

- I. OPENING**
- A. Call to Order
  - B. Roll Call
  - C. Pledge of Allegiance
  - D. Announcement of Executive Session (if applicable)
  - E. Public Comment Procedure
- II. PUBLIC COMMENT – AGENDA ITEMS ONLY – RESIDENTS/TAXPAYERS ONLY – 3-MINUTE TIME LIMIT**
- III. PRESENTATIONS/HEARINGS**
- A. Public Protection Classification Summary Report – Fire Services
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  - B. Pole Building Bid Award
  - C. Seidersville Hall - Interior Work Bid Award
  - D. Grant Applications
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    - 3. Resolution #56-2022 - 2022 Norco Grow Grant for the Purchase and Installation of Security Cameras
  - E. Edelman Subdivision Recreation Fee
  - F. Engineering Traffic Study – Ringhoffer Road, Countryside Lane, and Sherry Hill Lane
  - G. Upper Saucon Comprehensive Plan Review
  - H. Movies in the Park
  - I. Easton Road Ballfield Discussion – Permission to Bid
  - J. Approval of NCCD Contract for Reading Dr. Culvert Project – Permission to Bid Materials
  - K. Personnel Item - Approval of Administrative Assistant (C. Schneider) - 90-Day Probation Salary Increase
  - L. Discussion on Citizen's Forum – Potential Future Date
  - M. Discussion of School Resource Officer
  - N. Resignation of Councilmember Jennifer Zavacky
  - O. Potential Appointment of New Council Member
  - P. Appointment of Council Vice President
  - Q. Resolution #57-2022 – Check Signatures
- VI. MISCELLANEOUS BUSINESS ITEMS**
- A. Approval of May 18, 2022 Council Minutes
  - B. Approval of May 2022 Financial Reports
- VII. COUNCIL & STAFF REPORTS**
- A. Township Manager
  - B. Council/Jr. Council Member
  - C. Solicitor
  - D. Engineer
- VIII. PUBLIC COMMENT ON NON-AGENDA ITEMS –  
RESIDENTS/TAXPAYERS ONLY – 3-MINUTE TIME  
LIMIT**
- IX. ADJOURNMENT**

**\*AMENDED**

**UPCOMING MEETINGS**

Saucon Rail Trail Oversight Commission: June 27, 2022  
Zoning Hearing Board: June 27, 2022  
Planning Commission: June 23, 2022  
Parks & Recreation: August 1, 2022  
Township Council: July 20, 2022  
Environmental Advisory Council: July 12, 2022

**I. OPENING**

**CALL TO ORDER:** The General Business & Developer meeting of Lower Saucon Township Council was called to order on Wednesday, June 15, 2022 at 6:30 p.m. with Mr. Jason Banonis, presiding.

**ROLL CALL:** Present: Jason Banonis, President; Priscilla deLeon, Sandra Yerger and Thomas Carocci (speaker phone), Council Members; Peter Marshall, Interim Township Manager; Linc Treadwell, Township Solicitor; Brien Kocher, Township Engineer; Cathy Gorman, Director of Finance; Carol Schneider and Stacy Werkheiser, Administrative Assistants.

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENT OF ANY EXECUTIVE SESSION (IF APPLICABLE)** – Mr. Banonis said Council did meet in executive session this evening to discuss land acquisition and personnel matters.

**II. PUBLIC COMMENT – TOWNSHIP RESIDENTS ONLY – 3 MINUTE TIME LIMIT – AGENDA ITEMS ONLY**

Mr. Banonis said the Public Comment Procedure is on the website and available on the table. We have a three-minute comment period. If anyone would like to speak on any agenda items, please come forward and identify yourself. Attorney Treadwell said there is an amended agenda item, so let's do that before the public comment.

Mr. Banonis said we received a memo from Cathy Gorman with regards to 2022 road projects for Public Works that needs to be dealt with at tonight's meeting.

**MOTION BY:** Mr. Banonis moved to amend the agenda and to include this item at the beginning of the Township Business Items before we get to the pole building bid award and to direct that the revised agenda be published.

**SECOND BY:** Mrs. Yerger

Attorney Treadwell said it relates to milling sections of Wassergass and Bingen Roads prior to paving.

**ROLL CALL:** 4-0

- Mr. Barrett Geyer, 2214 Green Pine Lane said commenting on Agenda Item L. the discussion of the School Resource Officer, he thanked Council for getting this on the agenda. As one of the co-founders of Saucon Valley Parents for Choice, with over 150 parents of Saucon Valley school kids, this is an important topic. They have been pushing the board to discuss this for over a year now, so he's curious to see what Council has to say. It did come up last night at the school board meeting. Their group is interested in how often Lower Saucon Township (LST) does get dispatched to the school, the frequency, the cost to the taxpayers, his gut is telling him it's a high number and worth a discussion to discuss alternatives. Ms. deLeon said what did the school board discuss last night? Mr. Geyer said the board did not have any discussion; it was primarily public discussion.
- Mr. Larry Petfield, 1945 Saucon Lane said he owns property out on Easton Road. He is here to express his support for the development of the ballfields. It's a good opportunity for Council to add some recreational activity to the Township.

**III. PRESENTATIONS/HEARINGS**

**A. PUBLIC PROTECTION CLASSIFICATION SUMMARY REPORT – FIRE SERVICES**

Ty Johnson, Fire Chief of Lower Saucon Fire Rescue (LSFR), Mr. Eric Billimoria, Deputy Chief and Scott Krycia, Captain were present. Mr. Johnson said Eric had a vital part in getting this done for the Township.

