

AGENDA

Upper Saucon Township Board of Supervisors
Reorganization Meeting
Monday, January 5, 2015 - 6:30 P.M.
Township Municipal Building

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 electronically recorded. The recordings are maintained as part of the record of the meeting until the minutes are transcribed and approved by the Board.
4. **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.
5. **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.
6. **CHAIRMAN’S REMARKS**
7. **REORGANIZATION BUSINESS**
 - a. Establish Treasurer’s Bond
Consideration of a motion to establish the Treasurer’s Bond for the year 2015 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 2015 at \$2,000,000.00.

- c. Depositories for Township Funds – Resolution Nos. 2015-01 and 2015-02
Consideration of a motion to adopt Resolution Nos. 2015-01 and 2015-02 approving QNB Bank and National Penn Bank as depositories for Township Funds for the year 2015.
- 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. Appointment of Township Engineer
Consideration of a motion to appoint Charles Unangst, P.E., or his designee as an employee of Hanover Engineering Associates, Inc., to serve as Township Engineer and to approve the Letter of Engagement between Charles Unangst and Upper Saucon Township concerning the terms and conditions of said appointment.
- f. Appointment of Township Conflict Engineer
Consideration of a motion to appoint C. Robert Wynn, P.E., or his designee as an employee of C. Robert Wynn Associates, Inc., to serve as Township Conflict Engineer and to compensate the Township Conflict Engineer in accordance with the rate schedule set forth in Mr. Wynn's letter dated November 21, 2013.
- g. Appointment of Sewage Enforcement Officers
Consideration of a motion to appoint Jeffrey T. Huff (SEO #01900), Jacob A. Schray (SEO #03134) and Christopher A. Taylor (SEO #03138) of Hanover Engineering Associates, Inc., as sewage enforcement officers to act on behalf of Upper Saucon Township for administration and enforcement of the Pennsylvania Sewage Facilities Act.
- h. Appointment of Township Engineer for Municipal Sanitary Sewer Matters
Consideration of a motion to appoint Karl Schreiter, Jr., P.E., to serve as Township Engineer for Municipal Sanitary Sewer Matters and to compensate Mr. Schreiter for services rendered in accordance with the fee schedule provided by Schreiter Engineering Associates, Inc., 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. 2015-05
Consideration of a motion to adopt Resolution No. 2015-05 reappointing the accounting firm of Reinsel Kuntz Leshner, LLP to perform the 2014 annual financial audit of Township accounts.
- k. Appointment of Third Party Agency For Administration and Enforcement of PA Construction Code Act
Motion to appoint Keycodes Inspection Agency and its construction code officials, as the sole third-party agency to act on behalf of Upper Saucon Township for administration and enforcement of the Pennsylvania Construction Code Act, in accordance with Section 503(b)(2) of the Act and Section 3.b of Upper Saucon Township Ordinance No. 130.
- l. Appointment of Municipal Code Official and Primary Building Code Official
Motion to appoint David I. Shields of Keycodes Inspection Agency as the municipal code official and primary building code official to act on behalf of Upper Saucon Township for administration and enforcement of the Pennsylvania Construction Code Act, in accordance with Section 503(b)(1) of the Act and Section 3.a of Upper Saucon Township Ordinance No. 130.

m. 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, 2015.
- 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 2015 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 2015 calendar year.
- iv. Planning Commission – Consideration of a motion to reappoint Samantha Ciotti Falcone to the Planning Commission for a four year term expiring on December 31, 2018.
- v. 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 2015.
- vi. Environmental Advisory Council – Consideration of a motion to reappoint Doris A. Clegg to the Environmental Advisory Council for a three year term expiring December 31, 2017.
- vii. Municipal Authority/Sewage Treatment Authority – Consideration of a motion to reappoint Ronald J. Reybitz to the Municipal Authority and Sewage Treatment Authority for a five year term expiring on December 31, 2019.
- viii. Zoning Hearing Board – Consideration of a motion to adopt Resolution No. 2015-06 reappointing Dennis Aranyos to the Upper Saucon Township Zoning Hearing Board for a 3 year term expiring on December 31, 2017.
- ix. 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, 2015.
- x. 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, 2015.
- xi. Planning Commission – Consideration of a motion to appoint George E. Bloeser, Jr., to the Planning Commission for a four year term expiring on December 31, 2018. (Appointments Review Committee recommends this appointment.)

n. Establish 2015 Regular Meeting Schedule

Motion to approve the following regular meeting schedule for 2015:

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 5, 2015 (Reorg.)	Monday, July 13, 2015
Monday, February 9, 2015	Monday, July 27, 2015
Monday, February 23, 2015	Monday, August 10, 2015
Monday, March 9, 2015	Monday, August 24, 2015
Monday, March 23, 2015	Monday, September 14, 2015
Monday, April 13, 2015	Monday, September 28, 2015
Monday, April 27, 2015	Monday, October 12, 2015
Monday, May 11, 2015	Monday, October 26, 2015
*Tuesday, May 26, 2015	Monday, November 9, 2015
Monday, June 8, 2015	Monday, November 23, 2015
Monday, June 22, 2015	Monday, December 14, 2015
	Monday, December 28, 2015

Note: Special meetings will be scheduled when needed.

*Meeting moved to Tuesday due to holiday

o. Committee Assignments for 2015 (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

p. 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.

8. MINUTES - None

9. COMMITTEE REPORTS - None

10. ORDINANCES - None

11. RESOLUTIONS

- a. Police Pension Plan Contribution – Resolution No. 2015-03
Consideration of a motion to adopt Resolution No. 2015-03 requiring participants of the Police Pension Plan to make a mandatory contribution to the police pension fund for the year 2015.
- b. Non-Uniformed Employees’ Pension Plan Contribution – Resolution No. 2015-04
Consideration of a motion to adopt Resolution No. 2015-04 requiring participants of the Non-Uniformed Employees’ Pension Plan to make a mandatory contribution to the non-uniformed employees’ pension fund for the year 2015.
- c. Consultant Review Fees To Be Paid By Developers In Connection With The Review And Approval Of Subdivisions And Land Developments – Resolution No. 2015-07
Consideration of a motion to adopt Resolution No. 2015-07 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.

12. MOTIONS

- a. Lease of Township-owned Property at 4865 W. Hopewell Road (Curly Horse Open Space)
Consideration of a motion to approve the 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 the 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.

13. SUBDIVISIONS & LAND DEVELOPMENTS - None

14. BILLS, PAYROLL AND COMMISSIONS - None

15. DIRECTION/DISCUSSION ITEMS

- a. Proposed Zoning Ordinance Amendment to Allow Age Qualified Community on 88.8 acres located at the southwest corner of Landis Mill Road and Old Bethlehem Pike (for possible referral to Planning/Zoning Committee)

16. ADDITIONAL BUSINESS

17. COURTESY OF THE FLOOR

18. EXECUTIVE SESSION

19. ADJOURNMENT