

**Saucon Valley Partnership Meeting Minutes**  
**Wednesday, January 9, 2013**

- A. Call to Order** – Leslie Huhn – 7:00 p.m.
- B. Present** – Thomas Rieger, Camille Bartlett, Mayor Fluck, Sandra Miller, Cathy Kichline, Ed Inghrim, Robert Frey, Priscilla deLeon, Glenn Kern, and Leslie Huhn.
- C. Election of Officers (One-Year Term)**

Tom Rieger was unanimously appointed Chairman, Ed Inghrim was unanimously appointed Vice-Chairman, and Leslie Huhn was unanimously appointed Secretary/Treasurer.

- D. Council of Governments**

- 1. Adoption of Council of Governments Minutes**

Motion made by Richard Fluck, seconded by Leslie Huhn, to approve the November 9, 2012, meeting minutes as written. Motion unanimously carried.

- 2. Treasurer's Report**

Ms. Huhn – The fund balance as of December 31, 2012, is \$3,873.74. The checking account balance as of December 31, 2012, is \$17,969.57. There were no checks written or funds received. Yearly dues will be coming due for 2013 shortly.

Motion made by Ed Inghrim, seconded by Glenn Kern, to approve the Treasurer's Report. Motion unanimously carried.

- 3. Approval to Pay Bills** – There were no bills to be paid.

- E. New Business**

- 1. Saucon Valley Peer Recreation Study Report – Samantha Holbert**

Ms. Holbert- Our first meeting date was in March 2011. I have brought two copies of the final report and also a CD containing the final report. There is an action list and sample intergovernmental agreement in the report. Also included are two models with a 5-year projected budget with a part-time recreation manager and one with a full time manager. Lastly, the Survey Monkey results are attached.

Hellertown will need to close out the grant with the State after I send my final invoice.

The Partnership will review the report prior to the next meeting. Ms. Holbert was thanked for her work.

Mr. Inghrim – How much progress has been made to centralize the schedule for the fields?

Mr. Frey – We have a software program at the school district. Outside of the school, the schedule for Dimmick Park is given to one person who generates the schedule and it has been working. There is no master schedule for all the fields yet. Our biggest challenge is the indoor facilities in the winter.

Ms. Miller – There is software like the Activenet Program. You can issue pool passes, send emails, reserve field, and so on but someone would need to be trained in the program.

Mr. Frey – It would also need to be compatible with any software that everyone already uses.

Mr. Rieger – I do not feel that Hellertown Borough should expend any money for the software at this time. We have not had any issues with the scheduling.

Mr. Frey – Another issue we have is that we cannot share the schedule with the public.

Mr. Rieger – Google Calendar is an option but would require a lot of work.

## **2. Joint Real Estate Tax Collection**

A memo from Cathy Gorman was distributed to the members.

Ms. Huhn – We have been looking into the Tax Collection process. Ms. Gorman has been in touch with Mr. Bonenberger. She is looking for the Partnership's support to move forward with looking into the joint collection of real estate bills.

Mr. Inghrim – Will Hellertown be able to collect for Lower Saucon Township?

Ms. Kichline – No, not at this time. Hellertown does not have the staff to collect additional taxes.

Ms. Huhn – If we want to move forward, it will need to go to before Lower Saucon Council and the School Board.

Ms. Kichline – Hellertown Borough would like to re-evaluate in the next few years.

Motion made by Sandra Miller, seconded by Ed Inghrim, to pursue the joint collection as a discussion topic. Motion unanimously approved.

## **F. Brief Reports and Discussion Items**

### **1. Casino Impacts Funding/County Gaming Authority- Update**

Ms. Kichline – The first round of 2013 grant applications are available and due by March 1, 2013 for contiguous municipalities. Hellertown Borough will apply for funding for a police officer. John Bate would like us to do a joint application for a monitor for EMS with Lower Saucon Township.

Ms. Miller – What is a monitor?

Mr. Rieger – It is a piece of medical equipment that will monitor vital signs while administering CPR.

Ms. Huhn – Dave Willard has been appointed by Lower Saucon Township to the Gaming Board.

### **2. Joint COG Projects (Saucon Rail Trail; Peer Recreation Study Committee) – Update**

There was nothing to report

### **3. Roads and Traffic**

Mr. Rieger – The PCTI project around Borough Hall will begin in March. Construction is set to be completed in 3 to 4 months.

PennDOT has pushed the Hellertown portion of the 412 widening project back to the spring.

### **4. Saucon Valley Compost Center – Opening Date**

Ms. Kichline – The Compost Center will be opening April 12, 2013. It was open on the Saturdays in January for Christmas Trees.

Ms. Huhn – We are working on mailing ID cards for the spring for anyone who previously signed up. They will be laminated.

### **5. Regional Police Study**

Mr. Rieger – Lower Saucon Township and Hellertown Borough have been meeting monthly to discuss the Regional Police Study. At this time, we feel that a full merger does not make financial sense. We will work together to share equipment.

Mr. Kern – Cathy Gorman looked into the finances to see what cost savings would actually be and they would be minimal.

Ms. Kichline – We projected out five years and found little savings so we are focusing on joint purchasing and joint training.

Another item that was discussed was that residents expect a certain kind of service. With staff reduction, the number of staff on duty at any given time might affect the services.

Mr. Rieger – Both Councils will be asked to sign a Statement of Cooperation in the next couple of weeks.

Ms. Kichline – Another consideration was the disbandment of other regional police departments. Mergers were a popular thing to do about 15 years ago and now they are disbanding for various reasons.

The Partnership will follow-up on this process later this year.

### **6. Emergency Management**

Ms. Huhn – We have a meeting tomorrow on the emergency notification system.

Mr. Rieger – I pulled the statistics from the website, Twitter, and Facebook. We had 2700 unique hits to the website during the hurricane. All posts were viewed 11,000 times.

## **G. County Report**

Ms. Bartlett – We are in the process of building a human service building so all of the human services will be housed in a centralized location.

Dave Woglom will be completing his research on stray animals shortly. Most counties are not having an issue like Northampton County.

We have introduced an online registration system for our parks. We cannot take online payment yet. The County will be reviewing all trail crossings to be current with PennDOT regulations.

There will be a Joint COG meeting on March 12, 2013, in Plainfield Township from 9:00 a.m. until 11:00 a.m.

There has been a 70 percent increase in gun permits requested.

**H. Citizen Comments on Non-Agenda Items**

There were no Citizen comments.

**I. Calendar of Events**

There were no events.

**J. Adjournment**

Motion made by Glenn Kern to adjourn the meeting at 8:20 p.m. Motion was unanimously carried.