Mr. Billimoria said ISO is Insurance Services Office, where they collect information and documentation to identify risk of insurant properties. Insurance companies actually use these reports provided by ISO in their underwriting process. ISO has a program which audits the ability to provide fire protection to residents and visitors of a community. The program is called the Public Protection Classification (PPC) and it goes from a rating from 1 to 10; 1 being the lowest and 10 being the highest and based off of emergency communications proficiencies, fire department proficiencies, and

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water supply availability. The fire department actually only accounts for 50% of the rating itself. He showed a graph of the PPC classifications of communities across the U.S. Their last audit was 10 years ago and LST was a 5/9 split rating and this is utilized where there are areas with no hydrants but within 5 miles of a fire station. This is our Wassergass area. Back when that audit occurred, we still had three fire companies in LST. The audit they just completed was the first audit as LSFR, which is the only fire protection provider in LST. The ISO representative reached out to Chief Johnson and the pre-documentation that was required was all fire data related to fire incidents, no accidents or anything like that which is included in this audit, so they had to gather all apparatus testing for the last three years and the goal is for the ISO auditors to see that they are maintaining their apparatus properly in order to provide the best fire protection to our citizens. They had to gather an apparatus equipment compliance checklist as the National Protection Fire Association sets forth a standard, which is the minimum equipment you have to have like a ladder truck, for example. They had to do all that, personnel records, training records, deployment analysis and after they gathered all that they met with the ISO representative a year ago and they reviewed, and she verified all the pre-documentation. She worked with the City of Bethlehem and LST Water Authority to gain the information on the hydrant flows and then she worked with the Emergency Operations Center to do her study on that. At the conclusion of all of this, LST went from a 5/9 split to a 4/4X split. They did improve their rating and they moved above what was considered above the average. The effective date will be August 1, 2022 and this helps with cost savings for insurance policy holders within the Township. Moving forward their goal is to start working towards achieving a Class 3 classification in the future and ISO provides a metric tracking system which they can set goals and work towards them. In the coming months they will be working with the ISO representative to identify how they can properly leverage this.

Ms. deLeon asked how do the insurance companies find out to lower our rates? Mr. Billimoria said the way he understood it was they submit it to all the insurance companies, and he doesn't know how they audit premiums as that's beyond his knowledge base.

Mr. Banonis said this is fantastic. It's a testament to the quality of fire services provided, it's a testament to your organization in how detailed you are and on behalf of all the residents of the Township, he thanks you for that. This gives a glimmer of hope for maybe a little bit of relief on insurance premiums, and you have goals to get to Level 3 and share with us what we can do to help you with this.

Attorney Treadwell said is there anything in that document that needs to remain confidential, for example, if somebody wanted to get a copy of it so they could call their insurance company and say what about this, is it okay or is there a summary or a certificate. Mr. Johnson said the study was emailed to the Township, so you should have it. One resident already requested it because last year they had a collapse of their dwelling and the insurance company was raising their rates, so they were reaching out to him several times and we were waiting on the study. Three weeks ago, they finally were able to get the study. He doesn't believe there is anything in there as it's public record. They do not have any of their files in there, they have nothing to hide.

Mr. Banonis said would it make sense to have a letter on Township letterhead available on the website from Peter addressed "To Whom It May Concern" identifying the current ISO rating so that if any resident would want a copy of that rather than having to contact Township Staff and have them send copies out, we could get that on the website as a resource. Ms. deLeon said we can send it out on Constant Contact and Facebook. Mrs. Yerger said we can also put it in the newsletter and it can show all the residents what a great job you guys are doing.

Mr. Johnson said when they met with the ISO representative last year, she said through the year or years as they (LSFR) change some things they recommend, or that account for a better percentage of how to make this rating better, we can contact them and they will re-evaluate it. One thing they suggested was certification training requirement for fire officers which they kind of do that now but some officers may be on vacation and they miss it, but they want to see all of the line officers get

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this so they'll make it a better point to schedule this when everyone is around and that was a pretty big percentage of changing that. He's not saying it's going to get them to a lower rate right away, but they don't have to wait another ten years for it to improve.

**IV. DEVELOPER ITEMS – None**

**V. TOWNSHIP BUSINESS ITEMS**

**A. MILLING SECTIONS OF WASSERGASS AND BINGEN ROADS PRIOR TO PAVING**

Mr. Banonis said this is the amended agenda item. This is a quoted price for work for milling at Wassergass and Bingen Roads and looks like the only bid received was from Walters Excavating in the amount of \$7,500. Mrs. Gorman said the Director of Public Works received one quote. If it's over \$10,000 we go to three quotes.

**MOTION BY:** Mr. Banonis moved to approve the maximum amount of \$9,000 to be paid from the General Fund for the milling of Wassergass and Bingen Road.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-0

**B. POLE BUILDING BID AWARD**

Mr. Banonis said the Township received one bid for the installation of a pole building. Mr. Marshall said the one bid was from Dutchman Contracting for \$56,887 for the basic building. There was an option for a concrete floor for \$14,623 and a second option for interior partitions for \$13,774. There is \$30,000 budgeted and we received a grant for \$25,000. If we just built the building, we would owe an additional \$6,887 because the grantee will only give grants for projects that don't exceed \$50,000. We have to make up the difference. If we want the floor or partitions, we would have to contribute an additional \$22,548. If we just want the floor, we would contribute an additional \$23,397. For the whole package, the floor, the partitions, and the building, we would have to make up \$37,171 which is what the Public Works Director would prefer. If Council does not want to go that way, his next priority is for the partitions. Those are the choices that you have.

Mr. Banonis said he thinks there is a need for this building and it's great we are getting some grant money.

**MOTION BY:** Mr. Banonis moved to authorize a payment of \$37,171 towards the pole building.

Attorney Treadwell said we are awarding the bid to Dutchman Contracting LLC and the total price is \$85,284.

**MOTION BY:** Mr. Banonis amended his previous motion to award the bid to Dutchman Contracting LLC for the installation of the pole building in the amount of \$85,284 with contribution of \$37,171 coming from the Township.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 4-0

**C. SEIDERSVILLE HALL – INTERIOR WORK BID AWARD**

Mr. Banonis said the Township received one bid for the renovation of Seidersville Hall. Mr. Marshall said the bid was from Boyle Construction for \$338,667. We budgeted \$135,000 for the project and received a grant for \$75,562. Since the original estimate was made, we added an additional \$72,172 to correct problems that showed up in the basement. The Public Works Director listed his priorities for the project in the following order: basement repairs, electrical and lighting, plaster repairs, ceiling repairs, and finally painting. If we did the whole thing, we would have to add an additional \$128,105. Council can look at the running total and the various elements and see the costs.

Ms. deLeon said where's this money coming from in the budget? Mrs. Gorman said the Capital Fund. They do have unrestricted reserves in that fund. Ms. deLeon asked for some examples of the basement work. Mr. Marshall said water and it needs to be done. Mrs. Gorman said we had a

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recommendation several years ago to build a wall from the entry way to the basement and block it off and have a circulation system down there. Ms. deLeon said the fix will correct that.

