

PALMER TOWNSHIP BOARD OF SUPERVISORS  
GENERAL BUSINESS MEETING  
JANUARY 24, 2012

A general business meeting of the Palmer Township Board of Supervisors was held on Tuesday, January 24, 2012 at 7:00 p.m. in the Community Room of the Palmer Library with all Supervisors in attendance: David Colver, Robert Lammi, Michael Mitchell, Ann-Marie Panella and Robert Smith. Also in attendance were the Township Manager, Planning Director, Director of Public Services, Police Chief, Township Solicitor and Attorney Victoria Opthof. Kris Porter from Patch Internet News and Adam Clark from the Morning Call represented the news media. Colver convened the meeting and led those present in the Pledge to the Flag.

2. APPROVAL OF DISBURSEMENT OF FUNDS –JANUARY 24, 2012

The report will be provided at the meeting.

DISCUSSION

On motion by Mitchell, seconded by Panella, and agreed by all, the Board approved the disbursement of funds for January 24, 2012.

3. APPROVAL OF MINUTES – JANUARY 9, 2012

DISCUSSION

Bruno noted to change the word “contents” on the second line of page three to “context” and in the nineteenth row of page three to change “\$100,000” to “\$1,000,000.”

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the minutes of January 9, 2012 with the above two changes.

4. REQUEST TO ENTERTAIN ZONING MAP AMENDMENT

INFORMATION

Frank Oieni is requesting that the Board entertain an amendment to the Zoning Map to rezone his property at 601 Stones Crossing Road from Light Industrial (LI) to General Commercial (GC). The Board needs to approve/disapprove the request.

DISCUSSION

Colver asked if the whole area is zoned Light Industrial (LI). Carmen explained that this parcel and the property next to it is zoned LI and everything around it is zoned General Commercial (GC). Carman said Mr. Oieni is having trouble getting anyone interested in the property and he feels he may be able to get more activity if the property was zoned GC. Colver said it is only a two or three acre parcel. Lammi said it was zoned LI because at one time there was a manufacturing company on that site. Carman said if this property is changed it leaves a small pocket of LI behind it. Colver said we can't leave that parcel on an island of LI by itself. Colver suggest the township recommend Mr. Oieni contact Mr. Kharecha, the adjoining property owner, to have a discussion regarding his request. If Kharecha is grandfathered in for his existing use it wouldn't be a problem having everything around him GC.

5. COMMUNITY CENTER ON-LINE REGISTRATION SYSTEM DISCUSSION  
INFORMATION

Dan McKinney will be present to discuss a new on-line registration system the community center and Athletic Association would like to begin using. The Board needs to approve/disapprove the new on-line system and authorize the Township Manager to sign the agreement.

DISCUSSION

Community Center Director Dan McKinney said the agreement needs to be reviewed by the Township Solicitor. Bruno said he would like to know if the Board is in agreement with the concept. McKinney said it is over simplification of our current system and would reduce man hours required due to the automation. McKinney said there are issues with our current system in working with the Athletic Association (AA). It takes too long of a period of time to get the information to the AA. Bruno asked if the new system was just going to be used for sports registration. McKinney said in the long run he would like to use is for sports and everything else at the center, fitness classes, pool etc. Lammi said the system they have now you have to go to the community center website and then navigate to each individual sport to register. With this new system there is one spot to go to and it brings you right into the system where you choose what you want to register for. Lammi said it is much simpler for the employee at the community center and the end user. Smith said the current system takes the information and that needs to be put into a spreadsheet by the employees at the community center before it can be turned over to the AA; it has too many steps. McKinney said there are also a ton of features with this new system. The family would benefit as well because it will populate a calendar for each user.

