

## MINUTES

Upper Saucon Township Board of Supervisors  
Regular Meeting  
Monday, February 13, 2017 – 6:30 P.M.  
Township Municipal Building

Members Present: Stephen Wagner, Chairman  
Patrick M. Leonard, Vice Chairman  
Dennis E. Benner  
Brian J. Farrell

Members Absent: Philip W. Spaeth

Staff Attending: Thomas F. Beil, Township Manager  
Robert E. Kassel, Jr., Assistant Township Manager  
Thomas Anewalt, 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**

Leslie Staffeld, President of the Southern Lehigh Public Library Board of Directors, updated the Supervisors on some of the happenings at the Library. She plans on attending future meetings to keep the Supervisors informed of all the positive news and events regarding the Library. She said the Library is very grateful for the Township’s support.

## **PUBLIC ANNOUNCEMENTS**

Mr. Wagner made the following announcements:

- Township offices will be closed on Monday, February 20, in observance of Presidents Day.
- The Environmental Advisory Council is sponsoring several Backyard Natural Habitat programs:
  - “Get Growing – Preparing Your Garden and Starting Seeds” on Monday, February 20 at 7:00 p.m. at the Southern Lehigh Public Library.
  - “Organic Gardening” on Monday, March 20 at 7:00 p.m. at the Southern Lehigh Public Library.
- There is currently a vacancy for an Alternate on the Zoning Hearing Board. If any resident is interested in volunteering, please refer to the Township website for more information on how to apply.
- There will be a Rain Barrel Workshop on Saturday, April 8 from 9:00 a.m. to 1:00 p.m. at the Southern Lehigh Public Library.
- An electronics recycling event will be held on Saturday, April 22 from 9:00 a.m. to 12:00 p.m. at the Southern Lehigh Public Library. More information is available on the Township website.

## **UPDATED AND REVISED EMERGENCY OPERATIONS PLAN FOR UPPER SAUCON TOWNSHIP**

Dane Carroll, Deputy Emergency Management Coordinator, provided an overview of the updated and revised Emergency Operation Plan.

It was noted that the Township’s Emergency Management Coordinator, Nicole Castetter, was also in attendance.

The Board thanked Ms. Castetter and Mr. Carroll for the work in updating the Emergency Operations Plan.

Motion made by Mr. Leonard and seconded by Mr. Benner to adopt Resolution No. 2017-14 approving the updated and revised Emergency Operations Plan for Upper Saucon Township.

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

**PRESENTATION BY PAUL KAMOR OF PNC BANK – ANNUAL PERFORMANCE REVIEW OF TOWNSHIP PENSION PLAN INVESTMENTS**

Paul Kamor of PNC Bank, the Township’s pension custodian, reviewed the performance of the Township’s pension plans for the year 2016.

**SUBDIVISIONS & LAND DEVELOPMENTS**

**Consolidation Plan for Lots 16 and 24 in Blue Ridge Chase Subdivision – Resolution No. 2017-15**

Motion made by Mr. Leonard and seconded by Mr. Benner to adopt Resolution No. 2017-15 conditionally approving the Preliminary / Final Lot Consolidation Plan of Blue Ridge Saucon, LLC, to consolidate Lots 16 and 24 in the Blue Ridge Chase Subdivision.

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

**MINUTES**

None

**ORDINANCES**

None

**RESOLUTIONS**

**Resolution No. 2017-12 – Accepting Fawn Lane As Part Of Township Road System**

Motion made by Mr. Leonard and seconded by Mr. Benner to adopt Resolution No. 2017-12 accepting Fawn Lane as part of the Township’s public road system.

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

**Resolution No. 2017-13 – Accepting Eichler Circle As Part Of Township Road System**

Motion made by Mr. Leonard and seconded by Mr. Farrell to adopt Resolution No. 2017-13 accepting Eichler Circle as part of the Township’s public road system.

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

**MOTIONS**

**Release of Funds – Mountain Glen Subdivision – Certification No. 3**

Motion made by Mr. Leonard and seconded by Mr. Farrell to authorize the release of construction security in the amount of \$104,136.00 for the Mountain Glen Subdivision in accordance with the Community Development Director’s memo dated February 7, 2017.

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

## **CORRESPONDENCE & INFORMATION ITEMS**

None

## **DIRECTION/DISCUSSION ITEMS**

Cancellation of Board of Supervisors meeting scheduled for February 27 due to lack of agenda items

It was the consensus of the Board to cancel the meeting scheduled for February 27, 2017.

## **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 #02132017 dated February 10, 2017.

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

## **ADDITIONAL BUSINESS**

None

## **COURTESY OF THE FLOOR**

None

## **EXECUTIVE SESSION**

At approximately 7:12 p.m., the Board met in Executive Session to discuss the possibility of the Township acquiring an interest in real property.

Mr. Benner was not present during the Executive Session when the property at 1600 Taylor Drive was discussed.

The Board returned from executive session at approximately 7:52 p.m.

## **ADJOURNMENT**

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

The motion was approved by a vote of 3 to 0. Mr. Benner was not present at the time this vote was taken.

The meeting was adjourned at approximately 7:53 p.m.

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Secretary

