

I. OPENING

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

II. PUBLIC COMMENT PROCEDURE

III. PRESENTATIONS/HEARINGS

- A. Resolution #68-2013 – Honoring Representative Robert Freeman
- B. Resolution #72-2013 – Honoring Richard Baran Upon His Retirement
- C. Appoint Jr. Council Member

IV. DEVELOPER ITEMS

V. TOWNSHIP BUSINESS ITEMS

- A. Zoning Hearing Board Variance – John & Katherine Weiland – 3270 Green Acres Drive – Request Variance from Front and Rear Yard Setbacks and from the Minimum Impervious Surface Requirements and Site Capacity Calculations
- B. Enactment of Peddling & Soliciting Ordinance No. 2013-05
- C. Library Services Agreement with Hellertown Area Library

VI. MISCELLANEOUS BUSINESS ITEMS

- A. Approval of September 25, October 9, and October 23, 2013 Minutes
- B. Approval of November 2013 Financial Reports

VII. PUBLIC COMMENT ON NON-AGENDA ITEMS

VIII. COUNCIL & STAFF REPORTS

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

IX. ADJOURNMENT

Next EAC Meeting: December 10, 2013
Next Zoning Hearing Board Meeting: December 16, 2013
Next Council Meeting: December 18, 2013
Next Planning Commission Meeting: December 19, 2013
Next Saucon Valley Partnership Meeting: January 8, 2014 @ HB
Next Saucon Rail Trail Oversight Meeting: January 27, 2014 @ LST
Next Park & Rec Meeting: February 3, 2014

I. OPENING

CALL TO ORDER: The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, December 4, 2013 at 7:04 P.M., at Lower Saucon Township, 3700 Old Philadelphia Pike, Bethlehem, PA with Mr. Tom Maxfield presiding.

ROLL CALL: Present: Glenn Kern, President; Tom Maxfield, Vice President; Dave Willard, Priscilla deLeon and Ron Horiszny, Council members; Jack Cahalan, Township Manager; Leslie Huhn, Assistant Manager; Linc Treadwell, Township Solicitor; Brien Kocher, Township Engineer; Judy Stern-Goldstein, Township Planner; and Chris Garges, Zoning Officer.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)

Mr. Maxfield said Council did meet in Executive Session before this meeting to discuss real estate transactions. Attorney Treadwell said it was specifically the purchase of the Savitske and Townsend properties under the Open Space program. Personnel issues were also discussed.

II. PUBLIC COMMENT/CITIZEN AGENDA ITEMS

Mr. Maxfield said if you are on the agenda, you have Council and Staff's undivided attention. If you chose to speak, we ask that you use one of the microphones. Everyone gets to speak. He'd ask that you give your fellow public the courtesy of the floor. We do transcribe the minutes verbatim and want to make sure the transcriptionist gets every word. We ask that you state your name for the record so the transcriptionist knows who is speaking in the minutes.

III. PRESENTATIONS/HEARINGS

A. RESOLUTION #68-2013 – HONORING REPRESENTATIVE ROBERT FREEMAN

Mr. Maxfield said Resolution #68-2013 had been prepared honoring Representative Robert Freeman at the Saucon Valley Community Center dinner on November 22, 2013

**RESOLUTION #68-2013
A RESOLUTION HONORING
REPRESENTATIVE ROBERT L. FREEMAN
FOR HIS SERVICE TO THE SAUCON VALLEY**

WHEREAS, Robert L. Freeman has served as State Representative for the 136th Legislative District, which covers portions of Lower Saucon Township and Hellertown Borough, for thirteen (13) terms in the Pennsylvania House of Representatives; and

WHEREAS, Representative Freeman, an Easton native, graduated from Moravian College and Lehigh University, and teaches a very popular graduate course in land use planning at area colleges and universities; and

WHEREAS, Representative Freeman is a locally recognized legislative expert in the areas of land use planning and zoning, and throughout his service in Harrisburg has worked to provide municipalities with the tools needed to better manage growth, reduce sprawl and revitalize older urban communities; and

WHEREAS, Representative Freeman was a key contributor to the legislative revisions to the Municipalities Planning Code in 2000, with a particular focus on Traditional Neighborhood Development; introduced legislation that requires municipalities to enact zoning ordinances to protect the Appalachian Trail, and was the author of the Elm Street Program, which is designed to revitalize older residential neighborhoods; and

WHEREAS, in recognition of his outstanding contributions to House of Representatives, Representative Freeman was appointed to serve as chairman of the House Local Government Committee and the Speaker's Commission on Legislative Reform; and

WHEREAS, Representative Freeman has always been an accessible and steadfast supporter of Lower Saucon Township and Hellertown Borough throughout his legislative career, contributing his time, financial support and legislative expertise to the areas of land use, historic and open space preservation, and transportation planning issues; and

WHEREAS, Representative Freeman will be honored for this record of service by the Saucon Valley Community Center on November 22, 2013.

Mrs. deLeon said it was a nice evening. Mr. Maxfield said everyone is very thankful for Bob's contributions. Mr. Kern said it doesn't matter Republican or Democrat, Bob is one of the good guys. The first time he met Bob was probably about 13 years ago, before he was on Council when they were trying to preserve as much of the Township as they could, and they invited Bob to one of their little meetings and it was a little meeting at the time, and he graciously showed up and offered any advise that he possibly could for our little group to do as much as they could to preserve the land in the Township. He'll remember Bob for that. He's one of the good guys and he's honored to vote yes on this.

MOTION BY: Mr. Horiszny moved for approval of Resolution #68-2013.

SECOND BY: Mrs. deLeon

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

ROLL CALL: 5-0

B. RESOLUTION #72-2013 – HONORING RICHARD BARAN UPON HIS RETIREMENT

Mr. Maxfield said Resolution #72-2013 has been prepared honoring Richard Baran upon his retirement.

**RESOLUTION #72-2013
PROCLAMATION HONORING
RICHARD (RICH) BARAN
UPON HIS RETIREMENT**

WHEREAS, following a short stint as a part-time employee, Richard (Rich) Baran began his full-time employment with Lower Saucon Township on January 1, 1987 as a Crewman with the Township Public Works Department; and

WHEREAS, during his tenure at the township, Rich performed a variety of duties including road maintenance and snow plowing, and most recently was responsible for operating the street sweeper which he used to diligently clean the Township roads several times each year; and

WHEREAS, during Rich's employment with the township he has always carried out his duties and responsibilities with hard work and dedication; and

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WHEREAS, Rich will be retiring on January 31, 2014 after 26 years of employment with the Township.

Mr. Maxfield said we do have a resolution, but he won't read it because it will be presented to Mr. Baran sometime soon at a ceremony. Mrs. deLeon said you should read it for the record. Mr. Maxfield said it will be in the record anyway without having to read it. Mr. Cahalan said they are going to give this to Mr. Baran at the annual Christmas party next week. Mrs. deLeon said she understands, but normally out of respect for who we are honoring, we do read it. Mr. Maxfield said lately when we have a ceremony...Mrs. deLeon interrupted and said fine, she won't argue anymore, whatever you say. Mr. Maxfield said thank you. Mrs. deLeon said you're welcome.

