

**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. Ordinance No. 2017-06 – Local Services Tax Revisions – Public Hearing and Consideration of Adoption

**III. DEVELOPER ITEMS**

**IV. TOWNSHIP BUSINESS ITEMS**

- A. Michael & Marjory Maczura – 2051 Susan Lane – Waiver for Well Isolation Distance
- B. Adoption of 2018 Proposed Budget
- C. Authorize Advertisement of Public Hearing – Resolution #69-2017 – Inter-municipal Transfer of a Liquor License for Giant Food Store – 1880 Leithsville Road
- D. Calpine Bethlehem, LLC – 2254 Applebutter Road – Increase Hours of Operation – 30 Day Comment Period

**V. MISCELLANEOUS BUSINESS ITEMS**

- A. Approval of October 25 & November 1, 2017 Council Minutes
- B. Approval of October 2017 Financial Reports
- C. Department Monthly Reports for October 2017

**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**

**UPCOMING MEETINGS**

Zoning Hearing Board: November 20, 2017  
Saucon Rail Trail Oversight Commission: November 27, 2017 @ UST  
Parks & Recreation: December 4, 2017  
Township Council: December 6, 2017  
Environmental Advisory Council: December 12, 2017  
Planning Commission: December 28, 2017  
Saucon Valley Partnership: January 10, 2018 @ SVSD

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, November 15, 2017 at 7:19 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Ron Horiszny, presiding.

**ROLL CALL:** Ronald Horiszny, President; Sandra Yerger, Vice President; Priscilla deLeon, Glenn Kern, and Donna Louder, Council Members; Leslie Huhn, Township Manager; Cathy Gorman, Director of Finance; Lou Mahlman, Controller; Brien Kocher, Township Engineer; and Jr. Council Member, Ferris Abu-Ghosh; Absent: Linc Treadwell, Solicitor and Judy Stern Goldstein, Township Planner (with prior notification).

**PLEDGE OF ALLEGIANCE**

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

Mr. Horiszny said Council met in Executive Session prior to the meeting where personnel issues and negotiations with the Police Department were discussed. Mrs. Huhn said they met to discuss salaries that will be included in the proposed budget that will be on display for 20 days after Council approval: Zoning Officer \$76,200; Director of Public Works \$73,300; Director of Finance \$65,000; Assistant-to-the-Manager \$49,100; Administrative Assistant \$43,500.

**MOTION BY:** Mrs. deLeon moved for approval of the salaries as stated to be included in the 2018 budget.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**MOTION BY:** Mrs. deLeon moved for approval to increase Mrs. Huhn's salary to \$93,600.00 and to be included in the 2018 budget.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**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 and state your name for the record so the transcriptionist knows who is speaking for the minutes. He asks that you give your fellow public the courtesy of the floor.

**II. PRESENTATIONS/HEARINGS**

**A. ORDINANCE NO. 2017-06 – LOCAL SERVICES TAX REVISIONS – PUBLIC HEARING AND CONSIDERATION OF ADOPTION (7:23 p.m.)**

Mrs. Huhn said this has been advertised. The ordinance increases the local services tax from \$25 to \$52 per person, with \$5 going to the school district.

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

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

Mr. Horiszny said it was previously mentioned that it was going to go from \$30 to \$52. Mrs. deLeon said currently it is \$25 to us and \$5 to the school district. Mrs. Gorman said they reviewed this with the Solicitor and felt it was best to include language in the resolution so it addressed the school district; \$47 will come to the Township and \$5 to the school district. The previous ordinance didn't have that wording.

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

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**MOTION BY:** Mrs. deLeon moved for approval of Ordinance No. 2017-06.

**SECOND BY:** Mr. Horiszny

**ROLL CALL:** 5-0

III. DEVELOPER ITEMS – None

IV. TOWNSHIP BUSINESS ITEMS

A. MICHAEL & MARJORY MACZURA – 2051 SUSAN LANE – WAIVER FOR WELL ISOLATION DISTANCE (7:29 p.m.)

Ms. Marjory Maczura was present who is asking for a waiver for the well isolation distance because their septic system failed. Ms. Felicia Bauder, her daughter, said the well isn't draining correctly because of the slope of the land. Mrs. Maczura said she put an agreement in on another house and is in jeopardy of default; it's imperative that she gets closing on this house as soon as possible. Mr. Horiszny said the agreement would indicate the Township is held without indemnity. It is not closer than 100' to any neighboring wells.

