

I. OPENING

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Announcement of Executive Session (if applicable)
- E. Public Comment Procedure

II. PRESENTATIONS/HEARINGS

III. DEVELOPER ITEMS

IV. TOWNSHIP BUSINESS ITEMS

- A. Discussion on Leachate Detection Zone Flows at IESI Bethlehem Landfill
- B. Review of 501 c3 Policy
- C. Resolution #27-2016 – Correction to Pension Contribution for Uniformed Contract
- D. Audio/Visual Upgrade and Repair Update
- E. Resolution #67-2016 – Transfer of Monies

V. MISCELLANEOUS BUSINESS ITEMS

- A. Approval of October 19, 2016 Council 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: November 7, 2016
Next Saucon Valley Partnership: November 9, 2016 @ LST
Next EAC Meeting: November 15, 2016
Next Council Meeting: November 16, 2016
Next Planning Commission Meeting: November 17, 2016
Next Zoning Hearing Board Meeting: November 21, 2016
Next Saucon Rail Trail Oversight Commission Meeting: November 28, 2016 @ HB

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, November 2, 2016 at 7:01 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Ron Horiszny, presiding.

ROLL CALL: Present: Ron Horiszny, President; Sandra Yerger, Vice President; Glenn Kern, Priscilla deLeon and Donna Louder, Council Members; Leslie Huhn, Township Manager; Linc Treadwell, Township Solicitor; Judy Stern Goldstein, Township Planner, Cathy Gorman, Director of Finance; Kelsey Gatchel, Jr. Council member.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE): Mr. Horiszny said Council met in Executive Session prior to this meeting to discuss personnel and land acquisition. Attorney Treadwell said they are still in contact with the owner of the Black River Road property for an easement.

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, 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. Ms. Huhn said our audio/visual system is not working tonight so there are packets for the audience.

IV. TOWNSHIP BUSINESS ITEMS

A. DISCUSSION ON LEACHATE DETECTION ZONE FLOWS AT IESI BETHLEHEM LANDFILL

Mr. Jim Birdsall, Hanover Engineering, said the issue we are talking about is site specific and IESI is applying to DEP for an expansion of the Southeast Realignment. DEP is concerned on some items and asking IESI to address them. The issue reported on many times is the leachate flows that are coming into the collection chambers, specifically LMC-8. Flows are not given in total gallons; they are given in how many gallons per acre a day. Since repairs were completed the collection chamber amounts have been substantially less than 100, except LMC-8 which traditionally comes in higher than 100.

Mr. Birdsall referenced a letter from IESI dated September 1, 2016 to DEP with the history of all the work they've done since 2008 in trying to address this problem, which was recognized in 2000. Their cover letter indicates it's substantially reduced since what it was before but recognizes there is a problem with LMC-8, which they will monitor. Mr. Birdsall said HEA would recommend that a letter be prepared to transmit this to everyone in the way of technical comments. Mr. Birdsall reviewed each of HEA's comments and their recommendations regarding the leachate detection zones.

Mrs. Louder questioned whether LMC-6 was ever problematic and Mr. Birdsall said he doesn't recall, but will get back to Mrs. Louder on her question. Mr. Horiszny questioned if it is strictly a volume issue or has the detection been changed in addition to volume; Mr. Birdsall said volume has never been a problem, it's a rate problem. There's toxicity to it and indicators of leachate. Mrs. deLeon said the leachate parameters aren't supposed to be there which Mr. Birdsall confirmed.

MOTION BY: Mrs. Louder moved to have a letter sent to DEP to consider requiring the corrective action plan that's necessary to give us the answers that we need.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

Mr. Kern stated he appreciated the Committee's vigilance.

Mrs. Louder said she asked Mr. Hallock from IESI what the life span of the landfill was going to be without the SE realignment because of DEP holding things up. He told her he's looking at November 2017. The closure of the landfill with the SE Realignment would be 2023 to 2024.

**General Business & Developer Meeting
November 2, 2016**

B. REVIEW OF 501 C3 POLICY

Mrs. Gorman made the modifications that Council had indicated at the last meeting. Mrs. Yerger questioned at the bottom, it says “Capital Plan”. Mrs. Gorman stated that is more for the fire departments and she can make that change.