MOTION BY: Mr. Horiszny moved for approval of Resolution #72-2013.

SECOND BY: Mr. Willard

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

ROLL CALL: 5-0

C. APPOINT JR. COUNCIL MEMBER

Mr. Maxfield said Matt Smith, a Junior at Saucon Valley High School, has submitted a letter expressing his interest in serving as a Junior Council person on the Parks and Recreation Board.

Mr. Cahalan said we relisted the advertisement for the Jr. Council program and we are fortunate that Matt saw it and he sent in a letter stating he would like to be appointed as the Jr. Council member to the Parks and Recreation board.

Matt Smith said he saw the post and he's been living in Saucon Valley his entire life. He wants to get involved. He's been to all the parks and played soccer for several years. He thought what better way to get involved than to be part of the Parks and Recreation Board. He plays varsity basketball and varsity soccer at Saucon Valley. He's a Junior and just trying to get more involved.

Mr. Maxfield said thanks for getting involved. It's great to have people on the board who really know the value of the parks in our community. We've fought for parks for a long time now and it makes our community very special, so thank you for applying.

MOTION BY: Mr. Horiszny moved for approval to appoint Matt Smith as the Jr. Council member for the Parks and Recreation Board.

SECOND BY: Mr. Willard

Mr. Maxfield asked if anyone had any questions? Mr. Willard said it's a very well written letter and in spite of Mr. Cahalan's suggestion that we try to talk you into serving as a Council person, he thinks you've expressed why you want to be on the Parks and Recreation Board. If you have fellow students who want to serve the Council, that was the starting point of putting out the bulletin. We're glad you stepped out for this. If you know others in your school who would like to serve, ask them to come forward. Mrs. deLeon said she appreciates and enjoyed reading his letter and she is pleased there are kids out there like him. It makes her happy and she's sure his dad is happy too.

ROLL CALL: 5-0

IV. DEVELOPER ITEMS - None

V. TOWNSHIP BUSINESS ITEMS

A. ZONING HEARING BOARD VARIANCE – JOHN & KATHERINE WEILAND – 3270 GREEN ACRES DRIVE – REQUEST VARIANCE FROM FRONT AND REAR YARD

**SETBACKS AND FROM THE MINIMUM IMPERVIOUS SURFACE REQUIREMENT
AND SITE CAPACITY CALCULATIONS**

Mr. Maxfield said the applicant is proposing to remove an existing dwelling and garage and construct a new dwelling and garage which do not meet the required setbacks and exceeds the allowable coverage.

Mr. Chris Garges, Zoning Officer, said the second variance is from the maximum allowable impervious coverage.

Attorney Kate Durso was present on behalf of the Weiland's. The Weiland's currently reside in NJ and are looking to construct a house on a lot that's actually located in the middle of Saucon Valley Country Club. The Country Club owns the property. It's somewhat of an irregularly shaped tract with an existing access easement that traverses the entirety of the property to access the Blair tract which is adjacent to it. The Blair's acquired the property sometime in 2010 or 2011 and had made some modifications to the house that they purchased. The Weiland's are looking to remove the existing older house that's located on the tract as well as the garage and construct a new home in keeping with the other types of houses in the area. Because of the shape of the property and because of the slopes and the need to put the septic in as well as to address the storm water, the location was selected, it's somewhat on the middle of the tract. It requires setbacks given how the property is laid out. With regard to the impervious, when you do the calculations as you have to take out the easements and you have to take out the other areas, the existing access drive sort of results in the property having to have existing impervious that's also serving an adjacent tract and we need relief from those calculations as well.

Mr. Maxfield asked if there were any questions? Mr. Horiszny said is the land that's not buildable still pervious for the most part - the difference between the 1.84 and the 1.02? Mr. Garges said yes. The 1.84 is the gross area of the lot. The lot has two easements on it. There's a utility easement of .06 acres for water and there's an access easement which is nearly half an acre, so by the time you net that out you are at 1.25 acres and then there are some slopes as Kate had mentioned, so you net the preserved percentage of the slopes out and you are down to about an acre out of the 1.8 acres that is actually buildable. The access easement itself does have a driveway that traverses it, so there's some coverage within that. If you would look at the gross lot, the way it's set up right now, it's under its allowable coverage the way it sits right now.

Mr. Horiszny said the .6 is paved? Mr. Garges said there's a portion of it, but not the entire. It's just a 10' or 12' driveway that goes across. The whole easement is not paved. Mr. Horiszny said his concern is when you are designing from the start, why go over the maximum allowable impervious, cut some patio out or make the house a little bit smaller and they could have been within it, that's why he's asking these questions. Attorney Durso said even if you cut a little bit out because of having to minus out everything else, it wasn't going to make any of a difference to get them below what they needed to do. They did look at different ways. If you see on the plan, there are some areas where the garage is being removed and it had a gravel area there, they are going to grass that. They tried to pick up grass wherever they could, short of taking off the existing access drive which they can't as that's the only way to get to the adjacent tract.

Mr. Maxfield said the existing house and garage that will be torn down, it probably meets the impervious coverage, but probably does not meet the setbacks. Attorney Durso said it definitely does not meet the setbacks. It is located within the setbacks. Mr. Garges said to comply with the setbacks, since the lot is so narrow and wide, there's only about a 40' to 50' area in there to fit anything in, if that. Mr. Maxfield said it's safe to say it's a problematic property. Attorney Durso said yes.

Council took no action.

B. ENACTMENT OF PEDDLING & SOLICITING ORDINANCE NO. 2013-05

Mr. Maxfield said a public hearing for Ordinance No. 2013-05 was held on October 2nd where public input was heard. As a result of the hearing, Council made some revisions to the ordinance and it has been advertised for enactment with those revisions.

Attorney Treadwell said this is the peddling and soliciting ordinance no. 2013-015. It makes changes to the existing ordinance. The public hearing was held and it's been advertised for enactment. The biggest change from what you saw previously is that it's now permitted from 9 am to 6 pm Saturday. If you recall before, the initial version was Monday through Friday, but now Saturday is included as a permissible time to take these times of action.

Mr. Maxfield said this does have the changes we asked for. He asked if there was any comment? Mr. Horiszny said the list for no peddling properties will be available as soon as the ordinance is approved and they register with the PD? Attorney Treadwell said as soon as someone signs up. Mr. Cahalan said they have to sign up for that with the PD. They will put a notice out about this and it will alert residents that they can begin signing up.

Mrs. deLeon said what other permits does the PD handle? They are saying if anyone wants a permit for the peddling ordinance, they have to get it from the PD. She was wondering what other permits there are? Mr. Cahalan said they are doing the permits now for peddling and soliciting under the ordinance. Attorney Treadwell said that didn't change. Mr. Garges said the only one he would know of is the registration for alarms.

Mrs. deLeon said she doesn't remember seeing in there that they had to go to the PD. How would somebody know, would it be advertised on the website? Mr. Cahalan said they will put an announcement out that the registry will be available and that people can contact the PD and ask their name to be added to the registry. Attorney Treadwell said it's in the actual body of the ordinance. It says "Lower Saucon PD should maintain a registry of property owners who are registered". Mr. Maxfield said it also says "to require notification to the PD of peddling activities".

