

MINUTES

Upper Saucon Township Board of Supervisors
Regular Meeting
Monday, November 23, 2015 – 6:30 P.M.
Township Municipal Building

Members Present: Stephen Wagner, Chairman
Joaquim "Jack" DeMatos, Vice Chairman
Dennis E. Benner
Patrick M. Leonard
Philip W. Spaeth

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

CALL TO ORDER

Chairman Wagner called the meeting to order at 6:30 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

Mr. Wagner asked all in attendance to stand and recite the "Pledge of Allegiance."

NOTIFICATION

Mr. Wagner 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

None

PUBLIC ANNOUNCEMENTS

Mr. Wagner announced the Environmental Advisory Council is sponsoring a presentation entitled "Dealing with Deer in Landscapes" which will be held on Monday, November 30, at 7:00 p.m. at the Southern Lehigh Public Library.

SUBDIVISIONS & LAND DEVELOPMENTS

None

MINUTES

Regular Meeting of October 26, 2015

Motion made by Mr. Leonard and seconded by Mr. Benner to approve the minutes of the regular meeting of October 26, 2015.

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

ORDINANCES

None

RESOLUTIONS

None

MOTIONS

Police Collective Bargaining Agreement

Motion made by Mr. Leonard and seconded by Mr. Benner to ratify the Collective Bargaining Agreement between Upper Saucon Township and the Upper Saucon Township Police Officers Association for the contract term of January 1, 2016 through December 31, 2018.

Messrs. Beil and Kassel reviewed the terms of the Collective Bargaining Agreement.

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

Release of Funds – DeSales University Athletic Fields – Certification No. 1

Motion made by Mr. Benner and seconded by Mr. Leonard to authorize the release of construction security in the amount of \$2,171,215.33 for the DeSales University Athletic Fields project in accordance with the Community Development Director's memo dated November 19, 2015.

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

CORRESPONDENCE & INFORMATION ITEMS

Memo dated November 17, 2015 from Thomas Young, Director of Finance – 2016 Revised Minimum Municipal Obligation for Police Pension Plan

Mr. Beil explained the Minimum Municipal Obligation for the police pension plan was increased by approximately \$30,000 to reflect the additional cost of the pension benefits called for under the new Police Collective Bargaining Agreement. He said the revised Minimum Municipal Obligation is for information purposes only and no action is required at this time.

PRELIMINARY 2016 TOWNSHIP BUDGET

Motion made by Mr. DeMatos and seconded by Mr. Benner to adopt the preliminary 2016 Township Budget and to authorize the Township Manager to advertise the Budget so that final consideration of the Budget can be accomplished at the Board of Supervisors meeting on December 21, 2015.

Mr. Beil said the version of the Budget being considered by the Board is almost identical to the version presented at the November 9th meeting except for three items:

- The amount budgeted for the Limeport Stadium field lighting project was decreased from \$10,000 to \$5,000. This decrease takes into account that the Limeport Stadium will be receiving a \$5,000 contribution in 2015 and another \$5,000 contribution in 2016, rather than a single \$10,000 contribution in 2016.
- A new fund has been created, the Library Capital Reserve Fund. The 2016 Budget includes a transfer of \$8,400 from the General Fund into the Library Capital Reserve Fund.
- The amount budgeted for the police pension plan increased by approximately \$30,000 due to the new Police Collective Bargaining Agreement.

Mr. Beil said there is no tax increase and utility rates will remain unchanged from 2015.

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

DIRECTION/DISCUSSION ITEMS

Cancellation of Board of Supervisors meeting scheduled for December 14, 2015 due to lack of agenda items

It was the consensus of the Board to cancel the meeting scheduled for December 14, 2015.

Procedure for evaluating applicants seeking appointment/reappointment to Township Boards and Commissions (authorize Appointments Review Committee to evaluate applicants and make recommendations to full Board)

It was the consensus of the Board to continue the current practice of having the Appointments Review Committee evaluate those individuals seeking appointment to a Township board or commission. The Committee will recommend individuals for appointment and the full Board will act on those recommendations at the Reorganization meeting on January 4, 2016.

Board of Supervisors Regular Meeting Schedule for 2016

Mr. Beil reviewed the proposed 2016 regular meeting schedule with the Board. The Board was in favor of meeting on November 21 instead of November 28. The Board will consider approving the meeting schedule at its Reorganization meeting on January 4, 2016.

Possible changes to sick leave policy for non-union employees

Messrs. Beil and Kassel outlined their suggested changes to the sick leave policy for non-union employees. Mr. Beil said the changes are intended to address potential employee abuse of the current sick leave policy. A lengthy discussion ensued concerning the proposed policy changes. Mr. Beil said he would continue to work on this issue and come back to the Board with a more fully developed sick leave policy for the Board to consider.

COMMITTEE REPORTS

None

BILLS, PAYROLL, AND COMMISSIONS

Motion made by Mr. Leonard and seconded by Mr. Benner to authorize payment of the Prepaid Invoice List and Warrant List #11232015 dated 11/20/2015.

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

ADDITIONAL BUSINESS

Mr. Beil asked the Board to consider authorizing the release of construction security for the HMB Management Hotel and Banquet Center project. He said both the Township Engineer and Director of Community Development recommend approval of the release.

Motion made by Mr. Benner and seconded by Mr. Leonard to authorize the release of construction security in the amount of \$709,228.22 for the HMB Management Hotel and Banquet Center project in accordance with the Community Development Director's memo dated November 23, 2015.

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

COURTESY OF THE FLOOR

None

ADJOURNMENT

Motion made by Mr. Benner and seconded by Mr. Leonard to adjourn the meeting.

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

The meeting was adjourned at approximately 7:29 p.m.

Secretary

