

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 #62-2016 – Honoring Retired Community Day Members for Service to the Community
- B. Appointment of Parks & Recreation Board Members – Atom Kallen & Frank Thompson
- C. Jonah Beers Eagle Scout Project

III. DEVELOPER ITEMS

IV. TOWNSHIP BUSINESS ITEMS

- A. Zoning Hearing Board Variances
 - 1. Anthony & Lisa Auteri – 2030 Quarter Mile Road – Variance of Front Yard Setback to Construct a Garage Addition
 - 2. Vincent & Gloria Bowen – 2216 & 2228 Riverside Drive – Variance of Use Regulations and Minimum Lot Size for a Riding Stable
 - 3. Martin & Felicia Wallach – 2225 Silver Creek Road – Waiver from Storm Water Management Ordinance
- B. Submission of 5-Year Capital Plan
- C. Resolution #63-2016 – Submission of Local Share Municipal Grant Application to NCGRERA
- D. Request to Remove “Except Right Turn” Sign at Schwab Avenue & Ivywood Drive and Alice Drive at Willowbrook Drive – Authorize Traffic Study
- E. Approval of Township Manager Employment Letter

V. MISCELLANEOUS BUSINESS ITEMS

- A. Approval of July 20, 2016 Council Minutes
- B. Approval of July 2016 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 Saucon Rail Trail Oversight Commission Meeting: August 22, 2016 @ CB
Next Planning Commission Meeting: August 25, 2016
Next Council Meeting: September 7, 2016
Next Park & Rec Meeting: September 12, 2016
Next EAC Meeting: September 13, 2016
Next Saucon Valley Partnership: September 14, 2016 @ HB
Next Zoning Hearing Board Meeting: September 19, 2016

I. OPENING

- A. **CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday August 17, 2016 at 7:00 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Ron Horiszny, presiding.
- B. **ROLL CALL:** Present: Ron Horiszny, President; Sandra Yerger, Vice President; Donna Louder, Council Members; Leslie Huhn, Township Manager; Linc Treadwell, Township Solicitor; Mike Beuke, Township Planner; Brien Kocher, Township Engineer; Cathy Gorman, Director of Finance. Absent: Priscilla deLeon & Glenn Kern, Council Members.
- C. **PLEDGE OF ALLEGIANCE**
- D. **ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE):** Mr. Horiszny said Council met in Executive Session this evening to talk about Mrs. Huhn's employment letter.
- E. **PUBLIC COMMENT/CITIZEN AGENDA ITEMS**
Mr. Horiszny said if you are on the agenda, you have Council and Staff's undivided attention. If you do choose to speak, we ask that you use one of the microphones. 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. Mrs. Huhn said the Eagle Scout project and Vincent & Gloria Bowen variance has been tabled.

II. PRESENTATIONS/HEARING

- A. **RESOLUTION #62-2016 – HONORING RETIRED COMMUNITY DAY MEMBERS FOR SERVICE TO THE COMMUNITY**
Mr. Horiszny said the resolution will be read at Community Day.

MOTION BY: Mrs. Yerger moved to approve Resolution #62-2016.

SECOND BY: Mrs. Louder

ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

- B. **APPOINTMENT OF PARKS & RECREATION BOARD MEMBERS – ATOM KALLEN & FRANK THOMPSON**

Mrs. Huhn said she is recommending Atom Kallen & Frank Thompson to the P&R Board.

MOTION BY: Mr. Horiszny moved to approve Atom Kallen and Frank Thompson as members of the Parks & Recreation Board with their term ending December 31, 2016.

SECOND BY: Mrs. Yerger

ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

- C. **JONAH BEERS EAGLE SCOUT PROJECT** – Tabled

III. DEVELOPER ITEMS – None

IV. TOWNSHIP BUSINESS ITEMS

- A. **ZONING HEARING BOARD VARIANCES**

1. **ANTHONY & LISA AUTERI – 2030 QUARTER MILE ROAD – VARIANCE OF FRONT YARD SETBACK TO CONSTRUCT A GARAGE ADDITION**

Mr. Auteri, homeowner and Mr. Steve Boell, Engineer, were present. Mr. Auteri said this came about because of an error by the architect in laying out the structure, so they are requesting a variance. Mrs. Louder asked if they were taking the garage and making it into more living space and then adding another garage? Mr. Auteri said correct. Mrs. Louder said they do have a sloped back yard, will there be a swale at the bottom? Mr. Boell said there won't be any runoff and they were very careful with that. Council took no action.

