

- 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 #70-2014 – Recognizing Richard Hawk, III for Receiving the Eagle Scout Award
- III. DEVELOPER ITEMS**
- A. Woodland Hills – 4166 Lower Saucon Road – Review of Subdivision Plan
- IV. TOWNSHIP BUSINESS ITEMS**
- A. Award of Sale of Trucks – Bid Opening held on September 26, 2014
 - B. Review of RFPs for Financing the Township’s Debt
- V. MISCELLANEOUS BUSINESS ITEMS**
- A. Approval of September 17, 2014 Minutes
- VI. PUBLIC COMMENT ON NON-AGENDA ITEMS**
- VII. COUNCIL & STAFF REPORTS**
- A. Township Manager
 - B. Council/Jr. Council Member
 - C. Solicitor
 - D. Engineer
 - E. Planner
- VIII. ADJOURNMENT**

Next Park & Rec Meeting: October 6, 2014
Next EAC Meeting: October 14, 2014
Next Council Meeting: October 15, 2014
Next Zoning Hearing Board Meeting: October 20, 2014
Next Planning Commission Meeting: October 23, 2014
Next Saucon Rail Trail Oversight Commission Meeting: October 27, 2014 @ LST
Next Saucon Valley Partnership: November 12, 2014 @ LST

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, October 1, 2014 at 7:00 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; Cathy Gorman, Director of Finance; Judy Stern Goldstein, Township Planner; Linc Treadwell, Township Solicitor; Brien Kocher, Township Engineer; and Matt Smith, Jr. Council member. Absent: Glenn Kern, Council member.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mr. Horiszny said Council did not meet in Executive Session since the last meeting.

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.

II. PRESENTATIONS/HEARINGS

A. RESOLUTION #70-2014 – RECOGNIZING RICHARD HAWK III FOR RECEIVING THE EAGLE SCOUT AWARD

Mr. Horiszny said Resolution #70-2014 has been prepared for Richard Hawk III, Boy Scout Troop #191, for receiving the Eagle Scout award.

MOTION BY: Mrs. deLeon moved for approval of Resolution #70-2014.

SECOND BY: Mr. Maxfield

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

ROLL CALL: 4-0 (Absent – Mr. Kern)

III. DEVELOPER ITEMS

A. WOODLAND HILLS – 4166 LOWER SAUCON ROAD – REVIEW OF SUBDIVISION PLAN (7:03 pm)

Mr. Horiszny said this proposed 3-lot subdivision will create an approximately 148-acre open space parcel on the grounds of the former Woodland Hills Golf Course, which is under agreement to be purchased by the Township. The remaining two lots will contain the existing banquet facility and a single-family dwelling with two outbuildings that were previously part of the golf course operation.

Attorney Treadwell said the subdivision plan was prepared by Hanover Engineering and the site plan capacity calculations were prepared by Boucher & James. When all is done, there will be three lots; one purchased by the Township, one with the banquet facility on it; and one with the house that will have the garages on it. The banquet facility is under agreement with a Hindu Temple and they will be here at some point with a conditional use application to change the use to a Temple. The irregularly shaped lot will be merged into the golf course piece. Mr. Horiszny said the P/C had a motion approving the Woodland Hills subdivision with a condition it complies with septic requirements for Lot 3 and 4. Attorney Treadwell said one of the conditions in the draft motion is septic issues and we have also confirmed the banquet facility lot and the lot with the house on it have existing septic systems as well as alternate sites.

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MOTION BY: Mr. Willard moved for approval of the Woodland Hills subdivision plan.
SECOND BY: Mr. Maxfield
Mr. Horiszny asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Absent – Mr. Kern)

IV. TOWNSHIP BUSINESS ITEMS

A. AWARD OF SALE OF TRUCKS – BID OPENING HELD ON SEPTEMBER 26, 2014 (7:10 p.m.)

Mr. Horiszny said there was a bid opening for the sale of truck that was held on Friday, September 26, 2014 at 11:00 a.m.

Mr. Cahalan said this was for two Public Works vehicles, a 1997 Ford truck and a 2004 Ford truck. The highest bid on the 1997 Ford truck was \$5,152.27 and the 2004 Ford truck bid was \$28,200.00. Mr. Willard asked about the difference in the bids for the 2004 truck. Mr. Cahalan said they all inspected the trucks and that's just what they chose to submit.

