the sewage treatment plant. It was a common event along Applebutter Road.

Mr. Alan Johnson said he smelled odors several times when he drives past the landfill on Applebutter Road between Ringhoffer Road and the entrance. His nose tells him they are combustion odors. He thinks they are from the flare where they burn the gasses.

**D. UPDATE ON HELLER HOMESTEAD LANDSCAPING, STEP REPAIRS & KNOX BOX**

Mr. Horiszny said the Manager will update Council on the landscaping improvements to the parking lot area, the repairs to the stone steps and the Saucon Valley Conservancy recommendation for the installation of a Knox box.

Mr. Cahalan said they had a meeting at the Heller Homestead to discuss the steps there was a lot of good input about repairing them rather than reconstructing them. Mrs. deLeon said she never was aware of the meeting. David Hausman and Mr. DeGrucci will put together a scope of work to repair the steps.

Mr. Cahalan discussed the prior plan they looked at for the parking lot, and the Planner added the location of the bollards. There was discussion of the lattice fencing around the port-a-john and it was decided to remove it altogether. There is an electric line that they will put a GFI outlet on for events. The plant schedule was sent to landscaper and the one price received was way out of line.

There was discussion of putting a Knox box on the Heller Homestead if the emergency personnel would show up that would allow them to access the keys and open the front door without having to knock down it down. The Fire Marshall proposed the Knox box could be mounted on a steel bar that would be in the ground near the front door. Roger Jurczak said if this is approved, he was okay with it being mounted on the building. Mrs. deLeon said she didn't want it on the front of the house. The Historical Society said they did not think a Knox box was necessary at the Lutz-

**General Business & Developer Meeting  
July 16, 2014**

Franklin Schoolhouse. Mr. Willard said the agenda item is for the Heller Homestead Knox box. He would suggest we stick to the Heller Homestead and ask the board of the Lutz-Franklin Schoolhouse to take another look based on the decisions presented tonight.

- MOTION BY:** Mr. Willard moved for approval to for the SVC recommendation for installation of a Knox box following the Fire Marshall's recommendation to not mount it on the building.  
**SECOND BY:** Mr. Maxfield  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**E. RESOLUTION #61-2014 – AUTHORIZING EXECUTION OF DUI GRANT DOCUMENTS  
(10:06 PM)**

Mr. Horiszny said Resolution #61-2014 has been prepared authorizing the Council President to execute the DUI Grant application on behalf of the Lower Saucon Township Police Department. Mr. Cahalan said this is an annual grant.

- MOTION BY:** Mr. Maxfield moved for approval of Resolution #61-2014.  
**SECOND BY:** Mrs. deLeon  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**F. RESOLUTION #62-2014 – SUBMISSION OF GRANT APPLICATION TO NCGRERA – UNCOMMITTED ROUND  
(10:07 PM)**

Mr. Horiszny said Resolution #62-2014 has been prepared authorizing the submission of a local share municipal grant application to the Northampton County Gaming Revenue & Economic Redevelopment Authority.

Mr. Cahalan said this is for the uncommitted round closing at the end of July. These applications are limited to \$50,000.00 each. We are going to submit the security system upgrade. The estimate was a little over \$17,000.00. Mr. Willard would like to suggest for the restricted amount in the Spring, if we have needs from the Fire Department for fire equipment for the contiguous municipalities and look in that direction.

- MOTION BY:** Mr. Maxfield moved for approval of Resolution #62-2014.  
**SECOND BY:** Mrs. deLeon  
Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.  
**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**G. RESOLUTION #63-2014 – APPROVING PLACEMENT OF PROPERTIES LOCATED AT 2626 AND 2650 REDINGTON ROAD IN THE WILLIAMS TOWNSHIP AGRICULTURAL SECURITY AREA  
(10:11 PM)**

Mr. Horiszny said Resolution #63-2014 has been prepared which will approve the placement of the properties owned by Bruce & Ginger Petrie located at 2626 and 2650 Redington Road in the Williams Township Agricultural Security Area.

Mr. Cahalan said it's required by Williams Township to approve the Petrie property into their ag security area. Mrs. deLeon said it was talked about getting our own ag security area and she'd like an update after this agenda item. Mr. Cahalan said there's a minimum amount of acreage required to start one and Ms. Huhn did not think we have the minimum amount. Mr. Maxfield said we don't even have the starting point.

- MOTION BY:** Mr. Maxfield moved for approval of Resolution #63-2014.  
**SECOND BY:** Mrs. deLeon  
Mr. Horiszny asked if anyone had any comments or questions?  
**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**General Business & Developer Meeting  
July 16, 2014**

**H. AUTHORIZATION TO ADVERTISE BIDS FOR POLK VALLEY PARK PAVILION**

Mr. Horiszny said staff is requesting authorization to advertise for bids for the purchase of the pavilion at Polk Valley Park. They are grading for the eventual pavilion site. The package for bid will ask for the Meramec or similar type of pavilion and we'll see what costs we get from that.

