

## MINUTES

Upper Saucon Township Board of Supervisors  
Regular Meeting  
Monday, November 13, 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  
Patricia Lang, Director of Community Development  
Tiffany Olsson, Director of Finance  
Brent Sine, Director of Roads & Properties  
Patrick Lambert, Director of Water and Sewer Resources  
Daphne Gombosi, Assistant Director of Finance  
Jim Ravier, Asst. Director of Roads and Properties  
Thomas Nicoletti, Chief of Police  
Dane Carroll, Emergency Management Coordinator  
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**

Keith Kichline of 2663 Oakhurst Drive had questions about the fees for connecting his home to the public sewer system.

Mr. Beil summarized the various fees associated with connecting to the public sewer system and abandoning an existing on-lot system.

Mr. Kichline claimed he is being treated unfairly as he is being asked to pay certain fees for connecting to the public sewer system that his neighbors were not required to pay. He claimed that a building permit should not be required to hook-up to public sewer. He said Keycodes should already have the schematics for the hook-up and he shouldn't have to give it to them again.

Mr. Beil said he would look into Mr. Kichline's claim about certain fees being inconsistently applied.

Joan Slota of 3880 East Hopewell Road wanted to know what the Township plans on doing with the Karr property once they acquire it. Mr. Beil explained the Karr property is adjacent to the Hopewell Park and the Township is interested in acquiring this property to accommodate future expansion of the Hopewell Park.

**SUBDIVISIONS & LAND DEVELOPMENTS**

None

**MINUTES**

None

**ORDINANCES**

None

**RESOLUTIONS**

None

**MOTIONS**

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. Spaeth and seconded by Mr. Inglis 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.

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

**CORRESPONDENCE & INFORMATION ITEMS**

None

**DIRECTION / DISCUSSION ITEMS**

None

**FUTURE RENOVATIONS / EXPANSION OF TOWNSHIP BUILDING AND POLICE STATION**

Rick Stamper of KCBA Architects reviewed three options for the future expansion of the Township Building and Police Station:

Option 1 - Construct new police station / existing Township Building remains unchanged.

Option 2 - Renovate Township Building plus construct new addition.

Option 3 - Construct new police station and completely renovate existing Township Building.

Mr. Stamper highlighted the advantages and disadvantages of each option.

Chief Nicoletti explained the urgent need to expand the Police Station.

Mr. Beil highlighted the estimated costs for each option:

- Option 1 - \$8,900,000
- Option 2 - \$9,700,000
- Option 3 - \$13,900,000

Mr. Beil explained the project would be funded through a proposed tax increase that would go into effect for 2024.

Messrs. Stamper and Beil responded to questions from the Board members.

Mr. Beil said the Finance and Administration Committee recommended moving forward with Option 1 which involves constructing a new police station with the current Township Building remaining unchanged. The new police station would be constructed in the open area between the Township Building and the Ambulance Corps Building. The total cost for Option 1 is \$8,900,000.

Mr. Beil said the Preliminary 2024 Township Budget assumes the Board will be moving forward with Option 1.

**PRELIMINARY 2024 TOWNSHIP BUDGET**

Mr. Beil provided an overview of the Preliminary 2024 Township Budget. He explained the Preliminary Budget calls for a tax increase to fund the construction of a new police station.

Chairman Farrell noted the Preliminary Budget will be considered for possible adoption at the Board's next regular meeting, which is scheduled for Monday, November 20, 2023 at 6:30 p.m.

**BILLS, PAYROLL, AND COMMISSIONS**

Prepaid Invoice List Dated November 9, 2023 for Check Issue Dates: 10/24/2023 – 11/10/2023 and Warrant Detail Invoice List dated November 9, 2023 for Report Date: 11/13/2023

- Prepaid Invoice List \$937,175.06
- Warrant Detail Invoice List \$407,661.46

Motion made by Mr. Wagner and seconded by Mr. Spaeth to authorize payment of the Prepaid Invoice List and Warrant Detail Invoice List both dated November 9, 2023.

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

**ADDITIONAL BUSINESS**

None

**COURTESY OF THE FLOOR**

None

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

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

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

The meeting was adjourned at approximately 7:50 p.m.



Secretary