Mr. Banonis said his concern is in the past ten years, improvements were \$311,000 and here we are in 2022 with another \$300,000 plus proposal. The question is what happens when the next \$300,000, \$400,000 or \$500,000 expense of the building comes in. It may be a prudent time to look at this building to find out how it's being utilized and whether or not it's prudent to continue to put money into the building. He doesn't know what the cost of a new building would be or the need would be for a new building, but he suggests it is better to do an evaluation of that before committing six figures into this trying to renovate a building that continues to have problems. The building is 50 or 60 years old. Mrs. Gorman said it's from 1862. Mr. Marshall said it was after the Civil War, he thinks 1890. Mrs. Yerger said that was a school years ago. Mr. Banonis said he can't imagine it would qualify as a historical building. Mr. Marshall said you said it right, it's going to be a money pit in the future. Mr. Carocci said he agrees. It needs to be studied before we commit \$300,000 and would a whole new building be less expensive over the next ten years.

**MOTION BY:** Mr. Banonis moved to table this bid.

Attorney Treadwell said these bids came in and we only have 60 days to give an answer on the bid, so if we have a tentative July 20<sup>th</sup> meeting, which we may or may not have, we are going to run out of time. Maybe we should just turn the bid down because it's more expensive than we thought and if we have to go out to bid again later, we'll have to do that. Given the state of the construction industry, it's not getting done this year anyway.

**MOTION BY:** Mr. Banonis amended his previous motion and moved to reject the bid for Seidersville Hall Interior Work because of the cost.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 4-0

**MOTION BY:** Mr. Banonis moved to direct Peter, Cathy and Roger to investigate the uses of the hall currently and what we anticipate for the future, and also what the rough cost would be for demolition of the building potentially, and also construction of a new building, if we need a new building.

Mr. Marshall said it may require us to consult with an architect. If you are going to have a meeting in July, okay, if not, then you could authorize some discussions with an architect. Mr. Banonis said let's first decide the uses of the hall and what the needs are.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 4-0

**D. GRANT APPLICATIONS**

1. **RESOLUTION #54-2022 – 2022 PUBLIC SAFETY GRANT PROGRAM FOR THE PURCHASE AND INSTALLATION OF EQUIPMENT FOR THE POLICE DEPARTMENT**
2. **RESOLUTION #55-2022 – 2022 NORCO GROW GRANT FOR THE PURCHASE AND INSTALLATION OF MUNICIPAL GROUNDS SIGNS**
3. **RESOLUTION #56-2022 – 2022 NORCO GROW GRANT FOR THE PURCHASE AND INSTALLATION OF SECURITY CAMERAS**

Mrs. Gorman said all three grants are through Northampton County, the Norco Grow Grant. For the municipal grants, they are a maximum of \$50,000 and a 50% match. The Police and EMS grant is a 75% allocation and we pay 25%. The one grant is for the purchase of municipal signs. We are looking at replacing the existing signs in the parks gradually as we've noticed how they have not been holding up during heavy storms and they would be a similar design. The other she applied for under the Main Street Grant was entry signs on Old Philadelphia Pike into the municipal building and it will make it look a little bit more professional and add a little more commercial or business. Many people drive by and mistake us for the LSA so Mr. Marshall thought it was appropriate to look into new signs and she thought this was a good grant for that. The other grant which is the purchase of

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security cameras, we have discussed this numerous times. Our Public Works Director would like security cameras around his building which would secure the fuel tanks, the park in the back and some of his equipment that surrounds the building and we are also looking at security cameras around some of the parks. We are waiting on a quote to get an estimate. This is another max of \$50,000 and a contribution of half. As for the police resolution, the Chief provided a memo for his equipment he's asking for. One of them is for the license recognition system that we currently have in one of the vehicles, he'd like to get another one. We have money budgeted for this in the Capital Plan. The other item was the non-lethal weapon. She'd like to apply for these grants.

Ms. deLeon said what's the legality on audio and video of the security cameras or just audio? Attorney Treadwell said video is fine but no audio.

**MOTION BY:** Mr. Banonis moved for approval of Resolutions #54-2022, #55-2022, and #56-2022 for the grant applications for the purchase and installation of equipment for the Police Department (PD), purchase and installation of the municipal ground signs and purchase and installation of security cameras.

Ms. deLeon said the audio, is that just for public buildings or is that for everyone that does surveillance. Attorney Treadwell said do you mean can you put one up at your house. You shouldn't be recording people unless they know you are recording them, that's the simple answer. Ms. deLeon said when we have these cameras up, are we going to put signs up saying you are being surveilled? Mr. Banonis said we don't even have the money yet to buy them. Attorney Treadwell said normally you don't.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 4-0

**E. EDELMAN SUBDIVISION RECREATION FEE**

Mr. Banonis said the Township received a recreation fee related to the Edelman subdivision in the amount of \$3,310.00. The Parks and Recreation Board recommended it go to the Easton Road Ballfield project.

**MOTION BY:** Mr. Banonis moved for the approval of the recommendation from the Parks and Recreation Board and deposit the \$3,310.00 for the Edelman Subdivision Recreation Fee in the Park Capital Fund for the Easton Road Ballfield project.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-0

Mrs. Yerger said those fields are being used more and more so it's going to be very important for the community to have these fields. Ms. deLeon said the letterhead from the Parks and Recreation Board it says the motion carried 4-0 (Bill Ross, Krista Baum and Niloofar were absent), shouldn't the motion be 4-0-3. That's what it should be.

**F. ENGINEERING TRAFFIC STUDY – RINGHOFFER ROAD, COUNTRYSIDE LANE, AND SHERRY HILL ROAD**

Mr. Banonis said the Police Chief is requesting a traffic study to restrict overweight and oversized trucks from travelling on Ringhoffer Road, Countryside Lane and Sherry Hill Road due to an increase in overweight truck traffic on the roadway and also causing damage to the bridge at Easton Road and Ringhoffer Road. It's great the Chief has made this recommendation.

**MOTION BY:** Mr. Banonis moved to authorize the Township Engineer to conduct a traffic study to restrict the overweight and oversized trucks from traveling on Ringhoffer Road, Countryside Lane and Sherry Hill Road.