MOTION BY: Mr. Maxfield moved for approval of the highest bids for the sale of the two Ford trucks.
SECOND BY: Mrs. deLeon
Mr. Horiszny asked if anyone had any questions? No one raised their hand.
ROLL CALL: 4-0 (Absent – Mr. Kern)

B. REVIEW OF RFPS FOR FINANCING THE TOWNSHIP'S DEBT (7:12 pm)

Mr. Horiszny said Council previously directed the Director of Finance to advertise for proposals from area banks for financing the Black River Road stormwater project and refinancing the Township's existing debt.

Ms. Cathy Gorman said requests for financing were supplied to four banking institutions. Included was additional funding that Council authorized for the Black River Road stormwater work. Lafayette Ambassador Bank proposed the lowest interest options. Staff recommends that the Township stay with Lafayette Ambassador Bank and select one of the options from the proposal. They are requesting Council direct staff to advertise the ordinance and file the necessary documents required by DCED.

Mr. Maxfield said which option would Ms. Gorman prefer? Ms. Gorman said Lafayette Ambassador Bank's 10-year options were the lowest and will provide a savings from our existing position. The least open ended is the 2.78% fixed for 10 years, which provides you a saving of \$4,500.00 in interest and \$316,000.00 in annual payments. The higher risk provides you with \$178,000.00 in interest and \$339,000.00 in annual payments.

For the Black River Road project, she estimated about \$550,000.00. Lafayette is waiving any pre-payment penalty fees of the existing loans where that would not be applicable if we went somewhere else. They said if we go back to them, we can lower that principal amount or you can keep the same amounts as long as it's used for stormwater issues that may come up down the line on your Hazard Mitigation plan.

Mr. Willard said are the current loans for over \$4 million? Ms. Gorman said yes, in principal. Our current three loans were between 3.45% and 3.78% with a 10-year fixed and refinancing it would take it down to 2.78%. Mr. Willard said this is good news going into the budget season. This is encompassing borrowing another \$750,000.00.

Mr. Cahalan said if Council approved one of these options tonight, what process do we have to go through? Ms. Gorman said within the next week advertise an ordinance for adoption and we would schedule it for a meeting which would coincide with your budget options. You would have to advertise again ten days after you pass the ordinance and then we send all the information to DCED. It's a time-sensitive matter and the banks can't necessarily hold the rates for a long period

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of time. Mr. Cahalan said on the Black River Road project, the engineer indicated he needs to start working on your engineering work for the project if we anticipate doing this next year. Mr. Kocher said that is correct. Ms. Gorman said if you make a motion, you'd have to select an option of the six provided and then we would advertise that.

MOTION BY: Mr. Maxfield moved for approval to select Lafayette Ambassador Bank as a lender, with Option C, which is the 10-year fixed loan for 2.78%.

Mr. Horiszny said the part of the reason for that is if it's only fixed for five years, you don't know how much it's going to go up? Ms. Gorman said the proposal sent to us, it's 75% of the Wall Street prime interest rate. Currently we have that agreement with the loans we have now and none are set to increase past 8%.

SECOND BY: Mr. Horiszny
Mr. Horiszny asked if anyone had any questions?

Mr. Willard asked for the pros and cons of the three 10-year options. Ms. Gorman said it depends how much risk you want to take. The 10-year fixed is a very good option. You are taking out an additional \$750,000.00 and you're paying \$4,500.00 less in the overall interest payments. If there is additional funding available, there's the option of paying 20% on the principal on an annual basis. That can be knocked down from the 10 year mark if there is sufficient funding to do so. The other two, the 7 and the 5, we've had those agreements before. The interest rates were higher then and at the time we were given fairly decent interest rates, but the Feds are looking at the interest rates as we speak. They are cautioning slow increases. It is something to be leery of that they are actually going to be increasing it in the next year or two. By the time the 5 or 7 comes out, we don't know where the index will be. They are projecting by 2024 the index may be 8%, so for 75% of the index, it's potential would be 6%. Mr. Maxfield likes the absence of risk and the prepayment penalty makes it painless. Mr. Willard said there must be a calculation you could do to show what the interest rate will be in the 5 years to wipe out your \$170,000.00 in savings. What's the term of the three loans now? Ms. Gorman said the building loan is in two years. The other two mature in 2020. This is taking us out another four years but the interest is lower. Mrs. deLeon said the money is taken out of the landfill fund and in four years that might be closed, isn't that a bigger risk? Ms. Gorman said she's thinking of all options and cash flow. If we keep everything as status quo and we pay the building off, the amount required on an annual basis is more than this.

