

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. Public Hearing & Consideration of Adoption of Ordinance No. 2019-04 – Revising the Forestry Section Chapter 180 of the Zoning Ordinance
- B. Public Hearing & Consideration of Adoption of Ordinance No. 2019-05 – Forming Joint UCC Appeals Board with Fountain Hill Borough
- C. Introduction of Promoted Employees in the Police Department

III. DEVELOPER ITEMS

IV. TOWNSHIP BUSINESS ITEMS

- A. Theodore McMahon & Sarah Brandt – 2571 Bart Gardens Drive – Waiver Request for Well Isolation Distance for Septic Installation
- B. Authorization for Disposal of Township Property – Request to Sell 2012 Autocar/Elgin Street Sweeper
- C. Review of Grant Submission for Fire Apparatus
 - 1. Determination to Conduct Review of Apparatus Specifications by Emergency Vehicle Response
 - 2. Lower Saucon Fire Rescue – Ladder Truck Grant Request
 - 3. Steel City Fire Department – Pumper Truck Grant Request
- D. Review of Draft Request for Proposals (RFP) to Hire Firm to Assist Fire Departments with Grant Writing
- E. Authorize Bid Advertisement for Seidersville Hall Window Replacement
- F. Heller Homestead – 1892 Friedensville Road – Discussion on Porch Railings & Additional Handrail
- G. Saucon Valley Compost Center – Springtown Hill Road – Approval for Tree Removal to Erect Pole Building

V. MISCELLANEOUS BUSINESS ITEMS

- A. Approval of June 19, 2019 Council Minutes
- B. Approval of June 2019 Financial Reports
- C. Monthly Department Reports for June 2019

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 22, 2019
Saucon Rail Trail Oversight Commission: July 22, 2019 @ 6:00p.m. @ UST
Planning Commission: July 25, 2019
Parks & Recreation: August 5, 2019 @ 6:00 p.m. @ Kingston Park
Environmental Advisory Council: August 13, 2019
Saucon Valley Partnership: August 14, 2019 @ HB
Township Council: August 21, 2019

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on July 17, 2019 at 7:00 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Vice President Ryan Stauffer, presiding.

ROLL CALL: Present: Priscilla deLeon, President (speaker phone); Ryan Stauffer, Vice President, Sandra Yerger, George Gress & Donna Louder, Council Members; Thomas Barndt, Chief of Police; Cathy Gorman, Director of Finance; Leslie Huhn, Township Manager; Attorney Treadwell, Township Solicitor; Mike Beuke, Township Planner & Kevin Chimics, Township Engineer.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mr. Stauffer said Council did meet in Executive Session this evening to discuss open space and potential land acquisition.

PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mr. Stauffer 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. If you have a non-agenda item, she asks that you give your fellow public the courtesy of the floor. There's a sign-up sheet in the back of the room. You can follow tonight's agenda on the website on each of the agenda items.

IV. PRESENTATIONS/HEARINGS

A. ORDINANCE NO. 2019-04 – PUBLIC HEARING AND CONSIDERATION OF ADOPTION OF AN ORDINANCE REVISING THE FORESTRY SECTION CHAPTER 180 OF THE ZONING ORDINANCE

MOTION BY: Mr. Stauffer moved to open the public hearing.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

Attorney Treadwell said this is an amendment to the LST Zoning Ordinance, Chapter 180 regarding forestry. We've had about a year's worth of discussions with the Attorney General over what the LST forestry ordinance should look like. What you have in front of you is a model ordinance that came from the Penn State agricultural program which we put it in ordinance form and it has been advertised for a public hearing this evening. It basically relaxes our forestry regulations from what they were previous to this. There's no real requirement for a permit anymore for forestry. The main thing that anybody needs to do if they want to do forestry on their land is to get conservation district approval, which still needs to be done. Otherwise, we don't really regulate it at all anymore and this is in line with what the PA Attorney General suggested we should do. It's before Council this evening for a public hearing and advertised for adoption.

MOTION BY: Mrs. Yerger moved to close the hearing.

