

SAUCON VALLEY PARTNERSHIP MEETING

Date: Wednesday, December 12, 2007
Time: 7:00 PM
Location: Saucon Valley High School

A. Call to Order: Priscilla deLeon, Chair

B. Roll Call: Present: Priscilla deLeon, Mayor Fluck, Jane Balum, Jack Cahalan Charlie Luthar, Ed Inghrim, Ira Hiberman **Absent:** Susan Baxter, Glenn Kern. **Guests:** Jack Dowling, George Howey, Jennie McKenna, Margie Segaline Bill Wichert from the Express Times and Carolyn Yagle, Environmental Planning & design.

C. Council of Governments:

1. The minutes of November 14, 2007 meeting of the Saucon Valley Partnership were approved following a motion by Ed seconded by Jane.

Ron Horiszny arrived. The time was 7:06 PM.

2. Treasurer's Report - Jack said the Fund Balance for the Checking Account as of November 30, 2007 was \$36,967.73. They received a check from DCED of \$13,633.00. The expenses paid during November to Environmental Planning & Design were \$8,025.82. The Treasurer's Report has a fund balance as of November 30, 2007 of \$6,589.55. The only expenses paid out of that were for reimbursement for supplies and advertising for the public meeting in October of \$499.79. Motion by Jane, second by Ed for approval of the Treasurer's Report. Jack said they have a bill that just came in from Environmental Planning & Design for Professional Services from November 1 – November 30, 2007 for an amount of \$2,764.34. Motion by Ed second by Jane for payment of the bill dated December 7, 2007 for \$2,764.34. Ira asked regarding the EPD Power Point material from the public meeting if the Township was providing a link from your server to EPD? Jack said that the Township is in the process of creating a separate page on our website for the Partnership. Priscilla said when you go on the Lower Saucon Township website, you can click on the SV Partnership logo but it doesn't take you anywhere. Jack said the page is under construction; by the next meeting, it should be done.
3. Jack said we need to get approval for the 2008 meeting schedule with a rotating site each month. Priscilla deLeon said normally we meet the second Wednesday of the month. They will put this out and advertise it. Jane moved for approval of the 2008 meeting schedule, second by Ed.

D. Citizens On Agenda Items: The floor will be open if anyone wants to speak.

E. Citizens On Non-Agenda Items: None.

F. Saucon Valley Multi-Municipal Comprehensive Plan -Update: Carolyn Yagle said they handed copies out of this plan. Six weeks ago when they met, it was a very successful meeting. They were able to learn a lot from that and get important comments and good suggestions, moving forward. What came out of that meeting was a first pass of an initial action plan. They want to think about some of the detail of how these recommendations were presented, and how they can be put in place. They are thinking about a time frame also, short term or long term. Based upon the extent of this list, they'd like to have some discussion on these items tonight and then will be ready to present this in the form of a public document. In the stakeholder column of this document, they have the initials of the members who are going to be the primary stakeholders. There are eight types of categories that correspond with the major components of the comprehensive plan document and things based on what the municipality planning code requires. The key