**MOTION BY:** Mr. Horiszny moved for authorization to advertise bids for Polk Valley Park pavilion.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**I. AUTHORIZATION TO ADVERTISE BIDS FOR TOWN HALL SECURITY CAMERA INSTALLATION (10:17 PM)**

Mr. Horiszny said staff is requesting authorization to advertise for the purchase and installation of additional security cameras at Town Hall. Mr. Cahalan said they wanted to increase the security cameras to an additional sixteen for security purposes. They will submit the first estimate to the County Gaming Authority.

**MOTION BY:** Mr. Horiszny moved for authorization to advertise bids for Town Hall security camera installation.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**J. AUTHORIZE LETTER TO PENNDOT REGARDING THE DELAY IN CONSTRUCTION ON ROUTE 412 (10:19 PM)**

Mr. Horiszny said Council Member deLeon has requested that the Council prepare and send a letter to PennDOT expressing the Township's concern with the recently announced delay in construction of Route 412 improvements in Hellertown and the City of Bethlehem. Mr. Maxfield said this came up at the Economic Development Task Force and people were pretty upset about it. He'd like to have a meeting with PennDOT and invite Hellertown. Mrs. deLeon said it should be a joint meeting with Hellertown, the Task Force, and the Chamber. Mr. Cahalan said can he pass along to the SVP, Hellertown, the Task Force and the Chamber and then ask PennDOT for a meeting.

**MOTION BY:** Mrs. deLeon moved for approval to authorize a letter to PennDOT regarding the delay in construction on Route 412 and copy the appropriate people; and then get a hold of the three different parties about having a joint meeting with PennDOT.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**V. MISCELLANEOUS BUSINESS ITEMS**

**A. APPROVAL OF JUNE 18, 2014 MINUTES (10:26 PM)**

Mr. Horiszny said draft minutes of the June 18, 2014 Council meeting have been prepared and are ready for Council's review and approval. Mr. Horiszny asked that one vote be corrected.

**MOTION BY:** Mr. Horiszny moved for approval of the June 18, 2014 Council minutes, with correction.

**SECOND BY:** Mr. Maxfield

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

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

**B. APPROVAL OF JUNE 2014 FINANCIAL REPORTS (10:27 PM)**

Mr. Horiszny said the June 2014 financial reports have been prepared and are ready for Council's review and approval.

**MOTION BY:** Mr. Willard moved for approval of the June 2014 Financial reports.

**SECOND BY:** Mrs. deLeon

Mr. Horiszny asked if anyone had any comments or questions? No one raised their hand.

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS (10:28 PM)**

- Mr. Joe Graziano, Clearfield Avenue was present with three neighbors to bring a dangerous situation to Council's attention and inappropriate actions by some of the staff from the Township. There is a neighbor that has two corners on Puggy Lane and Clearfield Avenue at the intersection of Cannon Avenue and has been cited for repeated violations of tree trimming and weed ordinances. The site visibility is horrible. Mr. Garges has been over to the gentleman's property twice. The neighbor has trimmed some trees but has not removed the bushes and is not to code currently and it's a very dangerous situation. He's here this evening to ask where does he go next?

Ms. Katelyn Warinke said she's 16 years old and is a new driver. One of her concerns is at this intersection you stop at the stop sign. If you can't see where you are going to turn, creep up a little bit and stop. When she creeps up, she's half way in the road. She's afraid that cars will come and hit her as there is no stop sign there. She rides the bus a lot and when the bus driver comes that way, she slows down or stops even though there isn't a stop sign there by that intersection.

Ms. Gwyn Warinke said when you come up to the stop sign at Cannon and want to turn, you have to go halfway into the intersection to see. Many times she's traveling that road, and cars come whizzing by as they don't have a stop sign.

Mr. Tim Nelmes, University Avenue, said it is a dangerous situation, you have to go half way out to the intersection. Something has to be done.

Mr. Graziano said he doesn't want to take any legal action against the Township or the Police Chief, but he believes this guy still has bushes and trees on this corner. Mr. Cahalan said you have a private property dispute with a neighbor. Mr. Cahalan said the Zoning Officer has reported the situation with the overgrown bushes and trees in the past and that neighbor has been given letters and he's complied. Attorney Treadwell said every enforcement action has some element of discretion in it. Mr. Willard said he'd like a report on this at the next meeting.

Council recessed. The time was 10:55 p.m. Council reconvened. The time was 11:00 PM.
--

- Mr. Gene Boyer commented to Council that the Township is being sued according to the newspaper by one of the local police and it's because of the people who run this Township. After listening to this gentleman, this doesn't sound good. Take heed, there's problems here.

