

MINUTES

Upper Saucon Township Board of Supervisors
Regular Meeting
Monday, February 22, 2021 – 6:30 P.M.
Township Municipal Building

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

Members Absent: Dennis Benner

Staff Attending: Thomas F. Beil, Township Manager
Joseph Geib, Assistant Township Manager
Thomas Dinkelacker, Township Solicitor
Charles Unangst, P.E., Township Engineer

CALL TO ORDER

Chairman Farrell 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

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

None

ADMINISTER OATH OF OFFICE TO NEWLY-HIRED POLICE OFFICERS

Police Chief Thomas Nicoletti introduced newly-hired police officers Ryan Frederick and Patrick MacKenzie and spoke of their qualifications and merits.

Chairman Farrell administered the oath of office to newly-hired police officers Ryan Frederick and Patrick MacKenzie.

ORDINANCES

None

SUBDIVISIONS & LAND DEVELOPMENTS

None

MINUTES

Reorganization Meeting of January 4, 2021

Motion made by Mr. Wagner and seconded by Mr. Spaeth to approve the minutes of the reorganization meeting of January 4, 2021.

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

Regular Meeting of January 25, 2021

Motion made by Mr. Inglis and seconded by Mr. Spaeth to approve the minutes of the regular meeting of January 25, 2021.

The motion was approved by a vote of 3 in favor, none against and 1 abstention. Mr. Wagner abstained from voting because he was not present at the meeting on January 25, 2021.

RESOLUTIONS

Resolution No. 2021-13 – CDL Employee Drug and Alcohol Testing Policy

Motion made by Mr. Inglis and seconded by Mr. Spaeth to adopt Resolution No. 2021-13 adopting a drug and alcohol testing policy applicable to all Township employees whose job description requires a Commercial Driver's License.

Mr. Beil briefly reviewed the proposed drug and alcohol testing policy and recommended the Board adopt the policy.

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

MOTIONS

Fill Management Positions in Department of Roads and Properties

- i. Motion made by Mr. Spaeth and seconded by Mr. Inglis to promote Donald H. Eck, Jr. to the position of Executive Director of Roads and Properties at an annual salary of \$96,427.

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

- ii. Motion made by Mr. Inglis and seconded by Mr. Wagner to hire Brent Sine as Director of Roads and Properties at an annual salary of \$83,620, contingent upon Mr. Sine successfully passing a pre-employment physical and drug screening.

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

- iii. Motion made by Mr. Wagner and seconded by Mr. Inglis to promote James Ravier to the position of Assistant Director of Roads and Properties at an hourly rate of pay of \$33.40.

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

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

Motion made by Mr. Inglis and seconded by Mr. Spaeth to authorize final payment in the amount of \$3,047.74 to Integrity Mechanical for work completed on the Central Complex at Hopewell Park.

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

Request for Payment - Central Complex at Hopewell Park – Certification Nos. 6 and 7 (Contract 4 - Electrical)

Motion made by Mr. Spaeth and seconded by Mr. Inglis to authorize final payment in the amount of \$4,032.66 to Diefenderfer Electrical Contractors for work completed on the Central Complex at Hopewell Park.

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

Request for Payment – Water / Sewer Dept. Garage – Certification No. 7 (Contract 2 – Mechanical)

Motion made by Mr. Spaeth and seconded by Mr. Inglis to authorize payment in the amount of \$11,542.50 to K.C. Mechanical Service for work completed on the Water / Sewer Department Garage.

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

Release of Funds - Whispering Pines Subdivision – Release Request No. 9

Motion made by Mr. Spaeth and seconded by Mr. Inglis to authorize the release of construction security in the amount of \$470,666.88 for the Whispering Pines Subdivision in accordance with The Pidcock Company's recommendation made by letter dated February 17, 2021.

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

Release of Funds – Lanark Commons III (St. Luke’s Annex Building) – Release Request No. 2 (Final)

Motion made by Mr. Wagner and seconded by Mr. Spaeth to authorize the release of construction security in the amount of \$8,908.43 for the Lanark Commons III project in accordance with the Community Development Director’s memo dated February 18, 2021.

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

CORRESPONDENCE & INFORMATION ITEMS

None

DIRECTION/DISCUSSION ITEMS

None

BILLS, PAYROLL, AND COMMISSIONS

Motion made by Mr. Wagner and seconded by Mr. Inglis to authorize payment of Prepaid Invoice List Dated February 18, 2021 for Check Issue Dates 2/9/2021 – 2/28/2021 and Warrant Detail Invoice List dated February 19, 2021 for Report Dates 2/18/2021 – 2/22/2021.

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

ADDITIONAL BUSINESS

None

COURTESY OF THE FLOOR

Mr. Sine thanked the Board for hiring him as Director of Roads and Properties.

ADJOURNMENT

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

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

The meeting was adjourned at approximately 6:52 p.m.



Secretary