items relate to “A. Regional Leadership”. What came out of a lot of discussion the last several months, the Partnership’s role, in moving forward, is an advisory type of coordination between the three entities that are all represented and the general public. For example, composting efforts between the municipalities, that’s where the two municipalities are looking to optimize and are joining together for efficiency purposes. If there’s an opportunity and the Partnership wants to grow, what are those types of tasks. Each entity represented is very much independent in terms of a lot of their activities and services they provide. No. 1 is looking to establish a broader range between the three entities. They recognize there are many other community groups within the region, whether they are historic, maybe involved with the protection of natural resources, etc., and looking at being able to call on the different groups and public groups and identify the activities and all the different types of things going on in the region. There’s a question we have in terms of how we want to organize this chart because we can either identify Saucon Valley Partnership on certain things, meaning all three entities or list the school district, the borough and the township separately. She said let’s think about what we want to do is, do we have all the groups identified that we want identified beyond the Partnership and its members? The other thing is thinking about who, not only the groups involved, but inviting those representatives of the groups to each of the monthly meetings. You will be able to get a message to that group like the Open Space Group and that person can share the message with their group. The second one is open space and natural resources and thinking about a regional network. There is a master plan coming out for Dimmick Park and there are people from Lower Saucon that are interested in what is happening to that master plan. For example, Dimmick Park, there’s an idea to expand the playground facilities x number of times to what they are today. There are playgrounds within Lower Saucon facilities. If there is someone, in terms of taking care of these parks that is certified for playground safety, being able to use that individual and share in some of those costs would benefit everyone, and understanding where facilities are located and how those facilities are servicing their surrounding neighborhoods. In terms of how the Partnership and the activities within the Partnership have evolved, since our time here, is the Partnership acting as a decision maker...no. Is the Partnership acting as a coordinator...yes. What happens within the facilities, they are still owned by the respective communities, so decisions are going to be made by Council members. In terms of making sure things are coordinated, and making sure there is clear communication, all three bodies that serve on the Partnership, if there’s a report that needs to be given, whoever is in the Partnership, will be giving that report. Charlie said we are doing a community survey, and we received 72 back already which is an astounding number. They are concerned about tax increases, and they also want park enhancements. Carolyn said going back to Item No. 1 where the Partnership is having designated representatives that are going through all the discussions, by expanding out invitations to specific groups to attend, there is going to be some representation that will bring their information to the Partnership. The people currently on the Saucon Valley Partnership are involved in many, many things. The goal is not to add more to their list. They need to recognize there’s an opportunity to expand this to other groups. Priscilla said you are asking another volunteer group to do another layer and most people show up at meetings to give verbal reports, now they have to type it up? Carolyn said they don’t have to type it up, but they are attending and presenting it. Everyone is going to be able to take advantage of this opportunity. Everything on this action list may not be feasible. What the comprehensive plan is doing is recommending and finding out if it works and try to look what are the opportunities, the strengths and the weaknesses. Carolyn said No. 2 is looking at recreation, open space, greenways. No. 3 is looking at joint services of public safety and public works opportunities. In January, we will be meeting with all of the representatives from Public Safety facets. We’ll know more about that in January. No. 4, in terms of what we heard, opportunities in the Borough as well as the Township and the School district, being able to strengthen business opportunities. We would take all of that we’ve heard, propose looking at the Partnership, talking with the Chamber, with businesses, with the school districts, and the university environment and what all those groups can do and help to look at strengthening economic development in the community. The Chamber is going to be a broad scale group that will be able to help. Under B, this relates to the comprehensive land use plan recommendations for development and re-development, the Main Street Corridor, Route 378 and the Old Philadelphia Pike corridor. Under C, why we put the school district and the university in, we believe there is an opportunity to bring in some entrepreneurs, whether they are high school students or college students and they can join up with businesses in the community. They can test ideas or products. These individuals can come together and understand what’s happening in the community and get the younger generation interested in staying here

