

MINUTES

Upper Saucon Township Board of Supervisors
Regular Meeting
Monday, July 10, 2023 – 6:30 P.M.
Township Municipal Building

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
Patrick Leonard, Director of General Services
Thomas Nicoletti, Chief of Police
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 OFFICER

Police Chief Thomas Nicoletti introduced newly-hired police officer Joseph Cummings and spoke of his qualifications and achievements.

Chairman Farrell administered the oath of office to the newly-hired police officer Joseph Cummings.

SUBDIVISIONS & LAND DEVELOPMENTS

APS Associates / CVS Pharmacy - Preliminary / Final Subdivision Plan – Resolution No. 2023-16

Motion made by Mr. Benner and seconded by Mr. Inglis to adopt Resolution No. 2023-16 conditionally approving the Preliminary / Final Subdivision Plan of APS Associates, LLC to subdivide the existing 16.09 acre shopping center lot located at the northwest corner of Route 309 and Fairmount Street into two lots.

Supervisors Spaeth and Wagner had questions regarding the proposed Subdivision Plan. Messrs. Dinkelacker and Unangst responded to the questions.

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

MINUTES

Regular Meeting of March 27, 2023

Motion made by Mr. Spaeth and seconded by Mr. Inglis to approve the minutes of the regular meeting of March 27, 2023.

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

Regular Meeting of April 10, 2023

Motion made by Mr. Benner and seconded by Mr. Inglis to approve the minutes of the regular meeting of April 10, 2023.

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

ORDINANCES

Proposed Ordinance No. 62-O – Amendment and Restatement of Non-Uniformed Employees' Pension Plan

Motion made by Mr. Inglis and seconded by Mr. Benner to adopt proposed Ordinance No. 62-O amending the Non-Uniformed Employees' Pension Plan to make certain technical revisions recommended by the Township's actuarial consultant and to incorporate all prior standalone amendments to the Plan into one consolidated document.

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. 2023-17 – Modifying and Updating the Township’s Open Records Policy

Motion made by Mr. Wagner and seconded by Mr. Benner to adopt Resolution No. 2023-17 modifying and updating the Township’s Open Records Policy.

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

Resolution No. 2023-18 – Adding Patrick Leonard as Authorized Check Signer on Township Account at QNB Bank

Motion made by Mr. Inglis and seconded by Mr. Benner to adopt Resolution No. 2023-18 reaffirming QNB Bank as the primary depository for Township funds and adding Patrick Leonard as one of the named individuals authorized to sign checks and other related banking instruments on behalf of the Township.

Supervisor Wagner mentioned that Patrick Leonard should be bonded.

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

Resolution No. 2023-19 – Adding Patrick Leonard as Authorized Check Signer on Township Account at TD Bank

Motion made by Mr. Inglis and seconded by Mr. Benner to adopt Resolution No. 2023-19 reaffirming TD Bank as a depository for Township funds and adding Patrick Leonard as one of the named individuals authorized to sign checks and other related banking instruments on behalf of the Township.

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

MOTIONS

Designate Trick or Treat

Motion made by Mr. Wagner and seconded by Mr. Benner to designate Friday, October 27, 2023 from 6:00 pm to 8:00 pm as Upper Saucon Township Trick or Treat with a rain date of Saturday, October 28, 2023 from 6:00 pm to 8:00 pm.

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

Stipulation and Settlement Agreement - Stack Storage

Motion made by Mr. Inglis and seconded by Mr. Benner to approve the Stipulation and Settlement Agreement between Stack-Center Valley & Old Beth Pike, LLC and the Upper Saucon Township Board of Supervisors resolving litigation relating to the proposed self storage facility at 5928 Old Bethlehem Pike and to further authorize the Township Solicitor to execute the same on behalf of the Board of Supervisors

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

Release of Funds – Wedgewood Replacement Golf Holes – Final Security Release and Project Close-Out

Motion made by Mr. Spaeth and seconded by Mr. Benner to authorize the release of construction security in the amount of \$100,000.00 for the Wedgewood Replacement Golf Holes Project in accordance with the Township Engineer's recommendation made by letter dated June 22, 2023.

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

Appoint Assistant Township Treasurer

Motion made by Mr. Wagner and seconded by Mr. Benner to appoint Patrick M. Leonard as Assistant Township Treasurer to replace Thomas F. Beil in that role.

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

CORRESPONDENCE & INFORMATION ITEMS

None

DIRECTION / DISCUSSION ITEMS

Order new Mack dump truck for Road Department (payment and delivery of truck would occur in 2024)

Mr. Beil reviewed this matter with the Board. He explained the order to delivery time for new dump trucks is approximately 16-18 months. He suggested ordering the truck now so it's available for snow plowing duty during the 2024/2025 winter season.

Motion made by Mr. Benner and seconded by Mr. Inglis to authorize the Asst. Township Manager to order a new Mack dump truck through the State's Cooperative Purchasing Program for a total cost not to exceed \$245,000.

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

BILLS, PAYROLL, AND COMMISSIONS

Motion made by Mr. Spaeth and seconded by Mr. Benner to authorize payment of the Prepaid Invoice List dated July 7, 2023 for Check Issue Dates: 6/13/2023 – 7/7/2023 and Warrant Detail Invoice List dated July 7, 2023 for Report Date: 7/10/2023.

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

ADDITIONAL BUSINESS

None

COURTESY OF THE FLOOR

Police Chief Nicoletti announced National Night Out would be held on Tuesday, August 1, 2023, from 6:30 p.m. to 8:30 p.m. at Hopewell Park. He highlighted some of the activities planned for National Night Out and invited the Supervisors to attend.

EXECUTIVE SESSION

At approximately 6:58 p.m., the Board met in Executive Session to discuss:

- Litigation involving proposed Aldi grocery store at 4373 Route 378
- Personnel Matters

At approximately 8:30 p.m., the Board returned from Executive Session.

ADJOURNMENT

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

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

The meeting was adjourned at approximately 8:30 p.m.



Secretary