**VII. COUNCIL & STAFF REPORTS**

**A. TOWNSHIP MANAGER**

- Mr. Cahalan said we received approval from DCNR to modify the grant for the composting toilets and they gave us approval to put the second toilet at the Reading Drive Trailhead instead of Polk Valley Park. He will need Council's approval for the engineer and planner to start moving ahead with the plans to install the toilet.
- Mr. Cahalan said the kiosk is being finished by the Eagle Scout for his project. Mr. Cahalan said the volunteers from the Penn State Masters Gardeners are working on the removal of the invasive species on the trailhead site.
- Mr. Cahalan said he received a letter from the Saucon Creek Watershed Association regarding the need for a plan to deal with removal of invasives and plantings along the Rail Trail. He's requesting approval to have Boucher & James start a small scale management plan for the Township section of the SRT.
- Mr. Cahalan said the Saucon Creek Watershed Association has been working on an invasive species sign called Healthy Trails and Streams. They received a grant to finance the sign and he is asking for permission to put that up.
- Mr. Cahalan said he received an update from Dr. Pazzaglia from Lehigh University who had worked earlier this year with the SRTOC and the Township to clean up rock outcroppings just below the Meadows Road crossing. According to Dr. Pazzaglia, it

**General Business & Developer Meeting  
July 16, 2014**

contained fossils which are thousands of years old. He'd like to put up a sign as an educational tool near that site funded by Lehigh University.

**MOTION BY:** Mr. Horiszny moved for approval to put up the Saucon Creek Watershed Association sign at the Reading Drive Trailhead site; put up a sign as an educational tool near the Meadows Road crossing funded by Lehigh University; direct the Planner to begin working on a small-scale management plan; and direct the Engineer and Planner to begin working on the composting toilet at the Reading Drive Trailhead.

**SECOND BY:** Mr. Maxfield

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

- Mr. Cahalan has two items for approval. In the parking lot we have some sidewalks and curbs where concrete has cracked and some of the curbs have been damaged. There's an estimate from Gary Hillegass for \$1,700.00 to do the repair of the steps and 28' of curb.

**MOTION BY:** Mr. Maxfield moved for approval to have Gary Hillegass repair the three steps at the municipal building (\$800.00) and 28' of curb (\$900.00) for a total cost of \$1,700.00.

**SECOND BY:** Mr. Willard

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

- Mr. Cahalan said the fire control panel indicator in Public Works is failing. He has a quote for \$1,926.00 from Altronics to replace the defective panel.

**MOTION BY:** Mr. Maxfield moved for approval for Altronics to replace the defective panel in the Public Works building for a total cost of \$1,926.00.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

- Mr. Cahalan had a special event request for Cub Pack 319 to hold a rocket day at Polk Valley Park on July 26, 2014 . It's been reviewed by Parks & Recreation, the Fire Marshall, Police, Zoning and Public Works with no comments and they are recommending approval.

**MOTION BY:** Mr. Maxfield moved for approval for Cub Pack 319 to hold a rocket day at Polk Valley Park on July 26, 2014.

**SECOND BY:** Mr. Horiszny

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

**B. COUNCIL**

**Mr. Willard**

- He said there are some changes on the Economic Development Task Force. Trish Lauden resigned but her husband, Andrew, will be a substitute. They had resignations from Donna Louder and Mary Banonis. The next meeting is Wednesday, July 30. It's an action planning meeting and Judy will be there and will create a draft action plan. They will prepare a report for the Council for October.

**Mrs. deLeon**

- She said she got a letter about an extension for BRE until October 31, 2014 because they are waiting for Township approval of a construction permit application submitted in early May. Mr. Cahalan said they'll send out an email that Mr. Garges sent out to the author of that letter telling him he had his facts incorrect and that we were actually waiting for something to come in from them to finalize the permit.
- Community Day is on Saturday, August 16, 2014 from 10:00 am to 5:00 pm.
- She asked if Mr. Cahalan had a report on the washout at the landfill. Mr. Cahalan said two reports came in from Chris Taylor and that was distributed to Council and they got a report from Al Schleyer which will be distributed tomorrow.

**Mr. Kern** – Absent

**General Business & Developer Meeting  
July 16, 2014**

**Mr. Maxfield**

- He said we have a scout working on the Native Plant Garden. They are happy that they are going to take it over.
- He was on Bergstresser Road and there is a naturalized detention pond there and the street trees look like they had been sprayed but none of the ground vegetation looked like it had been sprayed. He'd like someone to check this out.

**Mr. Horiszny**

- He asked if Tom Maxfield could take his place at the Fire Chief's meeting.

**MOTION BY:** Mr. Horiszny moved that Mr. Maxfield replace him at the Fire Chief's meeting.

**SECOND BY:** Mr. Willard

**ROLL CALL:** 4-0 (Absent – Mr. Kern)

- He said Jack and Cathy are not going to be available for our August 20, 2014 meeting. He'd like to consider changing it to August 13, 2014. Council preferred to keep the meeting on August 20, 2014.

C. **SOLICITOR** – No report

D. **PLANNER** – No report

E. **ENGINEER** – No report

**VIII. ADJOURNMENT**

**MOTION BY:** Mrs. deLeon moved for adjournment. The time was 11:37 pm.

**SECOND BY:** Mr. Horiszny

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

**ROLL CALL:** 4-0 (Absent - Mr. Kern)

Submitted by:

---

Jack Cahalan  
Township Manager

---

Ron Horiszny  
Council President