

MINUTES

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

Members Present: Brian J. Farrell, Chairman
Philip W. Spaeth, Vice Chairman
Stephen Wagner
Dennis Benner
John G. Inglis, III

Staff Attending: Thomas F. Beil, Township Manager
Joseph Geib, Assistant Township Manager
Thomas Dinkelacker, Township Solicitor
Charles Unangst, P.E., Township Engineer
Patricia Lang, Director of Community Development

CALL TO ORDER

Chairman Farrell called the meeting to order at 6:30 p.m., under a tent on the grounds of the Upper Saucon Township Municipal Building, 5500 Camp Meeting Road, Upper Saucon Township, Lehigh County, PA.

PLEDGE OF ALLEGIANCE

Chairman Farrell asked all in attendance to stand and recite the “Pledge of Allegiance.”

NOTIFICATION

Chairman Farrell 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

Monica Hegedes, 4951 Saint Joseph’s Road, spoke in support of prohibiting parking on Saint Joseph’s Road, citing safety concerns.

Dana Eldridge, 4971 Saint Joseph’s Road, spoke in support of prohibiting parking on Saint Joseph’s Road. She noted that when cars park on Saint Joseph’s Road it creates a very hazardous situation. She asked the Board to consider banning on-street parking on this road.

**PRESENTATION BY MARK ZETTMOYER OF RKL, LP – 2019 ANNUAL
AUDIT OF TOWNSHIP ACCOUNTS**

Mark Zettlemoyer of RKL, LLP provided an overview of the 2019 Annual Audit of Township accounts.

James Largay, 4344 Allegiant Drive, identified himself as Chairman of the Board of Elected Auditors. He expressed concern that the audit understates the Township's actual pension liabilities. He suggested the Board consider directing the auditors to re-run the pension liabilities using a more realistic rate of return which then could be included as a supplement to the audit.

Mr. Zettlemoyer explained how the pension liabilities are calculated and reported in the audit.

It was the consensus of the Board to refer Mr. Largay's issues and concerns regarding pension liability reporting to the Pension Committee.

SUBDIVISIONS & LAND DEVELOPMENTS

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

Motion made by Mr. Benner and seconded by Mr. Spaeth to adopt Resolution No. 2020-33 conditionally approving the Preliminary/Final Land Development Plan of Estates at Saucon Valley to construct a 102 unit residential subdivision on 116.6 acres of land located along Flint Hill Road and Taylor Drive.

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

MINUTES

Regular Meeting of June 22, 2020

Motion by Mr. Spaeth and seconded by Mr. Benner to approve the minutes of the regular meeting of June 22, 2020.

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

Regular Meeting of July 13, 2020

Motion by Mr. Spaeth and seconded by Mr. Inglis to approve the minutes of the regular meeting of July 13, 2020.

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

ORDINANCES

Ordinance No. 67-YY – Establishing No Parking Zone Along Saint Joseph’s Road
Motion made by Mr. Inglis and seconded by Mr. Benner to adopt Ordinance 67-YY establishing a No Parking zone along Saint Joseph’s Road.

Chairman Farrell asked if anyone from the public wished to comment on the proposed Ordinance. There was no response.

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

RESOLUTIONS

Resolution No. 2020-32 – Appointment of Voting Delegate, First Voting Delegate and Second Voting Delegate to the Lehigh County Tax Collection Committee
Motion made by Mr. Spaeth and seconded by Mr. Inglis 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.

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

Resolution No. 2020-34 – Application to Modify Existing Traffic Signal at the Intersection of Route 309 and Lanark Road
Motion made by Mr. Spaeth and seconded by Mr. Wagner 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.

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

MOTIONS

Release of Funds – Provco Pinegood Coopersburg (Wawa Project) – Release No. 2
Motion made by Mr. Benner and seconded by Mr. Inglis 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 letter dated August 20, 2020.

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

Exoneration of Township Real Estate Tax Bill #4459 – 3876 Passer Road
Motion made by Mr. Spaeth and seconded by Mr. Benner 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.

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

Exoneration of Township Real Estate Tax Bill #4462 – 6660 PA Route 309

Motion made by Mr. Inglis and seconded by Mr. Spaeth 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.

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

Request for Payment – Central Complex at Hopewell Park – Certification No. 3 (Contract 4 – Electrical)

Motion made by Mr. Spaeth and seconded by Mr. Benner 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.

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

Release of Funds – Lanark Commons III (St. Luke’s Annex Building) – Release No. 1

Motion made by Mr. Benner and seconded by Mr. Inglis 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.

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

Request for Payment – Central Complex at Hopewell Park – Certification No. 2 (Contract 1 – Site Work and General Building Construction)

Motion made by Mr. Inglis and seconded by Mr. Benner to authorize payment in the amount of \$68,773.50 to Perrotto Builders for work completed on the Central Complex at Hopewell Park.

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

Request for Payment – Central Complex at Hopewell Park – Certification No. 1 (Contract 3 – Plumbing)

Motion made by Mr. Wagner and seconded by Mr. Benner to authorize payment in the amount of \$12,206.00 to Integrity Mechanical for work completed on the Central Complex at Hopewell Park.

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

Request for Payment – Water/Sewer Department Garage – Certification No. 4 (Contract 4 – Electrical)

Motion made by Mr. Benner and seconded by Mr. Inglis to authorize payment in the amount of \$32,040.00 to Wind Gap Electric for work completed on the Water/Sewer Department Garage.

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

Request for Payment – Water/Sewer Department Garage – Certification No. 9 (Contract 3 – Plumbing)

Motion made by Mr. Spaeth and seconded by Mr. Wagner to authorize payment in the amount of \$2,484.00 to Dual Temp Company for work completed on the Water/Sewer Department Garage.

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

Request for Payment – Water/Sewer Department Garage – Certification No. 10 (Contract 1 – Site Work and General Building Construction)

Motion made by Mr. Inglis and seconded by Mr. Benner to authorize payment in the amount of \$184,748.16 to Ankiewicz Enterprises for work completed on the Water/Sewer Department Garage.

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

Request to Install Additional Antenna Array on Existing Cell Tower at 5500 Camp Meeting Road

Motion made by Mr. Inglis and seconded by Mr. Benner 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.

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

Motion made by Mr. Spaeth and seconded by Mr. Wagner 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.

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

CORRESPONDENCE & INFORMATION ITEMS

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)

Mr. Beil reviewed the memo dated September 14, 2020 from Thomas Young, Director of Finance, concerning the 2021 Minimum Municipal Obligation for the Township Pension Plans and the Firefighters Length of Service Awards Program (LOSAP). Mr. Beil said the memo is for the Board's information only and no action is required at this time.

DIRECTION/DISCUSSION ITEMS

None

BILLS, PAYROLL, AND COMMISSIONS

Motion made by Mr. Benner and seconded by Mr. Wagner to authorize payment of the Prepaid Invoice List Dated September 11, 2020 for Check Issue Dates 8/11/2020 – 9/14/2020 and Warrant List dated September 11, 2020 for Report Date 9/14/20.

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

ADDITIONAL BUSINESS

None

COURTESY OF THE FLOOR

George Bloeser, 6500 Limeport Pike, commended the Township Road Department for the excellent job they did in paving his road.

EXECUTIVE SESSION

At approximately 7:39 p.m., the Board met in Executive Session to discuss the possibility of the Township acquiring an interest in real property.

At approximately 8:08 p.m., the Board returned from Executive Session.

ADJOURNMENT

Motion made by Mr. Benner and seconded by Mr. Wagner to adjourn the meeting.

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

The meeting was adjourned at approximately 8:09 pm.


Secretary