

MINUTES

Upper Saucon Township Board of Supervisors
Regular Meeting
Monday, December 18, 2023 – 6:30 P.M.
Township Municipal Building

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

Members
Participating
Via Speakerphone: Stephen Wagner

Members Absent: Dennis Benner

Staff Attending: Thomas F. Beil, Township Manager
Andrew Bohl, P.E., Township Engineer
Patrick Leonard, Director of General Services
Thomas Dinkelacker, Township Solicitor

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

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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

Kenneth Klotz of 3136 Taylor Drive expressed concerns about stormwater runoff from the Estates at Saucon Valley Subdivision negatively impacting his property.

Mr. Beil assured Mr. Klotz that the Township Engineer would look into his concerns.

SUBDIVISIONS & LAND DEVELOPMENTS

None

MINUTES

Regular Meeting of October 23, 2023

Motion made by Mr. Spaeth and seconded by Mr. Inglis to approve the minutes of the regular meeting of October 23, 2023.

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

ORDINANCES

Proposed Ordinance No. 179 – Issuance of General Obligation Bonds

Attorney Kevin Reid of King, Spry, Herman, Freund and Faul and Jamie Schlesinger of PFM Financial Advisors reviewed the proposed Ordinance and related bond issue with the Board. Attorney Reid and Mr. Schlesinger serve as professional advisors to the Township in connection with the proposed bond issue.

Messrs. Reid and Schlesinger responded to questions from the Board members.

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

Motion made by Mr. Spaeth and seconded by Mr. Inglis to adopt proposed Ordinance No. 179, authorizing the issuance of General Obligation Bonds, Series 2024, in the maximum aggregate amount of \$6,400,000 for the primary purpose of funding the construction of a new police station.

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

Proposed Ordinance No. 67-DDD – Reducing Speed Limit on Portion of West Hopewell Road

Motion made by Mr. Inglis and seconded by Mr. Spaeth to adopt proposed Ordinance No. 67-DDD reducing the speed limit on a portion of West Hopewell Road between Lanark Road and Bowood Street from 40 MPH to 35 MPH.

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 4 to 0.

RESOLUTIONS

Resolution No. 2023-32 – 2024 Township Budget

Motion made by Mr. Spaeth and seconded by Mr. Wagner to adopt Resolution No. 2023-32 approving the 2024 Township Budget.

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

Resolution No. 2023-33 – 2024 Pay Plan for Non-Represented Employees

Motion made by Mr. Inglis and seconded by Mr. Spaeth to adopt Resolution No. 2023-33 establishing the 2024 Pay Plan for non-represented employees of the Township.

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

Resolution No. 2023-34 – Non-Uniformed Employees' Pension Plan Contribution

Motion made by Mr. Inglis and seconded by Mr. Spaeth to adopt Resolution No. 2023-34 requiring participants of the Non-Uniformed Employees' Pension Plan to make a mandatory contribution to the Non-Uniformed Employees' Pension Fund for the year 2024.

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

Resolution No. 2023-35 – Police Pension Plan Contribution

Motion made by Mr. Spaeth and seconded by Mr. Inglis to adopt Resolution No. 2023-35 requiring participants of the Police Pension Plan to make a mandatory contribution to the Police Pension Fund for the year 2024.

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

MOTIONS

Release of Funds - Estates at Saucon Valley Subdivision – Security Release Request 15

Motion made by Mr. Inglis and seconded by Mr. Spaeth to authorize the release of construction security in the amount of \$192,390.00 for the Estates at Saucon Valley Subdivision in accordance with the Township Engineer's recommendation made by letter dated November 20, 2023.

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

Request for Payment – Bittersweet Road Culvert Replacement Project – Certification 2 (Final Payment)

Motion made by Mr. Spaeth and seconded by Mr. Inglis to authorize final payment in the amount of \$17,316.68 to Dirt Work Solutions for work completed on the Bittersweet Road Culvert Replacement Project.

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

Release of Funds – Lutron Waterline Extension – Security Release Request 1

Motion made by Mr. Wagner and seconded by Mr. Inglis to authorize the release of construction security in the amount of \$491,538.91 for the recently constructed waterline along Suter Road in accordance with the terms of the Off-Site Waterline Construction and Reimbursement Agreement between the Township and Lutron Electronics Company.