**SECOND BY:** Ms. deLeon

Ms. deLeon said this was an issue when they put the liquefied natural gas (LNG) tank in with the trucks traveling. Mrs. Yerger said it just wasn't the tank, there was a tractor trailer that came down and he barely made the turn. He had to back up and go forward and he finally made it.

**ROLL CALL:** 4-0

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### G. UPPER SAUCON COMPREHENSIVE PLAN REVIEW

Mr. Banonis said as requested by the Municipalities Planning Code, Upper Saucon Township submitted its draft comprehensive plan update to the Township for review.

**MOTION BY:** Mr. Banonis moved to take no position on the Upper Saucon Comprehensive Plan Review.

**SECOND BY:** Mr. Carocci

Attorney Treadwell said in the past we sent a letter saying thanks for sending it to us, but we don't have any comments. Ms. deLeon said we technically didn't review it. Attorney Treadwell said no one was paid to review it.

**ROLL CALL:** 4-0

### H. MOVIES IN THE PARK

Mr. Banonis said the Township is considering setting dates for Movies in the Park. The proposed nights are June 24<sup>th</sup> at Town Hall Park, July 22<sup>nd</sup> at Steel City Park and August 19<sup>th</sup> at Polk Valley Park. He thanked Carol for putting together the information. This was discussed as the Parks and Recreation meeting and they thought it was a great idea. The movies will be displayed on LED display, and the LED will be donated to the Township for the purposes of this on those dates. Mike Estojak from Mobile Technology Graphics is kind enough to provide this to us at no cost. The cost to the Township was between \$435 to \$465 per event and that's for a license fee to air the movie. There was an idea proposed at the Parks and Recreation meeting that the first movie on June 24<sup>th</sup> would be "Encanto", the idea was for the other two events that there would be polling done through the local sports organizations where they would have a Survey Monkey to see what people would want to see next and that movie would be selected assuming it's age appropriate.

Ms. deLeon said what line item is this coming out of? Mrs. Gorman said we can take it out of community events. Ms. deLeon said items like this it should be on the agenda where it's coming from so she doesn't always have to ask. She said she went on the Township's website to look up the agenda and saw the information was there. Today when she opened up her packet of the agenda, she noticed there is different information. This information wasn't on the website with the three dates. Why are there two different agendas? Attorney Treadwell said what's different about it. Ms. deLeon said she can't get on the internet as she's not allowed to in the Council room, but if somebody can get on it and get the agenda... Attorney Treadwell said why can't you get on the internet. Ms. deLeon said she's asked for a password and was told she couldn't have one. Attorney Treadwell said there's public Wi-Fi. Ms. deLeon said no, it won't let you on ever since we had the breach. Attorney Treadwell said he and Stacy put the agenda together with Peter. They looked at all the documents and whatever went onto the website, went into the packet, that's the way we did it. He doesn't want people to think we are deliberately excluding stuff, it didn't happen. Ms. deLeon said if somebody could get on the internet, the dates weren't on. Today she looked and it was on the page.

Mr. Banonis said let's be clear, his motion is to set these dates, there hasn't been anything set yet, so he's not sure what Priscilla's concern is other than you don't allegedly know what the proposed dates were for these events. In his packet, the dates are clearly identified and no action has been taken as there's no motion yet. If your concern is about word getting out to the public, word can't get out until we do something during this meeting to approve Movies in the Park. Ms. deLeon said if you go online and you look at the agenda page for this, it doesn't say the dates. If she was a resident and wanted to comment could you have it another date, it wasn't there. She wonders if there are two different packets sent out, one with more information for us and less information for the public. She's not criticizing, she's just making a statement. She would show you if she could get on the internet.

**MOTION BY:** Mr. Banonis moved to approve Movies in the Park on June 24<sup>th</sup> at Town Hall Park with the showing of "Encanto", on July 22<sup>nd</sup> at Steel City Park and August 19<sup>th</sup> at Polk Valley Park, all of these dates are subject to weather. If the weather does not cooperate, his understanding is there will not be an alternate date because of the commitment of the generous donor of the LED display system and for the Township to incur the cost of no more than \$500 per showing for the license fees.

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**SECOND BY:** Mr. Carocci

**ROLL CALL:** 4-0

Mr. Banonis said if there are any businesses that would like to donate a fee towards these movies, they would prefer that instead of taking money out of the budget.

### **I. EASTON ROAD BALLFIELD DISCUSSION – PERMISSION TO BID**

Mr. Banonis said the Township Engineer will provide an update on the Easton Road Ballfield project and present recommendations for the bidding. Mr. Brien Kocher said the field layout is a summary of the combination of Council's direction last year to work with the P&R Board and the League to put together a layout at Easton Road where there are currently two ballfields and turn it into one nice useable field. They put a set of plans together that show the features. The field is laid out with 325' left and right fields. There are dugouts, a storage shed with an upper storage for scoreboard control, a scoreboard, field drainage to address, two retaining walls on the site, field lighting proposed and they are working on the NPDES permit and at that point they will re-submit to PennDOT to renew the permit, which they had back when they were just going to put in the parking lot.

Ms. deLeon said she's assuming the lights will be shaded with the sides coming down. Mr. Kocher said as much as they can be because if you see field lights, you do see them, they aren't like parking lot lights. Mr. Banonis said his understanding is with talking to the folks from baseball, the lighting that is used currently for illuminating sports fields is not like the old lighting that took 20 minutes to turn on. These are LED lights. You don't have the leakage of the lights and they can aim each one to make sure it's very precise. They are low energy as well.

Mr. Banonis said the Saucon Valley School District baseball team just capped off their 2022 season with the District XI championship, which is fantastic, the first time in 20 years. They also went on to the PIAA for quarter finals and lost to the three-time defending state champions, so the high school baseball team which will use this field has done a tremendous job this year and hopefully there are more great years to come. In talking with individuals from the various baseball organizations, this would be heavily used by all the organizations and is a resource that is under-utilized and can be a premier field in the Lehigh Valley. We are about the only one in the area with a baseball field that has no lights on it. It provides a nice resource for the residents on Easton Road and provides a nice open space for them to use. They have been heavily impacted with the highway and warehouses, so hopefully we can move this along.