Bruno said there are two organizations involved, MYLEAGUEREIGSTRATION, LLC and then ProPay who handles the online payments. McKinney said that is correct. McKinney said they are a fairly new business so there aren't alot of people using their system yet. McKinney said he would like to start with one sport as a trial basis and then go from there. McKinney said you can create your teams in the system by clicking and dragging names to different teams. It generates emails to the participants telling them what team they are on with their coach's names and contact information. McKinney said it is basically a \$4.70 fee for a \$50 registration fee. The AA is willing to add the \$5 to their registration fee to cover the expense. Bruno asked if it is an AA tool why is the community center entering into the contract. Smith said the community center does all the registrations for the AA now. Bruno said he has some issues with the current agreement. Bruno said in today's market so many companies are committing to do a job for you but don't accept the responsibility for anything they are doing. Bruno said he would want to work on some of the terms in the agreement that would be a fair exchange for services. Panella asked how safe they are in preventing hackers from the system. Lammi said the site has secure coding.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the agreement for the new on-line registration system at the community center subject to the agreement being in a satisfactory form by the Township Solicitor.

6. BIP COMMUNITY 5K RACE DISCUSSION  
INFORMATION

The Business Industrial Professional Group is proposing a 5K Race for Community Weekend to be held Saturday August 18 at 9:00 a.m. Proceeds will benefit the Miracle League of Northampton County. The Board needs to approve/disapprove the event.

#### DISCUSSION

Colver said the BIP group is interested in having a 5K race on community weekend. Colver said they would run out of the pavilion near Mine Lane Road toward Stones Crossing and Sheridan Drive and run to the Trestle in Bethlehem Township and back. Colver said all the proceeds will go to the Miracle League. Colver said the Recreation Board approved the concept at their meeting last week. If this Board is okay with the race we will then go to Bethlehem Township for approval. Colver added the run would be rain or shine would cost \$20 to register ahead of time and it would include a t-shirt and \$25 the day of the race. Colver said we would also like to get the kids from the Miracle League involved and possibly have them do a short walk in the opposite direction of the run on the bike path.

On motion by Mitchell, seconded by Panella, and agreed by four, the Board approved adding the 5K race to community weekend activities on Saturday, August 18, 2012 at 9:00 a.m. Lammi abstained due to his position on the Miracle League board.

#### 7. WOODRIDGE FALLS SECURITY RELEASE

##### INFORMATION

The Pidcock Company and township staff are recommending a release of \$679,861.71 from the improvements securities for the Woodridge Falls III project. This release will be distributed as \$371,807.37 from the Letter of Credit for Woodmont Palmer Apartments, L.P. and \$308,054.34 from the Letter of Credit for Palmer, L.P. The Board needs to approve/disapprove the security release.

##### DISCUSSION

Lammi asked when the plan was approved there was discussion about the tie in of storm water system to South 25<sup>th</sup> Street. Where does that stand? Adams said he believes the large pipe was installed. Lammi asked if we have money in escrow for the completion. Carman said yes we do.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the release of \$679,861.71 from the improvements securities for the Woodridge Falls III project. This release will be distributed as \$371,807.37 from the Letter of Credit for Woodmont Palmer Apartments, L.P. and \$308,054.34 from the Letter of Credit for Palmer, L.P.

#### 8. TPI ENVIRONMENTAL SECURITY RELEASE

##### INFORMATION

After holding a final inspection, The Pidcock Company and Township staff is recommending the termination of the letter of credit in the amount of \$30,734.00 for the TPI Environmental project. The developer has posted a check in the amount of \$5,500.00 to secure

the completion of seeding, trees, and parking lot marking and signage. The Board needs to approve/disapprove the security release.

### DISCUSSION

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the termination of the letter of credit in the amount of \$30,734.00 for the TPI Environmental project.