SECOND BY: Mr. Stauffer

ROLL CALL: 5-0

MOTION BY: Mrs. Louder moved for approval to adopt Ordinance No. 2019-04 amending the Forestry Section of the Zoning Ordinance.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

B. ORDINANCE NO. 2019-05 – PUBLIC HEARING AND CONSIDERATION OF ADOPTION OF AN ORDINANCE TO ESTABLISH A JOINT UNIFORM CONSTRUCTION CODE BOARD OF APPEALS WITH THE BOROUGH OF FOUNTAIN HILL

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

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

**General Business & Developer Meeting
July 17, 2019**

Attorney Treadwell said this ordinance has been advertised for a public hearing and adoption. This was discussed at a previous meeting as we had a request from the Borough of Fountain Hill to be allowed to use our Uniform Construction Code Board of Appeals. Both Fountain Hill and LST have adopted the Uniform Construction Code and part of that requires you to have a Board of Appeals. It is not that unusual for municipalities to share a Board of Appeals because this board has specific requirements who can be on it and sometimes it's hard to find people who meet those requirements in every municipality. The ordinance you have is an Intergovernmental Cooperation ordinance that creates a joint board that both Fountain Hill and LST can use for Uniform Construction Code of Appeals.

MOTION BY: Mr. Stauffer moved to close the hearing.

SECOND BY: Mr. Gress

ROLL CALL 5-0

MOTION BY: Mr. Stauffer moved for approval to adopt Ordinance No. 2019-05 to establish a joint UCC Appeals Board with Fountain Hill.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

C. INTRODUCTION OF PROMOTED EMPLOYEES

Mr. Stauffer said Council would like to recognize Eric Marth who has been promoted to the Detective/Corporal position in the Lower Saucon Township Police Department and Jared Gunshore who has been promoted from a part-time officer in the department to a full-time officer in the Lower Saucon Township Police Department.

Chief Barndt said he'd like to thank Council and Manager Huhn for this opportunity to introduce the newly promoted officers. It's an honor for him to do this. Sgt. Christopher Leidy was promoted on June 3, 2019. He graduated from the Allentown Police Academy in 1993, in 1997 he was hired as a part-time officer, and then promoted to full-time in 1998. In 2000, he initiated the first K9 program and was also the first K9 Officer for the department. He was then promoted to Detective in 2005 and in 2010 to Detective Corporal. He graduated from Northampton County Community College in 2015 with an Associate's degree in Criminal Justice and then in January 2019 graduated from DeSales University with a Bachelor's degree in Criminal Justice. He will be the second in command of the PD and will be responsible for administrative duties, such as accreditation, scheduling and training. He will also oversee the department's evidence room and K9 program.

Chief Barndt said Detective/Corporal Eric Marth was promoted on July 1, 2019. He graduated from DeSales University in 2005 with a Bachelor's degree in Criminal Justice. In 2008, he graduated from the Allentown Police Academy and was hired full-time by LST later that year as a patrolman. In 2010, he became a Criminal Identification Officer responsible for processing crime scenes for his patrol team and has been assisting with investigations since 2016. Also in 2016, he became a Bike Patrol Officer and graduated from DeSales University again that same with a Master's Degree in Criminal Justice (investigative forensics). He will be responsible to perform, coordinate or assign investigations and follow-up all criminal incidents within the Township. He will also respond to, secure, and process crime scenes and assume the role of evidence custodian within the department.

Chief Barndt said Officer Jared Gunshore was promoted on July 1, 2019. He graduated from the Allentown Police Academy in 2009. In 2010, he was hired full-time with the Lehigh County Sheriff's Department. He was then hired as a part-time officer in LST in 2010 and remained part-time until his recent promotion of full-time. He will be responsible for daily control, the handling of police incidents, accidents, offenses, and to enforce the PA Vehicle Code, PA Crimes Code and Township Ordinances.

A ceremonial badge pinning was conducted for the above officers.

IV. TOWNSHIP BUSINESS ITEMS

A. THEODORE MCMAHON & SARAH BRANDT – 2571 BART GARDENS DRIVE – WAIVER REQUEST FOR WELL ISOLATION DISTANCE FOR SEPTIC INSTALLATION

Mr. Stauffer said the applicant is requesting well isolation waiver approval for the replacement of their septic system located at 2571 Bart Gardens Drive. The new system will not meet the 100 ft. requirement from the distance of the well.

Mr. McMahon and Sarah Brandt were present. Mr. McMahon said they have a little over a quarter of an acre. They don't have room to put a septic that is beyond the limit to the well. Attorney Treadwell said this is due to the fact that their existing system is not working properly. You also have letters from both of your neighbors saying they are okay with it. Mr. McMahon said yes.

Mrs. Louder said she took a ride out to see this property and she could see how this is a hardship for us not to give them the variance. In the HEA letter, it's not an option for anybody to remove their well or relocate it, so another hardship. Everything that has been looked at by the Engineer basically seems to be in order. There would have to be an indemnification so the Township would not be held liable for anything if we would pass this tonight. She doesn't have any issues with saying let's do this and make the language and paperwork to protect the Township as well.

