

PALMER TOWNSHIP BOARD OF SUPERVISORS
GENERAL BUSINESS MEETING
DECEMBER 27, 2011

A general business meeting of the Palmer Township Board of Supervisors was held on Tuesday, December 27, 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 Township Manager, Planning Director, Director of Public Services, Police Lieutenant, Township Engineer and Township Solicitor. Jerry Brahm from Patch Internet News, Laura Shingles from WFMZ and Samantha Marcus from the Morning Call 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 – DECEMBER 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 December 27, 2011.

3. APPROVAL OF MINUTES - DECEMBER 12, 2011

DISCUSSION

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the minutes of December 12, 2011.

4. PIGLIACAMPI/POLOMCHAK LOT LINE ADJUSTMENT

INFORMATION

The Board needs to approve/disapprove the lot line adjustment.

DISCUSSION

Gregg Noll, Keystone Consulting Engineers and Mr. and Mrs. Pigliacampi were in attendance.

Planning Director Cyndie Carman said the plan proposes to adjust the boundary lines between two existing lots to create one vacant 15,000 square foot lot and one 28,654.4 square foot lot containing an existing single-family detached residential structure. Carman said no new lots are being created, they are moving the pieces to two different parcels and no additional development is proposed on either lot. The lots are located within the MDR zoning district. Carman said the Planning Commission reviewed the lot line adjustment and recommended approval with deferrals noted in her letter to the Board.

Colver said these properties back up to our garden lots and it is pretty straight forward. Noll said they are seeking two deferrals, one for sidewalks and the other for improvements along Whitney Avenue. Bruno asked the applicant to have a legal description prepared of the area and send it to his office. Bruno said he will then prepare a deed of dedication.

Lammi made a motion, to approve the lot line adjustment plan with the following conditions: the applicant comply with the township letter dated December 7, 2011; deferrals as follows: §165-69.A – installation of sidewalk on Mine Lane Road; §165.59.K(1) – improvement of Whitney Avenue to township standards.

Bruno suggested amending the motion to include the applicant comply with the Township Engineer's letter dated December 7, 2011. Lammi amended his motion, it was seconded by Smith, and agreed by all.

5. POLICE PENSION CONTRIBUTION RESOLUTION - 2011

INFORMATION

The Board needs to approve/disapprove the police pension contribution resolution for 2011.

DISCUSSION

Colver said the 2011 resolution states no contributions for 2011.

On motion by Panella, seconded by Mitchell, and agreed by all, the Board approved the Police Pension Contribution Resolution for 2011.

6. POLICE PENSION CONTRIBUTION RESOLUTION - 2012

INFORMATION

The Board needs to approve/disapprove the police pension contribution resolution for 2012.

DISCUSSION

Colver said the 2012 resolution is enacting a five percent pension plan contribution by the officers. Christman said the Board has the option to enact a five to eight percent contribution to the plan. Christman said the contributions help offset the Minimum Municipal Obligation.

On motion by Mitchell, seconded by Panella, and agreed by all, the Board approved the Police Pension Contribution Resolution for 2012 with a five percent contribution.

7. RESOLUTION ADOPTING THE 2012 BUDGET

INFORMATION

The Board needs to approve/disapprove the budget resolution.

DISCUSSION

Colver said we held our preliminary budget meeting a few weeks back and made some minor changes.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the resolution adopting the 2012 budget.

8. RESOLUTION ESTABLISHING A TAX LEVYINFORMATION

The Board needs to approve/disapprove the tax resolution.

DISCUSSION

Colver said the tax rate will remain the same for 2012.

On motion by Mitchell, seconded by Panella, and agreed by all, the Board approved the tax levy resolution.

9. ELECTRONIC SIGN ORDINANCEINFORMATION

The Board needs to approve/disapprove the electronic sign ordinance.

DISCUSSION

Colver said this was before us about a month ago and at that time we thought we would want the signs off during the hours of 11:00 p.m. and 6:00 a.m. Colver said at that time Meg Kyle from Lamar Advertising brought a lot of good reasons not to have the signs go dark during those hours. Colver said we re-advertised the ordinance with the changes for tonight's meeting.