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

Release of Funds – Old Saucon – Security Release Request 13

Motion made by Mr. Inglis and seconded by Mr. Spaeth to authorize the release of construction security in the amount of \$179,812.05 for the Old Saucon Subdivision in accordance with the Township Engineer's recommendation made by letter dated December 7, 2023.

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

Release of Funds – Traditions of America at Locust Valley – Security Release Request 5

Motion made by Mr. Spaeth and seconded by Mr. Inglis to authorize the release of construction security in the amount of \$909,279.25 for Traditions of America at Locust Valley in accordance with the Township Engineer's recommendation made by letter dated December 7, 2023.

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

Award Bid for Lawn Mowing Services at Township Parks

Motion made by Mr. Inglis and seconded by Mr. Spaeth to award the 2024 Lawn Mowing Bid to Mid-Atlantic Property Maintenance for a total bid price of \$46,200.00 (base bid only).

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

Award Bids for Rail Trail Pedestrian Bridge Over Preston Lane

Contract 1 – Site Work and Bridge Installation

Motion made by Mr. Inglis and seconded by Mr. Spaeth to award Contract 1 - Site Work and Bridge Installation for the Rail Trail Pedestrian Bridge Project to Flyway Excavating for a total bid price of \$694,315.

Messrs. Beil and Dinkelacker responded to questions from Board members concerning the proposed project.

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

Contract 2 – Electrical Work

Motion made by Mr. Inglis and seconded by Mr. Spaeth to award Contract 2 - Electrical Work for the Rail Trail Pedestrian Bridge Project to Yates Electrical Services for a total bid price of \$155,000.

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

Bridge Fabrication and Delivery

Motion made by Mr. Inglis and seconded by Mr. Spaeth to authorize the Township Manager to purchase a prefabricated pedestrian bridge through the State Cooperative Purchasing Program for a cost not to exceed \$520,000.

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

Agreement for Settlement of Condemnation Proceedings and Conveyance of Real Property by Deed in Lieu of Condemnation – 5225 West Hopewell Road (Karr Property)

Motion made by Mr. Inglis and seconded by Mr. Spaeth to approve the Agreement for Settlement of Condemnation Proceedings between David Karr and the Township which calls for the Township to purchase the property at 5225 West Hopewell Road for \$600,000; and to authorize the Township Manager to execute said Agreement on behalf of the Township.

Mr. Beil explained the Board approved a similar Agreement several weeks ago but Mr. Karr asked for minor modifications to the Agreement after it was approved. The Township Solicitor modified the Agreement to Mr. Karr's satisfaction and the Board is now being asked to approve the revised Agreement which includes Mr. Karr's requested changes.

Attorney Dinkelacker reviewed the revisions to the Agreement requested by Mr. Karr.

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

Award Bid for Kozy Korner Road Storm Sewer Improvement Project

Motion made by Mr. Inglis and seconded by Mr. Spaeth to award the bid for the Kozy Korner Road Storm Sewer Improvement Project to Joao and Bradley Construction Company for a total bid price of \$541,925.

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

CORRESPONDENCE & INFORMATION ITEMS

Chairman Farrell announced that the Board of Supervisors Reorganization Meeting will be held on Tuesday, January 2, 2024 at 6:30 p.m.

DIRECTION/DISCUSSION ITEMS

None

BILLS, PAYROLL AND COMMISSIONS

Prepaid Invoice List Dated December 15, 2023 for Check Issue Dates: 11/21/ 2023 – 12/10/2023 and Warrant Detail Invoice List dated December 15, 2023 for Report Dates: 12/11/2023 - 12/18/2023

Motion by Mr. Spaeth and seconded by Mr. Inglis to authorize payment of the Prepaid Invoice List and Warrant Detail Invoice List both dated December 15, 2023.

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

ADDITIONAL BUSINESS

Supervisor Spaeth asked if there was any progress in resolving Bill Ostroski's mailbox situation. Mr. Ostroski was before the Board on October 23, 2023 to express concern that his mail was not being delivered because his neighbor regularly parked vehicles in front of his mailbox.

Mr. Leonard updated the Board on his efforts to work with the neighbors to find an acceptable solution to the mailbox situation. Although he was unable to find a solution everyone could accept, he said the issue seems to have gone away by itself.

COURTESY OF THE FLOOR

None

ADJOURNMENT

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

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

The meeting was adjourned at approximately 7:33 p.m.


Secretary

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