Mr. Willard said how will that list be kept up to date? He assumes they will have an electronic database so if somebody gets added, it will be current. Mr. Cahalan said that's correct.

Mrs. deLeon said if you wanted to be taken off the list, you have to contact the PD. If someone comes in for a license, are they going to be given that list who doesn't want to be solicited? Mr. Cahalan said the people who apply for the permit will get a list. Mrs. deLeon said if all the people who don't want to be contacted, to they know their address is on a list that's going to be given to peddlers. Mr. Cahalan said they will inform them of that when they sign up for the list. Mr. Maxfield said he doesn't see any other way. Mr. Garges said it will most likely just be an address given out. If you are a peddler, the name doesn't have to be given out, you only need to know the address you can't go to. Mrs. deLeon said still, it's her address. Mr. Garges said if you as a resident, you want to be able to call the PD and say you registered for this and somebody knocked on my door type thing. Mrs. deLeon said that wouldn't be her concern.

Mr. Maxfield said we should insist it be updated as regularly as possible. If you just have addressed on the list, it's basically addresses being supplied, someone may move and they may want solicitors or vice versa.

MOTION BY: Mr. Horiszny moved for approval of Ordinance No. 2013-05.

SECOND BY: Mr. Willard

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

ROLL CALL: 5-0

C. LIBRARY SERVICES AGREEMENT WITH HELLERTOWN AREA LIBRARY

Mr. Maxfield said the Solicitor has prepared a first draft of the proposed Library Services Agreement with the Hellertown Area Library.

Attorney Treadwell said this is pursuant to the instructions from Council to draft an agreement to send to the HAL regarding library services for LST residents. It's a draft for your review. The intent is if you look at it and you're okay with it, you can authorize it to be executed at your next meeting. The library has seen it, but their legal counsel has been ill, so they haven't had anybody look at it at this time. Attorney Corriere for Hellertown Borough has a copy of it and we are waiting for comments from him as well. The point of putting it on for tonight's meeting was to familiarize Council with what it says and if anybody has any comments or questions, those would be welcome.

Mr. Horiszny said in Section 4.b, we changed the sentence that talks about the yearly payment, and it doesn't show that on our email copy, but it is there. Mrs. deLeon said that page is being replaced. Attorney Treadwell said right, that page has been replaced to clarify the amount to be paid monthly is not \$89,000.00; it's 1/12th of that amount. That correction has been made.

Attorney Treadwell said on December 18th, we're expecting to get some comments from the library board and from the attorney from Hellertown. Mr. Cahalan said Hellertown is looking to adopt this on December 16th and the library board would be December 17th, which is prior to our meeting on December 18th. Once the board is formed, they would be writing by-laws which would come back to you also. This doesn't cover all the nuts and bolts of meeting conduct and so forth. It's the basic framework that we need to get started with. Mr. Maxfield said his understanding is we're already taking applications for the library board. Mr. Cahalan said they are being submitted.

Mr. Willard said this is an agreement between two parties, LST and the HAL. Even though you are requesting comments from the Borough of Hellertown, he is assuming they have to accept the basic composition of the library board, but this is an agreement between two parties and not three parties. Attorney Treadwell said correct and Hellertown will decide whether they in fact want to have their own separate agreement with the library or not. He thinks over the past years, whatever relationship they had with the library has not necessarily been pursuant to an agreement like this. That's why he sent it to Hellertown's attorney so he would have an idea of what the board makeup would look like under this proposal and also if Hellertown wanted to adopt something similar, they could use this as well.

Mr. Maxfield said do we need to table this? Attorney Treadwell said no, we'll bring it back on the 18th. It was just on for an explanation of what was in it and so you could take a look at it.

VI. MISCELLANEOUS BUSINESS ITEMS

A. APPROVAL OF SEPTEMBER 25, OCTOBER 9 & AND OCTOBER 23, 2013 MINUTES

Mr. Maxfield said the draft minutes of the September 25 and October 9 public hearing and October 23, 2013 Council meeting have been prepared and are ready for Council's review and approval.

Mr. Horiszny said on October 9th, page 2 of 4, line 34, Tom said "he's liked to" and it should be "he'd like to". Line 35, the statement was "he will make sure that anyone was overlooked", it should be the other way that no one was overlooked.

Mr. Willard said this is the second or third time we looked at the September 25th and October 9th of the public hearing and the reason we didn't approve before was getting clarification of the availability of the transcript, so could we have a statement of that before we go for approval. Ms.

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Huhn said she contacted the transcriptionist today and her system crashed. She had to redo the entire transcript from both meetings and expects to have it in our hands by next week. Mr. Horiszny said the audio was available for both of these. Ms. Huhn said yes. Mr. Horiszny said he likes the shorter minutes on the 9th, in particular.

MOTION BY: Mr. Maxfield moved for approval of the September 25, 2013 minutes.

SECOND BY: Mr. Willard

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

ROLL CALL: 4-1 (Mrs. deLeon – No)

MOTION BY: Mr. Maxfield moved for the approval of the October 9, 2013 minutes, with corrections.

SECOND BY: Mr. Horiszny

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

ROLL CALL: 4-1 (Mrs. deLeon – No)

MOTION BY: Mr. Maxfield moved for approval of the October 23, 2013 minutes.

SECOND BY: Mr. Horiszny

Mr. Maxfield asked if anyone had any questions? Mr. Willard said these are the minutes from our budget hearing and in spite of his complaint about verbatim minutes in the past, he thinks for a clear understanding of the budget, any of the residents who want a clear understanding of the budget should look at the budget document and the minutes together as each line item was thoroughly discussed at that meeting.

ROLL CALL: 5-0

B. APPROVAL OF OCTOBER 2013 FINANCIAL REPORTS

Mr. Maxfield said the October 2013 financial reports have been prepared for Council's review and approval.

Mrs. deLeon said this was the version that Cathy handed out at one of our last meetings. Mr. Cahalan said that's the additional information on the check register. Mrs. deLeon said that was a good start. She has pages that she has questions. There has to be a little bit more explanation on some of the items. She tagged them. She's talking about the ledger accounts, page 49 of 72, it would be helpful if when she puts down the Morning Call special council meeting, the date of that meeting. Page 53 and it says the Valley Voice was an ad, but it doesn't say what the ad was for. If we're going to be specific, it should be specific. Ms. Huhn said it gives the ordinance number. Mrs. deLeon said she didn't recognize that as an ordinance number, and that doesn't say anything to her. Ms. Huhn said she'll have Cathy look at it. She's not sure what comes in on the invoice. Mr. Maxfield said it's got to be a resolution or an ordinance. Mrs. deLeon said she's trying to think like a resident would if they looked at it which is what we're supposed to do, represent the residents. On page 55, these are invoice numbers, but doesn't say what these are for. Mr. Cahalan said we'd have to put the whole invoice on. Mrs. deLeon said what did we pay him for? Mr. Cahalan said the invoice that he submitted may be 15 pages. The consultants invoices come in with a bill attached to it. Mrs. deLeon said she's looking at HEA's invoice for Meadows Road, meeting retainers, staff meetings, Black River Road...Mr. Cahalan said those are separate ones and we make separate payments to them. This is a bulk payment. Attorney Treadwell said he's going to guess as he doesn't know which specific invoices these are, but it looks to him like 2013-09, the first one, was administrative issues. If we put administrative in there and 2013-g was probably zoning. Mrs. deLeon said can you be a little bit more specific on your invoices? Attorney Treadwell said the invoices have those on them, it says what account it comes out of. The remainder of the invoice is a item by item description of the amount of time that was spent on like a phone call with the Zoning Officer and then research the MPC. It gets extremely detailed after that, but they are all on the invoices which are available as a public record if anyone wants to see the specific item. Mrs. deLeon said she thought this was supposed to help us so we could see the

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bills that were being paid and what they were for. She's just pointing out her observations of areas that need improvements.

