

March 5, 2025

**LOWER SAUCON TOWNSHIP  
NORTHAMPTON COUNTY, PENNSYLVANIA**

**ORDINANCE NO. 2025-02**

**AMENDMENTS TO THE CODE OF THE TOWNSHIP OF LOWER  
SAUCON**

**AN ORDINANCE OF THE TOWNSHIP OF LOWER SAUCON,  
NORTHAMPTON COUNTY, PENNSYLVANIA ESTABLISHING A FIRE  
SERVICE EXECUTIVE COMMITTEE.**

**WHEREAS**, pursuant to § 66801 of the Second Class Township Code, Optional Form of Government, Township Council is authorized and empowered to provide for fire protection within the Township; and

**WHEREAS**, the Township’s fire protection needs are served by the Lower Saucon Township Fire Rescue, an independent 501(c)(3) nonprofit corporation that is the successor organization of four (4) independent volunteer fire companies; and

**WHEREAS**, Lower Saucon Fire Rescue, as the designated provider of fire protection services in the Township, receives annual financial support from the Township by the Council’s enactment of a fire tax; and

**WHEREAS**, the Township Council believes that the best interests of the Township will be served by the formation of Fire Service Executive Committee to serve as a liaison between the Lower Saucon Township Council and the Lower Saucon Township Fire Rescue to ensure effective and thorough communication between these entities;

**NOW THEREFORE, BE IT ENACTED AND ORDAINED** by the Council of the Township of Lower Saucon, Northampton County, Commonwealth of Pennsylvania, that the provisions of the Code of the Township of Lower Saucon are hereby amended as follows:

**Section 1. Executive Committee Created.**

A committee is hereby created, which shall be known as the “Lower Saucon Township Fire Service Executive Committee” (“Committee”).

## **Section 2. Membership.**

The Committee shall have seven (7) members, which shall include the President of Lower Saucon Fire Rescue, the Fire Chief of Lower Saucon Fire Rescue, the Township Manager or their designee, two members of the Lower Saucon Township Council and two citizens-at-large.

## **Section 3. Appointment of Township Council Members.**

The Township Council shall appoint the Committee members, and shall fill any vacancies. Township Council Committee members shall be appointed to serve for the duration of their term.

## **Section 4. Appointment of Citizen At-Large Committee Members.**

The two at-large committee members shall be selected by the Township Council, and shall be memorialized by resolution. The Council may recruit and select the at-large members by the same methods employed to staff other Township committees.

## **Section 5. Member Training.**

As soon as practicable after appointment, all Council Members and at-large committee members shall receive a fire service orientation to be provided by members of the Lower Saucon Fire Rescue.

## **Section 6. Committee Authorization.**

The Committee is authorized to, but is not required to, perform any of the following:

- Establish a meeting schedule, meeting at least quarterly pursuant to a formal agenda;
- Establish rules for conducting meetings and choose a committee member who will serve as the chair to run the meetings and a vice-chair in case the chair is not available;
- Develop and refer to the Council a 5 or 10-year strategic fire services plan to address and include recruitment and retention of fire personnel, development

of a staffing model, development of a facilities plan, development of an apparatus and major equipment replacement plan, and a financial stability plan;

- Develop and refer to the Council for consideration standards for Lower Saucon Fire Rescue incident response times and volunteer staffing practices;
- Review standards not less than annually and develop and refer to Council for consideration amended standards as the Committee deems necessary and appropriate;
- Participate in the Lower Saucon Fire Rescue annual budget proceedings;
- Develop protocols and standards for communications between Lower Saucon Fire Rescue, the Township, and the committee;
- Facilitate community engagement, developing programs and protocols for the same;
- Meet as necessary and report to Council after each meeting as to all matters discussed and any recommendations to Council attendant therewith, including but not limited to creating and recommending updates to the Fire Services Agreement between the Township and Lower Saucon Fire Rescue;

#### **Section 7. Committee Additional Authority.**

The Committee is hereby authorized to carry out its responsibilities and to author written procedures relative thereto.

#### **Section 8. Severability.**

The provisions of this Ordinance are severable. If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, illegal, or otherwise invalid, such decision shall not affect the remaining provisions of this ordinance. The Lower Saucon Township Council hereby declares that it would have passed the ordinance, and each section, subsection, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases are declared unconstitutional, illegal, or otherwise invalid.

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**Section 9. Repealer.**

All ordinances or parts of ordinances that are inconsistent herewith are hereby repealed to the extent of such inconsistencies. This repeal shall not affect any act done or liability incurred, nor shall it affect any suit or prosecution pending or to be instituted to enforce any right or penalty or to punish any offense under the authority of any ordinance repealed by this ordinance. All ordinances or parts of ordinances that are not inconsistent herewith shall remain in full force and effect.

**Section 10. Effective Date.**

The provisions of this Ordinance shall become effective upon adoption.

**ENACTED** and **ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by the Lower Saucon Township Council in lawful session duly assembled.

ATTEST:

LOWER SAUCON TOWNSHIP

\_\_\_\_\_  
Cathy Gorman, Township Manager

By \_\_\_\_\_  
Laura Ray, Council President