Mrs. deLeon said in the letter we got, it says that it's recorded in the Courthouse for future owners, is this for the neighbor's records also. Attorney Treadwell said just the property. Mrs. deLeon said do you think it should be for the other two also. Attorney Treadwell said we can't record anything on the neighbor's property without them signing it. They have given permission, but doesn't know if they would agree to sign anything. It will be in the Township files so anyone buying a house, the information will be there. Mrs. Louder said there's a lot of times people buy a home; they order septic testing before they purchase the home. It would end up coming there.

MOTION BY: Mrs. Louder moved to approve the waiver for well isolation distance for Theodore McMahon & Sarah Brandt located at 2571 Bart Gardens Drive to include indemnification and hold harmless the Township, also proof of recording at the County Recorder of Deeds office.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

B. AUTHORIZATION FOR DISPOSAL OF TOWNSHIP PROPERTY – REQUEST TO SELL 2012 ELGIN MEGA WIND SWEEPER

Mrs. Huhn said this is the street sweeper that we have replaced. It was beneficial as we were able to run both sweepers, to get our road work done for the spring. We are looking for authorization to sell it through the Municibid bidding process. Roger Rasich has provided the specifications that we will advertise. We are looking for approval per our Code.

MOTION BY: Mr. Stauffer moved to authorize disposal of the 2012 Elgin Mega Wind Sweeper.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

C. REVIEW OF GRANT SUBMISSION FOR FIRE APPARATUS

1. DETERMINATION TO CONDUCT REVIEW OF APPARATUS SPECIFICATIONS BY EMERGENCY VEHICLE RESPONSE

Mr. Stauffer said per the Township's policy regarding contributions toward fire apparatus, Council may choose to have equipment specifications reviewed by a consultant. Emergency Vehicle Response has provided a cost estimate to review the specifications for the ladder truck requested by Lower Saucon Fire Rescue and the pumper tanker requested by Steel City Fire Department.

Mrs. Huhn said there is a memo from the Director of Finance regarding the specifications for review. She was able to contact Emergency Vehicle Response and they provided a cost

**General Business & Developer Meeting
July 17, 2019**

estimate to review the two sets of specifications. It is per our policy that Council has the option to do that so we thought since we are reviewing the two grants from the Fire Companies submitting their specifications, this would be step 1 if Council chooses to do this, then we would go to the next steps of reviewing the grants.

Mrs. Gorman said in speaking with the other gentleman that does these studies, they have conducted studies with the Navy and Marines. It's like buying a car in some ways that there are sales cost, they will give you all the upgrades possible, and will review them to make sure what's in the specifications, if there's an alternative or option that is less expensive, he will make that recommendation. He's very familiar with the sales companies so if Council would like to do that, he will go through the specifications and make his recommendation.

Mrs. Huhn asked if he gave an estimate of how long that would take. Mrs. Gorman said he did not, but based on the specifications being 150 pages, she can't imagine it being too, too long, maybe a month or so.

Mrs. Yerger said she sees it's a maximum fee of \$1,500 per review. Mrs. Gorman said correct. If there are more items to the vehicle and other options or functions that the vehicle can do or provide, it's going to take a little longer to do.

MOTION BY: Mr. Stauffer moved to approve with contracting with Emergency Vehicle Response to review the ladder truck and pumper/tanker specifications provided.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

2. LOWER SAUCON FIRE RESCUE – LADDER TRUCK GRANT REQUEST

Mr. Stauffer said Lower Saucon Fire Rescue has submitted their grant request per the Township's policy regarding funding of fire apparatus. Council will need to discuss the funding appropriation.

Mrs. Huhn said they have submitted their grant application and all the documentation that was required to be included with the grant. The amount requested was \$1.5 million and as stated in the grant application, Council may award up to 75% of the grant amount requested and we ask that the specs be provided, which they have done. The first steps is having the specs reviewed and the next step is to decide how you want to move forward with the grants. Grant processes are very similar as you have to submit your information and then it's reviewed.

Mrs. Louder said on the front page of LS Fire Rescue, says the price quote expired July 15, 2019, today's the 17th. Ty Johnson, Fire Chief of LS Fire Rescue said they have to put an expiration date on it. That spec is from a while ago. They have been dealing with the spec process for quite some time. To his knowledge, that is still the price. He can get it in writing tomorrow evening. They are pretty solid with that price as they have been dealing with them for a year or better.

Bryan Evans said any surprises are not the responsibility of the municipality. It's pretty clearly written in the grant that any changes throughout the process are at the cost of the Fire Department, not the municipality. The price is given and if something changes in the process and a price goes up, the policy states anything above is the responsibility of the Fire Department.