**MOTION BY:** Mrs. Louder moved for approval, per Hanover Engineering's November 15, 2017 draft motion for Mr. and Mrs. Maczura well isolation distance and the applicant shall enter into an indemnification agreement with the Township to the satisfaction of the Township solicitor.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

B. ADOPTION OF 2018 PROPOSED BUDGET (7:32 p.m.)

Mr. Horiszny said the 2018 proposed budget incorporates the changes and updates that Council requested on October 25, 2017. Mrs. Gorman said at the budget session she incorrectly mentioned Dewey was going to purchase another ambulance; instead they are going to purchase an auxiliary building to store their extra supplies.

Mrs. Louder said the library is requesting an increase of 5% and financial assistance towards their Capital Plan, and asked if that is included with the amount of money we pay them now? Mrs. Gorman said yes, and next year it will drop. Mrs. Louder asked what debts will be paid off in 2019-2020? Mrs. Gorman said a loan for the fire truck that the Township purchased, as well as a loan we took out which consolidated three loans we previously had.

**MOTION BY:** Mr. Horiszny moved for approval to authorize the advertisement of the 2018 proposed budget, as modified this evening.

**SECOND BY:** Mrs. Louder

Mrs. Gorman said there will be a resolution with the final adoption of the tax increase. In this budget there will be a half mill increase and half of that would go to the fire vehicle assessment tax which will generate approximately \$220,000 a year; the other half will go to General Fund purposes. The budget is balanced at \$11,304,026 which is inclusive of the General Fund at \$7,829,622, Special Tax Fund, and Capital Fund.

**ROLL CALL:** 5-0

C. AUTHORIZE ADVERTISEMENT OF PUBLIC HEARING – RESOLUTION #69-2017 – INTER-MUNICIPAL TRANSFER OF A LIQUOR LICENSE FOR GIANT FOOD STORES – 1880 LEITHSVILLE ROAD (7:40 p.m.)

Mrs. Huhn said their proposal is to put in a small restaurant area which would sell food and beer, which could be consumed at the restaurant; they will also have carryout of beer and wine. The surrounding property owners will be notified by letter of the hearing. Mr. Horiszny said at the Public Hearing we could deny it. Mrs. deLeon asked why would we deny it? Mr. Horiszny said if we did not want any more liquor licenses in the Township than we already have and we are at our quota. Mrs. Huhn said there are different regulations, and this is a transfer within Northampton County of an existing license in the Township and we reached our quota a long time ago; she believes we have approximately eleven. Mrs. Yerger asked if there is a precedent with having a restaurant with it? Mrs. Huhn said yes, it's similar to Wegman's Café. Mrs. Louder asked if they can sell beer and wine 24 hours? Sergeant Barndt stated that he is of the understanding that by law they must close at 2:00 a.m.

**MOTION BY:** Mr. Horiszny moved for approval to authorize advertisement of a Public Hearing for the consideration of adoption of Resolution #69-2017.

**SECOND BY:** Mrs. Louder

**ROLL CALL:** 5-0

**D. CALPINE BETHLEHEM, LLC – 2254 APPLEBUTTER ROAD – INCREASE HOURS OF OPERATION – 30 DAY COMMENT PERIOD (7:48 p.m.)**

Mr. Horiszny said they filed an application with DEP to increase the hours of operation of their turbines. There is a 30-day comment period. Mrs. deLeon asked if there were any complaints from residents surrounding the plant. Mrs. Huhn said we did not receive any. Mrs. deLeon didn't know if we had enough information to make a decision on this. Mrs. Huhn said we received this notification in June, and in the November 4<sup>th</sup> edition of the PA Bulletin they published their notice of intent. They are increasing the hours by 115 a year.