ROLL CALL: 4-0 (Absent – Mr. Kern)

V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF SEPTEMBER 17, 2014 MINUTES

Mr. Horiszny said the minutes of the September 17th Council meetings have been prepared and are ready for Council's approval.

Mr. Horiszny had one correction which was Tom's arrival time which has been fixed. We also adjusted the wording on the 2-1 vote failing to say it was overruled by the Solicitor as a major item requiring majority of the total Council meaning 3 votes.

Mr. Willard said on the discussion of the Woodmont proposal on page 2, line 36, in the 4th paragraph, there's a reference Mr. Santola asked if after the 54 homes were built, there's no more sewer. Because we're condensing, there's no reference to where the number 54 homes is coming from. That might need some reference. Mrs. deLeon said she thinks the number was 50. That's why she doesn't like these minutes. Mr. Willard said Mr. Kessler who spoke as a resident did bring up the issue of sinkholes and he had a pretty lengthy discussion of sinkholes which is not reflected in the minutes. The transcript is online if you want to hear it.

MOTION BY: Mr. Willard moved for approval of the September 17, 2014 minutes, with corrections.

SECOND BY: Mr. Maxfield

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

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

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS (7:28 pm) – No one present

VII. COUNCIL & STAFF REPORTS

A. TOWNSHIP MANAGER

- Mr. Cahalan said we will be conducting a clean-out of the Seidersville basement. In the 2014 budget, Council approved \$20,000.00 for this. We had provided information several years ago about the usage and repairs needed on the building. The center portion of the cellar was finished off with sheet rock and because of the high humidity, they soak up the moisture and it creates a mold situation. We had it inspected in 2007 and the recommendation was then that it needed to be cleaned out, sheet rock removed, and stone walls and wood washed. They also recommended that the exposed dirt floor portion of the building in the area that faces Old Philadelphia Pike, below the archive room of the LST Historical Society be covered with a vapor barrier to reduce the moisture. Ms. Gorman sent out requests for quotes. The low bid was from Service Master for \$16,612.68.

MOTION BY: Mr. Maxfield moved for approval to allot \$16,612.68 to the Seidersville basement cleanout.

SECOND BY: Mrs. deLeon

ROLL CALL: 4-0 (Absent – Mr. Kern)

Mr. Cahalan said they will notify the people who use Seidersville Hall that it's going to be temporarily closed during the cleanout period.

- Mr. Cahalan said the Compost Center is going to be completing its 8th year of operation at the end of November. We've had another successful season and project they'll be over 7,000 visits by Borough and Township residents to drop off yard waste and pick up the free mulch. We've had an agreement with Williams Township to accept the loads of yard waste from them and in turn they pay us \$3,000.00 and we give them mulch which they didn't ask for much this year. We received 667 cubic yards of material from them which hasn't been a problem. The \$3,000.00 payment along with the fee we charge to machine load the mulch to our customers provides with a little over \$7,000.00 in revenue which goes towards paying the cost of the annual grinding which this year will cost \$10,500.00. The Yard Waste Recycling Committee met and recommends to the Council that they renew the agreement with Williams Township for 2015, but that we ask them to increase the payment to \$3,500.00 to offset the increased cost of the grinding.

MOTION BY: Mr. Horiszny moved for approval to renew the agreement with Williams Township for 2015 and increase the payment to \$3,500.00.

SECOND BY: Mrs. deLeon

ROLL CALL: 4-0 (Absent – Mr. Kern)

- Mr. Cahalan said the Public Works Director is requesting to purchase two new plows with the money we will be getting from the sale of the two Public Works trucks. When we came to you with the request to purchase two new PW trucks in 2014, we indicated we would hold off on the plows for the trucks until we sold the current vehicles. The plows cost \$12,960.00 a piece. We're requesting Council approve the purchase of two plows totaling \$25,724.00 and that will be within the \$33,352.00 that we just reported on the sale of the two vehicles.

MOTION BY: Mr. Maxfield moved for approval to expend \$25,274.00 for two plows for the Public Works trucks.