Mr. Gress said he knows from the DCED recommendations, they recommended the ladder be replaced and the rescue pumper tanker be replaced. There's quite a bit of money being requested there. He did a little research and made some phone calls to get some ideas and

General Business & Developer Meeting
July 17, 2019

as far as the ladder goes, it sounded like it didn't matter if you bought a mid-mount, a rear mount, an aluminum stick, a steel stick, it was \$1.4 to \$1.5 million no matter what you went with, at least if you wanted to go with a bucket. If you want something smaller, the price drops but so do your capabilities. He asked about tankers as well and it sounded like there were some other options there. He was looking at their year-end reports and it looks like they have 11-12 active guys, so is this truck going to be your first out truck then. Mr. Gress said is your other truck still out of service, is the pump still broken? Chris Snyder, Steel City Fire Chief said the insurance company is dealing with that right now. They have mutual aid agreements. Mr. Gress said he was reading through their spec and it looks like a 7-man cab. Mr. Snyder said correct. Two are just jump seats and can come out. Mr. Gress said we talk about what we need and not what we want. The prices he got quoted today with a commercial chassis would be \$400 to \$500. Mr. Snyder said he thinks it was in the \$600's. The big advantage to a custom cab vs. a commercial cab is the length of the truck and in Steel City we have a lot of tight, narrow roads. A commercial cab will be a lot longer and a lot more difficult to maneuver. It also does not have the safety features, and that's why they chose to go with the custom cab instead of a commercial cab. Mr. Gress said we had talked about grants, and the truck that is being replaced is an 1989. That would be an ideal candidate for the grant process. Is that something you have been following up on? Mr. Snyder said we can go for it, but it's not a guarantee. He doesn't want to see it put off and put off as their truck has been put off quite a bit. This one should be replaced as there are a lot of safety concerns there. Mr. Gress said he understands that totally. Mr. Snyder said there have not been prior grant requests for this truck.

Mr. Gress asked what is the policy with the Relief Association for physicals on active guys? Mr. Snyder said every active guy needs to have a yearly physical. The only thing removed this year was a TB test. If you are a new member of the department, you get a TB test the first year and a chest x-ray, and then every five years you get a repeat. It's a physical, hearing test, and blood screening. Mr. Gress said Steel City had on their annual reports they had physicals, but he didn't see that on LS Fire Rescue's report. Mr. Evans said there is no regulation anywhere on physicals. It's been about four years that they are not required.

Mr. Gress said he came out and saw the demo truck at the high school. One of the things that was talked about was the rear steering. He talked to one of the sale guys and Mr. Gress doesn't know if you need the rear steer and heard there were problems with it. That's a \$50,000 savings right there if you don't get that. Mr. Johnson said it's in the spec and they are aware they can remove it. They are still actively researching that. They are supposed to go down to Royersford Fire Company and they have a truck with a rear mount ladder and about the same length as their truck and it's rear steer. The Memphis Fire Department, all their ladder trucks are rear steer and they have 22 of them. It wasn't something that wasn't readily available years ago. His theory with having a rear steer is the truck turns really nice the way it is and they can maneuver it pretty good. He doesn't want to be standing in someone's front yard one afternoon with a couple of guys on the truck wishing we could have gotten the truck in the driveway if we had rear steer. If you stretch out \$50,000 over 25 years, it seems like a pretty small investment. It's still on the table and can be removed. We're building a truck for day-time response and we need it to be a truck and a ladder. Mrs. Huhn said did Memphis have a lot of problems with breakage on their rear steers? Mr. Johnson said he does not know, and he's pretty sure it was Memphis, but he can dig that up. Mrs. Huhn said the concern she's hearing is the mechanical issue. Mr. Gress said the sales guy tried to reassure him that it was a prototype version and they were coming out with a bigger and better version that's off of military trucks. Mr. Johnson said Pierce is owned by Osh Kosh who builds military trucks. They are marrying the technology over to the fire apparatus. They have a standard rear steer that is a beefed up, better steering mechanism with it being a lighter weight, which helps the

**General Business & Developer Meeting
July 17, 2019**

GVW of the truck and allows it not being so close to overweight. He has a PowerPoint with pictures of the truck and there's a video from Pierce on this particular truck. Mr. Gress said there won't be a vote tonight on the funding so if you want to send the pictures to Leslie, she can send out to Council to view.

Mr. Gress asked if LS Fire Rescue still had a truck for sale. Mr. Johnson said yes, a 1999 Spartan Central Rescue Pumper which holds 1,100 lbs. with a 1250 pump. It's not in service.