On motion by Smith, seconded by Lammi, and agreed by all, the Board approved the electronic sign ordinance.

10. 2012 SALARY SCHEDULEINFORMATION

The Board needs to approve/disapprove the 2012 salary schedule.

DISCUSSION

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the 2012 salary schedule.

11. PALMER ATHLETIC COMPLEX POLE BUILDING RESOLUTIONINFORMATION

The Board needs to approve/disapprove the resolution.

DISCUSSION

Colver said this resolution is to locate a pole building on the Palmer Athletic Complex. Adams said there are overhead power lines that need to be three and a half feet from the building.

On motion by Smith, seconded by Mitchell, and agreed by all, the Board approved the Palmer Athletic Complex Pole Building resolution.

12. ANNOUNCE REORGANIZATION MEETINGSINFORMATION

The Palmer Township Board of Supervisors annual reorganization meeting will be held on Tuesday, January 3, 2012, at 7:00 pm. Regular meetings of the Palmer Township Board of Supervisors will be held the first and second Mondays of each month at 7:00 pm prevailing time and also on the fourth Tuesday following the first Monday at 7:00 pm prevailing time during the year 2012. Exceptions will be if a legal holiday observed by the township falls on the same date, the scheduled meeting will be held the next day at the same time. A special budget meeting will be held Thursday, September 6, 2012 at 9:00 a.m. in the Municipal Building Conference Room. All other meetings will be held in the community room of the Palmer Library.

The Board of Auditors will meet on Wednesday, January 4, 2012, at 6:00 pm in the large conference room of the Palmer Library.

The Planning Commission reorganization meeting will be held on Tuesday, January 10, 2012, at 7:00 pm and all regular meetings will be held the second Tuesday of each month in the community room of the Palmer Library at 7:00 pm.

The Recreation Board meetings will be held the third Tuesday of each month, in the community room, of the Palmer Library at 7:30 pm.

The Shade Tree Commission meetings will be held the last Monday of each month (as needed) in the community room, of the Palmer Library at 6:30 pm.

The Environmental Steering Committee reorganization meeting will be held on Wednesday, January 25, 2012, at 7:00 pm and all meetings thereafter will be held on the fourth Wednesday of the month, excluding August and December. All meetings are held in the community room of the Palmer Library.

The Palmer Library is located at 1 Weller Place, Palmer, PA.

13. ANNOUNCE CHRISTMAS TREE RECYCLING DATES

INFORMATION

Christmas tree recycling will take place January 2 through January 20. Trees are to be placed curbside on regular trash days and all decorations must be removed from the tree.

14. NON-UNIFORM SHORT TERM DISABILITY DISCUSSIONINFORMATION

The Board will be discussing changes to the non-uniform short term disability benefits.

DISCUSSION

Christman said a few weeks ago the Board asked him to look into amending the Short Term Disability policy for non-uniform employees. Currently non-uniform employees receive 66-2/3 percent of their salary and we pay an insurance company \$29,000 a year to administer the program. Christman said if the Board is inclined to go to a self-insured plan it would save the annual insurance premium. Colver said if we find out the claims increase we will have to look at this again; it is something we may need to visit every year or two. Panella said since we changed the policy you can see the number of claims have dropped dramatically.

On motion by Panella, seconded by Mitchell, and agreed by all, the Board approved terminating the contract with The Hartford to administer employee short term disability benefits and to increase the non-uniform short term disability benefit to 100 percent of salary.

15. LEASE AGREEMENT - PENNSYLVANIA DISTRICT COURT NO. 03-02-09INFORMATION

The Board needs to approve/disapprove the lease agreement.

DISCUSSION

Christman asked that this item be tabled for executive session as a real estate item.

On motion by Lammi, seconded by Smith, and agreed by all, the Board tabled the item.

16. RESOLUTION ADOPTING AMENDMENTS TO THE COMPREHENSIVE PLAN MAP AND TEXTINFORMATION

The Board needs to approve/disapprove the resolution.

