

AGENDA

Upper Saucon Township Board of Supervisors
Regular Meeting
Monday, January 22, 2018 – 6:30 P.M.
Township Municipal Building

1. CALL TO ORDER – Patrick M. Leonard, 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. 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.

5. RECOGNITION OF ROBERT KASSEL, JR., ASSISTANT TOWNSHIP MANAGER, UPON HIS RETIREMENT FROM THE TOWNSHIP AFTER 28 YEARS OF DEDICATED AND MERITORIOUS SERVICE

6. ACT 537 PLAN SPECIAL STUDY AND SEWAGE FACILITIES PLANNING MODULE FOR BRINLEY COURT

Consideration of a motion to adopt Resolution No. 2018-10 approving the Act 537 Plan Special Study to reallocate sewage capacity in the Township collection system to service the Brinley Court and Traditions of America developments, and further approving the associated Sewage Facilities Planning Module for the Brinley Court development as an amendment to the Township's Act 537 Official Sewage Plan.

7. AMENDMENT TO INTER-MUNICIPAL AGREEMENT WITH COOPERSBURG BOROUGH

Consideration of a motion to approve the Amendment to Inter-municipal Agreement with Coopersburg Borough relating to the operation and joint use of certain sewage transmission facilities located in both the Township and Borough. The purpose of the Amendment is to eliminate a fee proposed to be paid to the Borough by the developer of Brinley Court in connection with the discharge of flows from the offline flow equalization facilities through Borough lines.

8. BRINLEY COURT, LLC – APPLICATION FOR AMENDED CONDITIONAL USE APPROVAL

The application of Brinley Court, LLC, to construct a 217 unit townhouse development on 41.34 acres located at 7535 South Main Street and 7611 South Main Street. The applicant previously obtained conditional use approval for a 205 unit townhouse development. The applicant requests amended conditional use approval to remove the offline flow equalization tank, which was originally proposed when the original conditional use decision was issued, and to allow the construction of 12 additional townhouse units in place of the offline flow equalization tank.

a. Public Hearing on Amended Conditional Use Application of Brinley Court, LLC

- Open public hearing
- Introduction by Township Solicitor and identification of Township Exhibits
- Presentation by Applicant
- Questions by Board members
- Accept public comment and input
- Additional questions by Board members as appropriate
- Close of record

b. Board Discussion and Deliberation as Necessary

c. Board Action on Amended Conditional Use Application of Brinley Court, LLC

Consideration of a motion to [approve/deny] the Amended Conditional Use Application of Brinley Court, LLC for a 217 unit townhouse development with the elimination of offline flow equalization facilities on 41.34 acres at 7535 and 7611 South Main Street.

9. AMENDED STIPULATION OF SETTLEMENT – BRINLEY COURT DEVELOPMENT

Consideration of a motion to approve the Amended Stipulation of Settlement between the Township and Brinley Court, LLC, and to authorize the appropriate Township officials to execute the Amended Stipulation of Settlement on behalf of the Township.

10. SUBDIVISIONS & LAND DEVELOPMENTS - None

11. MINUTES

a. Regular Meeting of December 18, 2017

Consideration of a motion to approve the minutes of the regular meeting of December 18, 2017.

12. ORDINANCES (for possible adoption)

- a. Proposed Ordinance No. 62-N – Amendment to Non-Uniformed Employees’ Pension Plan – Appointment of New Chief Administrative Officer
Consideration of a motion to adopt proposed Ordinance No. 62-N appointing Thomas F. Beil, Township Manager, as the Chief Administrative Officer of the Non-Uniformed Employees’ Pension Plan. [Note to Chairman: Accept public comment prior to taking vote on Ordinance.]