and coming back after college. For example, there's a bakery in town that makes donuts on a daily basis and they are delicious. There is someone within the school system who loves these donuts and they have an idea in their mind that they'd like to see more donuts and the business owner thinks I'd like to expand my business. It could be big donut shop or the corner donut shop. Ira said it's a good idea to bring the business people in to meet with kids and talk about why should hire them and what training is needed and why it's good to have this offering in Hellertown. It also helps the student make choices in what he wants to do and what major he wants to take in college. Carolyn said if there is business and economic development of the partnership, the partnership itself being a coordinator. Under transportation, there are various levels of analysis because of the information that has or has not been available through the process. We are recognizing PennDOT and the Borough, and intersections that need to still be addressed. Here is the opportunity in the State of PA to complete a process called Act 209. It's essentially a transportation plan. There are two ways to do an Act 209. An individual community can do an Act 209. There can also be multi-municipal plans done through an Act 209. We are going to take a multi-municipal plan as an example. It's limited in size to seven square miles. That doesn't mean that multiple study areas can't be defined and a plan done for this area and another plan done for that area. A region can be addressed in its entirety. She did not bring the diagram, but recognizing that Hellertown is largely built out. A lot of the land that could be developed is in Lower Saucon. If something happens in the eastern portion of Lower Saucon and traffic is headed towards 412, it impacts roads in Lower Saucon and Hellertown. Through the multi-municipal approach, those defined study areas can cross boundaries. There is a group of traffic analysis zones and all these roads are leading into the zone, which we generally have an area defined in the borough. These zones feeding into the portion of Hellertown, but within one of those seven square miles study areas of land from the township and land from the Borough can be studied and it enables us to make recommendations within these seven square mile areas. The municipalities can consider looking at traffic impact fees that could be suitable because there may be improvements to roads in the Township and to the Borough. Those fees, depending on what type of agreement between the municipalities, can be split up. We're looking at which way the traffic is going, how much traffic is coming in from other communities...this type of study is going to give you all the information you need. Jack said wouldn't this type of study be done on a regional basis by the Lehigh Valley Planning Commission (LVPC), but the way they are set up, we are left out without a lot of this data? Carolyn said yes. Down the road you are going to have all this information and be able to go to the LVPC and tell them you have these plans and, then you can present that to the LVPC telling them we'd like to get it on the books. The recommendation is to assess the suitability of looking at a regional transportation advisory group. Decisions are coming from the municipalities. Council's are still involved. The Partnership would be coordinating those things. It's the Partnership, it's PennDOT, it's LVPC and it's the Council's. Those are the five big ones, overall coordination, resources, transportation, public safety, public works, and business employment. Everything else under letter A, for the most part, would stem from these five big items. At the last page, 49 through 56, we took those from the draft, as those are points of discussion and we need to know more about them. This is divided up into Land Use & Housing, Economic Development, Infrastructure and Transportation, Natural Resources, Civic Resources and Other Policies like ordinances. We need for you to be able to digest all of this and ask us more questions. We would like you to email us and get your ideas or continue this discussion in January. We want to pull together all the things we've heard from all of you. We can send you this internal working draft and then everyone can look at it and strike through it or make a comment. Ed asked if we, as a Partnership, would like to discuss this among ourselves? Carolyn said she doesn't know if you did that during the November meeting. In terms of a major development, prior to the public meeting, those lists of priority goals you sent in was what was presented. If you would like to take the time for a discussion and get back to us, that is fine. We tried to incorporate all of this from the last meeting we had. Priscilla said she doesn't want to have all these civic groups come to us to report what they are doing. It's great, we're an open body, but then we have to go to another meeting. Carolyn said there are organizations out there that are invited to come. If could be something where those contacts receive an 8x11 mailer update or an email, saying here are the Partnership activities that are going on, they can spread the word. Priscilla said we need a person to put that together. We have our SVP minutes. We had a fire company meeting recently and the last thing the Fire Chiefs wanted was another meeting. It's like you are always meeting. Ira said what about someone sitting at home and accessing the meeting via a web cast on their computer. Jane said at the Hellertown Borough Council meetings we have it designed

