

PALMER TOWNSHIP BOARD OF SUPERVISORS  
GENERAL BUSINESS MEETING  
APRIL 2, 2012

A general business meeting of the Palmer Township Board of Supervisors was held on Monday, April 2, 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, Director of Public Services, Police Chief and Township Solicitor. Dino Ciliberti from Patch Internet News and Zach Lindsey from the Express Times represented the news media. Chairman Colver convened the meeting and led those present in the Pledge to the Flag.

2. APPROVAL OF DISBURSEMENT OF FUNDS – APRIL 2, 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 April 2, 2012.

3. APPROVAL OF MINUTES – MARCH 27, 2012

DISCUSSION

On motion by Lammi, seconded by Smith, and agreed by four, the Board approved the minutes of March 27, 2012. Colver abstained because he was absent at the March 27 meeting.

Colver said he wasn't at the last meeting so he missed the swearing in of our new Police Chief. Colver welcomed Chief Palmer to the township.

4. ROUTE 33 NEIGHBORHOOD IMPROVEMENT DISTRICT PUBLIC HEARING

INFORMATION

A Preliminary Neighborhood Improvement District Plan has been drafted in connection with creation of a neighborhood improvement district within Palmer Township to be known as the Route 33 Neighborhood Improvement District. The hearing is being held pursuant to the Neighborhood Improvement District Act for the purpose of affording interested parties a reasonable opportunity to express their views on the proposed Route 33 Preliminary Neighborhood Improvement District Plan. No action is required at this time.

DISCUSSION

Bruno said this matter was advertised as a public hearing, however, no decision or action needs to be taken tonight. Bruno said there is a requirement of a 45-day waiting period for residents to comment after the second public hearing.

Keenan Rice said he is assisting the Chrin Companies with the Neighborhood Improvement District (NID) process. Rice said a special assessment will be levied on the project. Tax revenues would pay the debt service on the bond. Rice explained how the TIF bonds work and the process that will take place within the township. Rice said the Board can expect to see them three times during the process. Rice said the NID plan is required by statute and requires: 1 - description of property, 2 - improvements being made, 3 - method of financing, 4 - assessment methodology, and 5 – review of responsibility of the NID plan. Rice said there is tonight's meeting, another one will be scheduled for April 24, and then after the 45 day waiting period there will be an ordinance for the Board to adopt at the third hearing.

Colver asked if the 45-day waiting period was from tonight's meeting. Rice said it is between the second and third public hearings. Attorney Peter Carlucci, special counsel for the Chrin Companies said April 24 will be the second public hearing and following that hearing there will be a 45-day period for property owners to object to the plan. Carlucci said we anticipate June 11 would be the meeting scheduled for adoption of the ordinance. Colver asked if someone buys a lot and builds on that lot, how they are affected. Rice said a special assessment is assigned to each parcel and that parcel gets a credit. Special assessments are significantly lower. Rice said when the bonds are issued there is a period of time where interest is accrued for up to three years which allows time for development activity. Colver asked how long the NID Municipal Authority (NIDMA) stays in affect. Rice said for the length of the bonds.

Smith asked at the end of the process who dissolves the group and how does it happen. Carlucci said it will be done by the Board of Supervisors. Lammi said so due to the length of time it will be a whole new board sitting up here. Rice said the NIDMA Board will meet several times a year. They will deal with assessments as subdivisions are requested.

Colver asked for questions from the public. There were none.

Colver said this will be rescheduled for April 24<sup>th</sup> with no action required tonight.

## 5. MIRACLE LEAGUE LEASE AGREEMENT

### INFORMATION

The Board needs to approve/disapprove the lease agreement.

### DISCUSSION

Bruno said he created the lease agreement and it has been accepted by the Miracle League. Bruno said he is finalizing the plan that will be attached to the lease agreement. Bruno said the township will lease the property to the Miracle League at a cost of \$1 per year. The tenant is required to hold liability coverage and the property is not assignable. That means if the Miracle League terminates the lease it cannot pass it on to another entity without the townships consent.