**MOTION BY:** Mr. Banonis moved to authorize the Township Manager and Engineer to prepare and advertise bid specifications for the Easton Road Ballfield project and hopefully have some bids back at the August meeting and take some action.

**SECOND BY:** Mrs. Yerger

Mrs. Yerger has seen a tremendous increase in use already on the field and she's glad to see it is being used and enjoyed by the residents of the Township.

**ROLL CALL:** 4-0

### **J. APPROVAL OF NCCD CONTRACT FOR READING DRIVE CULVERT PROJECT – PERMISSION TO BID MATERIALS**

Mr. Banonis said the Township will be entering into an agreement with Northampton County Conservation District (NCCD) for partial funding of the Reading Drive Culvert project. Attorney Treadwell said we talked about this before. The Reading Drive Culvert needs to be replaced as it's too small and floods. Cathy was able to work with the Dirt and Gravel Program with NCCD to obtain some funding. There is an agreement that the NCCD approved last night at their meeting. We would need authorization for the Township to sign that and also permission to bid the materials necessary when ready.

Mr. Kocher said Public Works (PW) is going to be doing the actual construction but the bid will be to get a pre-caster to build the culvert, deliver to the site, and set it in place with a crane. We are told that the pre-casters have already filled their 2021 orders and we would still like to get a bid later this summer so we get on the list for spring.

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**MOTION BY:** Mr. Banonis moved for the Township to enter into an agreement with the Northampton County Conservation District for partial funding for the Reading Drive Culvert project.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-0

**MOTION BY:** Mr. Banonis moved to authorize the bid process for the pre-fab construction.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-0

**K. PERSONNEL ITEM – APPROVAL OF ADMINISTRATIVE ASSISTANT (C. SCHNEIDER) – 90 DAY PROBATION SALARY INCREASE**

Mr. Banonis said Administrative Assistant Carol Schneider has completed her 90-day probation period and is being recommended for a \$1,000.00 salary increase. Mr. Marshall said Carol completed the probation period with flying colors – excellent. Mr. Banonis said he never had a doubt.

**MOTION BY:** Mrs. Yerger moved to approve the salary increase in the amount of \$1,000.00 for Carol Schneider.

**SECOND BY:** Mr. Banonis

Ms. deLeon said she thinks Carol is doing a great job, but you aren't paying for health insurance and she thinks all the employees should pay for health insurance, so she will have to vote no. She's so sorry, but she also thinks Carol is doing a great job.

**ROLL CALL:** 3-1 (Mrs. deLeon – No)

**L. DISCUSSION OF CITIZEN'S FORUM – POTENTIAL FUTURE DATE**

Mr. Banonis said Council requested that a discussion of future dates for a Town Hall Forum be placed on the agenda. We had discussed this at the previous meeting.

**MOTION BY:** Mr. Banonis moved to set November 23, 2022 as the date for the Citizen's Forum. The reason he looks at that date is we don't have a meeting in July, our August agenda is already starting to be filled and we have budgeting in September and October and it seems an appropriate time after the budget season.

**SECOND BY:** Mr. Carocci

Ms. deLeon said is that a normal meeting date? Mr. Banonis said our meeting is on the 16<sup>th</sup>. Ms. deLeon said you are proposing a different date and she asks that we set a half-hour for a meeting date, why do we need two different dates. Mr. Banonis said this is a special meeting under our Code that allows us to schedule periodically and doesn't have to be scheduled before a Council meeting and it's appropriate to do it on a separate date separate from our business items. Mr. Carocci said why would we do it on a meeting date when we have comments on agenda and non-agenda items. Every meeting is a forum. Ms. deLeon said she's allowed her opinion and in the past, we've had them in the beginning of our regularly scheduled meeting. She doesn't have a problem coming in on another night in November.

**ROLL CALL:** 4-0

**M. DISCUSSION OF SCHOOL RESOURCE OFFICER**

Mr. Banonis said Council will discuss and potentially take action regarding a School Resource Officer in the Saucon Valley School District. He received an email from the Saucon Valley Superintendent which was sent out to all parents and was dated May 25, 2022, the subject was "Safety and Security". It says "In the wake of the tragedy of Robb Elementary, the SVSD has increased our police presence on campus today. We will continue with additional police presence through the end of the school year. An officer will be visible either inside or outside of the main entrance of each school, and parent drop-off during the arrival time. Officers will also be completing more frequent walk-throughs at the school campus and will monitor the campus during dismissal times. We will have our police present at our graduation ceremony scheduled for June 3<sup>rd</sup>. We thank the LST Police Department for their partnership and support. I urge all of our students, staff and teachers and community members to remain vigilant and visible. If you notice any concerns or identify any potential threat, we ask you report immediately to school officials during school hours or through "Safe to Say" the anonymous way for you to submit a tip, and alert the school in just under three

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minutes. The number for “Safe to Say” is 1-844-723-2729. You may submit a tip online at <https://www.safe2saypa.org/>. Stay Safe Panthers.”

Mr. Banonis thanked Chief Barndt who stepped up admirably at this time. This is a national tragedy that occurred and he appreciates their efforts to the community on being more visible in the school. He thanked the Superintendent in her outreach in sharing with the SVSD families the increased LST Police presence in late May and June after the tragedy in Texas. The tragic shooting and circumstances and the criticism of the police response in Texas remind us that these threats are always present and we are never going to know when they will occur again. The events also suggest we should not take the safety in our school for granted. The responsible course is for LST and SVSD to engage in meaningful discussions about a School Resource Officer at the SVSD. We don't want to experience such heartache and tragedy here. Summer break is currently upon us and gives LST and the school district time to take the necessary steps into looking into providing greater security for our children and teachers. SVSD is going to increase property taxes and he hopes the added revenue from the increased taxes would allow for at least improved school safety especially in the current climate. For those unfamiliar with the School Resource Officer, he or she is a professional Police Officer and is specifically trained for the school environment. The responsibilities typically include handling any incidents that would require police action in all of the three schools. They connect with the students, make them feel safe, they show how the police can help them, they provide daily security advisory and pro-active student base activities for the schools, help to administer the Dare and Stranger Danger programs, they are role models for boys and girls in the schools, and present a positive image of the PD and the Police Officers to the students. It's a crucial component of district-wide safety and crisis planning including serving on any District-Wide School Safety Committee, regular Administrative Advisory Council and any Active Shooter Drill Planning Committee and more. To provide some perspective, LST PD and Mr. Geyer asked about this earlier, the latest information he had and it is not certainly current to this year, is that the LST PD responded to the SVSD approximately 180 police calls per school year. To give some perspective to that the school year is 180 days long, so essentially every day a LST Police Officer visits the campus for school-related matters. This does not include the routine patrolling in and around the campus. This issue is a hot item right now. The news reports that Congress is close to passing some legislation that would include further restrictions on gun control, but additional funding in the form of government grants for school safety. He knows the school offers mental health services for students and families and that's a critical component. What he's proposing is we take a pro-active approach to this issue. We have sufficient time right now to identify any needs, purpose, staffing, funding and oversight for School Resource Officer and by doing so we can provide greater levels of police security and service to our students, our teachers, our administrators and our children. Teachers return to school on August 22<sup>nd</sup> and students return on August 24<sup>th</sup> so we have two months to address this issue before students go back to school.

