

MINUTES

Upper Saucon Township Board of Supervisors
Regular Meeting
Monday, August 11, 2014 – 6:30 P.M.
Township Municipal Building

Members Present: Joaquim (Jack) DeMatos, Vice Chairman
Dennis E. Benner
Patrick M. Leonard
Philip W. Spaeth

Participation Via
Conference Call: Stephen Wagner, Chairman

Staff Attending: Thomas F. Beil, Township Manager
Robert E. Kassel, Jr., Assistant Township Manager
Jeffrey Dimmich, Township Solicitor
Dennis Harman, P.E., Township Engineer

CALL TO ORDER

Vice Chairman DeMatos called the meeting to order at 6:32 p.m., in the Public Meeting Room of the Upper Saucon Township Municipal Building, 5500 Camp Meeting Road, Upper Saucon Township, Lehigh County, PA.

PLEDGE OF ALLEGIANCE

Vice Chairman DeMatos asked all in attendance to stand and recite the “Pledge of Allegiance.”

NOTIFICATION

Vice Chairman DeMatos announced that all public sessions of the Upper Saucon Township Board of Supervisors are electronically recorded. The recordings are maintained as part of the record of the meeting until the minutes are transcribed and approved by the Board.

PUBLIC COMMENT

Michael Much, 3525 Honeysuckle Road – Mr. Much asked the Board to consider passing a noise ordinance. He said his neighbors make a lot of noise late at night and the police seem reluctant to cite them.

Mr. Beil said he would look into Mr. Much’s concerns.

Sharon Ziemba, 7417 Flint Forest Drive, Coopersburg – Ms. Ziemba said the Township needs to take action to address a malfunctioning septic system on her neighbor’s property. She is concerned that sewage from the neighbor’s property will contaminate her well.

Mr. Beil explained the Township is working to obtain a court order in order to gain access to the neighbor’s property for the purpose of making the needed repairs to the malfunctioning septic system. The Township would then put a lien on the neighbor’s property to recover the cost of the repairs.

Solicitor Dimmich assured Ms. Ziemba the Township will do everything it can to resolve the situation.

Gary McMenemy, 5470 Camp Meeting Road – Mr. McMenemy complained that stormwater from the parking lot at the Township Building is washing away topsoil on his property.

Messrs. Beil and Harman will investigate Mr. McMenemy’s concerns.

Vernon Haldeman, 4131 Chelten Lane – Mr. Haldeman expressed concern that a vacant lot at 4122 Chelten Lane is not being properly maintained and regularly has high grass and weeds. He complained the Zoning Officer has not been responsive to his and other neighbors’ concerns regarding the condition of this property. He said he should not have to do the Zoning Officer’s job by calling the Township office to report the weed violation, and the Zoning Officer should routinely inspect the property on his own rather than waiting to receive a call from a resident.

Vice Chairman DeMatos asked about the current condition of the property. Mr. Haldeman acknowledged that the weeds on the property had recently been cut.

Mr. Beil explained the Township primarily relies on residents to report code violations because the Zoning Officer cannot inspect every problem property every day. He said the Township can get the weeds cut faster if residents call to report the violation as soon as they observe it.

Dave Rubart, 4142 Chelten Lane – Mr. Rubart said when he recently called the Zoning Officer about the overgrown grass and weeds, the Zoning Officer replied he was too busy to handle the problem.

Mr. Beil asked Mr. Haldeman and Mr. Rubart to contact him directly the next time high weeds are observed on the property.

PUBLIC ANNOUNCEMENTS

None

SUBDIVISIONS & LAND DEVELOPMENTS

None

MINUTES

None

COMMITTEE REPORTS

Appointments Review Committee Meeting of July 21, 2014

Mr. DeMatos said the Appointments Review Committee interviewed four individuals to fill an opening on the Library Board. The Committee recommended Allen Cassaday be appointed to the Library Board. In addition, the Committee was of the opinion that Diana Ingles would be a good fit for the Saucon Rail Trail Oversight Commission in the event Allen Cassaday resigns from the Commission to accept appointment to the Library Board

Administration & Finance Committee Meeting of July 22, 2014

Mr. DeMatos reported on the following:

- The Committee and staff preliminarily discussed the approach to formulating the 2015 Township budget.
- The Committee recommended several changes to the non-union, non-uniformed employee benefit package. These changes will be voted on by the full Board later in the meeting and are set forth in Resolution No. 2014-30.
- The Committee reviewed the draft Request for Proposal (RFP) for Township Engineer. The Committee recommended moving forward with soliciting proposals.