Mrs. deLeon said there are two organizations, Heller Homestead and the Lutz-Franklin Schoolhouse, where there needs to be transparency and we need to make sure those organizations are viable and should be doing what they are supposed to do, so maybe additional language should be put in there. Mr. Horiszny asked if they should be included as they don’t request donations; Mrs. deLeon said they have requested a donation so it could happen. Mrs. Gorman said she would make a new section and identify more specifically what’s required with the different entities.

Mrs. deLeon said she would like to change the “Special” events policy to “Events” policy. Mrs. Huhn said we could break it down and provide a list of what is needed depending on what type of entity they are. Attorney Treadwell said the way it was structured initially was anyone requesting money from the Township has to provide a list of items so we know what is being done with the money. He doesn’t have a problem with adding other requests from other groups. If an organization doesn’t provide the information their lease can be cancelled. Mrs. Gorman will revise the policy and bring it back to Council.

Mrs. deLeon asked if Mrs. Gorman looked into the 990’s for the fire companies; Mrs. Yerger said anyone can pull the 990’s as this is public knowledge; Mrs. Gorman said she will provide them.

C. RESOLUTION #27-2016 – CORRECTION TO PENSION CONTRIBUTION FOR UNIFORMED CONTRACT

Mrs. Huhn said this is a correction to the existing resolution, as it should say 2.25%. Mrs. deLeon said when we correct something it should say on the resolution we amended and approved it. Attorney Treadwell said put a footnote at the bottom and Mrs. Huhn said it would be done before it’s signed.

MOTION BY: Mrs. deLeon moved for correction of Resolution #27-2016.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

D. AUDIO/VISUAL UPGRADE AND REPAIR UPDATE

Mrs. Huhn said this was discussed previously and we were going to come back to Council with a third option. We previously provided a base upgrade for the audio in the amount of \$7,909.00 which would not provide for future teleconferencing if it was desired. Option 2 in the amount of \$10,814.00 is an incremental upgrade which allows for future teleconferencing. Option 3 is a full upgrade with the teleconferencing which is \$14,395.00.

Mrs. Louder questioned what is compatible with the transcription capabilities and Mrs. Huhn said she believes all three are. Mrs. Louder asked how much money was budgeted and Mrs. Huhn said we have been carrying \$25,000.00 in our capital plan for everything.

Mr. Kern would like to get the full upgrade. Mrs. deLeon said we have used teleconferencing before, so she thinks we need the teleconferencing and can’t rule it out. Mrs. Huhn said if you want to go with the incremental upgrade, Option 2, you could do a teleconferencing unit that would be built into the system, and use the standalone device in the interim. If Option 2 is chosen and the teleconferencing was requested in the future the price would be the difference between Option 2 and 3, but there could be price increases.

Mrs. Huhn said we have now lost our visual capabilities as well and the same company came out to look at it. The system we have now is analog but everything now has gone digital. The company found an analog system on a shelf and can do a temporary fix for \$450.00 plus \$85.00 an hour for

**General Business & Developer Meeting
November 2, 2016**

labor. All that would do is reroute the projector into our laptop, but will not give Council any visual on their screens. Alternatively, they could fix the projector and the monitor for a cost of \$875.00 plus labor, which is another temporary fix.

Mrs. Yerger questioned if there are any benefits of getting the audio/visual combined and getting a package deal and Mrs. Huhn said she believes the company may do that and would like to meet with the company to bring a package quote to Council. In the meantime, paper copies would be provided to the audience and we may be able to hook up a portable projector. Mr. Kern agreed and suggested going to Upper Saucon to see their system.

E. RESOLUTION #67-2016 – TRANSFER OF MONIES

Mrs. Gorman said these items were in the draft budget presentation. This is a clean-up and we usually do this every year. The only item that she brings to attention is the contracted services for PD. She explained what each item was for.

MOTION BY: Mrs. Yerger moved for approval of Resolution #67-2016.

SECOND BY: Mr. Horiszny

ROLL CALL: 5-0

V. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF OCTOBER 19, 2016 COUNCIL MINUTES

MOTION BY: Mr. Horiszny moved for approval of the October 19, 2016 Council minutes.

Mrs. Louder said page 4, line 46 and 47, it states we have to include IESI in the discussion to address the issue. She doesn't remember saying that. Mrs. deLeon said she thinks she said it.

