

GENERAL BUSINESS MEETING
SEPTEMBER 27, 2011

A general business meeting of the Palmer Township Board of Supervisors was held on Tuesday, September 27, 2011 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 and Township Solicitor. Dino Ciliberti from Patch Internet News 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 – SEPTEMBER 6, 2011,
SEPTEMBER 12, 2011 AND SEPTEMBER 27, 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 September 6, 2011.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the disbursement of funds for September 12, 2011.

On motion by Mitchell, seconded by Panella, and agreed by all, the Board approved the disbursement of funds for September 27, 2011.

3. APPROVAL OF MINUTES – AUGUST 23, 2011 AND SEPTEMBER 8, 2011

DISCUSSION

On motion by Smith, seconded by Lammi, and agreed by all, the Board approved the minutes of August 23, 2011.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the minutes of September 8, 2011.

4. SWEARING IN OF NEW PART-TIME POLICE OFFICERS

INFORMATION

Chairman Colver will swear in the three new part-time officers.

DISCUSSION

Chief Fretz introduced Kenneth McPherson, Nathan Correll and Patrick Clinese. Chairman Colver swore in the three new part-time police officers.

5. CACLV AND SAFE HARBOR DISCUSSION

INFORMATION

Chris Cassidy, Senior Planner, Community Action Committee of the Lehigh Valley, and Tyler Rogers, Director of Safe Harbor, will be making a presentation to the Board.

DISCUSSION

Chris Cassidy, Senior Planner, Community Action Committee of the Lehigh Valley said each year CACLV asks communities to support homeless shelters in the communities. Cassidy said last year we housed 20,441 people in Lehigh County shelters. Cassidy said Palmer Township has always contributed to CACLV and we thank you for that.

Tyler Rogers, Director of Safe Harbor, said Safe Harbor houses 16 men and 10 women. A total of 246 residents stayed with us last year. Rogers said we provide case management to everyone they house. Rogers said without Safe Harbor he didn't know what the residents of Easton would do. We turn 30 to 35 people away each day. Rogers said we have gone away from only housing drug and alcohol and mental health residents. Rogers shared stories from some of the cases he sees and he thanked the Board for their continued support over the past years and asked that the Board continue to support their efforts. Rogers invited the Board members to come and see what they offer to include a new Tech Center, a day program that runs from 9:00 a.m. to 3:00 p.m. where anyone can come in for a hot breakfast or lunch. Rogers said the people we see are our mothers, fathers, brothers and sisters.

Colver asked how they receive their money. Rogers reviewed their budget and said it has been cut over the years. Panella asked if the United Way stepped up to contribute. Rogers said they have not. Colver asked if they are visiting every municipality in the area. Cassidy said they go to different ones every year because we have about 59 to cover. Colver said this is the first time we've had anyone visit one of our meetings and said he believes getting out and talking to the communities should help. Cassidy said Palmer Township has donated to CACLV since 1998 and we thank you for that. Smith said it is easy to cut something like this out of our budget but hearing your information first hand makes a difference.

6. GEOTECHNICAL ENGINEER APPOINTMENT

INFORMATION

The Board needs to approve/disapprove the appointment of GAI Consultants, Inc. of Berwyn, PA as the township Geotechnical Engineer at the rates established in their letter dated March 1, 2011 and revised August 18, 2011.

DISCUSSION

Colver said we've been talking about this for some time and this organization is closer to us and should be much more accessible. Carman said our Township Engineer is in some of the same municipalities as this group and they are highly recommended. Lammi confirmed we will be dealing with more than just one individual in the firm. Carman said that is correct.

On motion by Lammi, seconded by Smith, and agreed by all, the Board appointed GAI Consultants, Inc. of Berwyn, PA as the township Geotechnical Engineer for Palmer Township at the rates established in their letter dated March 1, 2011 and revised August 18, 2011.

7. APPROVAL TO ADVERTISE POLICE PENSION PLAN 2011 COMPLIANCE AMENDMENT ORDINANCE

INFORMATION

The Board needs to approve/disapprove advertising the Police Pension Plan 2011 Compliance Amendment Ordinance.

