

**The Township Building remains closed to the public.  
This meeting will be held through a Zoom teleconferencing link.  
Information to join the meeting will be provided on our website.**

**I. OPENING**

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

REVISED

**II. PUBLIC COMMENT – TOWNSHIP RESIDENT ONLY – 3 MINUTE TIME LIMIT – NON-AGENDA ITEMS**

**III. PRESENTATIONS/HEARINGS**

**IV. DEVELOPER ITEMS**

- A. ~~Steel Club Land Development – 700 Linden Avenue – Preliminary/Final Land Development Approval~~ REMOVED

**V. TOWNSHIP BUSINESS ITEMS**

- A. Robert & Victoria Thompson – 1699 Mountain View Drive – Request Variance for Side Yard Setback
- B. Authorization to Submit Grant Application to Monroe County Local Share – Seidersville Hall Improvements
- C. Authorization to Submit Grant Application to Northampton and Lehigh Counties Local Share – Seidersville Hall Improvements
- D. WalkWorks Grant - Authorize an RFP (Request for Proposal) and Formulate Steering Committee

**VI. MISCELLANEOUS BUSINESS ITEMS**

- A. Approval October 28, 2020 and November 4, 2020 Council Minutes
- B. Approval of October 2020 Financial Reports

**VII. COUNCIL & STAFF REPORTS**

- A. Township Manager
- B. Council/Jr. Council
- C. Solicitor
- D. Engineer
- E. Planner

**VIII. PUBLIC COMMENT ON NON-AGENDA ITEMS – NON-RESIDENTS ONLY**

**IX. ADJOURNMENT**

**UPCOMING MEETINGS**

Planning Commission: November 19, 2020  
Saucon Rail Trail Oversight Commission: November 23, 2020 @ 6:00 p.m. @ UST  
Zoning Hearing Board: November 23, 2020  
Township Council: December 2, 2020  
Parks & Recreation: December 7, 2020  
Environmental Advisory Council: December 8, 2020  
Saucon Valley Partnership: December 9, 2020 @ 6:00 p.m. @ LST

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order with the Zoom teleconferencing link on Wednesday, November 18, 2020 at 7:01 p.m., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mrs. Sandra Yerger, presiding.

**ROLL CALL: Present:** Sandra Yerger, President; Jason Banonis, Vice President; Priscilla deLeon, Thomas Carocci, Kristin Stauffer, Council Members; Leslie Huhn, Township Manager; Tom Barndt, Chief of Police; Cathy Gorman, Director of Finance; Jim Young, Zoning Officer; Linc Treadwell, Solicitor; Avia Weber, Jr. Council member. **Absent:** Brien Kocher, Township Engineer.

**PLEDGE OF ALLEGIANCE**

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

Mrs. Yerger said Council did not meet in Executive Session this evening.

**II. PUBLIC COMMENT – TOWNSHIP RESIDENT ONLY – 3 MINUTE TIME LIMIT – NON-AGENDA ITEMS** – Mrs. Yerger said we do welcome input from everybody but we ask that you keep your comments to three minutes per item. If you want to speak, please raise your hand.

**III. PRESENTATIONS/HEARINGS** – None

**IV. DEVELOPER ITEMS**

**A. ~~STEEL CLUB LAND DEVELOPMENT – 700 LINDEN AVENUE – PRELIMINARY/FINAL LAND DEVELOPMENT APPROVAL~~**

Taken off agenda.

**V. TOWNSHIP BUSINESS ITEMS**

**A. ROBERT & VICTORIA THOMPSON – 1699 MOUNTAIN VIEW DRIVE – REQUEST VARIANCE FOR SIDE YARD SETBACK**

Mrs. Yerger said the applicant is proposing to construct a 24'x36' detached garage requiring side yard setback. The required setback is 30'; they are requesting 20'.

Mr. Robert Thompson was present. He said they are looking to add a detached two-car garage at the end of their driveway. They applied for a permit and they were able to get that granted and as they started looking at the construction, the space in order to abide by the 30' side yard setback, the garage would butt up to their backyard. They are seeking to get a variance to that setback so they can move the garage over towards the fence line by approximately 10' allowing for a space to allow the current structure and the house as well as the new detached garage.

