

# AGENDA

Upper Saucon Township Board of Supervisors  
Regular Meeting  
Monday, September 14, 2020 – 6:30 P.M.  
Township Municipal Building

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**1. CALL TO ORDER** – Brian Farrell, 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. PRESENTATION BY MARK ZETTLEMOYER OF RKL, LP – 2019 ANNUAL AUDIT OF TOWNSHIP ACCOUNTS**

**6. SUBDIVISIONS & LAND DEVELOPMENTS**

a. Estates at Saucon Valley - Preliminary / Final Land Development Plan – Resolution No. 2020-33

Consideration of a motion to adopt Resolution No. 2020-33 conditionally approving the Preliminary / Final Land Development Plan of PD Flint Hill, LLC to construct a 102 unit residential subdivision on 116.6 acres of land located along Flint Hill Road and Taylor Drive.

**7. MINUTES**

a. Regular Meeting of June 22, 2020

Consideration of a motion to approve the minutes of the regular meeting of June 22, 2020.

b. Regular Meeting of July 13, 2020

Consideration of a motion to approve the minutes of the regular meeting of July 13, 2020.

**8. ORDINANCES (for possible adoption)**

a. Ordinance No. 67-YY – Establishing No Parking Zone Along Saint Joseph’s Road

Consideration of a motion to adopt proposed Ordinance No. 67-YY establishing a No Parking zone along Saint Joseph’s Road. [Note to Chairman: Accept public comment prior to taking vote on proposed Ordinance.]

## 9. RESOLUTIONS

- a. Resolution No. 2020-32 – 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. 2020-32 appointing Henna Shah as Voting Delegate, Thomas Beil as First Voting Delegate and Stephen Wagner as Second Voting Delegate to the Lehigh County Tax Collection Committee.
  
- b. Resolution No. 2020-34 - Application to Modify Existing Traffic Signal at the Intersection of Route 309 and Lanark Road  
Consideration of a motion to adopt Resolution No. 2020-34 authorizing the Township Manager to submit all necessary documentation to PennDOT in order to secure the required approvals to modify the existing traffic signal at the intersection of Route 309 and Lanark Road. (Note: This Resolution is required by PennDOT and enables the Township to proceed with proposed traffic improvements at the intersection of Route 309 and Lanark Road.)

## 10. MOTIONS

- a. Security Release Request 2 – Provco Pinegood Coopersburg (Wawa project)  
Consideration of a motion to authorize the release of construction security in the amount of \$259,883.85 for the Wawa project in accordance with the Township Engineer’s recommendation made by letter dated August 20, 2020.
  
- b. Exoneration of Township Real Estate Tax Bill #4459 – 3876 Passer Road  
Consideration of a motion to exonerate the Upper Saucon Township Tax Collector from collecting 2020 Real Estate Tax Bill #4459 for the property at 3876 Passer Road (Property Identification Number 642442708993 1) pursuant to correspondence dated August 16, 2020 from the Township Tax Collector. [Note: The Tax Collector asked to be exonerated from collecting this tax bill because the County recently changed the assessed value for this property and a new tax bill will be issued based on the new assessed value.]
  
- c. Exoneration of Township Real Estate Tax Bill #4462 – 6660 PA Route 309  
Consideration of a motion to exonerate the Upper Saucon Township Tax Collector from collecting 2020 Real Estate Tax Bill #4462 for the property at 6660 PA Route 309 (Property Identification Number 642452007442 1) pursuant to correspondence dated August 16, 2020 from the Township Tax Collector. [Note: The Tax Collector asked to be exonerated from collecting this tax bill because the County recently changed the assessed value for this property and a new tax bill will be issued based on the new assessed value.]
  
- d. Request for Payment – Central Complex at Hopewell Park – Certification No. 3 (Contract 4 – Electrical)  
Consideration of a motion to authorize payment in the amount of \$1,062.00 to Orlando Diefenderfer Electrical Contractors for work completed on the Central Complex at Hopewell Park.

- e. Security Release Request 1 – Lanark Commons III (St. Luke’s Annex Building)  
Consideration of a motion to authorize the release of construction security in the amount of \$80,985.74 for the Lanark Commons III project in accordance with the Community Development Director’s memo dated September 1, 2020.
- f. Request for Payment – Central Complex at Hopewell Park – Certification No. 2 (Contract 1 – Site Work and General Building)  
Consideration of a motion to authorize payment in the amount of \$68,773.50 to Perrotto Builders for work completed on the Central Complex at Hopewell Park.
- g. Request for Payment - Central Complex at Hopewell Park – Certification No. 1 (Contract 3 – Plumbing)  
Consideration of a motion to authorize payment in the amount of \$12,206.00 to Integrity Mechanical for work completed on the Central Complex at Hopewell Park.
- h. Request for Payment - Water / Sewer Dept. Garage – Certification No. 4 (Contract 4 – Electrical)  
Consideration of a motion to authorize payment in the amount of \$32,040.00 to Wind Gap Electric for work completed on the Water / Sewer Department Garage.
- i. Request for Payment – Water / Sewer Dept. Garage – Certification No. 9 (Contract 3 – Plumbing)  
Consideration of a motion to authorize payment in the amount of \$2,484.00 to Dual Temp Company for work completed on the Water / Sewer Department Garage.
- j. Request for Payment – Water / Sewer Dept. Garage – Certification No. 10 (Contract 1 – Site Work and General Building Construction)  
Consideration of a motion to authorize payment in the amount of \$184,748.16 to Ankiewicz Enterprises for work completed on the Water / Sewer Department Garage.
- k. Request to Install Additional Antenna Array on Existing Cell Tower at 5500 Camp Meeting Road
  - i. Consideration of a motion to approve Amendment No. 1 to the Land Lease Agreement with Verizon Wireless whereby the Township will receive a \$22,950 payment from Verizon to upgrade communications equipment used by the Township’s emergency service providers.
  - ii. Consideration of a motion to authorize the Township Manager to execute the Consent Letter dated June 22, 2020 which would allow Verizon Wireless to sublease a portion of the existing cell tower at 5500 Camp Meeting Road to AT&T for the purpose of installing additional cellular antennas and equipment.

## 11. CORRESPONDENCE & INFORMATION ITEMS

- a. Memo dated September 14, 2020 from Thomas Young, Director of Finance – 2021 Minimum Municipal Obligation For Township Pension Plans and Firefighters Length of Service Awards Program (LOSAP)

**12. DIRECTION/DISCUSSION ITEMS - None**

**13. BILLS, PAYROLL AND COMMISSIONS**

Prepaid Invoice List Dated September 11, 2020 for Check Issue Dates 8/11/2020 – 9/14/2020  
and Warrant Detail Invoice List dated September 11, 2020 for Report Date: 9/14/2020

- Prepaid Invoice List.....\$748,488.95
- Warrant Detail Invoice List.....\$609,538.84

Consideration of a motion to authorize payment of the Prepaid Invoice List and Warrant Detail Invoice List both dated September 11, 2020.

**14. ADDITIONAL BUSINESS**

**15. COURTESY OF THE FLOOR**

**16. EXECUTIVE SESSION**

**17. ADJOURNMENT**