ORDINANCES

None

RESOLUTIONS

Resolution No. 2014-26 – Curly Horse Subdivision – Dedication of Streets

Motion made by Mr. Benner and seconded by Mr. Leonard to adopt Resolution No. 2014-26 accepting Brittany Hill, Curly Horse Drive, Hycliff Chase and Rolling Ridge Drive as part of the public road system of the Township to be hereinafter maintained and supervised by the Township.

The motion was approved by a vote of 5 to 0.

Resolution No. 2014-30 – Non-union Employee Benefit Changes

Motion made by Mr. Leonard and seconded by Mr. Benner to adopt Resolution No. 2014-30 authorizing changes to the non-uniformed, non-union Township employee benefits.

Mr. Beil summarized the proposed benefit changes as follows:

- Effective January 1, 2015, all non-union, non-uniformed Township employees will be required to contribute a monthly flat dollar amount towards their Township-provided health benefits.
- Each non-union employee who opts out of his or her Township-provided health benefits will received a \$300 per month opt out payment. The employee must demonstrate that he or she has health benefits through his or her spouse.
- The Township will provide and pay the premium for a group life insurance policy on the life of each full-time, non-uniformed, non-union Township employee in the amount of \$100,000. Employees currently have a \$50,000 life insurance benefit.

The motion was approved by a vote of 5 to 0.

MOTIONS

Designate date and time for Upper Saucon Township Trick Or Treat

Motion made by Mr. Leonard and seconded by Mr. Benner to designate Friday, October 31, 2014 from 6:00 pm to 8:00 pm as Upper Saucon Township Trick or Treat.

The motion was approved by a vote of 5 to 0.

Motion made by Mr. Leonard and seconded by Mr. Benner to designate Saturday, November 1, 2014 from 6:00 pm to 8:00 pm as the raindate for Upper Saucon Township Trick or Treat and to authorize the Township Manager to make the final determination as to whether Trick or Treat will be rescheduled to the raindate.

The motion was approved by a vote of 5 to 0.

Hire Director of Community Development

Motion made by Mr. Wagner and seconded by Mr. Leonard to hire Joanna Slagle for the position of Director of Community Development provided Ms. Slagle accepts the conditional offer of employment as set forth in the Township Manager's letter dated August 11, 2014.

The motion was approved by a vote of 5 to 0.

Resignation of current Southern Lehigh Public Library Board of Directors member and appointment of new member

Motion made by Mr. Benner and seconded by Mr. Leonard to accept the resignation of Sidney Stevens from the Southern Lehigh Public Library Board of Directors effective immediately.

The motion was approved by a vote of 5 to 0.

Motion made by Mr. Leonard and seconded by Mr. Benner to appoint Allen C. Cassaday to the Southern Lehigh Public Library Board of Directors for a partial term expiring on June 30, 2016.

The motion was approved by a vote of 5 to 0.

Resignation of current Saucon Rail Trail Oversight Commission member and appointment of new member

Motion made by Mr. Leonard and seconded by Mr. Benner to accept the resignation of Allen C. Cassaday from the Saucon Rail Trail Oversight Commission effective immediately.

The motion was approved by a vote of 5 to 0.

Motion made by Mr. Benner and seconded by Mr. Leonard to appoint Diana Inglis to the Saucon Rail Trail Oversight Commission for a four year term expiring December 31, 2017.

The motion was approved by a vote of 5 to 0.

Solicit Proposals for Township Engineer

Motion made by Mr. Benner and seconded by Mr. Leonard to authorize the Township Manager to place a public notice in the local newspaper soliciting proposals from qualified individuals or firms to serve as Township Engineer and perform engineering services for the Township.

The motion was approved by a vote of 5 to 0.

Request For Payment – James D. Morrissey, Inc. – Certification No. 10

Motion made by Mr. Leonard and seconded by Mr. Benner to authorize payment in the amount of \$281,499.09 to James D. Morrissey, Inc., for work completed on the Taylor Drive Roadway Rehabilitation Project.

