

PALMER TOWNSHIP BOARD OF SUPERVISORS  
GENERAL BUSINESS MEETING  
January 25, 2011

A general business meeting of the Palmer Township Board of Supervisors was held on Tuesday, January 25, 2011 at 7:00 p.m. in the Community Room of the Palmer Library with all Supervisors in attendance: David Colver, Robert Lammi, Ann-Marie Panella, Robert Smith and Mike Mitchell. Also in attendance were the Planning Director, Public Services Director, Police Chief, Township Solicitor and Township Engineer. The Township Manager was absent. Takisha Thomas from Patch Internet News represented the news media. Chairman Colver convened the meeting and led those present in the Pledge to the Flag. Colver announced that prior to the meeting tonight they held an executive session to discuss one litigation matter and no action is required tonight.

2. APPROVAL OF DISBURSEMENT OF FUNDS – JANUARY 10, 2011 AND  
JANUARY 25, 2011

INFORMATION

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 10, 2011.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the disbursement of funds for January 25, 2011.

3. APPROVAL OF MINUTES – JANUARY 3, 2011

DISCUSSION

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the minutes of January 3, 2011.

4. WOODRIDGE FALLS III – LOT 4 – PRELIMINARY/FINAL SUBDIVISION PLAN

INFORMATION

The Board needs to approve/disapprove the preliminary/final subdivision plan.

DISCUSSION

Carman said when Woodridge Falls was previously approved it included one single family lot and now this request is to subdivide that lot into three single family lots. Carman said in the calculation of recreation fees it included one single family lot. Carman said you should determine if recreation fees are required for the two additional lots and if you feel a traffic

contribution is now necessary. Colver said his opinion on the traffic contribution is it was taken care of back at approval, but not for the recreation fees. The Board agreed.

Domenick Colangelo, Finelli Consulting Engineers, said this is a simple subdivision into three residential lots. Colangelo said they worked with the township zoning officer to get the setback issues resolved. The only outstanding issue is storm water but we are working with the township engineer on that. Colver asked if the storm water all goes east. Colangelo said no and demonstrated on the plan the flow of water. Colver asked about the improvements to Main and Timber Ridge. Colangelo reviewed the plan for that area. Bruno questioned whether the plan should be called Woodridge Falls III, Lot 4, or if there would be a better way to identify it. Dillman said it could be called anything. Colangelo said we could name them Lots 4A, 4B, 4C. Bruno said aren't you really revising the original plan. Colangelo said we are subdividing a tax parcel into three pieces and it does not effect the overall plan.

On motion by Lammi, seconded by Mitchell, and agreed by all, the Board approved the preliminary/final subdivision plan of Woodridge Falls III, Lot 4 with the following conditions: the applicant address the comments of the township engineer's letter dated January 7, 2011; satisfy the township departmental comments dated January 7, 2011; pay a recreation fee to the township in the amount of \$2,800 (one lot was covered in the calculation for the Woodridge Falls III development, so amount would be (2 lots x \$1,400 per lot for a total of \$2,800); enter into a subdivision agreement with the township to the satisfaction of the township solicitor; provide financial security in a form satisfactory to the township solicitor; satisfy all prior conditions of approval of the Woodridge Falls III subdivision and land development plan, to the extent that they are applicable to this plan.

5. APPOINTMENT OF TAX COLLECTION COMMITTEE DELEGATES FOR 2011  
INFORMATION

The Board needs to appoint a delegate and two alternate delegates to the tax collection committee.

DISCUSSION

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the resolution to appoint Brenda DeLong as the primary voting delegate, Virginia Rickert as first alternate, and Jeffrey Young as second alternate for the tax collection committee in 2011.

6. DIESEL FUEL BID AWARDS

INFORMATION

The Public Services Director will bring bid opening results to the meeting. The Board needs to approve/disapprove the Public Services Director bid recommendation.

DISCUSSION

Adams distributed information to the Board and said in all cases the low bidder was Petroleum Traders, from Ft. Wayne, IN. Adams said we advertised for a fluctuating price, as

well as a fixed price. Fluctuating came in at \$2.7850/gallon plus a \$0.0369 per gallon adjustment to winterize fuel. The fixed price came in at \$3.1262/gallon which includes the winterized fuel adjustment. Colver said he feels we should lock in at a fixed price now because he believes prices are going to rise. The Board agreed.

On motion by Smith, seconded by Panella, and agreed by all, the Board awarded the diesel fuel bid to Petroleum Traders at a fixed rate of \$3.1262/gallon which includes the winterized fuel adjustment.