**MOTION BY:** Mr. Banonis moved to direct the LST Manager, the Chief of Police, and the Solicitor to immediately request and meet by July 1, 2022 with the SVSD Superintendent, Business Manager and whomever else they may want to bring, and to discuss the implementation of a School Resource Officer from the LST PD for the 2023 school year, and any other public safety needs on or around the SVSD campus. Upon receiving these reports, Council plans to include this topic on our August 17, 2022 meeting agenda, and if need be, call a special meeting in July to address any more urgent issues that cannot be handled at our August meeting.

Mr. Banonis thinks this is necessary as school shootings and violence are occurring too regularly. God forbid something happens here at home and we as a Council who has a PD must and it's our responsibility to look at this in conjunction with the school district and try to formulate a plan for any needs that may exist. Summer break gives us this pause so we can work out a sensible plan and while school is out we are not drawing any unnecessary attention that points to any glaring needs. That's his motion and it's in two parts, and he's hoping others on Council agree so we can have these dialogues. Ms. deLeon asked has the school district approached the PD? Mr. Banonis said we are approaching them and we are doing it simply because the school is located in LST. Our Police Officers responds to the school. There are students there from Hellertown and LST but its LST's Police Officers who are responding to this. There is a tremendous impact on our PD in having to

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respond to these things. There is a need here and having Peter, Chief Barndt and Linc involved we can have a very respectful and productive conversation with the school district to see what needs may exist and advance these issues to make sure nothing tragic happens here like in Texas.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 4-0 (Ms. deLeon is only agreeing to this because of the dialogue, she wants to hear what the facts are going to be)

### **N. RESIGNATION OF COUNCILMEMBER JENNIFER ZAVACKY**

Mr. Banonis said Council Member Jennifer Zavacky submitted her resignation dated May 18, 2022. We discussed this at the last meeting.

**MOTION BY:** Mr. Banonis moved to accept the resignation of Council Member, Jennifer Zavacky.

**SECOND BY:** Mr. Carocci

**ROLL CALL:** 4-0

### **O. POTENTIAL APPOINTMENT OF NEW COUNCIL MEMBER**

Mr. Banonis said Council has 30 days from the date of acceptance of a resignation to appoint someone to fill the vacancy. At the last meeting we instructed Peter to collect letters and/or resumes who were interested in filling the vacancy of Jennifer Zavacky. Council reviewed these letters/resumes.

**MOTION BY:** Mr. Banonis moved to appoint Mark Inglis to fill the vacancy that was created from Jennifer Zavacky's resignation

**SECOND BY:** Mr. Carocci

Ms. deLeon said it would be important to mention the other three candidates who applied for the position as other times we would invite them to come to a meeting and would ask them questions. Mr. Banonis said in the past, it may have been done on one occasion, but the last time we had a vacancy that was not done. The individuals provided their information and he did speak to some so he doesn't think that's necessary. Ms. deLeon said with the resignation, we go by Administrative Code for the Township, is that correct? Attorney Treadwell said yes. Ms. deLeon said if you read No. 4 under 5.8 B, if a vacancy exists, that Council if by reason of death, resignation, removal from the Township or otherwise, Council shall by a majority vote of its remaining members fill the vacancy within 30 days, which is what we are doing but there was really no need for the acceptance of the resignation. It says we don't have to. She's going by the law. Attorney Treadwell said do you want to talk about law, did you read the Second Township Code? Ms. deLeon said that is silent when... Attorney Treadwell said no, it talks about how to accept a resignation. Ms. deLeon said she talked to PSATS today and when the Administrative Code addresses an issue, that's it. You don't go to the Second-Class Code. Attorney Treadwell said does the Administrative Code tell you how to accept a resignation. Ms. deLeon said okay, Linc we can go on and on. Attorney Treadwell said Priscilla you started with me saying this is the law and insinuating that he doesn't know what it is. If you want to have the discussion, let's have the discussion. Mr. Carocci said this is how we did it last time and it worked out fine. Ms. deLeon said that's your opinion. She asked how to spell his name.

**ROLL CALL:** 4-0

### **P. APPOINTMENT OF VICE PRESIDENT**

**MOTION BY:** Mr. Carocci moved to appoint Sandra Yerger as Council Vice President.

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 4-0

### **Q. RESOLUTION #57-2022 – CHECK SIGNATURES**

Mr. Banonis said Council will authorize an additional Council Member to sign checks due to the resignation of Council Member Jennifer Zavacky.

**MOTION BY:** Mr. Banonis moved for approval of Resolution #57-2022 – check signatures, Jason Banonis as President, Sandra Yerger as Vice President and Thomas Carocci as an authorized alternate.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-0

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### **VI. MISCELLANEOUS BUSINESS ITEMS**

#### **A. APPROVAL OF MAY 18, 2022 COUNCIL MINUTES**

Mr. Banonis said the May 18, 2022 Council minutes are ready for Council's review and approval.

**MOTION BY:** Mr. Banonis moved for approval of the May 18, 2022 Council minutes.

Ms. deLeon asked why on page 5 of 7 under her report, when she referred to the DEP letter dated April 18<sup>th</sup>, it says see attached letter. This was a very significant letter from the DEP as it talked about violations at the landfill and it doesn't say that. Mr. Marshall said the actual letter would speak for itself, better than just putting it in the minutes. It's part of the minutes and is attached. Ms. deLeon said she doesn't like her reports being diluted and when she gives a report, she'd like the report in the minutes from now on.