DISCUSSION

Carman said this is the amendment to the comprehensive plan map and pages 14 & 15 of the Land Development section that relates to the north end of the township. Carman said it went

to the Planning Commission in October and received a favorable recommendation. Carman said it was sent to adjoining municipalities, the school district, and the Lehigh Valley Planning Commission (LVPC). Carman said the LVPC was in favor of the changes. Carman said Upper Nazareth Township's concern wasn't in regard to these changes, but related to the rural section that abuts upper Nazareth Township that allows solid waste facilities. Carman said that is not addressed in this change but something we can discuss when we look at updating the whole comprehensive plan. Lammi said in the MPC you have to be able to cover every use. So you put it in a rural area with hope that it will never happen. Colver said this is a road map to guide us in the right direction. Bruno said it is important that we are clear about tying these changes directly to the interchange. Bruno recommended we add stronger language that states the interchange is mandatory for this to happen. Colver said the Board agrees without an interchange the area would remain the same as it is now. Bruno noted the map titles should also tie into the document. A few are named different in the text than what they are named on the map. Bruno said the comp plan is a guideline for future zoning changes and there is another process that would require public display and hearings. Lammi said this is for developers who may be interested in looking at that section of the township in the future. Bruno said we can do zoning amendments as they come up and we can move forward with amendments but we want to be careful not to do anything without the interchange.

On motion by Lammi, seconded by Smith, and agreed by all, the Board approved the resolution adopting amendments to the Comprehensive Plan Map and text to include the above changes and additional language added to confirm the mandatory requirement of the interchange.

17. 2251 NEWLINS MILL PROJECT SECURITY RELEASE

INFORMATION

The Pidcock Company is recommending a release of \$372,065.56 from the improvements security for the 2251 Newlins Mill project. The Board needs to approve/disapprove the security release.

DISCUSSION

On motion by Mitchell, seconded by Panella, and agreed by all, the Board approved the security release in the amount of \$372,065.56 for 2251 Newlins Mill Project.

18. PUBLIC COMMENT

None

19. REPORTS

Township Solicitor

- Bruno had an extension agreement for Park View Estates Phase 7, requesting an extension of time until December 31, 2012 to complete their improvements. On motion by Smith, seconded by Mitchell, and agreed by all, the Board approved the extension request.
- Bruno said the Majestic Development has sinkhole issues that had to be addressed. Bruno said they are in their maintenance period. Carman said they were working on

the sinkholes last week but she hasn't received an update on the status. Bruno said their maintenance period expires at the end of this year. Bruno said his office sent them a proposed extension agreement but have not received a signed copy of that agreement back. Bruno said he believes the Board will need to authorize a demand on their letter of credit that could be rescinded if Majestic returns the signed extension agreement. Colver said because of the timing we have no choice; but typically everything gets accomplished and this is all for naught. On motion by Mitchell, seconded by Panella, and agreed by all, the Board authorized the Solicitor to place a demand on Majestic's letter of credit should the new extension agreement not be issued by the deadline.

- Bruno had a resolution accepting the deed of dedication for the Stocker Carlson subdivision right-of-way conveyed to the township. Bruno said it is a little over one acre. On motion by Smith, seconded by Panella, and agreed by all, the Board approved the resolution accepting the right-of-way.
- Bruno had one litigation item for executive session.

Township Manager

- Christman had one personnel and one real estate item for executive session.

Public Services Director

- Adams said the final leaf collection started today and should take about one week to complete.

Supervisors

- Colver wished everyone a Happy New Year and thanked the township employees, staff, engineer and solicitor for another great year. Colver said we did more with less this year and he is looking forward to 2012.
- Panella thanked everyone who attends the meetings and shows an interest in township business.

On motion by Panella, seconded by Mitchell, and agreed by all, the meeting was adjourned at 7:50 p.m. with one personnel, one real estate and one litigation item for executive session.

Respectfully submitted,

Christopher S. Christman
Township Manager