

# AGENDA

Upper Saucon Township Board of Supervisors  
Regular Meeting  
Monday, September 23, 2019 – 6:30 P.M.  
Township Municipal Building

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1. **CALL TO ORDER** – Dennis E. Benner, 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. **RESOLUTION NO. 2019-30 - RECOGNITION OF ALEXANDER KANE FOR ATTAINING THE RANK OF EAGLE SCOUT**

Consideration of a motion to adopt Resolution No. 2019-30 recognizing Alexander Kane for the tremendous honor he has brought to his family, Boy Scout Troop and community by attaining the rank of Eagle Scout.

6. **RESOLUTION NO. 2019-31 - RECOGNITION OF WILLIAM KANE FOR ATTAINING THE RANK OF EAGLE SCOUT**

Consideration of a motion to adopt Resolution No. 2019-31 recognizing William Kane for the tremendous honor he has brought to his family, Boy Scout Troop and community by attaining the rank of Eagle Scout.

7. **RESOLUTION NO. 2019-32 - RECOGNITION OF RYAN SINKO FOR ATTAINING THE RANK OF EAGLE SCOUT**

Consideration of a motion to adopt Resolution No. 2019-32 recognizing Ryan Sinko for the tremendous honor he has brought to his family, Boy Scout Troop and community by attaining the rank of Eagle Scout.

8. **SUBDIVISIONS & LAND DEVELOPMENTS** - None

9. **MINUTES** - None

10. **ORDINANCES** (for possible adoption) - None

11. **RESOLUTIONS** - None

12. **MOTIONS**

a. Request For Payment – Dual Temp Company, Inc. – Certification No. 1 (Contract 3)

Consideration of a motion to authorize payment in the amount of \$4,185.00 to Dual Temp Company, Inc., for work completed on the Water/Sewer Department Garage.

b. Request For Payment – Preston Lane Drainage & Roadway Improvements – Certification No. 11

Consideration of a motion to authorize payment in the amount of \$62,148.52 to Horst Excavating for work completed on the Preston Lane Drainage & Roadway Improvements Project.

- c. Request For Payment – Preston Lane Drainage & Roadway Improvements – Certification No. 12  
Consideration of a motion to authorize payment in the amount of \$8,445.10 to Horst Excavating for work completed on the Preston Lane Drainage & Roadway Improvements Project.
- d. Rescind Previous Authorization to Sell Miscellaneous Traffic Signals  
Consideration of a motion to rescind the previous authorization to sell miscellaneous traffic signals (heads and brackets only, no controllers) to Scott Burkholder of Morgantown, PA for \$260.00. [Note: Mr. Burkholder failed to pay for and take possession of the signals in a timely manner.]
- e. Authorize Sale of Used Township Vehicles and Equipment  
Consideration of a motion to designate the vehicles and equipment identified on Disposition List No. 2019-02 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. The following vehicles and equipment appear on Disposition List No. 2019-02:
- 1982 Chevy Step Van (VIN #GCHP32MC3313370) with approximately 65,000 miles.
  - 2000 Sterling/Elgin GeoVac Sweeper (VIN #49H6WFAAOYHF84305) with approximately 42,678 miles on road engine. Hour usage on auxiliary motor for vacuum is unknown.
  - Toro Walk-behind Mower, Mid-size Proline Gear Traction Unit, Model Number 301-81 (SN# 590269).
  - 12 traffic signals (heads and brackets only, no controllers).
- f. Request For Final Payment – Saucon Country Estates and Sunset Park Sanitary Sewer Project – Certification No. 10  
Consideration of a motion to authorize final payment in the amount of \$69,557.76 to RGC Development LP for work completed on the Saucon Country Estates and Sunset Park Sanitary Sewer Project.
- g. Appointment of Assistant Director of Water & Sewer Resources  
Consideration of a motion to appoint Edward Rasich as Assistant Director of Water & Sewer Resources at a starting rate of pay of \$33.99 per hour. [Note: The Board may wish to discuss this matter in Executive Session prior to taking action on the appointment.]
- h. Release of Funds – Old Saucon Subdivision Certification No. 1  
Consideration of a motion to authorize the release of construction security in the amount of \$135,254.24 for the Old Saucon subdivision in accordance with the Township Engineer's recommendation made by letter dated September 13, 2019.

