

## MINUTES

Upper Saucon Township Board of Supervisors  
Regular Meeting  
Monday, May 9, 2016 – 6:30 P.M.  
Township Municipal Building

Members Present: Stephen Wagner, Chairman  
Patrick M. Leonard, Vice Chairman  
Brian J. Farrell  
Philip W. Spaeth

Members Absent: Dennis E. Benner

Staff Attending: Thomas F. Beil, Township Manager  
Robert E. Kassel, Jr., Assistant Township Manager  
Jeffrey Dimmich, Township Solicitor  
Charles Unangst, P.E., Township Engineer  
Patricia Lang, Director of Community Development

### **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**

Chairman Wagner made the following announcements:

- The Township Tax Collector has set her schedule for the 2016 tax collections. The schedule can be found on the Township website.
- Upper Saucon Township has been awarded a mini grant from Lehigh Valley Greenways Conservation Landscape for a comprehensive signage and wayfinding project at the Upper Saucon Township Community Park. The Lehigh Valley Greenways 2016 Mini-Grant Award Announcement Ceremony will take place at the Upper Saucon Township Community Park on Tuesday, May 10 at 9:00 a.m. at the pavilion.
- The Environmental Advisory Council will hold more Backyard Natural Habitat programs in the coming weeks:
  - “Raised Bed Gardening” on Monday, May 16 at 7:00 p.m. at the Southern Lehigh Public Library.
  - “Creating a Backyard Habitat” on Monday, June 6 at 7:00 p.m. at the Southern Lehigh Public Library.

The Backyard Natural Habitat programs are presented by the Environmental Advisory Council, in partnership with Penn State University Master Gardeners, Lehigh County Agricultural Extension and the Southern Lehigh Public Library.

## **PRESENTATION BY JAMES SCHLESINGER OF PUBLIC FINANCIAL MANAGEMENT – OPTIONS AND STRATEGIES FOR FINANCING FUTURE ROAD IMPROVEMENT AND RECREATION PROJECTS**

Mr. Beil said the Township is looking to borrow approximately 4 million dollars to fund various municipal projects. Mr. Beil introduced James Schlesinger of Public Financial Management who advised and assisted the Township with borrowings in the past.

Mr. Schlesinger explained the Township could borrow the funds by utilizing either a bank loan or a bond issue. He described the advantages and disadvantages of both borrowing options. He said further analysis would be needed in order to determine which borrowing option would be in the best interest of the Township.

Motion made by Mr. Spaeth and seconded by Mr. Farrell to authorize James Schlesinger of Public Financial Management to proceed with the appropriate evaluation and analysis for the purpose of determining if a bank loan or bond issue would result in lower borrowing and interest costs for the Township. Mr. Schlesinger will present his findings at the July 25, 2016 Board of Supervisors meeting.

The motion was approved by a vote of 4 to 0.

**PRESENTATION BY MARK HARMAN OF ARRO CONSULTING – RESULTS FROM RECENT EVALUATION OF TOWNSHIP’S MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) PROGRAM**

Mr. Harman of ARRO Consulting said he recently completed an evaluation of the Township’s MS4 Program. He reviewed the results of this evaluation with the Board. Mr. Harman made several recommendations for improving the Township’s MS4 Program. These recommendations are summarized in Mr. Harman’s memo dated April 15, 2016.

**SUBDIVISIONS & LAND DEVELOPMENTS**

**Main Street Transitional Care Facility – Preliminary/Final Land Development Plan – Resolution No. 2016-23**

Motion made by Mr. Leonard and seconded by Mr. Farrell to adopt Resolution No. 2016-23 conditionally approving the Preliminary / Final Land Development Plan of MS Center Valley LLC (a/k/a Main Street) to subdivide a 9 acre parcel from the former Center Valley Golf Course for the purpose of constructing a transitional care facility.

Attorney Erich Schock of Fitzpatrick, Lentz & Bubba, PC and Jason Buchta of Ott Consulting were present on behalf of MS Center Valley, LLC. Messrs. Schock and Buchta provided a general overview of the project and responded to questions from the Board.

The motion was approved by a vote of 4 to 0.

**MINUTES**

**Regular Meeting of March 14, 2016**

Motion made by Mr. Benner and seconded by Mr. Farrell to approve the minutes of the regular meeting of March 14, 2016.

The motion was approved by a vote of 4 to 0.

**ORDINANCES**

None

**RESOLUTIONS**

**Resolution No. 2016-22 – Winter Storm Jonas Disaster Relief Assistance**

Motion made by Mr. Spaeth and seconded by Mr. Leonard to approve Resolution No. 2016-22 authorizing the Township Manager to execute all necessary documents/agreements for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act for certain expenses incurred by the Township in response to Winter Storm Jonas.

The motion was approved by a vote of 4 to 0.

## **MOTIONS**

### Proposal by ARRO Consulting to Provide MS4 Consulting Services

Motion made by Mr. Leonard and seconded by Mr. Farrell to accept ARRO Consulting's proposal dated April 25, 2016 to provide consulting services relative to the Township's Municipal Separate Storm Sewer System (MS4) Program for a cost not to exceed \$10,000.00.