Mr. Banonis said you are proposing to move this closer to the property line, what's on the other side of the property line that would be closest to the construction. Mr. Thompson said they have a row of homes that is on the other side of the property line. In between the proposed structure there would be approximately 10' to 15' and they have a fence up. On the other side of the fence there's a row of trees that take up the remaining 10' of their property and the property line is on the other side of the row of trees and then on the other side of their property line is their neighbors. Mrs. Yerger said it's basically your neighbor's back yard. Mr. Thompson said yes. Mrs. Yerger said that's what is depicted on the map.

**MOTION BY:** Mr. Banonis moved to take no position on the request from Robert & Victoria Thompson for relief from Section 180.35 side yard setbacks reducing it from 30' to 20'.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

**B. AUTHORIZATION TO SUBMIT GRANT APPLICATION TO MONROE COUNTY LOCAL SHARE – SEIDERSVILLE HALL IMPROVEMENTS**

Mrs. Yerger said Staff is recommending the submission of a grant application to the Monroe County Local Share for interior improvements to Seidersville Hall. Mrs. Huhn said we've been doing continued improvements to Seidersville Hall. To date they have completed quite a bit from the new roof to the new windows and the updating of the heating system several years back. The bathrooms are currently being upgraded right now. We are proposing to submit these two grant applications, one to Monroe County and one to Northampton County. We'd like to finish the repair of the interior walls. There has been some water damage to the walls in several of the rooms prior to the roof being replaced which we are proposing to have repainted. That should bring us near completion for having the building updated and upgraded.

Mrs. deLeon said what ever happened to the moisture in the basement. Is that under control? Mrs. Huhn said it is and part of what they are doing with the bathrooms is also building a barrier at the stairs going down so that will be closed off as well.

**MOTION BY:** Mr. Banonis moved to approve the submission of a grant application to the Monroe County Local Share for interior improvements to Seidersville Hall.

**SECOND BY:** Mrs. Yerger

Mrs. Stauffer said what are the chances for receiving the grant, as she had looked through the information provided in the packet. Mrs. Gorman said applications are due by November 30, 2020 and she did take the liberty of going on to the Gaming Control Board's website to see the status of the casinos due to COVID this year and Wind Creek is experiencing a 22% decrease as of September of last year; however, Monroe County has close to a 50% increase in revenue. She's trying to think positive and apply to both and hopefully from both sources we can get partial funding. Mrs. Stauffer said she saw the application fee which isn't much. Mrs. Gorman said its \$100 each and she is applying for only the hard costs from the contractor. The soft costs she is assuming that it would be the Townships liability. Although there's not a match, the Commonwealth does look more favorably upon grant applications for municipalities. Mrs. Yerger said they are more inclined to cover hard costs as opposed to soft costs, so that's a good move.

**ROLL CALL:** 5-0

**C. AUTHORIZATION TO SUBMIT GRANT APPLICATION TO NORTHAMPTON AND LEHIGH COUNTIES LOCAL SHARE – SEIDERSVILLE HALL IMPROVEMENTS**

Mrs. Yerger said Staff is requesting approval to submit a grant application to the Northampton and Lehigh Counties Local Share for interior improvements to Seidersville Hall.

**MOTION BY:** Mr. Banonis moved to approve the submission of a grant application to the Northampton and Lehigh Counties Local Share for interior improvements to Seidersville Hall

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

**D. WALKWORKS GRANT – AUTHORIZE AN RFP (REQUEST FOR PROPSAL) AND FORMULATE STEERING COMMITTEE**

Mrs. Yerger said Lower Saucon Township was awarded \$20,000 toward a study through the WalkWorks program. The purpose of the program is to incorporate safe travel options to areas within the Township to promote business, and healthier lifestyles in compliance with PennDOT regulations. We are requesting Council's input in forming a committee along with approval to RFP for a consultant. This study must be completed and approved by Council by September 2021.