**13. CORRESPONDENCE & INFORMATION ITEMS - None**

**14. DIRECTION/DISCUSSION ITEMS**

- a. Review Agenda for Zoning Hearing Board meeting on October 7, 2019
- b. Proposal from Barry Isett & Associates, Inc, to assist the Township in developing a commercial property fire inspection program

**15. BILLS, PAYROLL AND COMMISSIONS**

Prepaid Invoice List and Warrant List dated 9/20/2019

- Prepaid Invoice List.....\$171,103.70
- Warrant List.....\$897,825.45

Consideration of a motion to authorize payment of the Prepaid Invoice List and Warrant List Dated 9/20/2019.

**16. ADDITIONAL BUSINESS**

**17. COURTESY OF THE FLOOR**

**18. EXECUTIVE SESSION**

**19. ADJOURNMENT**

## MINUTES

Upper Saucon Township Board of Supervisors  
Regular Meeting  
Monday, September 23, 2019 – 6:30 P.M.  
Township Municipal Building

Members Present: Dennis E. Benner, Chairman  
Brian J. Farrell, Vice Chairman  
Philip W. Spaeth  
Kimberly Stehlik

Participating Via  
Speakerphone: Stephen Wagner

Staff Attending: Thomas F. Beil, Township Manager  
Joseph Geib, Assistant Township Manager  
Jeffrey Dimmich, Township Solicitor  
Charles Unangst, P.E., Township Engineer  
Patricia Lang, Director of Community Development  
Charles Castetter, Jr., Fire Chief

### CALL TO ORDER

Mr. Benner called the meeting to order at 6:32 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. Benner asked all in attendance to stand and recite the "Pledge of Allegiance."

### NOTIFICATION

Mr. Benner 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

**RESOLUTION NO. 2019-30 - RECOGNITION OF ALEXANDER KANE FOR  
ATTAINING THE RANK OF EAGLE SCOUT**

Motion made by Ms. Stehlik and seconded by Mr. Farrell to adopt Resolution No. 2019-30 recognizing Alexander Kane for the tremendous honor he has brought to his family, Boy Scout Troop and community by attaining the rank of Eagle Scout.

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

**RESOLUTION NO. 2019-31 - RECOGNITION OF WILLIAM KANE FOR  
ATTAINING THE RANK OF EAGLE SCOUT**

Motion made by Mr. Farrell and seconded by Ms. Stehlik to adopt Resolution No. 2019-31 recognizing William Kane for the tremendous honor he has brought to his family, Boy Scout Troop and community by attaining the rank of Eagle Scout.

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

**RESOLUTION NO. 2019-32 - RECOGNITION OF RYAN SINKO FOR ATTAINING  
THE RANK OF EAGLE SCOUT**

Motion made by Ms. Stehlik and seconded by Mr. Spaeth to adopt Resolution No. 2019-32 recognizing Ryan Sinko for the tremendous honor he has brought to his family, Boy Scout Troop and community by attaining the rank of Eagle Scout.