**SECOND BY:** Mrs. Yerger

**ROLL CALL:** 4-0

#### **B. APPROVAL OF MAY 2022 FINANCIAL REPORTS**

Mr. Banonis said the May 2022 Financial Reports are ready for Council's review and approval.

**MOTION BY:** Mr. Banonis moved for approval of the May 2022 Financial Reports.

**SECOND BY:** Ms. deLeon

**ROLL CALL:** 4-0

### **VII. COUNCIL & STAFF REPORTS**

#### **A. INTERIM TOWNSHIP MANAGER**

- Mr. Marshall said the Township was recently notified by the PA Labor Board that the grievance filed by the Police Union and the resulting arbitration was decided in favor of the Township. The charge was dismissed as moved
- Mr. Marshall said he's happy to report there is a new receptionist, Rachelle Markovic who started her work on May 11<sup>th</sup>, the new Finance Clerk, Erin Jackson started on May 23<sup>rd</sup> and our summer intern Priscilla Anderer also started work on May 23<sup>rd</sup> and they are all doing an outstanding job. Ms. deLeon said what was Mark's last name and how do you spell it? Mr. Banonis said Mark Inglis. Ms. deLeon said he'll be sworn in before the next meeting.

#### **B. COUNCIL/JR. COUNCIL**

##### **Mrs. Yerger**

- She's happy about the Easton Road Ballfield and how much it's being used and enjoyed.

##### **Mr. Carocci**

- An update on the Manager search is progressing and we should have details at our August 17<sup>th</sup> meeting.

##### **Mr. Banonis**

- He attended the Parks and Recreation meeting on June 6<sup>th</sup>. He received a request from the President of softball, Greg Best, for improvements to the softball facility at Town Hall Park. This was approved and discussed by Parks and Rec. The first and third base side needs fencing, grating for the drainage away from the mound, grating at the infield lift, new home plate and bases, flattening the baselines, and they need pads for the backstop. At Southeastern Fields they need the baselines flattened and realigned as well as replacing home plate. He will give these items to Peter and hopes Roger can do these requests in-house and he'd like to know at the August meeting the items that can't be done, and maybe we can approve requesting bids on work that can't be done by PW.
- At the Parks and Rec meeting they discussed improvements at the Steel City Park, to place two benches, one along Mathews Street and one along Schwab to provide some areas for people to sit, and to place a pine tree in the park somewhere near the building so residents could decorate it and use it as a neighborhood Christmas tree. Also, a request for a dog fountain in the park.
- The Polk Valley Park snack stand was discussed at the Parks and Rec meeting and they are going to be gathering information from the sports organizations.
- There were discussions about the Pickle Ball Courts and that's been tabled pending where they would like to have them placed.

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- There were questions raised about Polk Valley if there is a well there, and if they could have a frost-free faucet included in the snack stand.
- He attended the Pension Committee meeting. Cathy was present for that on June 8<sup>th</sup>. There's been significant volatility. The consultants advised that there is nowhere to hide. There's 40-year high inflation which we all see every time we go to the gas pump. The Fed is going to be increasing interest rates which we saw today. There's concern about slowing economic growth. Corporate earnings have peaked. Grain exports from Ukraine and Russia are a problem, energy prices are up 68%, fixed investments are down, and it goes on and on. This was the worst year since 1980. They are anticipating a recession. There's been a significant decline of housing. The average rate of returns are down. What Council received at that meeting that we need to be tolerant to the equity market volatility and at least these things generally do bounce back during the quarter, our investments were down 4.5%. Our investment portfolio is diversified very well and they anticipate that our account is going to be down 9% for the year. The good news is that our funding in the plan is still good. Contributions from the stakeholders continues to maintain the balances that we have. There has not been any additional settlement filings to draw down on our funds. With new hires we had recently, they will start contributing to the fund. It's going to be a bumpy road but fortunately we are well capitalized and our finances are in good shape.
- We also received word on Monday from PennDOT that demolition of the Meadows Road Bridge will begin likely next week. We've made arrangements with them to acquire historical components of the bridge to hopefully be utilized somewhere else in the Township. He doesn't know if we have an update on the replacement bridge. Maybe we can reach out to PennDOT in coordination with our assistance in removing some of the materials and find out where they stand on the design and bidding on the construction for the replacement bridge.
- At the last meeting, Priscilla read to us the April 18<sup>th</sup> report on the landfill. Since she took the time to read through that, he'd like to share with the community several reports we received since then.
  - The first is on May 19, 2022 from Scott Brown, from HEA, our Host Municipal Inspector. He conducted an inspection of the landfill on May 5, 2022 and observed there was no litter on Applebutter Road, negligible litter on Ringhoffer Road that did not warrant a special trip by the litter crew, there were no waste water odors, no other odors were detected along Applebutter Road, the flare was in operation, the truck wash was observed in use. The access road to the working face was in very good condition with minimal dust. The Bethlehem Landfill (BL) had brought the waste back up to the required grades in Cell 4F for final capping. Final capping of the capping cover soil was ongoing. Daily cover material was stockpiled at the top of the landfill and tarps were being utilized as needed per conditions of the permit. The landfill had been in discussions with DEP about the difficulties they were having in obtaining suitable daily cover material and the BL was looking for possible new sources for daily cover. Litter pickers were observed. They contracted the tree cutting company to remove airborne litter, water truck was in operation, the customer convenience was open, the west high wall was stable, and Scott Brown conducted a driving patrol along Applebutter Road, Skyline Drive through Steel City and along Riverside Drive and no odor was detected.
  - We have another report from DEP who was out on May 25, 2022, and they provided us with more than a dozen pages of paper, and they found that there were no violations observed with regard to operations in accordance with approved plans and permits, operations within the permit boundaries, no unapproved waste or liquids, isolation distances were adhered to, proper signs were posted, proper barriers were installed around the site, access roads were maintained and negotiable, approved means of measuring were inspected, waste was utilized, adequate equipment was onsite, vehicles were directed promptly to unloading areas, and promptly unloaded, the operator did not cause or allow traction or breeding of vector, implemented nuisance minimization and control plan, they were performing regular and frequent

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and comprehensive site inspections to reduce potential for offsite odors, they were promptly addressing and correcting problems and deficiencies discovered during inspections. They did not receive solid waste at the landfill in excess of the maximum average daily approved by the permit. They implemented radiation protection plans. They monitored the incoming waste in accordance with the department's guidance in a manner as protected by the environment facility staff public health and safety. They monitored equipment that was calibrated for frequency specified by the manufacturer. The uniform cover of the approved daily cover material was placed on exposed solid waste at the end of each working day, by the end of every 24 hours. It did not cause or allow waste pollution in or outside the site from the operations facility and on and on.