SECOND BY: Mrs. Yerger, with corrections

ROLL CALL: 4-1 (Mrs. deLeon – No)

VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

- Mr. Ted Beardsley spoke regarding the open space vote on November 8th and had some brochures; there is also a Facebook page. Mrs. deLeon asked the solicitor to provide an explanation on this procedure and Attorney Treadwell stated that as a municipality you cannot spend Township time or money on anything that's on the ballot and there cannot be an official Township position. Mrs. Huhn said the ballot wording is under announcements on the website. Mrs. deLeon said we can't keep any of the brochures at the Township and Mr. Kern thanked them for their hard work.

VII. COUNCIL & STAFF REPORTS

A. TOWNSHIP MANAGER

- Regarding Steel City Park, a PPL guy wire location necessitated the readjustment of the basketball court which affected the location of the Tot Lot and pavilion. There was a meeting at the park at which Ms. Stern Goldstein reviewed the changes: the basketball court moved to the left; the pavilion is now in the area of the basketball court, turned 90 degrees, which will be bridged over a storm sewer pipe. Mrs. Louder asked if there would be swings in the Tot Lot which Ms. Stern Goldstein confirmed there would be. Mrs. Louder said she was on the trail and questioned where it goes once it gets to the basketball court; Ms. Stern Goldstein said the path continues parallel to Riverside Drive. Mrs. Louder said before we put in shrubs and flowers, we need to revamp that being the space is a lot smaller. Ms. Stern Goldstein said they will revamp the plan and Mrs. Huhn will bring it back in February. Mr. Horiszny questioned the pavilion being far from the Tot Lot; Ms. Stern Goldstein said when you are in the field it's not that far, but they could put benches adjacent to the Tot Lot and put in some shade trees. Mrs. Louder asked whether there was any electricity at the park and Mrs. Huhn said there will be in the pavilion.

MOTION BY: Mrs. Louder moved for approval of the field change on the Steel City Park as per the Exhibit by Boucher & James.

SECOND BY: Mrs. Yerger

ROLL CALL: 5-0

**General Business & Developer Meeting
November 2, 2016**

- Mrs. Huhn provided pictures of the trees and shrubs at Seidersville Hall. She met with the Roadmaster to look at the shrubs; before we move forward with the work on the roof Public Works will need to pull everything out which will also provide more light in the building. There's a cistern under the windows, and it appears the only purpose was to collect rainwater; it is posing a safety issue. The recommendation is to fill the hole with dirt and it will still allow water to go through.

MOTION BY: Mrs. Yerger moved for approval that the cistern be filled in and the invasive bushes be removed by Public Works around Seidersville Hall.

Mrs. Louder finds this totally amazing that this building is in this condition. Mrs. deLeon said for years she's been asking about this and no Manager ever did it before Leslie came.

SECOND BY: Mrs. Louder

ROLL CALL: 5-0

- At the Saucon Rail Trail Commission's last meeting they discussed safety on the trail; the concern is people knowing where they are. They asked if LST could put a street sign at each of our crossings by Meadows and Old Mill Roads. Mrs. Yerger and Mrs. deLeon said we already talked about this; Mrs. Huhn said we would order and install them.
- Officer Dave Roxberry announced his retirement.

B. COUNCIL/JR. COUNCIL

Kelsey Gatchel

- Our football team is moving on to district playoffs. The cross country team finished the season last week and has two state qualifiers.

Mr. Kern

- For years he pulled his car in front of his house and one day there was a ticket on his windshield saying he parked the wrong way. Officer Roxberry gave him a ticket and when he brought it in, he told the Police Chief it was great that his officers showed no favorites.

Mrs. Yerger – No report

Mrs. deLeon

- She attended the Government class at the high school and was very impressed hearing it at the high school level.
- We have never set a rain date for Trick-or-Treat and we should think about it for next year.
- The Chamber held Harvest Fest at Dimmick Park and they were pleased with the outcome.

Mrs. Louder

- She attended the Government class at the high school and it was very interesting and she's amazed how on top of the election everyone is.

Mr. Horiszny

- The Saucon Rail Trail put up signal lights which the Committee refurbished; Mrs. deLeon said it is great to save the uniqueness of the trail and preserve things from the railroad.

C. SOLICITOR – No report

D. PLANNER – No report

E. ENGINEER – Not present

VIII. ADJOURNMENT

MOTION BY: Mrs. Yerger moved for adjournment. The time was 8:25 p.m.

SECOND BY: Mrs. deLeon

ROLL CALL: 5-0

Submitted by:

Leslie Huhn
Township Manager

Ron Horiszny
Council President