Mrs. Louder said they previously rescinded their request following internal testing and reporting and she'd like to see what's on the internal testing and reporting; what is a 115 hours difference going to make in a year? Does this change any kind of safety issues, inspections? Mrs. Huhn said that information might go to the City of Bethlehem. Mrs. deLeon said regarding air quality reports, can we contact DEP to see if there is a record of anything? Mrs. Huhn said she will contact them and also ask for an extension to submit comments until December 7<sup>th</sup>.

**V. MISCELLANEOUS BUSINESS ITEMS**

**A. APPROVAL OF OCTOBER 25 & NOVEMBER 1, 2017 COUNCIL MINUTES (7:53 p.m.)**

**MOTION BY:** Mr. Horiszny moved for approval of the October 25 & November 1, 2017 Council minutes.  
**SECOND BY:** Mrs. Yerger  
**ROLL CALL:** 4-1 (Mrs. deLeon – No)

**B. APPROVAL OF OCTOBER 2017 FINANCIAL REPORTS (7:54 p.m.)**

**MOTION BY:** Mrs. Yerger moved for approval of the October 2017 financial reports.  
**SECOND BY:** Mrs. Louder  
**ROLL CALL:** 5-0

**C. DEPARTMENT MONTHLY REPORTS FOR OCTOBER 2017 (7:55 p.m.)**

Mrs. Huhn said these are submitted for Council review. Mrs. deLeon liked the new format of the Police Department report.

**VI. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS – None (7:56 p.m.)**

**VII. COUNCIL & STAFF REPORTS**

**A. TOWNSHIP MANAGER (7:56 p.m.)**

- Mrs. Huhn received an email from the PA Family Counsel asking Council's support for the new gambling regulations to take the opportunity to declare an intention to keep casino gambling out of our municipality. This is associated with the new act for mini satellite casinos being proposed; she will add this as an agenda item for the next Council meeting. Mr. Horiszny stated there may be an exclusion for contiguous municipalities.
- Mrs. Huhn said Mrs. deLeon will be receiving an award this weekend in Harrisburg from the PA Federation of Democratic Women. Mrs. deLeon said she will be representing Northampton County's organization.

**B. COUNCIL/JR. COUNCIL**

**Ferris Abu-Gosh, Jr. Council Member (7:58 p.m.)**

- Ferris said Alumni Day is tomorrow at Saucon Valley and the student government will give tours around the school.

**Mrs. Yerger**

- She said this past weekend she went to the PVP Dog Park and there were many dogs there. The park is a huge asset, but the turf is getting pounded, and the center is missing grass. Mrs. Huhn said she will have Public Works look at it. Mr. Bryan Evans asked if there was any merit in exploring some sort of all-weather turf. Mrs. Yerger said we may wish to discuss expanding the dog park, that way we could alternate the fields.

**Mrs. deLeon**

- Annual Light-up Night is Friday, November 24<sup>th</sup> from 5:30 p.m. to 9 p.m.

**General Business & Developer Meeting**

**November 15, 2017**

- She attended the SV Partnership meeting and had a chance to meet the new Superintendent of SVSD. They had a conference call with Caroline Yagle who will be doing an update to our multi-municipal comp plan. The SVP will be meeting monthly in 2018.

**Mr. Kern** – No report

**Mrs. Louder**

- She said there were two tractor trailers in Steel City and a school bus on Riverside Drive. She thinks something needs to be done and is thinking of purchasing her own sign and putting it on private property. A couple months ago, she went to Harris Rebar and Norfolk Southern to speak to them; she never heard back from either of them. This is a safety issue. Mrs. Huhn said she will reach out to PennDOT again as well as Norfolk Southern and the rebar company.
- She attended a cash bingo at Steel City Fire Company over the weekend.

**Mr. Horiszny** – No report

**C. SOLICITOR** – Absent with prior notification

**D. PLANNER** – Absent with prior notification

**E. ENGINEER** – No report

**VIII. ADJOURNMENT**

**MOTION BY:** Mr. Horiszny moved for adjournment. The time was 8:10 p.m.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

Submitted by

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Leslie Huhn  
Township Manager

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Ronald Horiszny  
Council President