### 9. PUBLIC COMMENT

None

### 10. REPORTS

#### Township Solicitor

- Bruno had an extension agreement for Dr. Mittal's project requesting an extension until April 30, 2012 to complete their public improvements. On motion by Lammi, seconded by Smith, and agreed by all, the Board authorized the Chairman to sign the extension request.
- Bruno had an extension agreement for Finegan Funeral Home requesting an extension until April 30, 2012 to complete their public improvements. On motion by Panella, seconded by Mitchell, and agreed by all, the Board authorized the Chairman to sign the extension request.
- Bruno had an extension request from Edward Melhem, Towns at Williams Street project. Bruno said they are requesting an extension of time to be able to record their plan. **Approved in 9/29/09 ext for one year until 2013.** Lammi Smith
- Bruno had an indemnification hold harmless agreement for the First Baptist Church project with respect to the retaining wall on the property. On motion by Panella, seconded by Mitchell and agreed by all, the Board Authorized the Chairman to sign the indemnification agreement.
- Bruno said he had the signed land development improvements agreement from Gary Strausser regarding the CVS plan. Bruno said the Board agreed at a previous meeting to delete the voluntary traffic contribution due to the signification work they have completed on area roadways. Bruno said the agreement is ready to be signed and initialed by the change. Lammi said he understands PennDOT may now be questioning the requirement for a traffic light. Carman said that would be on related to the Sheetz project. Colver said he believes it was pretty clear that if a light is required Strausser is responsible for putting in all the requirements. Bruno said if Penndot is forcing that issue with him and we made the PennDOT study a condition of our approval, Mr. Strausser will probably come to us at some time in the future. On motion by Smith, seconded by Panella, and agreed by all, the Board authorized the Chairman to initial and sign the land development improvements agreement.

#### Township Manager

- Christman had three real estate and three personnel items for executive session.

#### Planning Director

- Carman asked if there were any comments regarding the Zoning Hearing Board notice. There were none.

- Carman had one real estate item for executive session.

#### Public Services Director

- Adams said the bike path bids were advertised.
- Adams said the gasoline and diesel fuel bids were also advertised.
- Adams said we have requested proposals from four fencing companies for the shooting range. Adams said the low bidder is Tri Boroughs at \$16,643.85. Adams said the Chief is okay with the proposal and he would recommend we proceed with awarding the job since it is under the \$18,500 threshold. Smith made a motion, it was seconded by Lammi, approved awarding the project to Tri Boroughs in the amount of \$16,543.85. Lammi noted the project would be paid with the drug forfeiture money. Smith amended his motion, seconded by Lammi, and it was approved by all.

#### Police Chief

- Chief Fretz read a prepared statement he submitted to the Board of Supervisors on January 23, 2012 informing them of his intention to retire effective April 1, 2012. Fretz reviewed his career through the department that started September 1, 1970. Fretz said he strived to make available to the department the latest equipment and technology. Fretz also commended the officers of Palmer Township.

Colver said on behalf of the Board we would like to wish you and your family well and we want to thank you for all of your years of service; 41 years is a long time to do anything. Colver said we thank you not only from the Board but from the residents of Palmer Township and wish you well in your retirement.

#### Supervisors

- Colver said we don't meet for another two weeks and when we received Chief Fretz's letter we immediately contacted the group that has conducted previous job searches for the township. Colver said we have a contract from the Davison Group with a not to exceed clause of 80 hours at a \$90 an hour rate. Colver said in light of the timing we don't want to wait two weeks for our next meeting to get the ball rolling. Mitchell made a motion, it was seconded by Panella, and agreed by all, the Board approved hiring the Davison Group to conduct the job search for Police Chief.

On motion by Mitchell, seconded by Panella, and agreed by all, the meeting was adjourned at 8:00 p.m. with three personnel and four real estate items for executive session.

The Board reconvened at 9:14 p.m. Lammi made a motion to authorize the Township Manager to appear at a January 26, 2012 judicial sale to bid on property parcel M9SW1 25 12 with a not to exceed amount of \$2,000, the appraised value of the property; and adjourned the meeting at 9:15 p.m., the motion was seconded by Smith, and agreed by all.

Respectfully submitted,

Christopher S. Christman  
Township Manager