The motion was approved by a vote of 5 to 0.

CORRESPONDENCE & INFORMATION ITEMS

None

DIRECTION/DISCUSSION ITEMS

Proposed Ordinance No. 141-I – Tree Cutting

Solicitor Dinkelacker provided an overview of proposed Ordinance No. 141-I which amends various sections of the existing Zoning Ordinance pertaining to tree cutting. He said the goal of the proposed Ordinance is to make the tree cutting regulations less burdensome to property owners.

Mr. Spaeth raised the possibility of eliminating all tree cutting restrictions except for those related to timber harvesting and construction activities.

It was the consensus of the Board to place the proposed Ordinance on the October 13, 2014 meeting agenda for possible adoption.

Proposed Ordinance No. 160 - Soliciting and Peddling

Solicitor Dinkelacker summarized the proposed Ordinance which regulates door-to-door sales and solicitations in the Township.

A discussion ensued as to whether or not the Township should regulate door-to-door sales and solicitations.

It was the consensus of the Board to place the proposed Ordinance on the October 13, 2014 meeting agenda for possible adoption.

Request by Verizon Wireless to erect cell phone tower on Township-owned property at 5500 Camp Meeting Road (tower would be located next to Road Department Garage)

Mr. Beil reviewed the tentative lease agreement with Verizon Wireless which would allow the placement of a 120 foot tall cell tower on Township-owned property at 5500 Camp Meeting Road. Terms of the agreement seem favorable to the Township. Mr. Beil identified the following options for the Board to consider:

- Refer the tentative agreement to the Public Works Committee for further review.
- Reject the tentative agreement.
- Approve the agreement.

Attorney Durso was present on behalf of Verizon Wireless. She said the lease agreement would benefit the Township because the police would be locating a communications antenna on the proposed cell tower.

Vice Chairman DeMatos asked if anyone from the public wished to comment on this issue.

Gary McMenemy, 5470 Camp Meeting Road – Mr. McMenemy was opposed to the proposed cell tower because he thought it would reduce property values.

Attorney Durso said there are no studies to show that cell towers have an adverse impact on property values. She also noted it is not uncommon for cell towers to be located at municipal buildings and other public facilities.

Motion made by Mr. Leonard and seconded by Mr. Benner to approve the lease agreement with Verizon Wireless for the installation of a cell tower on Township property at 5500 Camp Meeting, and to authorize the Township Manager to execute said agreement on behalf of the Township.

The motion was approved by a vote of 5 to 0.

Select consultant to perform tapping fee study and sewer rate evaluation

Mr. Beil reviewed proposals received from Keystone Alliance Consulting, Inc. and HGR, Inc. to evaluate the Township's sewer rates and update the tapping fees. He noted the Municipal Authority recommended accepting Keystone Alliance's proposal.

Motion made by Mr. Leonard and seconded by Mr. Benner to authorize Keystone Alliance Consulting, Inc., to perform the sewer rate evaluation and tapping fee study.

The motion was approved by a vote of 5 to 0.

Request by Roy Laubach for access easement through Township Park property

Attorney Kristofer Metzger spoke on behalf of his client, Roy Laubach. Attorney Metzger explained that Mr. Laubach would like an easement through the Township Park in order to access his property at 6009 Old Bethlehem Pike.

The Board directed the Township Manager and Township Solicitor to meet with Attorney Metzger to work out the details related to the requested access easement. In addition, the Board would like to resolve the access issues with the other two property owners who use the Township Park to access their properties.

Cancellation of Board of Supervisors meeting scheduled for August 25, 2014 due to lack of agenda items

It was the consensus of the Board to cancel the meeting scheduled for August 25, 2014.

BILLS, PAYROLL, AND COMMISSIONS

Motion made and seconded to authorize payment of the Warrant List and Prepaid Invoice List #08112014 dated August 8, 2014.

The motion was approved by a vote of 5 to 0.

ADDITIONAL BUSINESS

None

COURTESY OF THE FLOOR

None

EXECUTIVE SESSION

None

ADJOURNMENT

Motion made and seconded to adjourn the meeting.

The motion was approved by a vote of 5 to 0.

The meeting was adjourned at approximately 8:44 p.m.

Secretary