that at every other meeting groups come in and give us updates. They are giving us information. Priscilla said these groups should know if they come to us, we'll listen to them. We're getting too broad, and there is so much to concentrate on in our own little municipality. We should be part of the big picture, but to send an email to someone, you need a person to do that. Carolyn said there are a couple ways to do that. For example, if Main Street Hellertown is going to become a notable destination for residents as well as other people, then it's looking at evaluating...do we need a Main Street Hellertown Director? There are some COG's that have paid staff to be the ones who are the shepherd of the group, and other interests within the community. If the SVP moves to that next level, you would have that additional coordination. The COG's are making the formal decisions. Priscilla said it still has to go back to Council. Carolyn said you may want to think about it. Ira said maybe we could get an intern and have that intern play a role. Jack said interns have been made available to us in the past through Diane Elliott at Lafayette College. Carolyn said we now have a series of things we want to be looking at and there are certain things that we may want to know if we can get assistance with, or background information we may need, so you are coming together and saying here's our plan and would you be able to help us with this. Carolyn said they want to get together with the service groups in January, so let her know what works best. Ed said the consultant has always played the role in trying to lead the discussion, and he thinks we need to have a discussion without the consultant here. She said that is great and it would work well, then they could come back after getting that feedback. If there are some items that maybe should be looked at, we can come back to talk about them. If we can come back after you take a look at it, they would be happy to. Priscilla said for the meeting on January 9, if it's a snow day, do we have to re-advertise our meeting? If the meeting is cancelled for snow, it could be the next night. What do we do? Take our chances? Do we email each other with available dates and just chance it. The group said just chance it and hope it doesn't snow. Carolyn said you talked to Theresa in terms of Main Street Hellertown and speaking about the movie theatre area as an example of some redevelopment opportunity for the Main Street corridor. If you would like to ask questions, you may want to talk to Theresa about that area. Priscilla asked about PennDOT's plan for the Main Street road widening up by 78? Charlie said that PennDOT is going to come back with another proposal about the parking. Originally 24 parking spaces would have been lost between High Street and the Interstate. The messenger from PennDOT took back that information. Carolyn said the internal working draft document will be available for public review after the SVP has given EPD some feedback on it which is why they labeled it "internal working draft". Priscilla said once you talk about something publicly, it's open to the public. Jennie said when you talk about MSH (Main Street Hellertown), it's really called Borough Business Revitalization. We're always careful how we identify ourselves. The fourth column has related goals, how is that supposed to be related to some of the items, like A1 or D19? Carolyn said we're going to go back to the plan goals in terms of the ten that have been drafted and formulated and how each of these recommendations relates to the plan's goals. If there's a project in Hellertown and we're anticipating that members of Hellertown Council are going to have a copy of the SVP's plan, there could be lots of documentation and thoughts put into that. As part of the comments, the community is able to give the applicant, it can't be evaluated in context of this comprehensive plan. The document is going to be able to guide us and it may fit perfectly within what the plans intentions or goals are. What you are able to do as a township or borough, ask why doesn't it fit, what kinds of comments do we have about it and what would it be like to work with the development community to get to a step where we're able to benefit from it. Carolyn said the comments we heard were "we like a rural character and we want it to stay that way". The plan will promote maintaining the rural character of certain portions of the community. That may or may not translate into some of the ordinance language that gets adopted. Priscilla asked how do you regulate the lighting that's already here? Carolyn said when someone comes in to make an improvement to their property...for example, she owns a piece of land, she has lights on her property, when she developed it, it fit within all the regulations. Now they've changed or added provisions, if she wants to make an improvement to her property now, she has to bring in her plan and she has to abide by the ordinance that is in place now. Jack asked for the January 9 meeting, are we still inviting the Emergency Services people, as that's what we had talked about earlier? They are coming and now you're not going to be here? Jack said we can put them off until the February meeting. Carolyn said that's your call. Can you advertise your meeting to begin at a certain time and then at 7:00 PM, have your regular meeting? Jack said we could have the meeting from 6:30 PM to 7:00 PM with the

Emergency Services people. The SVP decided to meet at 6:30 PM on January 9, 2008, and put a time limit on the Emergency Services. We'll try our best to go through it.