Mr. Horiszny said he thinks that's micromanaging to the nth degree and if anybody really needs to know that, they should come in with specific questions on specific items instead of going through all of this and have things as long as our minutes used to be. Mr. Maxfield said our financials will end up as a book. Mr. Willard said he'd like to build on Priscilla's comment just to say this is a great improvement and if this information is readily available, it's great to see a little more detail. The way this discussion came up was the question of approving consultant's invoices and he believes it was for work on parks where we didn't know what we were approving. The line item listing we saw from our consultants, we didn't know what projects we were approving. He will say within the Boucher & James and HEA, just the amount of details shown here is enough to have a good idea of what we're approving. This isn't questioning anyone's billing and it depends what's going in the database, the idea was seeing what projects we were approving. He'd say it's clear with some and not with others, that may be something to be worked on.

MOTION BY: Mr. Horiszny moved for approval of the October 2013 financial reports.

SECOND BY: Mr. Willard

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

ROLL CALL: 5-0

VII. PUBLIC COMMENT/CITIZEN NON-AGENDA ITEMS

- Ms. Donna Louder said she approached you once before regarding the tractor trailer problem in Steel City. This afternoon she had another tractor trailer in her front yard. Can you please represent the people of the Township and do something for her? She's tired of her front yard being ripped up. Thank you for your time. Mr. Cahalan said after this was brought to their attention, they came to Council. Council directed that a letter be sent to PennDOT requesting they permit additional signage at the entrance of Steel City. That request was turned down. He came back to Council and suggested we write to Rep. Bob Freeman and ask him to intercede for us which he did. Today they got a response back from PennDOT to Bob Freeman saying they feel there's sufficient signage at the entrance. It looks like they aren't going to follow up on his recommendation that additional signage be approved for that location. Ms. Louder said she would like some kind of signage on the Lower Saucon Township roads. Mr. Cahalan said that's a state road. Ms. Louder said she knows that, but not the road in front of her home isn't a state road. She doesn't live on Riverside Drive, she lives on Johnston Avenue. The tractor trailer is coming through her front yard to turn around as they get in there and get all jammed up. There's no way to go, and God forbid if they try the Narrows. Mr. Cahalan said they are coming in on Riverside Drive. Once they are in on Johnston Avenue, it's already too late. Ms. Louder said once they are on Riverside Drive at the top of the hill, it's too late. Once they get to Ivywood, they can't go anywhere. Mr. Cahalan said that's what he's saying. The entrance is where the sign would be appropriate. Ms. Louder said put one on the Lower Saucon Township road, as close as you possibly can so they don't come any further. Mr. Cahalan said to get into any streets in Steel City, you must come in on a state road, Riverside Drive. Ms. Louder said she understands that, she's been there a long time. Mr. Cahalan said once they are in there, they're already in those streets, if they are on Johnston or one of the other streets in Steel City. Ms. Louder said how about if she sends him the bill from her front yard, that will work too.
- Ms. Karen Bleam said in reference to Donna's concern, maybe if they put the sign out at the beginning of the bridge instead of once you get down to the bottom, then when they get down to the gully and start going up the hill again, they have nowhere to go. Instead of putting the sign there, if it was out by the bridge, maybe they would understand a little bit more. Mr. Cahalan said he thinks PennDOT is saying there is already sufficient signage on their state highway. Ms. Bleam said she understands that, but instead of putting it at the bottom of the hill when you come into Steel City, move it towards the Freemansburg Bridge so they can see the trucks can't go there. Can you ask them to move it closer to the Bethlehem area. Mr. Cahalan said normally the signage is

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put in a conspicuous spot. He's not sure that the location you are suggesting would work. Ms. Bleam said you have to pass that before you can get into Steel City and Steel City roads gets narrower as you go down the grade, then where the heck is he going to go once he's there. He has no choice but to keep going. Mr. Maxfield said that section you are referring to, is exactly what they told us they will not put a sign in. That's a state road, that whole section coming in. Ms. Bleam said about a month ago, there was a tree back on Redington Road for two days. If you went down through the Narrows to go to the scrap yard or if you lived down in the Narrows, how were you going to get out or do anything if there's a tree down in the road for two days? Jack knows about it as every time she called the Township, somebody is always in a meeting. She never gets to talk anyone she wants to as they are always in a meeting. Her husband called twice to talk to somebody and they gave him Guy Lesser. Officer Lesser was busy at the moment, and he couldn't call back. She called an hour and a half later, there was no police officer down by the Narrows by the hill climb to let people know you cannot get through. There were two piles of white stuff that the flares leave, but what does that tell her? When she sees a flare on the road, she assumes there was an accident or someone was broken down, it was taken care of and the vehicle is not there anymore, especially the people who live in the Narrows. Once you are down there, how do you get back. Narrows is only one way. Her husband came back with seven cars behind him and ran into a truck coming in the opposite direction. He came back the Narrows. Mrs. deLeon said he didn't hit the truck. Ms. Bleam said no. The truck was coming the other way and he had to stop and maneuver, like the old days. Why can't anybody put a barricade and let them know, she understands it's PennDOT's road, but put a barricade at the Steel City fire house where Officer Lesser's nephew is involved in the fire house and when something like that happens, they can put a barricade out or do we have to wait for PennDOT to put it out two days later? Mr. Cahalan said they can put a barricade out. He doesn't remember any messages that anybody called him. Ms. Bleam said Guy said he was in a meeting with you about it. Mr. Cahalan said he doesn't recall a meeting about Redington Road being closed. Ms. Bleam said it was the Narrows. All the way out to the end out to Island Park road and there was a police officer on the other side of the road, but there was nobody by the Narrows. Mr. Cahalan said he doesn't recall having a meeting with the Chief. Ms. Bleam said he called her and told her. Mr. Cahalan said he will look into it. The suggestion that you are making about that, he will look into that. Ms. Bleam said it would be a good idea with the winter coming, if there's an accident again out at Saucon Avenue, and you can't get in, and you can't get out, what do you do? They can go out of Steel City, but they have to have someone there to let the people know you can go, now the next five can go, just like they do with PennDOT, but they have to do something since it's only a one-way road. We can't wait until that happens again. Mrs. deLeon said they used to have a policy in place that if the Narrows was closed they would have patrols, the Special Police, or the Fire Police, but there are very few now, there would be some kind of set up where the road would be blocked. Ms. Bleam said that happens with civil defense, whoever is in charge would be able to get someone out there to do that. Mrs. deLeon said someone would have to contact the Township. Mr. Cahalan said PennDOT would clear it if it's their road if a tree is blocking it. He will follow up on what she was saying and what Priscilla is saying used to be done and he will come back with an answer. Ms. Bleam said the tree was up at the other end of Island Park Road, so those people who lived up there, there was no way for them to go, but down the one way which you aren't supposed to do, but that's the only way you can get out. Mrs. deLeon said it was an unfortunate incident where an ambulance couldn't get through as someone had a heart attack at the end of the Narrows and it took 20 minutes to go around the other way. Ms. Bleam said it's 9 miles. Mrs. deLeon said we're talking rescue, emergency response. Mr. Cahalan said they'll look into that. Mr. Maxfield said since that has specific problems, maybe we should work out procedures. Mrs. deLeon said we did have one in place. She doesn't know why it isn't being followed. She knows there was a perfect system put into place. Mr. Maxfield said he's curious as to why it took PennDOT two days to remove the tree. That seems excessive. Mrs. deLeo said what Donna says, how many incidents are we aware of? Are you aware of any others in Steel City. She knows on occasion they turn around at the fire house. Mr. Cahalan said he hasn't asked for the police report since it was brought to Council's attention. There was a police report for her property, that's been two months. She hasn't asked for a list of reports since then,