Mrs. Louder said she has a memo dated July 12th from Mrs. Gorman and it basically reads, "currently we have \$675,000 in the fund and based on the quotes provided to you, we will not be able to meet 75% Council was considering for the two pieces of apparatus. If Council decides to move forward with having an outside consultant review the specifications, it would be our recommendation to authorize a down payment to each fire company leaving \$10,000 in the fund to pay the consultant fees and not liquidate the fund completely. Once we receive the consultants review of the specifications, Council can then decide if they wish to contribute up to 75% with what the consultants states what the vehicle will cost".

Mr. Gress said his only concern with that, is should we give you a down payment and then you place your order and they start doing things, and then the consultant comes back and recommends something else. The other issue is there's not enough money in the fund.

Mr. Johnson said there's no need for a full down payment on a truck. We just need a commitment. Pierce gave them a build time of 19 months from the time we sign. Let's say we sign tomorrow, it's going to be January-February until we go out to Pierce to go over the spec, which that's where you fine tune everything and by that time, there may be different options. Right now they have slots open for 13 months. That's a push. Our current ladder, they are putting money into it. It would be great if in the next month or so it could be solidified.

Mr. Gress said do we have a grant writer in mind? Mrs. Gorman said we are going to RFP it but you are correct that if an agreement of sale, purchase order, is issued to one of these contractors, the grant application for that would fly out of the window, you can't retro it. Mr. Gress said at what point with the grants, will you have a relative idea that one would be viable. Mrs. Louder said let's get the grant writer in place. We need to get the specs looked at by the professionals. Mr. Gress said he'd like to know what the grant writer says in regards to both trucks. Mr. Johnson said Mrs. Gorman had looked into it two months ago. Mrs. Gorman said when she spoke to a grant writer, a lot of the grants submitted on the Federal level are for ladder trucks, and her comment was they weren't even considering anything unless it was older than 30 years. Our chances would be pretty slim for the ladder.

Mrs. Huhn said if you send out proposals this week and ask that they be submitted by the first week of August, maybe we can get them in and put them on the August Council meeting.

Mrs. Yerger said this is not our money; it's the taxpayer's money. We just don't have the money. Mrs. Louder said if we had one fire company we wouldn't have to buy two trucks.

Mr. Evans said he'd like to comment on not having the money factor. There's not money in the account right now, but there's 1 mill of a fire tax that's supposed to bring in \$400,000 every year, so it's important that we have everyone on the same page, the money is there anticipated that this will continue for future apparatus. Five years of \$400,000

**General Business & Developer Meeting
July 17, 2019**

payments would cover both the vehicles as currently spec'd. The process keeps evolving, every time we make progress, there's another turn. If we can get the specs reviewed by the consultant and then reviewed from A to Z at the next meeting, then we could get the whole package involved. The price continues to go up and the value continues to depreciate on the old ladder truck.

MOTION BY: Mrs. Louder moved to deny down payment funding toward equipment this evening until we get more information and bring it back to Council possibly on August 21, 2019.
SECOND BY: Mr. Gress
ROLL CALL: 5-0

3. STEEL CITY FIRE DEPARTMENT – PUMPER TRUCK GRANT REQUEST

Mr. Stauffer said Steel City Fire Department has submitted their grant request per the Township's policy regarding funding of fire apparatus. Council will need to discuss the funding appropriation.

Mrs. Louder said if there's a pump truck sitting out at Leithsville, why can't it be taken over to Steel City to be used as we don't have a pumper truck and we have to depend on another municipality to cover us. The tax dollars are paying for Steel City coverage. Someone said there is currently a pumper truck in Steel City, but it's smaller in size. Mrs. Louder said she stands corrected; it's a rescue truck at Leithsville.

MOTION BY: Mr. Gress moved to deny down payment funding toward equipment this evening until we get more information and bring it back to Council possibly on August 21, 2019.
SECOND BY: Mr. Stauffer
ROLL CALL: 5-0

D. REVIEW OF DRAFT REQUEST FOR PROPOSALS (RFP) TO HIRE FIRM TO ASSIST FIRE DEPARTMENTS WITH GRANT WRITING

Mr. Stauffer said the Volunteer Departments are requesting the Township hire a grant writer to help with grants for the fire apparatus/equipment. Staff has prepared an RFP to solicit quotes for proposals. Mrs. Huhn said there's an RFP if you would like to approve or change something, we can send it out and bring it back to the August 21st meeting.