13. RESOLUTIONS

- a. Resignation Of Walter (Chip) Gallagher As Zoning Hearing Board Alternate Member To Become Zoning Hearing Board Regular Member
 - i. Consideration of a motion to accept the resignation of Walter (Chip) Gallagher as an Alternate Member of the Zoning Hearing Board effective immediately.
 - ii. Consideration of a motion to adopt Resolution No. 2018-04 appointing Walter (Chip) Gallagher as a Regular Member of the Zoning Hearing Board for a three year term expiring on December 31, 2020.
- b. Resolution No. 2018-12 – Appointment of Wes Kovach As Zoning Hearing Board Alternate Member
Consideration of a motion to adopt Resolution No. 2018-12 appointing Wes Kovach as an Alternate Member of the Zoning Hearing Board for a partial term expiring on December 31, 2019.
- c. Resolution No. 2018-11 – Amendment to Police Pension Plan – Appointment of New Chief Administrative Officer
Consideration of a motion to adopt Resolution No. 2018-11 appointing Thomas F. Beil, Township Manager, as the Chief Administrative Officer of the Police Pension Plan.
- d. Resolution No. 2018-09 – Appointment of Voting Delegate, First Voting Delegate and Second Voting Delegate to the Lehigh County Tax Collection Committee
Consideration of a motion to adopt Resolution No. 2018-09 appointing Jeremy Melber as Voting Delegate, Thomas Beil as First Voting Delegate and Stephen Wagner as Second Voting Delegate to the Lehigh County Tax Collection Committee.
- e. Resolution No. 2018-05 – Comprehensive Fee Schedule for Community Development Department
Consideration of a motion to adopt Resolution No. 2018-05 updating the comprehensive fee schedule for the Subdivision & Land Development process, building permit process, building code appeals, certificate of occupancy issuance, zoning permits, zoning appeals, stormwater infiltration testing and activities performed in connection with on-lot sewage disposal systems.

14. MOTIONS

- a. Appointment of Plan Administrator/Chief Administrative Officer of Non-Uniformed Employees Retirement Plan
Consideration of a motion to appoint Thomas F. Beil, Township Manager, as the Plan Administrator and Chief Administrative Officer of the Non-Uniformed Employees Retirement Plan.
- b. Purchase Agricultural Conservation Easement On 24.64 Acre Property At 6834 Passer Road
Consideration of a motion to approve the Sale and Purchase Agreement for the acquisition of an agricultural conservation easement on a 24.64 acre property at 6834 Passer Road for the purchase price of \$221,760.00; and to authorize the Township Manager to sign said Agreement on behalf of the Township. [Note: The conservation easement is being purchased jointly in cooperation with Lehigh County. The County is paying \$147,840.00 and the Township is paying \$221,760.00.]
- c. Separation and Consulting Agreement with Robert E. Kassel, Jr.
Consideration of a motion to approve the Separation and Consulting Agreement with Robert E. Kassel, Jr., who currently serves as Assistant Township Manager, whereby Mr. Kassel will provide consulting services for a period of ten months immediately following his retirement on February 1, 2018 in order to assist with the smooth transition to a subsequent Assistant Township Manager; and to authorize the Chairman of the Board of Supervisors to sign said Agreement on behalf of the Township.
- d. Release of Funds – Hopewell Elementary School – Certification No. 2
Consideration of a motion to authorize the release of construction security in the amount of \$725,074.63 for the Hopewell Elementary School project in accordance with the Township Engineer’s recommendation made by letter dated January 12, 2018.
- e. Sewer Connection Agreement with Coopersburg Borough
Consideration of a motion to approve the Sewer Connection Agreement with Coopersburg Borough allowing 38 homes in the Stone Harvest Estates (f/k/a Cooper Farms) Subdivision to connect to the Township sanitary sewer system and one home at 500 Horse Alley to connect to the Borough sanitary sewer system, and to authorize the Chairman of the Board of Supervisors to execute said Agreement on behalf of the Township.
- f. Release of Funds – Liberty Village – Certification No. 7
Consideration of a motion to authorize the release of construction security in the amount of \$84,550.45 for the Liberty Village Subdivision in accordance with The Pidcock Company recommendation made by letter dated January 17, 2018.
- g. Release of Funds – HMB Management Hotel & Banquet Center – Certification No. 3
Consideration of a motion to authorize the release of construction security in the amount of \$211,649.38 for the HMB Management Hotel & Banquet Center project in accordance with the Township Engineer’s letter dated January 18, 2018.

15. CORRESPONDENCE & INFORMATION ITEMS - None

16. DIRECTION/DISCUSSION ITEMS - None

17. COMMITTEE REPORTS - None

18. ELECT VICE CHAIRMAN OF BOARD OF SUPERVISORS

Consideration of a motion to elect _____ as Vice Chairman of the Board of Supervisors.

19. BILLS, PAYROLL AND COMMISSIONS

Prepaid Invoice List and Warrant List #01222018 dated 01/19/2018

- Prepaid Invoice List.....\$205,388.64
- Warrant List.....\$435,868.14

Consideration of a motion to authorize payment of the Prepaid Invoice List and Warrant List #01222018 dated 01/19/2018.

20. ADDITIONAL BUSINESS

21. COURTESY OF THE FLOOR

22. EXECUTIVE SESSION

23. ADJOURNMENT