

AGENDA

Upper Saucon Township Board of Supervisors
Regular Meeting
Monday, February 26, 2024 – 6:30 P.M.
Township Municipal Building

1. CALL TO ORDER – John G. Inglis III, 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. ANNOUNCEMENT

The Board met in Executive Session on Thursday, February 1, 2024 at 5:00 pm to discuss threatened litigation involving the proposed Route 309 Commerce Center (Kay Lehigh Truck / Motor Freight Terminals).

6. MINUTES

a. Regular Meeting of December 18, 2023

Consideration of a motion to approve the minutes of the regular meeting of December 18, 2023.

b. Reorganization and Regular Meeting of January 2, 2024

Consideration of a motion to approve the minutes of the reorganization and regular meeting of January 2, 2024.

7. ORDINANCES (for possible adoption) - None

8. RESOLUTIONS

a. Resolution No. 2024-08 - Adopting Smoothing Method to Determine Actuarial Value of Assets for Police Pension Plan

Consideration of a motion to adopt Resolution No. 2024-08 authorizing the use of the five year smoothing method to determine the actuarial value of assets as part of the actuarial valuation for the Township's Police Pension Plan.

- b. Resolution No. 2024-09 - Adopting Smoothing Method to Determine Actuarial Value of Assets for Non-Uniformed Pension Plan
Consideration of a motion to adopt Resolution No. 2024-09 authorizing the use of the five year smoothing method to determine the actuarial value of assets as part of the actuarial valuation for the Township's Non-Uniformed Pension Plan.
- c. Resolution No. 2024-10 – Reaffirming QNB Bank as Depository for Township Funds
Consideration of a motion to adopt Resolution No. 2024-10 reaffirming QNB Bank as the primary depository for Township funds and clarifying the permissions granted to certain Township officials to approve banking-related transactions. [Note: QNB Bank requested the clarifying language.]
- d. Resolution No. 2024-11 – Updating Rank Structure in Police Department
Consideration of a motion to adopt Resolution No. 2024-11 updating and clarifying the current rank structure in the Police Department.

9. MOTIONS

- a. Release of Funds – HMB Management Hotel & Banquet Center – Release No. 5 (Final)
Consideration of a motion to authorize the final release of construction security in the amount of \$11,057.52 for the HMB Management Hotel & Banquet Center project in accordance with the Township Engineer's recommendation made by letter dated January 26, 2024.
- b. East Valley Road Drainage and Bridge Agreement
Consideration of a motion to approve the East Valley Road Drainage and Bridge Agreement between Kay Lehigh, LLC and Upper Saucon Township which provides for various stormwater and bridge improvements in and around the area where East Valley Road crosses the Saucon Creek; and to authorize the Township Manager to execute said Agreement on behalf of the Township.
- c. Mailbox Replacement Policy
Consideration of a motion to approve Policy No. 2024-01 establishing a formal procedure for handling resident requests for the replacement or repair of mailboxes damaged during Township snow removal operations.

10. SUBDIVISIONS & LAND DEVELOPMENTS

- a. Route 309 Commerce Center – Preliminary / Final Land Development Plan – Resolution No. 2024-12
Consideration of a motion to adopt Resolution No. 2024-12 conditionally approving the Preliminary / Final Land Development Plan of Kay Lehigh, LLC to construct three truck / motor freight terminals on approximately 120 acres of land generally located along the east side of Route 309 between East Hopewell Road and Center Valley Parkway.

11. DIRECTION/DISCUSSION ITEMS

- a. Review Agenda for Zoning Hearing Board meeting on February 28, 2024
- b. Cancellation of Board of Supervisors meeting scheduled for March 11, 2024 due to lack of agenda items

12. UPDATE ON EMERGENCY MANAGEMENT INITIATIVES – DANE CARROLL, EMERGENCY MANAGEMENT COORDINATOR

13. BILLS, PAYROLL AND COMMISSIONS

Prepaid Invoice List Dated February 23, 2024 for Check Issue Dates: 1/23/2024 – 2/23/2024 and Warrant Detail Invoice List dated February 23, 2024 for Report Date: 2/26/2024

- Prepaid Invoice List.....\$504,713.07
- Warrant Detail Invoice List.....\$654,838.37

Consideration of a motion to authorize payment of the Prepaid Invoice List and Warrant Detail Invoice List both dated February 23, 2024.

14. ADDITIONAL BUSINESS

15. COURTESY OF THE FLOOR

16. EXECUTIVE SESSION

17. ADJOURNMENT