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2. **VINCENT & GLORIA BOWEN – 2216 & 2228 RIVERSIDE DRIVE – VARIANCE OF USE REGULATIONS AND MINIMUM LOT SIZE FOR A RIDING STABLE** – Tabled
3. **MARTIN & FELICIA WALLACH – 2225 SILVER CREEK ROAD – WAIVER FROM STORM WATER MANAGEMENT ORDINANCE**

Mr. Kocher said the impervious coverage proposed on the lot is all being directed to a sizeable infiltration area. He has no issues with the waiver.

MOTION BY: Mrs. Louder moved to approve the waiver as requested by the Wallach's.
SECOND BY: Mrs. Yerger
ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

B. SUBMISSION OF 5-YEAR CAPITAL PLAN

Ms. Gorman reviewed the 5-year Capital Plan. Mrs. Louder said she'd like to address the Polk Valley traffic signal. Her understanding is Hellertown Borough is not in agreement and we have \$450,000.00 allotted for this. That money can be revisited to be used for other things if Council warrants. Mrs. Gorman said that's correct.

MOTION BY: Mrs. Louder moved to have the money for the Polk Valley traffic signal allocated for something else in the 2017 budget, leaving it in the Capital Fund as unassigned.
SECOND BY: Mrs. Yerger
ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

C. RESOLUTION #63-2016 – SUBMISSION OF LOCAL SHARE MUNICIPAL GRANT APPLICATION TO NCGRERA

Mrs. Huhn said Mrs. Gorman has prepared the resolution and has everything ready to submit. This is for a police vehicle.

MOTION BY: Mr. Horiszny moved to approve Resolution #63-2016.
SECOND BY: Mrs. Louder
ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

D. REQUEST TO REMOVE “EXCEPT RIGHT TURN” SIGN AT SCHWAB AVENUE & IVYWOOD DRIVE AND ALICE DRIVE AT WILLOWBROOK DRIVE – AUTHORIZE TRAFFIC STUDY

Mrs. Huhn requested we table the section of Alice Drive and Willowbrook Drive as some questions arose today. Mrs. Huhn said Ivywood and Schwab were on a review by the PD. Mrs. Louder said her concern is when the sign is removed, there is going to be a parking issue along Ivywood that should be addressed. Mrs. Huhn said the PD and PW will review it.

MOTION BY: Mrs. Louder moved to authorize a traffic study be done to remove the “Except Right Turn” sign at Schwab Avenue & Ivywood Drive.
SECOND BY: Mrs. Yerger
ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

E. APPROVAL OF TOWNSHIP MANAGER EMPLOYMENT LETTER

Attorney Treadwell said the six month review period has passed and the salary and the employment letter spells out all the conditions.

MOTION BY: Mrs. Louder moved to approve the Township Manager employment letter.
SECOND BY: Mrs. Yerger
ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

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V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF JULY 20, 2016 COUNCIL MINUTES

MOTION BY: Mr. Horiszny made a motion for approval of the July 20, 2016 Council minutes.

SECOND BY: Mrs. Yerger

ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

B. APPROVAL OF JULY 2016 FINANCIAL REPORTS

Mrs. Louder asked about the engineering services that were performed for Route 412 and Shimersville in Bethlehem. Mrs. Huhn said Council directed Hanover review the signage. Mrs. Louder asked why we spent money if it's in the City of Bethlehem? Mr. Kocher said it had a potential effect on a Lower Saucon road. Mrs. Louder asked about the track loader we rent? Mrs. Huhn said we do not pay for the days it is not in use. It's currently sitting out at Steel City.

MOTION BY: Mrs. Louder moved for approval of the July 2016 financial reports.

SECOND BY: Mr. Horiszny

ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

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

VII. COUNCIL & STAFF REPORTS

A. TOWNSHIP MANAGER

➤ Mrs. Huhn reviewed three Special Event applications for the Town Hall Cyclocross, the SVC Barn Tour and a play by SVSD students at the Town Hall stage.