Mrs. Huhn said this was brought to Council previously for submitting the grant application which we were successful in receiving. Mrs. Gorman has been working with the Grant Administrator and they have provided us with several consulting services that have done this type of work before which we will prepare an RFP if approved and send it out to them. We can add on any one else as well but she has said these people have worked on this type of project. Mrs. Gorman has also prepared a

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memo with the Grant Administrator's recommendations on that would be helpful in forming the committee.

**MOTION BY:** Mrs. Stauffer moved to approve a Request for Proposal for engineering and to form a Steering Committee based on the recommended participants discussed with the grant coordinator.

**SECOND BY:** Mr. Banonis

Mr. Banonis said he'll volunteer to be the Council Member for this committee.

**ROLL CALL:** 5-0

Mrs. deLeon said we'd like to work with Lehigh, the school district and one of our Bike Patrol officers and have their input. If Mr. Banonis wants to be the Council Liaison and you want to approve it, it's a good place to start.

**MOTION BY:** Mr. Carocci moved for approval to nominate Mr. Banonis to serve on the Steering Committee for the WalkWorks Study.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

Mrs. Huhn said they will begin to form the Steering Committee and prepare the RFP. Mrs. Yerger said she expressed her appreciation for Cathy's diligence in searching out grants to offset the costs for multiple programs throughout the Township over these last couple of years. Mr. Banonis said he agrees.

**VI. MISCELLANEOUS BUSINESS ITEMS**

**A. APPROVAL OF OCTOBER 28, 2020 AND NOVEMBER 4, 2020 COUNCIL MINUTES**

Mrs. Yerger said the October 28, 2020 and November 4, 2020 Council minutes are ready for Council's review and approval.

**MOTION BY:** Mr. Banonis moved for approval of the October 28, 2020 Council minutes.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 5-0

**MOTION BY:** Mr. Banonis moved for approval of the November 4, 2020 Council minutes.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 4-1 (Mrs. Stauffer – No)

**B. APPROVAL OF OCTOBER 2020 FINANCIAL REPORTS**

Mrs. Yerger said the October 2020 financial reports are ready for Council's review and approval.

**MOTION BY:** Mrs. Yerger moved for approval of the October 2020 financial reports.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 5-0

**VII. COUNCIL, JR. COUNCIL & STAFF REPORTS**

**A. MANAGER - Leslie Huhn**

➤ We have a recommendation from the Parks & Rec Board for the Motor Car Paint Protection recreation fee allocation in the amount of \$3,310 and they recommend it go to Town Hall Park for the rehabilitation of the stage. In conversations with Mr. Rasich, he doesn't feel it needs rehabilitation. Mrs. deLeon said she thought it needed repairs. Mrs. Huhn said it may need some paint, but it is not structurally unsafe. Mrs. Yerger said is there anything else at Town Hall Park you might need? Mrs. Huhn said we still have some projects and we will look at the trail and clean up some of the exercise stations that were there and installed new exercise equipment stations in one location near the bottom. Mrs. Gorman said we still have the grant for the ADA park equipment that is going to be done next year. Mrs. Huhn said this will go in the Town Hall Park Fund and we will come back to Council when it's decided what the money is used for.

**MOTION BY:** Mrs. Yerger moved to follow-up on the recommendation from the Parks & Recreation Board that the money in the amount of \$3,310 be put into the Town Hall Park fund.

**SECOND BY:** Mrs. Stauffer

**ROLL CALL:** 5-0

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- The Saucon Valley Compost Center will be closing this Saturday, November 21<sup>st</sup> for the season, but will remain open on January 9, 16, and 23 to accept Christmas trees or any yard waste.
- The Hellertown-Lower Saucon Chamber is requesting the Township’s approval for Fire Police to assist with traffic control with their event on Saturday, November 28<sup>th</sup>. Council needs to approve this as we provide the Workers Comp insurance for Fire Police should any injuries occur during the event, the claim would go through LST. We have done this in the past and never had any issues.

**MOTION BY:** Mrs. deLeon moved for approval for Fire Police to assist the Chamber with their event on Saturday, November 28, 2020.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 5-0

**B. COUNCIL/JR. COUNCIL**

**Avia Weber, Jr. Council**

- She said we are doing fantastic, as always. The high school has been shut down a few times, but each and every time, everyone has been cooperative and most people are wearing their masks so we’re just hanging in there and waiting for Thanksgiving break where the entire district is shut down the week after to make sure we are all safe.

