

# AGENDA

Upper Saucon Township Board of Supervisors  
Reorganization Meeting  
Monday, January 6, 2014 - 6:30 P.M.  
Township Municipal Building

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1. **CALL TO ORDER** – Stephen Wagner, Temporary Chairman
2. **PLEDGE OF ALLEGIANCE**
3. **NOTIFICATION**  
All public sessions of the Upper Saucon Township Board of Supervisors are recorded. The recordings are maintained as part of the record of the meeting.
4. **INTRODUCE NEWLY ELECTED SUPERVISOR PHILIP SPAETH**
5. **REORGANIZATION OF THE BOARD OF SUPERVISORS**
  - a. Elect Chairman  
Consideration of a motion to elect \_\_\_\_\_ as Chairman of the Board of Supervisors.
  - b. Elect Vice Chairman  
Consideration of a motion to elect \_\_\_\_\_ as Vice Chairman of the Board of Supervisors.
  - c. Appoint Township Secretary  
Consideration of a motion to appoint Thomas F. Beil as Township Secretary.
  - d. Appoint Township Treasurer  
Consideration of a motion to appoint Robert E. Kassel, Jr., as Township Treasurer.
  - e. Appoint Assistant Township Secretary  
Consideration of a motion to appoint Robert E. Kassel, Jr., as Assistant Township Secretary.
  - f. Appoint Assistant Township Treasurer  
Consideration of a motion to appoint Thomas F. Beil as Assistant Township Treasurer.
6. **PUBLIC COMMENT** (Any Item On or Off the Agenda)  
Please sign the Speaker Sign-In Sheet at the front desk if you wish to address the Board during the Public Comment portion of the agenda. Speakers are asked to limit their comments to 3 minutes or less.
7. **CHAIRMAN'S REMARKS**
8. **REORGANIZATION BUSINESS**
  - a. Establish Treasurer's Bond  
Consideration of a motion to establish the Treasurer's Bond for the year 2014 at \$2,000,000.00.
  - b. Establish Assistant Treasurer's Bond  
Consideration of a motion to establish the Assistant Treasurer's Bond for the year 2014 at \$2,000,000.00.

- c. Depositories for Township Funds – Resolution Nos. 2014-01, 2014-02, 2014-03, 2014-04  
Consideration of a motion to adopt Resolution Nos. 2014-01, 2014-02, 2014-03, 2014-04 approving QNB Bank, PNC Bank, National Penn Bank, and Wells Fargo Bank as depositories for Township Funds for the year 2014.
- d. Reappointment of Solicitor  
Consideration of a motion to reappoint the law firm of Dimmich & Dinkelacker, P.C., as Township Solicitor to serve at the pleasure of the Board and to compensate the Township Solicitor for services rendered in accordance with the fee agreement between Dimmich & Dinkelacker PC and the Board of Supervisors of Upper Saucon Township effective January 1, 2011.
- e. Reappointment of General Service Engineer  
Consideration of a motion to reappoint J. Scott Pidcock as the Township General Service Engineer to serve at the pleasure of the Board and to compensate the Township General Service Engineer for services rendered in accordance with the rate schedule set forth in Mr. Pidcock's letter dated November 21, 2013.
- f. Reappointment of Alternate Township Engineer  
Consideration of a motion to reappoint C. Robert Wynn Associates, Inc., as the Alternate Township Engineer to serve at the pleasure of the Board and to compensate the Alternate Township Engineer for services rendered according to the rate schedule set forth in Mr. Wynn's letter dated November 21, 2013.
- g. Reappointment of Water Engineer  
Consideration of a motion to reappoint J. Scott Pidcock as the Township Water Engineer to serve at the pleasure of the Board and to compensate the Township Water Engineer for services rendered in accordance with the rate schedule set forth in Mr. Pidcock's letter dated November 21, 2013.
- h. Reappointment of Sewer Engineer  
Consideration of a motion to reappoint the engineering firm of Schreiter Engineering Associates as the Township Sewer Engineer to serve at the pleasure of the Board and to compensate the Township Sewer Engineer for services rendered in accordance with the fee schedule provided by Schreiter Engineering Associates effective January 1, 2014.
- i. Reappointment of Geotechnical Consultant  
Consideration of a motion to reappoint Leidos Engineering, LLC (formerly known as SAIC Energy, Environment & Infrastructure, LLC) as the Township Geotechnical Consultant to serve at the pleasure of the Board and to compensate the Township Geotechnical Consultant for services rendered in accordance with the fee schedule set forth in Kent Littlefield's letter dated November 25, 2013.
- j. Reappointment of Auditor – Resolution No. 2014-07  
Consideration of a motion to adopt Resolution No. 2014-07 reappointing the accounting firm of Reinsel Kuntz Leshner, LLP to perform the 2013 annual financial audit of Township accounts.
- k. Appointments/Reappointments to Boards and Commissions
  - i. Vacancy Board – Consideration of a motion to reappoint Richard M. Nelson to the Upper Saucon Township Vacancy Board for a one year term expiring on December 31, 2014.
  - ii. Police Pension Committee – Consideration of a motion to appoint Dennis Benner, Philip Spaeth and Aaron Maslonka to the Upper Saucon Township Police Pension Committee for the 2014 calendar year.