The motion was approved by a vote of 4 to 0.

### Award Bid for Community Park Trail Relocation and Extension Project

Motion made by Mr. Leonard and seconded by Mr. Spaeth to award the bid for the Community Park Trail Relocation and Extension project to Patrick Paving and Excavation, Inc., for a total bid price of \$167,073.34.

Mr. Beil noted the bid is approximately \$67,000 over budget. Mr. Unangst explained the scope of the original project was expanded to include additional paving which is the primary reason for the project coming in over budget.

Mr. Wagner questioned if it would be better to re-bid the project in 2017 with the hope of getting a lower price. Mr. Spaeth asked Mr. Unangst if the current bid seemed reasonable and if he thought it would be less if the project were re-bid in 2017. Mr. Unangst said the current bid price seemed fair and that re-bidding the project would likely result in little, if any, cost savings. It was the consensus of the Board to move forward with the project.

The motion was approved by a vote of 4 to 0.

### Authorize Sale of Used Township Equipment

Motion made by Mr. Spaeth and seconded by Mr. Farrell to designate the following five Township-owned vehicles as surplus property to be disposed of through an on-line auction conducted by Municibid consistent with the procedures set forth in the Second Class Township Code:

- 2000 Ford Explorer with approx. 123,196 miles  
(VIN#1FMZU83P6YUB82239)
- 1999 Ford Crown Victoria Police Interceptor with approx. 70,795 miles  
(VIN#2FAFP71W5XX189859)
- 2006 Ford Explorer with approx. 120,561 miles  
(VIN#1FM EU72E76UB53919)
- 1995 Ford 56,000 GVW Dump Truck with approx. 91,071 miles  
(VIN#1FDZW82E6SVA78474)

- 1965 Ingram Rubber-Tire Roller  
(Serial No. 6548P9)

The motion was approved by a vote of 4 to 0.

### **CORRESPONDENCE & INFORMATION ITEMS**

None

### **DIRECTION/DISCUSSION ITEMS**

Resident request for Township to prohibit tractor trailers from parking on residential streets  
Mr. Wagner noted there were several residents in attendance who expressed an interest in this issue. He invited those residents to address the Board.

Mark Sterner of 4563 Devonshire Drive explained that one of his neighbors is complaining about another neighbor, Steve Beck, who parks his tractor trailer on Devonshire Drive. He spoke in favor of allowing Mr. Beck to continue to park his tractor trailer on the street. He said Mr. Beck has lived on Devonshire Drive for 17 months and has done extensive work to his property that helped raise property values in the neighborhood. He said Mr. Beck only parks his truck on the street for a few hours at night, maybe two or three times a month. Mr. Beck tries to be considerate to his neighbors by parking his truck near a detention pond.

Steve Beck of 4585 Devonshire Drive explained that he has a tractor trailer he parks near his home a few times per month. The trailer is normally empty and is not hazardous. He said a neighbor, Steve McCarthy, left a letter in his mailbox saying it is illegal to park in the street. Mr. Beck spoke with Trent Sear, Township Zoning Officer, who confirmed it is not illegal to park the tractor trailer in the street. Mr. McCarthy is now calling Mr. Beck's boss to complain.

Supervisor Farrell said he also lives on Devonshire Drive and has never seen or heard the truck. He said no other nearby neighbors have complained either.

Solicitor Dimmich explained that truck parking can be regulated by a police powers ordinance, which is difficult to enforce.

None of the Board members expressed an interest in moving forward with an ordinance prohibiting tractor trailers from parking on residential streets.

### **Preparation of 2017 Township Budget and 5 Year Capital Budget (for referral to Administration and Finance Committee)**

It was the consensus of the Board to refer this matter to the Administration and Finance Committee.

Mr. Spaeth recommended getting the entire Board involved earlier in the budget process to discuss high level issues.

Review engineering proposals for comprehensive analysis of Township water system

Mr. Beil said Hanover Engineering and Dewberry Associates submitted proposals to conduct a comprehensive analysis of the Township's water system. Mr. Beil briefly reviewed both proposals.

It was the consensus of the Board to refer this matter to the Public Works Committee. The Committee was directed to interview both engineering firms and report back to the full Board with a recommendation.

**COMMITTEE REPORTS**

None

**BILLS, PAYROLL, AND COMMISSIONS**

Motion made by Mr. Leonard and seconded by Mr. Spaeth to authorize payment of the Prepaid Invoice List and Warrant List #05092016 dated 05/06/2016.

The motion was approved by a vote of 4 to 0.

**ADDITIONAL BUSINESS**

Mr. Wagner asked Mr. Beil if he had a chance to speak to all the Board members about the possibility of holding planning meetings. Mr. Beil said he did not have a chance to discuss this issue with all the Board members.

**COURTESY OF THE FLOOR**

None

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

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

The motion was approved by a vote of 4 to 0.

The meeting was adjourned at approximately 8:25 p.m.

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Secretary