SECOND BY: Mr. Willard

ROLL CALL: 4-0 (Absent – Mr. Kern)

- Mr. Cahalan said last week we received a revision to the PPC plan that had been previously submitted by Pepco Energy Services for the BRE plant. They have since installed the permanent storage tanks and made some revisions to the plan. He checked with the consultant, Bob May, who reviewed the original plan and he indicated he could review this and provide a report to the Township for \$300.00.

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MOTION BY: Mr. Maxfield moved for approval to have Bob May review the PPC plan at a cost of \$300.00. Mrs. deLeon said who initiated the PPC plan at whose request? Mr. Cahalan said it's required because of the permanent storage tanks being installed. He's not positive about what has changed, but that's what he wants the consultant to look into. Mrs. deLeon said when the landfill does something and DEP says you didn't do this right, she's wondering if DEP has the final say in this. Mr. Cahalan said he doesn't believe so. This came back to him to review it and that's why they retained Bob May's services. Mrs. deLeon said that's okay, we'll see what he says.

SECOND BY: Mr. Horiszny

ROLL CALL: 4-0 (Absent – Mr. Kern)

B. COUNCIL/JR. COUNCIL

Matt Smith, Jr. Council – No report

Mrs. deLeon

- She said when the Woodmont people were here, can we in the future when someone asks to be placed on the agenda give us advanced information. It's kind of hard when someone is giving a presentation and then look through the document when they are presenting the information. Mr. Cahalan said they didn't do a formal submission, they just spoke to us about a concept. Mrs. deLeon said they gave us a sales booklet. That could have been provided. Mr. Maxfield said they didn't ask us for any decision.
- She said she was concerned about the letter we received from PennEast about the pipeline company as the Marra property on Redington Road would be affected. She asked that a representative from PennEast come to a Council meeting to discuss this with us. Mr. Maxfield said the EAC will be discussing this at their next meeting and propose to Council they recommend having a forum with the gas reps. Mrs. deLeon said can we put on our website some information we have so the residents have links. Mr. Cahalan said we put the information they submitted on the website. The rest is press reports. He will check and if some information isn't on website, we'll put it on. Mr. Willard said the EAC is already paying attention to this? Mr. Maxfield said yes.

Mr. Maxfield

- He said he went to the Rail Trail and saw signs advertising some sort of event. He found it kind of intrusive. We should limit our signs to informational. Mr. Cahalan said those are for events approved by the SRTOC. The only signage allowed is a small yard sign. Mrs. deLeon said if someone is having an event for non-profit, they need some kind of signs. If they are at the entrance sites and not scattered all along the trail, which should be okay. Mr. Cahalan said it notifies users of the trail that there will be some activity on the trail. Mr. Horiszny asked Mr. Cahalan to tell the members of the SRTOC of Council's concerns. Mr. Cahalan said we can't legislate for Hellertown or Upper Saucon, we just do ours.

➤ **Mr. Kern – Absent**

Mr. Willard

- He said the Economic Development Task Force had its final meeting last night. The draft plan was approved with minor revisions. The presentation will be on October 15th for Council. Dave, Jack and Judy have been meeting and they thought they should approach the SVSD Superintendent to let her know we have this Task Force. He said we could discuss the use of our historical properties for education, so with Council's permission, they will meet and brief her on these three matters.
- He asked the Jr. Council member if he would be willing do a project or research for the Council during the year. Matt Smith said he would love to.
- Mrs. deLeon said back to the pipeline, would Tom ask the EAC to look at the Redington Historic District they are going to be trashing. She asked how big is the Marra property? Mr. Cahalan said less than a half an acre. Mrs. deLeon said do they know that's a historical district? Mr. Cahalan said they should have been checking with the PHMC.

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Mr. Horiszny

- He said you are all invited to the Apple Fest at the Lutz-Franklin Schoolhouse on Saturday, October 4th from 10:00 am to 3:00 pm.
- Jack has been working with PennDOT and we think we have approved a TWLTL (Two Way Left Turn Lane) lane on Rt. 378 from Colesville Road to Black River Road. A TWLTL lane means there will be a full lane for left turns down the middle of the highway, and in effect, adding a lane in some areas.

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

VIII. ADJOURNMENT

MOTION BY: Mr. Willard moved for adjournment. The time was 8:06 pm.

SECOND BY: Mrs. deLeon

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