

## MINUTES

Upper Saucon Township Board of Supervisors  
Regular Meeting  
Monday, September 25, 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  
Patricia Lang, Director of Community Development  
Rocco Beltrami, 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

Sherry Graham of 2750 Hawk Valley Court expressed concerns with the process used to grant zoning permits and asked for clarification on the Township's impervious coverage requirements. Patricia Lang, Director of Community Development, clarified the Township's regulations regarding impervious coverage.

Ms. Graham questioned why some neighbors were allowed to apply for permits with a simple plot plan while other neighbors were required to submit engineered drawings. Ms.

Lang said the permit submission requirements should be the same for everyone and she would look into this issue.

Mr. Benner asked if the Township's stormwater ordinance mirrors the requirements of the State. Ms. Lang said the Township adopted the State's model ordinance.

Mr. Benner said he regularly receives complaints about the Township's impervious cover regulations and he suggested this issue should be reviewed to determine if changes to the regulations are needed.

Mr. Beil encouraged Ms. Graham and her neighbors to contact Ms. Lang if they have any questions regarding the Township's impervious cover requirements.

Ms. Graham thanked the Board Members for their time and attention.

Mark Zabudovsky, of 2710 Stonewall Drive said there is a good deal of confusion regarding the Township's impervious cover requirements. He had numerous questions regarding the impervious cover requirements and the applicability of those requirements to his future plans to construct a pool on his property. He also had questions about permeable pavers. Ms. Lang responded to his questions.

Mr. Zabudovsky had questions and concerns about the NPDES permitting process and the role of the Conservation District. Ms. Lang and Mr. Unangst responded to Mr. Zabudovsky's questions.

An unidentified gentleman had various questions and concerns regarding the NPDES permitting process to which Ms. Lang responded.

An unidentified woman had various questions and concerns regarding the Township's stormwater management requirements. Ms. Lang responded to her questions.

Ms. Lang said she is happy to meet with residents to answer questions about the Township's stormwater management regulations and/or impervious cover requirements.

A discussion ensued as to whether the Township is required to use the County Conservation District for stormwater reviews. Mr. Unangst said he would research this issue and try to get an answer for the Board.

Mr. Zabudovsky asked if landscape boulders count as impervious cover. Ms. Lang said the Township staff tries to take a practical view of this issue. She explained one or two decorative boulders would not count as impervious cover but a large boulder retaining wall would.

### **SUBDIVISIONS & LAND DEVELOPMENTS**

None

## MINUTES

### Regular Meeting of July 10, 2023

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

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

### Regular Meeting of July 24, 2023

Motion made by Mr. Inglis and seconded by Mr. Benner to approve the minutes of the regular meeting of July 24, 2023.

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

### Regular Meeting of August 14, 2023

Motion made by Mr. Inglis and seconded by Mr. Benner to approve the minutes of the regular meeting of August 14, 2023.

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

### Regular Meeting of September 11, 2023

Motion made by Mr. Spaeth and seconded by Mr. Inglis to approve the minutes of the regular meeting of September 11, 2023.

The motion was approved by a vote of 4 in favor, none against and 1 abstention. Mr. Benner abstained from voting because he was not present at the meeting on September 11, 2023.

## ORDINANCES

None

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## RESOLUTIONS

None

## MOTIONS

### Appointment to Non-Uniformed Employees' Pension Committee

Motion made by Mr. Wagner and seconded by Mr. Spaeth to appoint Tiffany Olsson to the Upper Saucon Township Non-Uniformed Employees' Pension Committee for a partial term expiring on December 31, 2023.

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

## CORRESPONDENCE & INFORMATION ITEMS

### Memo dated September 15, 2023 from Daphne Gombosi, Assistant Director of Finance – 2024 Minimum Municipal Obligation for Township Pension Plans

Mr. Beil reviewed a memo dated September 15, 2023 from Daphne Gombosi, Assistant Director of Finance, concerning the 2024 Minimum Municipal Obligation for the Township Pension Plans. Mr. Beil said the memo is for the Board's information only and no action is required at this time.

## DIRECTION / DISCUSSION ITEMS

### Procedure for evaluating applicants seeking appointment or reappointment to Township boards and commissions

It was the consensus of the Board of Supervisors to refer this matter to the Appointments Review Committee. The Committee will evaluate all applicants and make recommendations to the full Board concerning possible appointments to the various Township boards and commissions.

### Board of Supervisors regular meeting schedule for 2024

Mr. Beil reviewed the proposed 2024 regular meeting schedule with the Board. The proposed 2024 meeting schedule generally calls for the Board to meet on the second and fourth Monday of each month at 6:30 p.m. which follows the same pattern as 2023. Mr. Beil noted there were five dates in 2024 where the Board would have to deviate from its normal meeting schedule due to holidays.

The Board will consider formally approving the proposed 2024 meeting schedule at its Reorganization meeting on January 2, 2024.

### Cancellation of Board of Supervisors meeting scheduled for October 9, 2023 due to lack of agenda items

It was the consensus of the Board to cancel the meeting originally scheduled for October 9, 2023.

### Resident request for Township to adopt more stringent open burning regulations

Mr. Beil reviewed this matter with the Board. It was the consensus of the Board to refer this matter to the Planning and Zoning Committee.

Supervisor Spaeth spoke in support of placing more controls on open burning.

## BILLS, PAYROLL, AND COMMISSIONS

### Prepaid Invoice List Dated September 22, 2023 for Check Issue Dates: 9/12/2023 – 9/25/2023 and Warrant Detail Invoice List dated September 22, 2023 for Report Date: 9/25/2023.

Motion made by Mr. Spaeth and seconded by Mr. Benner to authorize payment of the Prepaid Invoice List and Warrant Detail Invoice List both dated September 22, 2023.

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

**ADDITIONAL BUSINESS**

Supervisor Inglis gave a brief update on the proposed YMCA facility at the Township Community Park. He noted there is a meeting on Thursday, September 28<sup>th</sup> to develop a fundraising strategy for the project.

**COURTESY OF THE FLOOR**

None

**EXECUTIVE SESSION**

At approximately 7:43 p.m., the Board met in Executive Session to discuss the following:

- Personnel matter involving employee pay and benefits.
- Possibility of Township purchasing real property or acquiring an interest in real property.

At approximately 8:10 p.m., the Board returned from Executive Session.

**ADJOURNMENT**

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

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

The meeting was adjourned at approximately 8:10 p.m.



*Th. F. Beil*

Secretary