DISCUSSION

Bruno said this is a requirement and these changes need to be made and incorporated into our ordinance. They are amendments covered by different Acts.

On motion by Mitchell, seconded by Panella, and agreed by all, the Board authorized the Solicitor to advertise the ordinance.

8. APPROVAL OF REVISED 2012 POLICE PENSION PLAN MINIMUM MUNICIPAL OBLIGATION

INFORMATION

The Board needs to approve the Police Pension Plan MMO calculation using the 2011 valuation resulting in a \$16,207 reduction for a total 2012 MMO of \$501,072.

DISCUSSION

On motion by Mitchell, seconded by Panella, and agreed by all, the Board approved the revised 2012 Police Pension Plan Minimum Municipal Obligation in the amount of \$501,072.

9. APPROVAL OF THE 2012 MINIMUM MUNICIPAL OBLIGATION FOR THE NON-UNIFORM PENSION PLAN

INFORMATION

The Board needs to approve the 2012 Minimum Municipal Obligation for the non-uniform pension plan.

DISCUSSION

Christman said this is for the non-uniform pension plan. Christman said we've been informed the state aid has been increased for 2011 so the township should see an increase when it arrives.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the 2012 Non-Uniform Pension Plan Minimum Municipal Obligation in the amount of \$323,770.

10. BID AWARDS FOR SALE OF TOWNSHIP VEHICLES

INFORMATION

The Board needs to approve/disapprove the ordinance.

DISCUSSION

Adams said the bids were advertised and opened earlier today. Adams presented the Board with his recommendation to award each bid to the qualified high bidder.

On motion by Mitchell, seconded by Panella, and agreed by all, the Board approved the following bids for surplus vehicles to the following qualified bidders: 1996 Dodge Dump Truck to William Hunara for a bid price of \$4,005; 2000 Ford Explorer to Richard Pfauth for a bid price of \$559; and 1976 Dodge 300 Pick-Up truck to William Hunara for a bid price of \$1,005.

11. PUBLIC COMMENT

None

12. REPORTS

Township Solicitor

- Bruno had a proposed resolution for acceptance of right-of-way for the Crossroads of Nazareth project. Bruno said it is 3,749 square feet of right-of-way. On motion by Panella, seconded by Mitchell, and agreed by all, the Board authorized the Chairman to sign the resolution accepting the right-of-way.
- Bruno said the Crossroads of Nazareth's developer is prepared to go into their maintenance period. Bruno noted the approval should be conditioned upon the developer providing proof of free and clear title for the property. On motion by Lammi, seconded by Smith, and agreed by all, the Board authorized the Chairman to sign the maintenance agreement conditioned upon the developer providing proof of free and clear title for the property to the satisfaction of the Township Solicitor.

- Bruno said the Rizzolino Cheerleading School is requesting an extension of time until November 30, 2012. Bruno noted their letter of credit is being extended to January 31, 2013. On motion by Smith, seconded by Mitchell, and agreed by all, the Board authorized the Chairman to sign the extension agreement.
- Bruno received an extension request from National Penn Bank, the successor of KNBT, relative to the property at Newburg Road and Route 248. Bruno said this property received approval years ago and then the bank merger went through and they didn't want another bank located on that property. They are requesting an extension until January 1, 2012. On motion by Lammi, seconded by Smith, and agreed by all, the Board authorized the Chairman to sign the extension agreement conditioned upon the developer complying with all storm water management and Penndot requirements and bound by provisions in Ordinance 2008-378 that have been adopted since their prior approval.
- Bruno had an extension request for the Rappa subdivision at 2400 Northwood Avenue. Bruno read a request from Mr. Rappa requesting a five-year extension of time from the date of his current deadline to record the plan. Lammi asked if we make changes to the ordinance in the future he is only bound to do what was in effect when he was initially approved. Bruno said this is correct. This is a minor subdivision. On motion by Lammi, seconded by Smith, and agreed by all, the Board authorized the Chairman to sign the extension request.
- Bruno said the Municipal Lien Ordinance is in draft form and was emailed to each of you for review. Bruno said the ordinance will allow you to collect attorney fees on delinquent accounts and it effects sewer, garbage and taxes. Bruno said the ordinance is ready to be advertised. On motion by Mitchell, seconded by Panella, and agreed by all, the Board authorized the Solicitor to advertise the ordinance for public hearing.
- Bruno had two litigation items for executive session.