MOTION BY: Mrs. Louder moved to approve advertising and RFP for a grant writer to assist the Volunteer Fire Departments with grant submissions.
SECOND BY: Mr. Gress
ROLL CALL: 5-0

E. AUTHORIZE BID ADVERTISEMENT FOR SEIDERSVILLE HALL WINDOW REPLACEMENT

Mr. Stauffer said Council received grant funding to make improvements to Seidersville Hall. One component of the work is replacement of the windows on the building. Staff is requesting authorization from Council to advertise the project for bidding. Mrs. Huhn said we received grant funding so we are at the stage where we have put together, with the help of Public Works, reviewing the windows we have and looking at our specifications. The bid specs have been prepared for your review. This is our standardized bid form, which we put out to request the window replacements.

Mrs. Gorman said we received three grants to do improvements, two casino grants and the County has provided us some funding as well. She would like to get this out ASAP so we could get contractors to come in by fall.

MOTION BY: Mrs. Louder moved to authorize advertisement of the bid for the replacement of windows on the Seidersville Hall Building.
SECOND BY: Mrs. Yerger
ROLL CALL: 5-0

F. HELLER HOMESTEAD – INSTALLATION OF PORCH RAILINGS AND ADDITIONAL HANDRAIL AT LOWER STEPS

Mr. Stauffer said the contractor has provided the Township with a price quote for the installation of a second hand rail on the bottom section of steps at the Heller Homestead. They have also provided a quote for two (2) railings on the porch landing that have been requested by the Saucon Valley Conservancy.

Mrs. Huhn said we discussed this previously that another additional railing was requested on the lower set of steps. The contractor had not put that in his specifications nor bid, so they have submitted for the lower handrail (wrought iron) \$750 for the additional handrail. In addition, the SV Conservancy had some concerns with safety at the porch landing at the front door. There had not been railings there previously nor was it part of the historical register nomination. We want to see if this is something you'd like to have installed up at the landing. Those two railings on either side would go between the pillars and they are \$1,450. There are photos in your packet of Option B by Preservation Works.

Mrs. Louder said is this in the budget? Mrs. Gorman said she'll have to do a budget adjustment anyway because we had anticipated everything being done by the end of last year and we retained some funding because Roger had identified some areas that needed to be looked at again.

MOTION BY: Mrs. Yerger moved for approval to install the porch rails and additional handrail at lower steps at the Heller Homestead.

SECOND BY: Mr. Gress

ROLL CALL: 5-0

G. SAUCON VALLEY COMPOST CENTER – TREE REMOVAL

Mr. Stauffer said at the recent Compost Center Committee meeting it was discussed that the large tree behind the proposed pole building should be removed prior to the installation. The Committee felt it would be safer due to the proximity of it possibly falling on the building.

Mrs. Huhn said as we are moving forward with the pole building, it is being revised because the bids came in so high. After discussion with the Compost Center Committee, it was suggested that the one tree that is very large that we had discussed with Council, be taken down before we start the construction as if it would fall, it would destroy the building.

Mrs. Louder said does the tree look sickly or is it rotting. Mrs. Huhn said not that she's aware of. Mr. Gress said could they just trim it. Mrs. Yerger said she doesn't know what they are storing in there, but it's good shade. Mr. Gress said do we know what they are revising in the pole building. Mrs. Huhn said they are removing some overhead doors, the size is staying the same. Mrs. Gorman said there aren't many options as to where to put it. Hellertown Borough was in agreement with the location. Mr. Gress said if he was worried about it falling on his garage, he'd probably take it down too. Mrs. Yerger said with all this rain, she's seen some trees become uprooted.

MOTION BY: Mrs. Louder moved for approval to remove the large tree behind the proposed pole building prior to installation of the building.

SECOND BY: Mr. Gress

ROLL CALL: 5-0

V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF JUNE 19, 2019 COUNCIL MINUTES

Mr. Stauffer said the June 19, 2019 Council minutes are ready for Council's review and approval.

MOTION BY: Mrs. Yerger moved for approval of the June 19, 2019 minutes.

SECOND BY: Mr. Gress

ROLL CALL: 4-1 (Mrs. Louder – No, because on page 5 of 6 it says tape shut off so the following is not verbatim)

B. APPROVAL OF JUNE 2019 FINANCIAL REPORT

Mr. Stauffer said the June 2019 financial reports are ready for Council's review and approval. Mrs. Louder said Law – who is Law. Mrs. Gorman said if the bills are payable to Mr. Treadwell. Attorney Treadwell said she's looking under the general expenditures of Law and there's a tax collection and under there it says Law. Mrs. Gorman said it's a combination of Zoning, Specialized and General. Mrs. Louder said can't we break that down and see who is getting the most. Four years ago when she sat in this chair, there was expenditures being done for Law that nobody knew about or people knew about and just ignored. It ended up of being thousands and thousands of dollars over the year that wasn't necessary. Mrs. Gorman said she can break that down. Mrs. Louder said that's why she is adamant about Law.