G. Brief Report and Discussion Items

1. **Casino Impacts Benefits Grants - update** - Priscilla said they were at a meeting on Monday and listened to the committee formed by the County. The Committee doesn't think there are going to be that many impacts, but we think there are going to be impacts. The County is going to be forming an Authority to disburse the casino host funds. Her biggest concern is they are going to be collecting x number of dollars from the casinos, and they wanted to pay it out whatever the dollar amounts are on paper and there would be money left over and it would go back to the Authority, and she didn't like that answer. We'll know more later. Jack said the law says that the County Authority has to dispense the grants, but it doesn't mandate any criteria for disbursing them. We have proposed a very simple application for these grants. According to this committee, organizations looking for funding for social services, such as shelters and others, have to go through the municipalities for the money.
2. **Regional policing - update** - Charlie said he contacted Ron Stern this afternoon and he would like to set up a meeting with both Councils, in an Executive session which Ron said could be done as long as it is just a federal and state agency sharing information with the of the local municipality. DCED says that this would not violate the Sunshine Law. The week of the 14th was suggested. The 15th was not appropriate for them in terms of meeting. This would involve the Police Chiefs, the Councils and Ron Stern.
3. **Polk Valley Road intersection enhancements - update** - Jack said the Council, Borough and the School District approved the traffic signal plan and it was submitted it to PennDOT. There may be an issue between McDonalds and PennDOT with the McDonald's parking lot entrances/exits.
4. **Joint Enterprise Zone with City of Bethlehem - update** - Charlie said the city has filed their enterprise zone application with DCED and their plan is to come back after they get their comments from the state and amend the application to cover Hellertown, Lower Saucon, and Freemansburg after the fact. We should be hearing something soon.
5. **Hellertown - Lower Saucon Compost Center - update** - Jack said we agreed to keep the Compost Center open two more weeks in December because the leaves are still falling. It will be closed then until January and then be opened on Saturday's during January for residents to drop off their Christmas trees.
6. **Tax Reassessment - update** - Ed said he's been out of town for awhile, but recently, they realized Allentown has gone on public record asking Lehigh County to do a county wide reassessment. Discussing this with the school board, they decided that most likely they will consider at their next meeting whether the board wants to challenge individual assessments at the point of sale. They talked to other school districts and there is a possibility that they will join us in also taking this action as it does not look like the County Council is very receptive in doing anything in terms of reassessment at this point in time. The school district can legally do this. John Stoffa went on record stating he supports it.
7. **Fire Services Study - update** - Mr. Cahalan said Dean Fernsler from DCED came in July and talked about the concept of a Fire Services Task Force. The Task Force group, once formulated, would meet on a regular basis and discuss fire services issues and make recommendations to the Council. The township fire companies are doing research on the concept and they would like to get Dewey Fire Company involved and we hope to get something by the end of the month from our fire companies, and at that point, we will bring Mr. Fernsler back and he will advise how we can go forward.

8. **Borough/Township Tracking of Renters - update** - Charlie said on the Borough rental program, they are trying to get their records up to date. They are sending notices out to people to pay up their license fees so they can get the program up and running.
 9. **Speed Limit Trailers** - Jack said Susan took information on these trailers back to the school board. We would need the SVP to make a motion to support them. Margie Segaline said it may make an impact for a very short period of time, but she has seen people on a 35 MPH road go faster than that. Jack said the 3M model they previewed also collects data on the traffic speed limits and the police departments are able to download it and get reports on it. Priscilla moved to support the concept of the speed limit trailers, second by Ed. All in Favor. None opposed. Motion passes. Jack and Charlie said they will look into grant funding to acquire them.
 10. **Leithsville Act 537 Act** - Jack said Glenn requested that this be put on the agenda. This is the proposed sewer line that would serve the Leithsville area. When the Township Authority started the 537 process two or three years ago, there were three different possible routes considered to run this line to the City of Bethlehem sewerage treatment plant. The preferred one was the Front Street corridor in the Borough and the Hellertown Borough Authority evaluated whether or not they wanted to participate in that and they concluded that it would be too expensive so that alternative was not chosen. The other alternative was to go along the SEPTA line which bordered the Hellertown Marsh and there were potential environmental problems with that route. The third alternative is the route that's been presented to the Borough Council, and the Borough Council has some concerns with that route. Charlie said that the Borough Solicitor is working with the LSA solicitor on a document to address these issues.
 11. **Website** - Jack said it's under construction and they hope to have it up and running shortly.
 12. **Other Issues** - None.
- H. **Events Calendar** – <http://sauconvalleycalendar.blogspot.com> - Priscilla said this is updated.
- I. **Adjournment** – Motion by Ed to adjourn, second by Jane. All in Favor. The time was 9:22 PM.

Next Meeting – Wednesday, January 9, 2008 @ 6:30 PM Hellertown Borough (February 13 – LST; March 12 – SVSD)