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but he can get that information and share that with Council. Mrs. deLeon said she wonders if PennDOT was aware of the incidences. They might take it more responsibly if they are aware of the incidences. Mr. Cahalan said they didn't give them an absolute number. They just told them it was happening frequently in that area. Ms. Bleam said she has a daughter who lives on Saucon Avenue and the trucks that went up that road were too high and they tore her electricity and cable lines down and she had to have it redone. It happened somewhere else with her other daughter. They had a package delivered to her and it tore vinyl siding off the neighbor's house because the trucks are too high for the lines which aren't high enough in this township to take high trucks. They were delivery trucks. They paid for the vinyl siding on the house, but it's still the idea. You don't have electricity, no cable, the phone lines are down. It would be a good idea if we had something that said no high trucks. Mr. Maxfield said getting license plates and handling it through our own police might be the best way to do it. We've had signage up on Meadows Road bridge and trucks still go up and down there. They tried to get routes taken off the google maps and that's not happening either. Ms. Bleam said you want us to get a license plate from the truck. What's that going to do? Mr. Maxfield said or the name on the truck. The police can follow up on it. Police can deal with problems on a state road. Ms. Bleam said do you want to hear what the police do? If you don't have that little sticker on the back of your car on your license plate, they check to see if it's registered and if it's registered, they let you go. She's talking about LST. The sticker, if it's not on, they let you go. They don't bother stopping the person to put that little sticker on which could be a stolen vehicle. They were at a football game, the sticker said 3-07 in Saucon Valley - March of 2007. Her husband has told them about it and they check the registration and if the vehicle is registered, that's all they do. They don't bother going after the person. She has called PennDOT and the lady said what do they think they are sending them out for, their health? They send them out for a reason, they belong on the vehicle. Some people forget, yes, she understands you don't have to give them a ticket, but it could be a stolen vehicle. There could be drunks in the car. It could have weapons in the car. Who knows why that vehicle is on the road without a sticker on it? It doesn't mean that if there's none on, it's not registered, but then get it on. Mr. Maxfield said from talking to the police, there were problems with some of the stickers actually falling off the license plate and they were having a problem with people stealing the stickers and putting them on their own cars. He could understand if they check the registration, that's the final thing. Ms. Bleam said the way things are going in Hellertown with all the meth labs and everything else, you'd think they would stop those vehicles because they could be hauling stuff. It would be a good idea if they would do that kind of thing. Mr. Maxfield said you'll have to read our police reports sometime. They seem to be very active. Ms. Bleam said she's sure they are, but she's just saying if you give them a number, are they going to follow through with it. Mr. Maxfield said PennDOT doesn't cooperate with us on this one, so that's the only method we have left. Give us or the police some information, a company name, a truck or trailer number. Ms. Bleam said her husband watched them back up all the way down Riverside Drive this afternoon. Mr. Maxfield said it's the same way we could follow up on trucks at the landfill if we get a truck number, it can be followed up on. Any information will help. Ms. Bleam said if she's on her way to work and can't call, she can call later on and just give you the number. Mr. Maxfield said yes. Mrs. deLeon said the problem with that is local deliveries are okay, so we can put all the signs we want in front of the bridge. If it's a local delivery, you can't stop them. Ms. Bleam said right, like if someone is getting furniture like Cindy did. Mr. Maxfield said if you see it in someone's yard, you have to report it. He said thanks for being alert.

- Tammy Ferguson, 1603 Woodfield Drive said over the last month she's been in conversation with Mr. Cahalan, Chris Garges, Leslie and two of the police officers. She's been a resident for about 12 years in Woodsfield's, and anybody who lives there can tell you there are a lot of leaves there. This year, in particular, they had some real issues and that's why she had conversations with the Township. People really just didn't pick up their leaves. There were a lot of small landscaping companies coming through and telling the residents there that the Township has leaf removal equipment and they were paid then by some of the residents on her block to blow the leaves out of the yards into the gutters assuming the Township was going to come by and take them away which didn't happen. The leaves sat there for a good month and you know how windy it was for the last