MOTION BY: Mr. Stauffer moved for approval of the June 2019 financial report.
SECOND BY: Mr. Gress
ROLL CALL: 5-0

C. MONTHLY DEPARTMENT REPORTS FOR JUNE 2019

Mr. Stauffer said the June 2019 monthly department reports have been submitted by Police, Public Works and Zoning per Council's direction. Mrs. Louder said the only thing she'd like to see on the PD monthly report is the administrative progress that was done based on the Matrix Study, being the LST residents spent \$70,000 on a police study; we need to show them we are moving forward on the administrative aspects as well. We are doing great with community service, but for the administrative service, progress has to be shown as well. Mr. Gress said there's a primary account and a secondary UCR account; it was for harassment, what does that mean? Chief Barndt said it's a primary UCR account, which is a first offense that occurred and second would be a second one and so on.

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

- Mr. Gordon Gress, Black River Road, said in the past he mentioned about 100 year and 200 year storms, although Brien Kocher has disagreed with him and he's still waiting for him to show up at one of the monsoons. In his opinion on Thursday night, we had the 300 year storm. Nothing has been done yet, but what happened on Thursday night was there was so much water in the street, a vehicle traveling westbound moved over the center line to get out of the heaviest part of the water and he set up so much spray, that a vehicle coming eastbound didn't see him and a head-on collision was missed by inches. It's not getting any better. Mrs. Huhn said she knows what he's talking about as she had that all the way home. Mrs. Louder said she's been out in many different storms and she agrees something drastic is going to happen before anyone moves on this. She'd like to set something up to meet with Roger. Mrs. Huhn said they are working on it. Mrs. Louder said she's been here 4 years and Mr. Gordon Gress has been coming here about 20-25 years with the same problem. Mrs. Huhn said we are putting together all the problem areas and we need to prioritize the areas. If you just focus on one area and you have other major areas, then what if something happens there and there's a head-on collision. It's difficult as LST is a mountain. There's so many steep slopes. She doesn't have this report put together yet as it's going to involve a lot of work to look at all the areas of the Township. Mrs. Yerger said we are in the PA Highlands. Mrs. Huhn said Allentown actually logged in 75" of rain this year, it's all over. Mrs. Louder said we can't control that part, but what we can control is the water, so are we going to attempt to control the water? The bottom line is that road has been brought to this Township for so many years, a little girl fell on the ice. There's accidents on the ice because of this intersection and that water freezing over. Now we have these flooding areas and near misses for accidents. Mrs. Huhn said there's worse areas in the Township and we have to look at all of them on a whole before you spend \$1 million on one and have nothing to fix any of the others. Mr. Gress said the road crew and Roger has done some storm work and done a fantastic job. You don't have to spend \$1 million down here. There are other ways to control that water. You can put in a smaller pipe in a shorter section and put in culverts, ditches, drains, but somebody has to come and look at it. Mrs. Huhn said she and the Zoning Officer drove around last week to look at all the areas. Mr. Gordon Gress said he's lived there 53 years and it's the first time it came up to his garage doors. When

**General Business & Developer Meeting
July 17, 2019**

- Roger paved the street, he put in a real nice berm in front of the driveway and it kept the water out, not Thursday night. Mrs. Louder said we're still working on it.
- Mr. Bryan Evans, Susan Lane, said out of taxpayer observation, you voted tonight to sell a six year old street sweeper that had increased repair cost for liability issues. We're talking about decades old life safety equipment from the fire departments.
 - Mr. Scott Nocek, Steel City, said just for clarification, the companies went to single unit dispatches unless they have a full company. So Unit 6341 was placed out of service for the County. Steel City is dispatched to any mutual aid house that was requested. Unit 6341 still has rescue capability, the only thing he stated in the Fire Service meeting was it cannot do cascading at this time, it's not at the County level. Mrs. Louder said the truck went out the first week of July; it was sitting on Main Street. We had to stop and go around it and she looked the fire fighters directly in the face. Mr. Nocek said it has not moved out of the garage since December, he can guarantee you that. There are parts that are sitting in the bay, so it can't be moved until they come and tighten that up and make it secure to move it. They've been back and forth with the insurance company for weeks.

VII. COUNCIL & STAFF REPORTS

A. TOWNSHIP MANAGER

- Mrs. Huhn asked if any Council members were attending National Night Out which is Tuesday, August 6th as T-shirts are going to be ordered.