- iii. Non-Uniformed Employees' Pension Committee – Consideration of a motion to appoint Thomas E. Young, Francis Stauffer and Philip Spaeth to the Upper Saucon Township Non-Uniformed Employees' Pension Committee for the 2014 calendar year.
- iv. Planning Commission – Consideration of a motion to reappoint Alfred Cancellieri to the Planning Commission for a four year term expiring on December 31, 2017.
- v. Planning Commission – Consideration of a motion to reappoint Antonio Roman to the Planning Commission for a four year term expiring on December 31, 2017.
- vi. Environmental Advisory Council – Consideration of a motion to appoint Alfred Cancellieri to the Environmental Advisory Council for a three year term expiring December 31, 2016.
- vii. Designate Chairperson of Environmental Advisory Council – Consideration of a motion to designate Thomas L. Gettings as Chairperson of the Upper Saucon Township Environmental Advisory Council for the year 2014.
- viii. Municipal Authority/Sewage Treatment Authority – Consideration of a motion to reappoint George Thomas V to the Municipal Authority and Sewage Treatment Authority for a five year term expiring on December 31, 2018.
- ix. Zoning Hearing Board – Consideration of a motion to adopt Resolution No. 2014-09 reappointing Michael DePaolis to the Upper Saucon Township Zoning Hearing Board for a 3 year term expiring on December 31, 2016.
- x. Park & Recreation Commission – Consideration of a motion to reappoint Craig Roth to the Park & Recreation Commission for a five year term expiring on December 31, 2018.
- xi. Park & Recreation Commission – Consideration of a motion to reappoint Steve Steirer to the Park & Recreation Commission for a five year term expiring on December 31, 2018.
- xii. Appointment to Zoning Hearing Board (Alternate) - Consideration of a motion to reappoint Peter Staffeld as an Alternate Member of the Upper Saucon Township Zoning Hearing Board for a three term expiring on December 31, 2016.
- xiii. Appointment to Zoning Hearing Board (Alternate) - Consideration of a motion to reappoint Walter Gallagher as an Alternate Member of the Upper Saucon Township Zoning Hearing Board for a three term expiring on December 31, 2016.
- xiv. Appointment to Zoning Hearing Board (Alternate) - Consideration of a motion to reappoint Terrence C. Grube as an Alternate Member of the Upper Saucon Township Zoning Hearing Board for a three term expiring on December 31, 2016.
- xv. Uniform Construction Code Board of Appeals – Consideration of a motion to reappoint George E. Bloeser, Jr., to the Uniform Construction Code Board of Appeals for a one year term expiring on December 31, 2014.
- xvi. Uniform Construction Code Board of Appeals – Consideration of a motion to reappoint Robert A. Bosak to the Uniform Construction Code Board of Appeals for a one year term expiring on December 31, 2014.

- xvii. Uniform Construction Code Board of Appeals – Consideration of a motion to reappoint David T. Howard to the Uniform Construction Code Board of Appeals for a one year term expiring on December 31, 2014.