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month. They didn't sit; they migrated and blew west to east which is where she lives. Every weekend they would be out clearing the leaves. The issues were to get them out of the gutters and prohibit these landscaper's guys from continuing making a living just dumping these leaves in the gutters and on a vacant lot. When she talked with Chris and the policemen who issued letters asking the residents to get rid of the leaves that were in the gutters by a certain date, and some of the residents didn't comply, she wanted to know how do the leaves get out of the streets. Basically Jack and Chris said she needed to come before Council and that's why she's here tonight. It's become a safety issue. She has pictures to show Council one of which is a google map where these landscapers are dragging the leaves on tarps from the backs of their lawnmowers to dump these leaves which blow from west to east. She was told to find out who the owner of the property is because we don't know if they don't have permission. The response was it was the developer originally and by county records still is, but we don't know where he is anymore. It's a NY address. It's the original developers of the development, Sakele Brothers. The question is, do the residents have permission to dump there? Probably not. However, at least one of these landscaping guys who she stopped and told him he couldn't dump in this lot, waved her on. This is what she's producing to you this evening which is where this vacant lot is, who the owner of the lot is, and then a series of pictures, one of which is the leaves sitting in the gutters. There were six homes that received letters and there they sat for a month. There's a picture of a landscaping guy with the leaves on a tarp dragging them down the street to drop them in the empty lot. A picture of the back of the vehicle of the guy who waved her on with his leaf blower pointing at the vacant lot and his truck wide open, and a guy loading the leaves on to the tarp. Mrs. deLeon said did you say the landscapers assumed they could put them in the street assuming the Township would pick them up. Ms. Ferguson said they represented that the Township has their own equipment; therefore, they can blow them into the street and the Township can pick them up. Mrs. deLeon said the Township does not go around and collect leaves. Mr. Maxfield said the equipment the Township has is to clean out clogged storm drains and things like that. Mrs. deLeon said don't they go along once or twice a year and clean up. Mr. Cahalan said they have a street sweeper. Mrs. deLeon said they are not like Hellertown, but of course, our addresses are Hellertown, Bethlehem, the zip codes are the same, people don't know where the boundary lines are. Ms. Ferguson said when she initially called and spoke with Leslie, she was told there is a compost center for that. Ms. Ferguson said she is looking at a newsletter and please publish it like you do preparation for snow policies or suggestions or safety protocol for the removal of leaves. If it's going to continue spiraling downhill like this year, she doesn't want to deal with this. She's here tonight to appeal for you to enact an ordinance policy to address the nuisance of dumping loose leaves in the streets or open lots. It would be great if it would prohibit raking, blowing or otherwise depositing leaves in the public streets or vacant lots and require leaves be placed out for collection or in bags and be brought to the compost center. One of the issues she should add is her neighbor did talk to one of the small landscaping companies and they said they cannot dump because they would have to pay to dump at our compost site. She doesn't know if that's true or not. Mrs. deLeon said that's not true. Maybe she's mistaken but if a property owner in the Township hired a contractor to remove leaves, can't they go to the compost center? Mr. Cahalan said that's correct. Ms. Ferguson said she finds it interesting that one of the people on the corner who is directly across from the vacant lot, she was here at a public meeting saying her husband has to remove all kinds of stuff that people dump in the lot was the one that told the contractor to dump her leaves in the lot. She finds that ironic and really frustrating. She was standing on the property as the guy waved Tammy on. She did a little bit of research online and it's common knowledge you retain the property values because people are maintaining their grounds and the grounds around them. You know there are no walkways for people to walk off of the street within this community, so people are walking in the street. By putting all of this yard debris in the street, you are narrowing the roadway and causing a safety issue. People are walking through the leaves and there are sticks and who knows what else is in there or they are walking out into the street, which is a safety issue. It's a safety issue for people going by and a safety issue for any kind of emergency vehicle that would have to go there. Parking has become an issue because who wants to park their warm engine car on top of leaves. These leaves went from her address all the way to the end of Woodfield Drive at Hickory

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Hill, so there was no street parking. The other problem is they sit in the street and are blowing all over the place. Every weekend they are out there manually themselves cleaning these leaves up. One of the things Chris did in his letter to the six residents that dumped in a street, gave them a long time to get rid of the leaves which was cool on their end except that if you give more than five days, every weekend they are out cleaning their leaves up. Their leaves were done a long time ago. She'd ask you consider setting a five day time period that these people can get rid of these leaves from dumping if they do dump in the street. She'd ask you to consider coordinating some sort of leaf policy and then advertising it on line and within your newsletter. Notify the landscaping companies and fine them with some sort of recourse to them. She had a conversation with Chris and it was getting really frustration to taking residents and civilly filing something against them at this time. There is no police or zoning ordinance or leaf policy that they can stand on in order to get people to do what they should do which is getting rid of them. Mr. Maxfield said they've run into this kind of thing with other ordinances and he thinks because we have basically two halves to the Township. We have rural conditions on the east side and when we make an ordinance we have to make sure it applies to everybody. That's going to be a tough thing to do on the east side, but that being said, as you are speaking, he was thinking about our nuisance ordinance and that is a catchall ordinance that we would be able to fit something in if that was an identifiable nuisance. First there's the illegal dumping thing, but the fact it's a nuisance you have to clean up someone else's leaves in a neighborhood, that could be a reasonable way to approach it. Mr. Cahalan said historically, he's asked the PD to let him know some numbers on these complaints that Ms. Ferguson is talking about and there haven't been that many. Before this year, there were a total of three complaints in the last couple of years. This year, Chris was notified there were six residents who did pile the leaves on the road. What he's done is sent letters to them asking them to remove the leaves. As of today, they are all in compliance with that directive. The leaves have been removed. That is working. The nuisance ordinance is there. We could use that if we needed to. We didn't have to as people have complied after they were given a notice to. We did discuss putting additional information out in the newsletter and on the website pointing out to people this is not a practice we permit. Urge them to bring the leaves to the compost center and with Chris's activity out at Woodsfield's, between him and the PD, they spoke to every contractor who works out there and cleared up the confusion that they may have had about piling the leaves in the street and if they are confused about the Township picking them up, that's been cleared up. This is in Woodsfield's predominantly, although there were two other cases of streets in the Township, but the letters seem to be working and people are complying with the request from the zoning officer. Ms. Ferguson said the letters went out because she called twice. The letters went out to two people, then a total of six. Mr. Cahalan said the letters go out because the Zoning Officer was notified by the PW Director or the Police. Mr. Garges said it could be the PW Department, the Police or a resident. This was in Tammy's...Ms. Ferguson said so it was her. She said the system isn't working for us. Mr. Cahalan said he disagrees with her that the system is not working. There were six cases of this instance and they've all come into compliance. Ms. Ferguson said when she did talk, the amount of time given to those people was an exorbitant amount of time. They were out four weekends cleaning up. That's why she said, give them five days. Mr. Garges said his typical policy and stance is to give residents two weekends to comply from when they get the letter to when he looks for compliance. Everybody leads busy lives; they could be on vacation, at tournaments. At this time of year, you can't work at night time. His policy is to give two weekends which is what all these individuals were given. Mr. Maxfield said if you would notify on a Friday, that would be the first weekend. Mr. Garges said yes. Ms. Ferguson called on a Wednesday and he sent the letters out on a Thursday figuring they would have it by that weekend. If that's exorbitant, he tries to balance what's fair to the residents on both sides. If he was getting the letter and he was away, it would force him to hire somebody or not comply. Ms. Ferguson said she agrees. Initially when they spoke, she was given one date, then they spoke again and she was given another date a week later. Mr. Garges said the first two she called about were sent out and they were given two weekends and then she called again and they were given two weekends as well. Ms. Ferguson said in between, that's when the contractors came back, loaded the tarps, and dumped them into the vacant lots. She talked to Jack and he said find out who owns the vacant lots,