On motion by Smith, seconded by Panella, and agreed by four, the Board authorized the Chairman to sign the lease agreement, subject to the description being finalized by the Solicitor

and forwarded to the Miracle League for execution. Lammi abstained since he is a member of the Miracle League Board of Directors.

Lammi said they are getting ready to begin construction of the field and they would like to request that the Board of Supervisors suspend fees for township permits. On motion by Mitchell, seconded by Panella, and agreed by four, the Board agreed to waive permit fees for the construction of the Miracle League field on the Charles Chrin Community Center property. Lammi abstained as a member of the Miracle League Board of Directors.

6. MUNICIPAL SEWER AUTHORITY ORDINANCE DISCUSSION

INFORMATION

Questions and comments should be addressed regarding the ordinance. If the ordinance is in an acceptable form the Board can authorize the Solicitor to advertise the ordinance.

DISCUSSION

Bruno said he previously provided a copy of this ordinance to the Board so it could be discussed and reviewed at tonight's meeting. Bruno said if it is in an acceptable form with the Board you can authorize my office to advertise the ordinance. Christman said at last week's meeting a question came up regarding outstanding debt Palmer may owe to Tatamy Borough. Christman said he spoke with the Municipal Sewer Authority Director, Mr. Hosking, and he said as we understand it, there is absolutely no outstanding debt on the Authorities books. Tatamy assumed debt for construction to the interceptor, Forks Township assumed debt for the Bushkill interceptor, and we pay the Easton Area Sewer Authority for the treatment plant. Christman said it is not a direct obligation on our books. We pay a premium each year to each entity that is covered through annual review.

On motion by Lammi, seconded by Mitchell, and agreed by all, the Board authorized the Solicitor to advertise the ordinance repealing Chapter 17, Article I, of the Palmer Township Code entitled the Palmer Township Municipal Sewer Authority, dissolving and terminating the Palmer Township Municipal Sewer Authority.

7. PUBLIC COMMENT

None

8. REPORTS

Solicitor

- Bruno said as a follow-up to the NID presentation made earlier and to their request to hold a hearing at the April 24 Board of Supervisor meeting, he would request approval to advertise for that public hearing. On motion by Lammi, seconded by Smith, and agreed by all, the Board authorized advertisement of the hearing for the April 24 Board of Supervisors meeting at the expense of the project owner.

Township Manager

- Christman said he attended accreditation training with Officer Hagenbuch earlier this morning. Christman said he learned a lot about obtaining accreditation and acquired some valuable tools. Christman said he is anxious to start the process with Chief Palmer.
- Christman said the township's plotter/scanner has had a lot of maintenance issues. Christman said we have an opportunity to purchase a new plotter/scanner at one third of the cost. Christman said he is asking permission to put our current equipment out for bid and anticipates it could pay for the new piece of equipment. Christman said our overall maintenance costs should also be one third less with a new HP printer. The new HP printer will do what both our current machines do. Christman said he would like to put it out to bid on the Municibid website. Christman said the new HP printer cost is \$8,300. You paid \$27,000 when you purchased the OCE printer new. Christman said the staff went to see a demonstration of the new HP machine and it runs very well. On motion by Mitchell, seconded by Panella, and agreed by all, the Board authorized the Township Manager to place the OCE plotter/scanner out for bid.
- Christman said as you know we are working with the Solicitors office on the disposal and recycling bids. Christman said we may have information back to the Board for review this week and hope to have it back on an agenda April 9 or April 24. Christman said we plan to split the bids into three pieces. We will bid the recycling and disposal pieces first. Christman said Solicitor Bruno is working to clean up the language in the bids. Lammi said at the last Environmental Steering Committee meeting there were 15 to 20 residents that attended the meeting and some good questions and comments were made at the meeting.
- Christman had one legal, two personnel and two real estate items for executive session.

On motion by Mitchell, seconded by Smith, and agreed by all, the meeting was adjourned at 7:35 p.m. with one legal, two personnel and two real estate items for executive session.

Respectfully submitted,

Christopher S. Christman  
Township Manager