B. Mrs. Yerger

- At our EAC meeting last week, we recommended we are in charge of doing the MS4 education component to help the Township fulfill stormwater management and we came across a brochure about naturalizing your yard, which she thought was nice because it's naturalizing your yard to make it more attractive, but also these components can help control stormwater and enhance the appearance of your yard. It is good because it's something anybody can do. They will be available at Community Day and at the Township.

Mr. Gress – No report

Mrs. Louder

- She would like to discuss paper alleys again. There are residents who own property and there's a paper alley running right through their properties. She'd like to have the Township going off the 1983 study of all the paper alleys in the Township, making the Township have no interest and send direction to the County, which should eliminate the cost of the taxpayer for the variance proceedings. Mr. Young had mentioned it to her and he made the comment that the Township would release all interest in paper alleys, the taxpayer would have to go down to the County to obtain and put that piece of property on their deed. Attorney Treadwell asked what is the end goal? Mrs. Louder said there are multiple residents she knows of who have a piece of property with a paper alley going through the middle and they want to put a fence around their property. Mrs. Louder said two of them are in Steel City and there are others throughout the Township. Attorney Treadwell said what a paper alley is, is a street or alley that's shown on a subdivision plan that's never been opened by the Township, it's on paper only. We've never used it, we've never paved it, and we've never done anything. What it means to be a paper street is that from the day that subdivision plan is recorded; the Township has 21 years to open that paper alley or street. If we don't do that within 21 years, we lose that right, but anybody that lives in that subdivision has the right to use that paper alley forever. Even if we vacate every paper street, it doesn't mean that the adjoining property owners own it exclusively. They will own it subject to the right of other people that live there to use it. So us vacating it doesn't really accomplish anything. Mrs. Louder said this is in our Zoning Ordinance, Section 145.3 states there should be no alley or street running through a property, so now we have property owners who have alleys and streets running through their property. Attorney Treadwell said what that section means is that you aren't supposed to take a piece of property and put an alley or street through it today. Mrs. Louder said if nobody wants or

**General Business & Developer Meeting
July 17, 2019**

uses that piece of property, then what happens. This woman wants to put a fence around her yard and because of the paper alley, she feels she can't. Attorney Treadwell said did she ask for a permit. Anybody that borders on a paper street owns halfway to the middle. If she puts up a fence, she has to be aware that at some point in the future, someone might come along and say hey, I want to use that, you have to take your fence down. Mrs. Louder said we need to somehow get that erased. Attorney Treadwell said the only thing that vacating a paper street does is to confirm on a piece of paper that we don't have any right to open it, it doesn't change the effect for the other people that live there. It's a fact that goes along with subdivisions that are 200 years old and have a lot of paper streets in them. Mrs. deLeon said maybe she could put a gate up. Mrs. Louder said she offered to put a gate up if any utility truck would have to get in to that area. Mr. Stauffer asked do the paper streets count as acreage for property tax purposes. Attorney Treadwell said it depends on how the County looks at them. If you look at the County tax map often times you will see that the paper alley still shows up so it's probably not included in their acreage for tax purposes; however, if we vacate it, sometimes the County will take it off of their tax map. Whether they actually add the half of it to the neighboring property owners and their tax goes up, he doesn't know the answer. Attorney Treadwell said it depends on how their deed is written. Their deed could go to the middle of the alley; have her look at her deed.

- Mrs. Louder said she's wondering with the Sgt. and the Detective position, because she has a lot of other cop wives she works with, they usually say if there's a Detective or a Sgt. they make sure one works night shift and the Chief works day shift and vice versa. Chief Barndt said that was not the purpose of the Sgt. we just promoted. The further part of the Career Development Policy, that's been tabled, is a Supervisor on each team so there's always a Supervisor on day shift and night shift, every department is different.

Mr. Stauffer

- We recently got an update on the Water Street Bridge closure, that it's going to be pushed back until July 29th through September 27th.

Mrs. deLeon

- We received two letters from DEP regarding the PennEast Pipeline. There's a portion running through our Township and crossing little streams. She's glad they took that stand. They did a good job on all the statistics.
- She wanted to remind everyone about Restaurant Week.

- C. **SOLICITOR** – No report
- D. **PLANNER** – No report
- E. **ENGINEER** – No report

VIII. ADJOURNMENT

MOTION BY: Mrs. Yerger moved for adjournment. The time was 8:42 p.m.

SECOND BY: Mr. Gress

ROLL CALL: 5-0

Submitted by:

Leslie Huhn
Township Manager

Priscilla deLeon
Council President