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we need to contact them. Mr. Cahalan said they've spoken to the contractors, they haven't spoken about the lot, it was just about taking the leaves off the property and not onto the streets. The lot is private property. There is no jurisdiction over the private property. Ms. Ferguson said it would be good if the Township authority would ask them if they are aware there is dumping and have they permitted anyone to dump. That way the police can tell them definitely if anyone can dump there, if not, it's on record. She's asking for that as well. Mr. Maxfield said unless that property owner has given them permission. Ms. Ferguson said right. If somebody of authority writes to them, she gave them the address as it's a nuisance. Mrs. deLeon said could the Township do that saying they got complaints from the neighbors and there's being leaves dumped on that lot and we'd like to know if they authorized this or not. She remembers when we had the Marra property, and it was in terrible condition on Redington Road and we eventually contacted the owner, so she doesn't see what the difference is. Can we do that? Mr. Garges said they used the building code for that as a safety hazard, as a violation. This, without a code specifically...Mrs. deLeon interrupted and said she's trying to help. Ms. Ferguson said she is presented this address to Council so the Township could write. She's asking to formally do that tonight. Mrs. deLeon said do you need a motion to send a letter or can we just direct the Manager to do this. Mr. Garges said we can certainly send a letter, but he doesn't know what else we can do. Attorney Treadwell said we can't force them to do anything. We could send a letter asking them if they know there's been dumping on their property and are they permitting it. Mrs. deLeon said make them aware of the situation and at least then we told them and we tried. Attorney Treadwell said he thinks the only address we have for that company is whatever is listed on the tax records which Ms. Ferguson gave us. We'll send a letter to the NYC address and if they respond, they do, and if they don't, they don't. Ms. Ferguson said that's what the police said to her. There were two separate police officers that came out as she called about two separate people. They both said their hands are tied as they don't know if they have the authority and permission to dump on this private lot, so she's asking if this can be checked. Mr. Cahalan said he'll check on it and send a letter. Ms. Ferguson said in terms of the dumping, is there anything we can do in terms of enacting a policy. She understands the rural road thing, but where there's an actual curb and gutter, and it is a developed community, is there some sort of policy or ordinance that we can establish to prohibit it so there's a concrete thing we can go back to. Mrs. deLeon said wouldn't there be something for making a street unsafe. It isn't safe. You park a car over a pile of leaves, it could catch on fire. Ms. Ferguson said people walk a lot on those streets and they are in the middle of the street. Attorney Treadwell said your nuisance ordinance as it exists now talks about obstructing a roadway and he thinks arguably piling leaves in the road is obstructing a roadway. As Chris said, the Township enforcement policy is always to contact the property owner first, give them a chance to correct the problem, and that's the same whether it's a zoning violation or a nuisance violation, before we send someone out there to give them a citation or fine and schedule a hearing at the magistrate. It appears in this case that sending the letter saying you can't do that, worked. He thinks had it not worked, the Township does have available remedies under its current nuisance ordinance for obstructing a roadway and that involves the issuance of a citation and a hearing in front of the magistrate. Mr. Maxfield said there are further things that could occur too with the lot that's being dumped on. The leaves, even if they settle there and don't blow off, there's rot and there's smell. There are many different steps we could take if we don't get what we want to get. Ms. Ferguson said Chris did a great job in managing this as well as the police did every time she called. The people who received the letters, honestly, waited until the very last day to get the contractor back to do it whereas, we and our elderly neighbors, were out there cleaning them up the whole time. The issue remains that we are giving them the courtesy, which is fine. She's just saying let's shrink the courtesy a little bit. You give them two weeks; they are going to take two weeks. When you are talking wind and the volume of leaves in that development, it does make a difference. Mr. Garges said it's a tough call as some of the residents that he sent letters to called in and said we can take the leaves, continually take them. We try to break it down instead of taking it every week, we'll take it every other week, it's a judgment call and in this situation everyone has a way they deal with it, and Ms. Ferguson is very expeditious and gets rid of it right away while others aren't so much. Mr. Maxfield said he likes the idea of putting some information in the newsletter and on the website with actual

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suggestions as to what people need to do. Mr. Garges said he's talked to the three contractors that were involved and told them if they are going to pile anything; they pile it on their client's lawn and not in the roadway from now on. Two of them had kind of scheduled pickups where they wanted to wait until all the leaves were down before they took them down. One of them actually, as Ms. Ferguson said, assumed the Township would pick them up, so he's now aware we do not do that. Ms. Ferguson said she just wants to point out that living there, they get solicitations, flyers, all kinds of things from all kinds of independent contractor all the time. Chasing after those independents is bigger than just this year, so it's going to be a repetitive issue. What's really infuriating is that these people are paying for a contractor service, not out there sweating with a rake, to push them into the gutter, to wait until they are all down; it's just really bad manners. Mrs. deLeon said there were a lot of leaves this year. Ms. Ferguson said what she wants to point out is we didn't have snow this year like we had the last few years. When those leaves are in the gutters, you are pushing them around with the snow plow and that's also a safety issue. Mr. Garges said going forward, call him right away. Ms. Ferguson said you really need to get the information out and the information would be in the best interest of everyone. She understands you are a nice guy and you gave them two weeks, but that's not working for her. In that neighborhood a week and you're up to your thighs in leaves. Mr. Garges said the other thing to remember is if we do file a citation, it doesn't mean they are going to do it right away then we end up at the magistrate and it's an even longer drawn out process. Ms. Ferguson said the leaves are still there. Mrs. deLeon said we go to the magistrate, then we have to go to court, then we have issues in the Township where their still not addressed. Ms. Ferguson said that's why she and Chris got in the conversation, you can go through all those procedures, but the leaves are still laying in the ground, so she's appealing to you, let's avoid that as much as we can with common sense and written policies and really pushing it in front of everybody that is concerned and policing a bit more in that neighborhood so she doesn't have to. She's sure it's going on elsewhere. Mr. Maxfield said the faster we know, the faster we can get on it. Ms. Ferguson said she appreciates that letter and appreciates anything else you can do.

- Ms. Kareen Bleam said if you put something in that newsletter, could you please make sure that they also know they are supposed to cover their vehicles for hauling. You wouldn't believe all the trucks that go in there that do not have a cover on them in the compost center. The guys say they can't do anything about it, they are already there. Mrs. deLeon said just like at the landfill, you can't turn them away if they are overweight, you have to accept them. That's just the way it is. What do you do? Mr. Cahalan said we are talking about a lot of different vehicles here and a lot of conveyances that are used to take things to the landfill. Ms. Bleam said her husband was over last Friday or Saturday and he said a guy came in and had twigs all over the sides of the truck and he had to watch where he was walking because the guy almost walked into him. He said to one of the guys there, don't you do anything. The guy said they are already here. What are we going to do now; we can't turn them away. Mr. Cahalan said he'll check into this. What you are saying is they are at the gate and the compost center. They are not up there to regulate that type of thing. He can pass along the information to them. Ms. Bleam said the thing that should be put into the newsletter is that they have to have the vehicle, the trucks, covered. If you want to get rid of the debris, you can go on I-78 and let the leaves blow all over the place, whatever they are going to let you do from now on. To take them to the compost place, they should be covered. Mr. Cahalan said there are also residents from Hellertown using that center. Ms. Bleam said they understand that. Mrs. deLeon said do the regulations for the compost center address having the trucks covered or they don't. Mr. Cahalan said they do not. Mrs. deLeon said maybe the committee should look into that and it should be another rule added. Ms. Bleam said you are driving down the road and you have evergreen limbs on the side of the road or whatever and you are trying to avoid not hitting them. She doesn't want leaves blowing in her windshield when she's driving. Mrs. deLeon said the sizes and different types of vehicles, there's different things you have to do when you are transporting items. For the bigger trucks, you need a tarp, but for a little pickup truck, you may not need it. Mr. Cahalan said he has to look into that and can give an advisory out to people. People have driven up to the compost center with yard waste in the back seat of their cars. You have different types of

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situations and they will look into it and see what they can do. Mr. Maxfield said every landscaper knows that they have to have their load covered, it's the law.