Township Manager

- Christman said at last month's meeting he reported we were waiting for a proposal from Brinjac for repair to the HVAC units at the community center. Christman said the proposal came back and we would like to proceed to identify the problems in the two gymnasiums. Christman said in the hot months during the summer we have a problem removing the humidity in the gymnasiums. Christman said he is familiar with the company and the work will get started tomorrow.
- Christman said we are moving forward with the paperless work flow process with NovusAGENDA and hope to roll it out in January.
- Christman said as the Board is aware we are working on putting together a fire inspection program for the Boards consideration. We have drafted a program and we are currently fine tuning it. Christman said he would like to bring it to the Board at the October 25th meeting to see if you are interested implementing such a program.
- Christman said since our last meeting we had a hurricane come through the township in early September. FEMA came through the township to see the damages. Christman said we had between \$90,000 and \$100,000 in damages in the township. Christman said we are waiting to hear back from the County to see if our expenses qualify for reimbursement.

- Christman said the 1974 police ERT vehicle has officially died and parts are no longer available. Milham Ford is now a costars vendor and fleet retailer. Milham is willing to assist and donate \$4,000 toward a new vehicle. Christman said we will be able to use drug enforcement funds to purchase that vehicle. The net cost to the township is \$0. Fretz said it will be an 18-foot used van.
- Christman said we received a PMHIC surplus check in the amount of \$37,580 taking our surplus for this year to 90% of what we can expect.
- Christman said the Pierce Memorial Rose Garden dedication ceremony will be held this Thursday at 1:30 p.m. at the rose garden at the community center.
- Christman had two personnel and one real estate item for executive session.

Planning Director

- Carman asked if there were any questions on the upcoming Zoning Hearing Board agenda. There were none.
- Carman said the updated comprehensive plan material will be going to the Planning Commission addressing the north end changes in anticipation of the interchange coming in. Carman said she also drafted zoning map changes and an overlay district that would allow the uses we would like to see in that area.
- Carman said she attended a Lehigh Valley Planning Commission workshop on The Official Map that is used by the Municipal Planning Code. Carman said if you map out and adopt the map as your improvements goals for the township it gives us additional leverage when we have developers come in to have to implement those improvements. Carman said it may be something the township would want to look into.
- Carman said Alicia Karner from Northampton County contacted her to let us know they are putting together a grant application related to the interchange project and they are looking for a letter of support. Carman said she can prepare a letter on behalf of the Board if you approve. Colver said there were some questions about alternative funding and they have gone out for three for four grants. Colver said they don't expect to receive anything and it would only be about \$500,000. Colver said we should be on the record of supporting the grant application and project. The Board agreed.

Public Services Director

- Adams said he received word from the contractor for the work at Route 248 and Northwood Avenue that they will be constructing a storm sewer on Friday and there will be a one day detour.

Police Chief

- Chief Fretz said he heard a rumor yesterday that there is an organization that is willing to donate money for a K9 dog. We are going to try to find out if it is true.

Supervisors

- Smith said tomorrow at 4:30 p.m. the Recreation Board will be going through the township looking at all the parks and facilities related to recreation. Smith said he wants to implement the 2-2-2- program he's talked about in the past. Smith said he

- would have liked to have started it sooner to assist with the 2012 budget but we will get it going and develop a program with suggestions to bring back to this Board.
- Colver said the Fire Department brought on a new fireman at their meeting last night and he has prior experience.
 - Colver asked the Township Manager if there was any additional information about the Eagle Scout request we saw about a month ago. Christman said he sent a letter to the mother asking for additional details and he has not heard back from her. Christman said he does not have any information about the Eagle Scouts project to be able to put a proclamation together.

On motion by Mitchell, seconded by Panella, and agreed by all, the meeting was adjourned at 7:57 p.m. with two personnel, one real estate and two litigation items for executive session.

Respectfully submitted,

Christopher S. Christman
Township Manager