7. PUBLIC COMMENT

None

8. REPORTS

Solicitor

- Bruno had an extension agreement for TD Bank's maintenance agreement requesting an extension of time until May 31, 2011. On motion by Lammi, seconded by Panella, and agreed by all, the Board authorized the chairman to sign the agreement.
- Bruno had an extension agreement for the Crossroads of Nazareth requesting an extension of time until March 31, 2011, to extend their land development improvements agreement. On motion by Lammi, seconded by Smith, and agreed by all, the Board authorized the Chairman to sign the extension agreement.
- Bruno had a request from Strausser Enterprises related to the Northwood Center Extension, CVS project. Bruno said they said they will not have received their PennDOT highway occupancy permit prior to their deadline of January 28, 2011. They are requesting an extension until April 30, 2011 to be able to record their plan. On motion by Lammi, seconded by Mitchell, and agreed by all, the Board authorized the chairman to sign the extension request.
- Bruno had an extension request for CMC Development, Tuskes Holmes, Maple Shade, requesting a six month extension of time to complete their public improvements. On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the extension request.
- Bruno had various documents related to the Estates at Knobhill. Bruno said the project is complete and has been inspected:
  - Bruno had a deed of dedication for a parcel of 13,079 square feet granting the property back to the township. On motion by Mitchell, seconded by Panella, and agreed by all, the Board authorized the chairman to sign the deed of dedication.
  - Bruno had a resolution accepting street right-of-way for Haymont Drive, Carter Street and Eugene Street, accepting them as township roads. On motion by Smith, seconded by Mitchell, and agreed by all, the Board approved the resolution accepting the street right-of-way.
  - Bruno had the maintenance agreement for Knobhill to enter into their 18-month period for improvements. On motion by Lammi, seconded by Smith, and agreed by all the Board authorized the chairman to sign the maintenance agreement.
- Bruno noted that he received the checks related to the Glenmoor and Highlands matter made payable to the township.
- Bruno had two litigation items for executive session.

Planning Director

- Carman said regarding the Zoning Hearing Board agenda for next week, First Star Bank is requesting an electronic sign for their location at the Palmer Park Mall. Colver said there are some concerns about that and he would recommend the solicitor attend and monitor what is going on with that request. Bruno said it would make sense to ask for a second hearing in this matter so the Board can digest what was presented at the first hearing. On motion by Lammi, seconded by Smith, and agreed by all, the Board authorized the solicitors attendance at the Zoning Hearing Board meeting.
- Carman said the New Creation Church project on Nicholas Street was required to install sidewalk along their property. Carman said there is a small section of sidewalk, about 20 feet, where there is a guide pole in the way. Carman said the developer would like to defer that portion of the sidewalk until the pole is relocated. Dillman said this is a little different because you gave the requirement to Kharecha and he turned it over to the church. Dillman said perhaps it is acceptable to absolve the church from doing it, but you give Kharecha the deferral. On motion by Panella, seconded by Smith, and agreed by all, the Board agreed to grant a deferral to Kharecha as the property owner for the 20 foot section of sidewalk along Nicholas Street.
- Carman said she is working on updating the numbers and statistics of the comprehensive plan. Carman said the GIS portion is a little behind because we just received the software. Carman said she is keeping a list of items she feels need to be addressed. Carman said she ran into a little trouble with scheduling the committee members because some are going to be out of town for several months. Carman said she could get some of the work done through email communications to get things underway and then hold the meetings after collecting some of the data and opinions.

Public Services Director

- Adams said he had received some letters recognizing the great job the public works department is doing clearing the streets.
- Adams had one real estate item for executive session.

Police Chief

- Chief Fretz said they received approval for the aggressive driving grant.

Township Engineer

- Brian Dillman introduced Ralph Russek and said he will be attending planning commission meetings for Palmer in the future and will also be attending some of the board of supervisors meetings.
- Dillman distributed a comprehensive list of township projects they are working with the solicitor and planning director on.

Supervisors

- Colver said the fire department received a grant in the amount of \$9,200 that will be used for keyless entry systems for both of the fire stations.
- Colver said the Raub family won a \$2,500 award and the requirement was they had to donate it to a local non profit. Colver said the Raub's donated it to the fire department.

- Colver said the fire department received their state relief association check in the amount of \$165,000 and they also approved the relief association budget last night. Colver said they use this money for things they can't purchase from the general fund budget. Colver said something like \$15,000 was left over and will go toward the 2017 fire truck fund.
- Colver had one personnel item for executive session.

On motion by Mitchell, seconded by Panella, and agreed by all, the meeting was adjourned at 7:55 p.m. with one personnel, two litigation and one real estate item for executive session.

Respectfully submitted,

Robert G. Anckaitis  
Township Manager