VIII. COUNCIL & STAFF REPORTS

A. TOWNSHIP MANAGER

- Mr. Cahalan said we did receive the recreation fee from the Scenic View Apartments. They were given approval for some additions to that facility that's on Flint Hill Road. They paid the recreation fee of \$13,240.00. At the last Parks and Recreation Board meeting, the board recommended that it be deposited in the Polk Valley Park Fund. He would need approval of that.

MOTION BY: Mr. Horiszny moved for approval that the recreation fee of \$13,240.00 from the Scenic View Apartments be deposited in the Polk Valley Park Fund.

SECOND BY: Mr. Maxfield

ROLL CALL: 5-0

- Mr. Cahalan said earlier we approved the resolution for Rich Baran who is retiring from the Public Works Department after 26 years. His official retirement date is February 1, 2014. He has accumulated earned leave time, so his last day of work will be December 13, 2013. In order to insure we have adequate coverage during the winter when we are doing the snow plowing, he's asked Roger to begin the recruiting for a replacement crewman for Rich Baran. They are looking for an experienced CDL operator and someone who is preferably a trained fire fighter so we can augment the number of crewman who have that capability and can respond to fire calls during the day. If we do find a suitable candidate, what he'd like to do is get approval to hire that individual before Rich's retirement date of February 1, 2014. There are adequate funds in the budget to cover that. Mrs. deLeon said are you saying because he technically hasn't left yet, you need to replace his position. Mr. Cahalan said he will not be here physically.

MOTION BY: Mr. Horiszny moved for approval to have the PW Director begin recruiting immediately for a replacement crewman for Rich Baran.

SECOND BY: Mr. Willard

ROLL CALL: 5-0

- Mr. Cahalan said we were notified yesterday by Northampton County that they are decreasing the weight limit on the Meadows Road Bridge, County Bridge No. 15. That will go from 7 tons to 6 tons. They had been anticipating this change because PennDOT had put out a directive in August stating that there were approximately 1,000 bridges in the state of PA that were structurally deficient and because of the uncertainty about funding for their replacement and repair, they were downgrading the weight limits on those bridges. Meadows Road Bridge is on that list. They were waiting for a notice from the County and it just came. In the meantime between PennDOT's letter and the summer, if you've read the paper, the state legislature and the governor have passed a \$2.4 billion transportation funding act and that's supposed to go for road and bridge repairs. He's checking with the county as there was a news report that we saw in the paper that said because of the new funding, PennDOT may be reconsidering the weight limit downgrades that they were instituting. They are checking on that. If it has to be done, our PW Director will coordinate with the Bridge Superintendent on changing the signs that are on Meadows Road and 412.
- Mr. Cahalan said Council had asked at some previous meetings for some recommendations on metal detecting on Township properties. They invited an expert to a Parks and Recreation Board meeting and they had a good discussion with him. Following that discussion and some other research, they put together guidelines for metal detecting on Township properties. The draft should be in your packet. They will also send it via email and will put it on the agenda for the meeting on December 18th for discussion.

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- Mr. Cahalan said the funding for the Act 13 grant that we applied for earlier in the year, the money was intended to go towards defraying the cost of acquiring the Townsend property on Polk Valley Road. They submitted the application and did a lot of work to get that in. They had to get an agreement of sale from the owner which was submitted. On November 21st, they were notified by Senator Boscola's office that they were awarded \$190,000.00 for that grant. They were elated. It was also covered in the Express Times along with some other municipalities. The following week they got a phone call from the Senator's office saying that they had been given the wrong information by the State. They were not happy about that. The end result was we were not eligible for the grant funding. There was a letter that came in today saying we did not qualify for that grant.

B. COUNCIL

Mrs. deLeon

- She attended Bob Freeman's dinner two Friday nights ago.
- On the December 2nd, the Heller Homestead held their annual holiday gathering and artist reception. It was very well attended and was a nice evening.
- Last night the Hellertown-Lower Saucon Chamber had their Christmas mixer at Braveheart and it was a very nice event.

Mr. Willard

- He said he's going to ask Council to renew the Citizens' Academy for 2014. He has discussed this with Jack and Leslie and last year they had six sessions in February, March and April, so maybe everyone could look ahead for dates for next year. We have the format and the content and we were anticipating as many as 25 residents. Last year there were 13, but he'd like us to put it on the calendar and start the publicity the first of the year if it meets the Council's approval.
- He said they are gathering applicants for the Economic Development Task Force. They hope to present at least a partial recommendation at the December 18th meeting. He would like to kick this off in January. He said it came to their attention that the Township Planning consultants, Judy Stern Goldstein from Boucher & James has considerable experience in economic development in other municipalities, so they've had one meeting with Judy and will have another one on Friday. They've asked her to prepare a recommended road map for the Task Force. They are going to have to work quickly, and in nine months present a finished report, so each monthly meeting will have to have a set agenda. They are looking at Monday's and are considering breakfast meetings which might be better for people volunteering to serve. If we have more applicants than the seven members the Task Force is chartered for, they also talked about having some advisory group, brainstorming or focus group with some of the other experts in the community who have interest in this topic.
- He said we approved a new design for the newsletter. He recommended a consultant to work with for production. Due to professional and personal issues, she was unable to execute on the Fall newsletter published in October. Leslie has informed him that we're now working on the next newsletter. He's going to consult the consultant again and if she's unable to commit her time and effort to see this project through, then he's going to look for another consultant because the idea was to go from the design to an easy to use template that Carol would use to produce it, review our printing and production efforts and look at a digital version. There are many steps to be completed. Mrs. deLeon said did Carols end out a reminder for the content? Ms. Huhn said not yet.
- He said you probably all read that Alicia Karner from Northampton County was appointed to the City of Bethlehem Economic Development position. She has also been coordinating the Gaming Authority, so she hired an assistant this past year. We had Mr. Finnegan chair, but he doesn't know how that position will be filled. The December meeting was canceled and the next meeting is January 27th.

**General Business & Developer Meeting
December 4, 2013**

- He said some of the neighbors in his area had asked for the possibility of a neighborhood watch due to some activities or incidents that have taken place there recently. He did contact Chief Lesser and had very good follow through from Sgt. Barndt and the PD, and they are going to meet with the neighbors and give them the information they would need to form a neighborhood watch community. He appreciates the responsiveness on that.

Mr. Kern – No report.

Mr. Horiszny

- He said he attended the Historical Society’s clean-up in November and also an open house last weekend.
- He recently attended a Saucon Creek Watershed Association meeting and they may get a request from them or at least confirmation that they approve or support an adopt-a-trail program like our adopt-a-road program.

Mr. Maxfield

- He said this was surprising to him at first, but Sue Horiszny told him they were going to provide us with a five year plan sometime in January or early February and just decided to do it all on their own when they heard we were talking about one for the Heller Homestead. That was good. He’s looking forward to all of them.

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

V. ADJOURNMENT

MOTION BY: Mrs. deLeon moved for adjournment. The time was 8:42 pm.

SECOND BY: Mr. Willard

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

ROLL CALL: 5-0

Submitted by:

Jack Cahalan
Township Manager

Tom Maxfield
Vice President of Council