**Mrs. Stauffer**

- She said New Bethany Ministries is holding their luminary night on December 12<sup>th</sup> so you can purchase luminaries, which are the paper bags with candles and sand that can line your walkway. Feel free to reach out.
- Thanksgiving is next week already and she’s wishing everyone a safe holiday.

**Mr. Carocci** – No report

**Mr. Banonis** – No report

**Mrs. Yerger** – No report

**Mrs. deLeon**

- She was going through emails and a resident sent her a picture of a bridge, but it’s not the Meadows Road Bridge, it’s in Albany Township, Berks County and it was recently done. If they can do it, we can do it. Let’s set a precedent here. She said “it’s over a year from the restoration of the historic bridge in Albany Township, Berks County. This bridge is off Route 143 near Kempton. It is on the Old Philadelphian Pike. She passed routinely as they restored this bridge. They stripped it down to its foundations and put it back together. It is as good or better than when it was first built. It’s a wonderful example to other municipalities when they consider replacing or restoring a bridge. This is a larger than usual bridge that was common years ago like the covered wooden bridges. They held up remarkably over the years. She tried to find out details as to who conducts the restoration and the cost but had little success. It seems it may have been a PennDOT paid project so she has no idea. There are still quite a few of these bridges in the surrounding counties and there seems to be a desire to restore them rather than to replace them. They are a historic example of engineering and workmanship of a past era and should be preserved. These bridges are likely to be first developed by the Roman engineers and replicated in Europe and of course by the new immigrant to North America. They are not only functional but beautiful. It is encouraging to see the talent and workmanship to this bridge to its original function and beauty has nothing lost”. She’d like Leslie to send this to our County Executive and to Lorie Heffner Vargo. Mr. Carocci said he’d like to find out if PennDOT did pay for it before the meeting they are having. Mrs. Huhn said we can do some research and she will call Albany Township. Mr. Banonis said ask who owned the bridge, was it Township owned or County owned and also how much they paid for the restoration of it. Mrs. deLeon said she tried googling information, but this is the only story that came up. Mrs. Yerger said can Mrs. Huhn also find out as far as is it still a two-lane bridge or a one-lane bridge. Mrs. Huhn said the sign says “one lane”. Mrs. Yerger said her concern is the whole stream thing they’ve been talking about here, that it’s widened so much and that’s one of the main reasons they

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are saying it's not doable, but it's probably a PennDOT issue. See if there was any stream erosion in the pre-condition. Mrs. Stauffer asked if the picture could be sent to Council's email.

- The PennEast project continues to be stalled with no progress in months. The Federal Energy Commission has yet to accept the inadequate environmental assessment that was done for Phase 1 or the PA only version of this pipeline. Save Carbon County and the Pohopoco Water Shed Conservancy APWC are two local groups that filled a strong statement protesting the inadequacy of the environmental assessment and demanding of a full environmental impact statement. The pipeline has made no progress in their DEP approvals. Two important permits have yet to be granted. They are the Chapter 102 permit which concerns erosion and sediment control and Chapter 105 permit which concerns water obstruction and stream encroachment. They have not received a permit from the DRBC. Carbon County and APWC join 8 other grass route organizations in urging that the PennEast pipeline be rejected.
- The Landfill is on the Planning Commission agenda tomorrow night. Yesterday she attended the quarterly landfill meeting and last evening she attended the HLS Chamber and they have a ton of things going on, which are on their Facebook page. We are trying to keep the community together during these times and it's just getting worst. She'd like everybody to have a Happy Thanksgiving and be safe out there.

C. **SOLICITOR** – No report

D. **ENGINEER** – Absent

**VIII. PUBLIC COMMENT ON NON-AGENDA ITEMS – NON-RESIDENTS ONLY - None**

**IV. ADJOURNMENT**

**MOTION BY:** Mrs. Stauffer moved for adjournment. The time was 7:36p.m.

**SECOND BY:** Mrs. deLeon

**ROLL CALL:** 5-0

Submitted by:

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Leslie Huhn  
Township Manager

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Sandra B. Yerger  
Council President