1. Establish 2014 Regular Meeting Schedule

Motion to approve the following regular meeting schedule for 2014:

Board of Supervisors

(All meetings will start at 6:30 PM and will be held in the public meeting room of the Upper Saucon Township Municipal Building located at 5500 Camp Meeting Road)

Monday, January 27, 2014	Monday, July 14, 2014
Monday, February 10, 2014	Monday, July 28, 2014
Monday, February 24, 2014	Monday, August 11, 2014
Monday, March 10, 2014	Monday, August 25, 2014
Monday, March 24, 2014	Monday, September 8, 2014
Monday, April 14, 2014	Monday, September 22, 2014
Monday, April 28, 2014	Monday, October 13, 2014
Monday, May 12, 2014	Monday, October 27, 2014
*Tuesday, May 27, 2014	Monday, November 10, 2014
Monday, June 9, 2014	Monday, November 24, 2014
Monday, June 23, 2014	Monday, December 8, 2014
	Monday, December 22, 2014

Note: Special meetings will be scheduled when needed.  
\*Meeting moved to Tuesday due to holiday

m. Committee Assignments for 2014 (Chairman of Board of Supervisors will announce assignments)

Planning and Zoning Committee  
Stephen Wagner, Chair  
Patrick Leonard

Public Works and Transportation Committee  
Dennis Benner, Chair  
Joaquim (Jack) DeMatos

Administration and Finance Committee  
Joaquim (Jack) DeMatos, Chair  
Philip Spaeth

Emergency Services Committee  
Patrick Leonard, Chair  
Dennis Benner

Parks/Recreation and Open Space Committee  
Philip Spaeth, Chair  
Dennis Benner

Appointments Review Committee  
Stephen Wagner, Chair  
Joaquim (Jack) DeMatos

- n. Appointment of Voting Delegate to State Association's Annual Convention  
Motion to appoint Philip Spaeth as the Township's voting delegate to the State Association's annual convention.

**9. MINUTES - None**

**10. COMMITTEE REPORTS - None**

**11. ORDINANCES - None**

**12. RESOLUTIONS**

- a. Police Pension Plan Contribution – Resolution No. 2014-05  
Consideration of a motion to adopt Resolution No. 2014-05 requiring participants of the Police Pension Plan to make a mandatory contribution to the police pension fund for the year 2014.
- b. Non-Uniformed Employees' Pension Plan Contribution – Resolution No. 2014-06  
Consideration of a motion to adopt Resolution No. 2014-06 requiring participants of the Non-Uniformed Employees' Pension Plan to make a mandatory contribution to the non-uniformed employees' pension fund for the year 2014.
- c. Consultant Review Fees To Be Paid By Developers In Connection With The Review And Approval Of Subdivisions And Land Developments – Resolution No. 2014-08  
Consideration of a motion to adopt Resolution No. 2014-08 approving consultant review fees to be paid by developers in connection with the review and approval of land development plans and the inspection, review and approval of public improvements and common amenities contemplated by land development projects pursuant to the *Municipalities Planning Code* and the Township Subdivision and Land Development Ordinance.

**13. MOTIONS**

- a. Lease of Township-owned Property at 4865 W. Hopewell Road (Curly Horse Open Space)  
Consideration of a motion to approve a lease agreement with Dennis Trexler which would allow for the growing, cultivation and harvesting of crops on Township-owned property at 4865 W. Hopewell Road and to authorize the Township Manager to execute said lease agreement.
- b. Lease of Township-owned Property at 4556 E. Valley Road  
Consideration of a motion to approve a Lease Agreement with Leroy C. Stahler, Inc., which would allow for the growing, cultivation and harvesting of crops on Township-owned property at 4556 E. Valley Road and to authorize the Township Manager to execute said Lease Agreement.
- c. Request For Payment – Barry J. Hoffman, Inc. – Certification No. 9  
Consideration of a motion to authorize payment in the amount of \$703.00 to Barry J. Hoffman, Inc., for work completed on the electrical system at the Wastewater Treatment Plan.

**14. SUBDIVISIONS & LAND DEVELOPMENTS - None**

**15. BILLS, PAYROLL AND COMMISSIONS**

- Warrant List #01062014 dated 01/03/2014.....\$867,864.81

Consideration of a motion to authorize payment of the Warrant List #01062014 dated 01/03/2014.

**16. CORRESPONDENCE AND INFORMATION ITEMS - None**

**17. ADDITIONAL BUSINESS**

**18. COURTESY OF THE FLOOR**

**19. EXECUTIVE SESSION**

**20. ADJOURNMENT**