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

**SUBDIVISIONS & LAND DEVELOPMENTS**

None

**MINUTES**

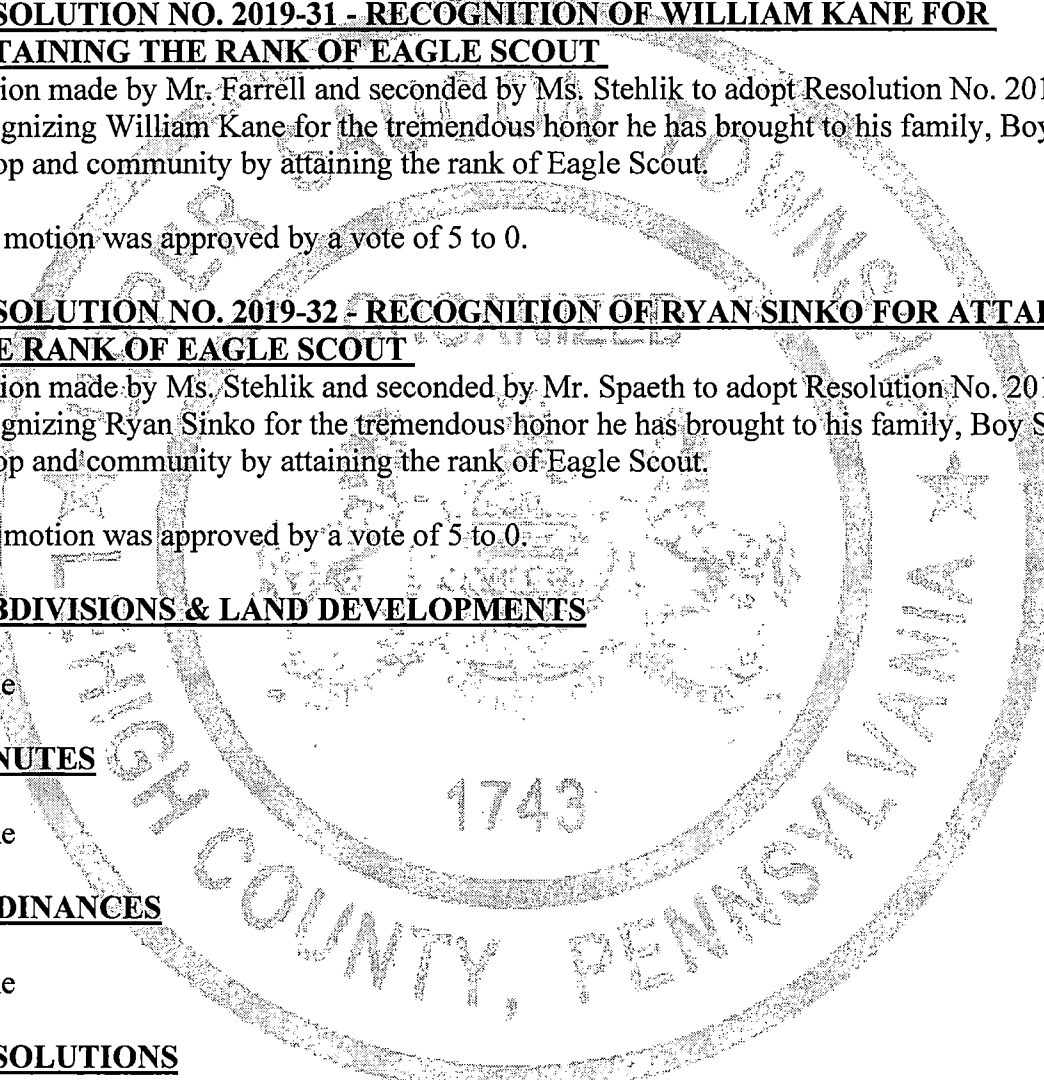
None

**ORDINANCES**

None

**RESOLUTIONS**

None



## MOTIONS

### Request For Payment – Dual Temp Company, Inc. – Certification No. 1 (Contract 3)

Motion made by Mr. Wagner and seconded by Mr. Farrell to authorize payment in the amount of \$4,185.00 to Dual Temp Company, Inc., for work completed on the Water/Sewer Department Garage.

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

### Request For Payment – Preston Lane Drainage & Roadway Improvements – Certification No. 11

Motion made by Ms. Stehlik and seconded by Mr. Spaeth to authorize payment in the amount of \$62,148.52 to Horst Excavating for work completed on the Preston Lane Drainage & Roadway Improvements Project.

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

### Request For Payment – Preston Lane Drainage & Roadway Improvements – Certification No. 12

Motion made by Mr. Spaeth and seconded by Ms. Stehlik to authorize payment in the amount of \$8,445.10 to Horst Excavating for work completed on the Preston Lane Drainage & Roadway Improvements Project.

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

### Rescind Previous Authorization to Sell Miscellaneous Surplus Traffic Signals

Motion made by Mr. Spaeth and seconded by Mr. Farrell to rescind the previous authorization to sell miscellaneous surplus traffic signals (heads and brackets only, no controllers) to Scott Burkholder of Morgantown, PA for \$260.00.