➤

MOTION BY: Mr. Horiszny moved for approval of all three Special Event applications.

SECOND BY: Mrs. Louder

ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

➤ Mrs. Huhn said we have a request for amplified music at the Town Hall pavilion from noon to 6:00 p.m. on September 24, 2016.

➤

MOTION BY: Mrs. Yerger moved for approval of the amplified music at Town Hall pavilion.

SECOND BY: Mrs. Louder

ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

➤ Mrs. Huhn gave an update on Riverside Drive, she said it is now scheduled to open in late September. They have a meeting with the Hill Climb people next week and will discuss this. Mrs. Huhn said the Director of PW was notified that an area that PennDOT has replaced is now narrower than it was. It's a concern and they are looking into it and will discuss with PennDOT. Mrs. Louder said we need to address this immediately and write a letter to PennDOT.

B. COUNCIL/JR. COUNCIL

Mr. Kern – Absent

Mrs. Yerger

➤ She said the LST Historical Society will have their annual Apple Fest on October 1st. They will be having a hayride in Woodland Hills Preserve.

Mrs. deLeon – Absent

Mrs. Louder

➤ She stated a few weeks ago she sent an email to Leslie and Roger regarding Steel City Park. This park has been dismantled for two years leaving the children without a playground, and the taxpayers are questioning the completion date. When she requested a timeline for the completion, she was told it was not feasible because of the workload on the Public Works Department. She then stressed the park needs to become a priority and the response to this was the Township has not worked on roads for three years and would she

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like the road work to be postponed another year? She asked the question, why haven't the roads been worked on for three years and she has not received an answer to date, so again, she'd like to ask the question, why haven't the roads been worked on for three years and what was being done that took precedence over the road work. Mrs. Huhn said she believes a lot of the projects that took Public Works away from doing that were our park areas. Steel City Park was started last year as well. It is a lot of the park areas in the Township. They reduced the amount of roads they are paving and working on through the summer season. We do hire seasonal employees to help with that. It's also a tough time of the year in the summer with employee vacations and right now, unfortunately, we have a couple of employees out with injuries. The work is scheduled to be done by the end of the year. They feel comfortable that they are going to be able to do it. She thinks maybe Brien could attest to this that they can work into the colder season. She believes that the base work is pretty much prepared. The next step to be done is the basketball court installation and after that she believes is the pavilion area or the walking trails? Mr. Kocher said he doesn't remember. Mrs. Louder said it's just been a very long two and a half years of no park for the kids. Things just became dismantled and taken away and then it got dug up and the kids were using the dirt piles to ride their bicycles up and down and play hill climb. Now it's flat and there's grass growing and we're just going to have a field. The residents when they are out walking their dogs or their children, are looking at her like she has three eyes in her head and are asking when is this going to be done? They tell her their kids are going to be teenagers before it's finished. They are talking about a two year old in a stroller. Mrs. Louder told them that she will address this as well as she can and she is, and she would appreciate if this would get out to the public how we could spearhead this, when is this getting done. A timeline would be great. She feels it needs to be resolved and she appreciates that. Mrs. Huhn said she'll work with Roger on that and we can get something on the website so the residents are able to look at that and see at what steps they are at. Mrs. Louder said it's just sad that Steel City Park was last on the list, that's just her opinion.

- Mrs. Louder said the Police Department received letters from Local Girl Scout Troops 8429 and 8523 thanking each of them and saying how they were very much appreciated.
- Mrs. Louder asked where we stood with Black River Road? Attorney Treadwell said we don't have the appraisal yet.

Mr. Horiszny

- He said in the June and July Police reports, the PD got many compliments.
- He said the LSA started on meter pits and they must be done by October, but there could be a delay on the Route 378/Black River Road one as a problem arose. He said maybe we could put the Riverside Drive delay on the website.

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

VIII. ADJOURNMENT

MOTION BY: Mrs. Yerger moved for adjournment. The time was 7:37 p.m.

SECOND BY: Mr. Horiszny

ROLL CALL: 3-0 (Mrs. deLeon & Mr. Kern – Absent)

Submitted by:

Leslie Huhn
Township Manager

Ron Horiszny
Council President