- A report from HEA of June 9, 2022, they conducted another inspection, that was conducted on May 19, 2022, by Scott Brown and he noted the daily cover material was stockpiled at the top of the landfill and tarps were being utilized as needed. BL had been in discussion with DEP about the difficulties they were having in obtaining suitable daily cover material and their possible new sources for daily cover material and following the inspection Scott conducted a driving patrol on Applebutter Road, Skyline Drive through Steel City and along Riverside Drive and no odors were detected.
- A report from June 13, 2022 for an inspection that was conducted on June 2, 2022 again by Scott Brown and he noted that daily cover materials in excess of the five-day supply of the stockpile. It appears the landfill's efforts to find an alternate source for daily cover was fruitful and the cover was at the top of the landfill and tarps were being utilized and Scott Brown on June 2, 2022 conducted another driving patrol along Applebutter Road, Skyline Drive through Steel City and along Riverside Drive and no odor was detected.

He wanted to bring everybody up to speed in response to Priscilla's report. These four reports show that the landfill has been highly inspected over the past month or so and things look to be pretty good. Ms. deLeon said let's hope it stays that way. Mr. Carocci said the landfill always does a great job with their handling of complaints and addressing them.

- Chief Barndt provided a memo regarding National Night Out 2022, and LST will be participating and the PD will be holding it on Tuesday, August 2, 2022 from 5 p.m. to 8 p.m. It's a free family event. The purpose is to enhance relationships and a great opportunity to bring the police and neighbors together under positive circumstances. He encourages everyone to attend. The posting will be on the PD Facebook page.

### **Ms. deLeon**

- She thanked Jason for reading those reports into the record. That's great and they shaped up after they got the NOV in April.
- She'd like a password to go on the Internet while she's sitting here.
- The email about the Meadows Road Bridge, it said Roger didn't want the stone, where did Roger get that from? Mr. Marshall said Roger wasn't informed about it and it's been taken care of. Ms. deLeon said that's unfortunate for him and it put him in an awkward situation.
- The first summer concert series was successful. The next one is June 26<sup>th</sup> with the Weekenders, July 17<sup>th</sup> is Alias, and August 21<sup>st</sup> is the Little Red Rooster Band. Come hungry and thirsty as there is a great line of vendors.
- Summer Restaurant Week for Hellertown-Lower Saucon-Chamber is July 17 – July 23, 2022 and the restaurants will be announced and shared.

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

## **VIII. PUBLIC COMMENT - NON-AGENDA ITEMS – RESIDENTS/TAXPAYERS ONLY – 3-MINUTE TIME LIMIT**

- Barrett Geyer, Green Pine Lane said he wanted to speak on behalf of the other neighbors and residents on Green Pine Lane, about the concern is the property at 2200 Wassergass Road which is the Bug

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Company. The last few weeks they noticed the influx of bugs, other critters, infestation, it's bad. There are thousands of black flies. He reached out to the Bug Company and they did confirm they are spreading food remnants in the field that abuts their property. He doesn't know if it violates any of the requirements but they have millions of crickets in that building so food remnants are literally front-end loader buckets just being dumped in the field. He's hoping Council can look into this and see if there is anything in violation with the local ordinances or zoning requirements. They also abut an organic farm which doesn't cause any of these issues. The Bug Company is not an agricultural facility, they are not farming, and the waste they are dumping is essentially commercial waste. Attorney Treadwell asked if he called the Township. Mr. Geyer said no, some of the other neighbors contacted the Zoning Officer.

- JoEllen Thomson, 1819 Viola Lane said she saw on May 12<sup>th</sup> a check for \$50,000 was issued to the Southern Lehigh Public Library. She noted it was not voided so it's obviously in the process. Having been at the last meeting there was no discussion of sending her tax dollars to another municipality. She knows originally there was a check approved and issued and voided, but in the sake of transparency she thought it would be nice to know what the issue was. It wasn't in the minutes so to spend \$50,000 was a question to her. She would hope that you could provide an update on the library's current status for the remainder of 2022 and what are the plans for 2023.
- Nancy Polak, 1770 Meadows Road, said you answered her first question about the Meadows Road Bridge. They've been dealing with the County, PennDOT and everybody and getting the run around. She's glad to see the bridge is going down. She loves the bridge. They own the Meadows but the bridge is a detriment and the reason is because of the arches that go down into the creek. She asked what is happening to the bridge on Lower Saucon Road and what are they doing. Mr. Banonis said the bridge was closed as a result of the finding of an emergency problem with the bridge. The timing of the closure coincided with a time they were unable to get approval from DEP as they needed to do a bog turtle survey. That took almost a year as there's a window of time you can do those studies. Further complicating it there were delays from Verizon as they had to relocate utilities to drop the new bridge in place. Verizon has provided that information and all the permitting is done. Our goal is to have the bridge replaced by October. If it's not replaced by October there are other issues on the spawning grounds for trout because the stream that goes underneath. It's a long process and the goal is to have it done in the fall. None of the problems are related to the Township. We hope it can open soon but if not, it will have to be in spring. Ms. deLeon asked to send out this information via Constant Contact or on Facebook with an update. Mrs. Yerger said that would be appropriate.
- JoEllen Thomson asked about Council responding to her question that she stated above. Mr. Banonis said you were here at the January 19<sup>th</sup> meeting when we approved the funding of the \$50,000. That motion hasn't been rescinded. He also doesn't have any update on the library.

**IX. ADJOURNMENT**

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

**SECOND BY:** Mr. Banonis

**ROLL CALL:** 4-0

Submitted by:

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Peter Marshall  
Interim Township Manager

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Jason Banonis  
Council President