Mr. Beil said the rescission is justified because Mr. Burkholder failed to pay for and take possession of the traffic signals in a timely manner.

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

### Authorize Sale of Used Township Vehicles and Equipment

Motion made by Mr. Farrell and seconded by Mr. Spaeth to designate the vehicles and equipment identified on Disposition List No. 2019-02 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.

It was noted that the following vehicles and equipment appear on Disposition List No. 2019-02:

- 1982 Chevy Step Van (VIN #GCHP32MC3313370) with approximately 65,000 miles.

- 2000 Sterling/Elgin GeoVac Sweeper (VIN #49H6WFAAOYHF84305) with approximately 42,678 miles on road engine. Hour usage on auxiliary motor for vacuum is unknown.
- Toro Walk-behind Mower, Mid-size Proline Gear Traction Unit, Model Number 301-81 (SN# 590269).
- 12 traffic signals (heads and brackets only, no controllers).

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

Request For Final Payment – Saucon Country Estates and Sunset Park Sanitary Sewer Project – Certification No. 10

Motion made by Mr. Farrell and seconded by Ms. Stehlik to authorize final payment in the amount of \$69,557.76 to RGC Development LP for work completed on the Saucon Country Estates and Sunset Park Sanitary Sewer Project.

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

Appointment of Assistant Director of Water & Sewer Resources

Motion made by Mr. Wagner and seconded by Mr. Spaeth to appoint Edward Rasich as Assistant Director of Water & Sewer Resources at a starting rate of pay of \$33.99 per hour.

Mr. Beil recommended the appointment of Edward Rasich. He said the current Assistant Director of Water & Sewer Resources, John Guignet, plans to retire on July 3, 2020. He emphasized the importance of having Mr. Rasich train with the current Assistant Director for the next 10 months.

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

Release of Funds – Old Saucon Subdivision Certification No. 1

Motion made by Ms. Stehlik and seconded by Mr. Spaeth to authorize the release of construction security in the amount of \$135,254.24 for the Old Saucon subdivision in accordance with the Township Engineer's recommendation made by letter dated September 13, 2019.

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

**CORRESPONDENCE & INFORMATION ITEMS**

None

**DIRECTION/DISCUSSION ITEMS**

Review Agenda for Zoning Hearing Board meeting on October 7, 2019

Mr. Beil reviewed the two appeals on the docket for the October 7, 2019 Zoning Hearing Board meeting. It was determined that both appeals involve routine matters that can be handled by the Zoning Hearing Board without input from the Board of Supervisors.

Proposal from Barry Isett & Associates, Inc., to assist the Township in developing a commercial property fire inspection program

Mr. Beil reviewed a proposal from Barry Isett & Associates to assist the Township in developing a commercial property fire inspection program.

Fire Chief Chuck Castetter spoke in favor of establishing a fire inspection program. He said it is necessary to protect the public and address safety concerns.

Mr. Beil said the hiring of a fire inspector will make commercial properties safer for the public. He said the fire inspector will also serve as an additional Township firefighter who will be available for daytime calls when volunteers are sometimes not available.

Motion made by Mr. Spaeth and seconded by Ms. Stehlik to accept the proposal submitted by Barry Isett & Associates, Inc., to assist the Township in developing a commercial property fire inspection program.

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

#### **BILLS, PAYROLL, AND COMMISSIONS**

Motion made by Mr. Spaeth and seconded by Mr. Farrell to authorize payment of the Prepaid Invoice List and Warrant List Dated 9/20/2019.

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

#### **ADDITIONAL BUSINESS**

None

#### **COURTESY OF THE FLOOR**

None

#### **EXECUTIVE SESSION**

At approximately 7:03 p.m., the Board met in Executive Session to consult with the Township Solicitor regarding the Curative Amendment filed by Kay Lehigh, LLC.

At approximately 8:10 p.m., the Board returned from Executive Session.



**ADJOURNMENT**

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

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

The meeting was adjourned at approximately 8:10 p.m.



Secretary

