



Wednesday, July 17, 2024

Board of Commissioners AGENDA-MINUTES – 7:00 PM

1. CALL TO ORDER

A. Roll Call

Attendees:

Commissioner Diane Kelly, President
Commissioner Monica Hodges, Vice President
Commissioner Jacob Roth, Assist. Twp. Secretary
Commissioner Tom Johns
Commissioner Chris Peischl
Joseph A. Zator, Twp. Solicitor, Zator Law
Anthony Tallarida, Twp. Engineer, The Pidcock Co.

Tom Petrucci, Township Manager
Herb Bender, Dir. of Twp. Operations
Mike Elias, PW Utility & MS4 Coordinator *
Tricia Dickert, Director of Finance*
Interim Chief Stephen G. Brown, SWT-PD
Dave Manhardt, Director, Community Development Dept.
Chris Stroehler, Long-Range Planner, CD Dept.
Gregg Adams, Planner, Community Development Dept.
John Frantz, Fire Marshal, Building Code Official *
Tom Harper, Code Enforcement Program Manager *
Rob Fehnel, IT Projects Manager *
Tracy Fehnel, Exec. Assistant
Absent* **Attended Virtually ****

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

A. All public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted on the Township's Website for Public access.

B. Public /Virtual Meeting Rules

C. Board of Commissioners Met in Executive Session on the following dates to discuss legal and personnel Matters: June 27th, and July 17th, prior to this evening's BOC Meeting.

4. COURTESY OF THE FLOOR – Public Comment on Non-Agenda Items

(2:00) Donald Ringer, Resident; 2876 Allison Lane, Allentown. Subject: Abuse of our Parks, Covered Bridge Park. He said on the other side of River Road there were hundreds of people in the river, having picnics, furniture, tables, fires—all the way from the bridge all the way down. He said something needs to be done in order to control that park or we are going to lose it.

(4:30) Daniel Puycher, Resident; 4101 River Road, Allentown. He said the first resident summed it up very well with regard to the ongoing problems that they have seen at the Park. We have lived there for 40 years. Said the last five years it has been getting a lot more worse, with a lot more noise, boom boxes, partying, picnic tables drug down to the creek, a deep hole w/rope swing. It is out of hand, and we are looking for SWT to come up with a solution.

5. MINUTES

A. June 19, 2024 – Board of Commissioners Meeting Minutes

(6:05) A MOTION was made by Commissioners Roth and Hodges to approve the June 19, 2024, BOC Meeting Minutes as presented. All in favor; none opposed. Vote 5:0; Motion carried.

6. PRESENTATION

A. (6:25) Swearing in of Fire Police for Woodlawn Fire Department:

President Kelly said there is a resolution before the Board this evening where there will be a swearing in of the Fire Police for Woodlawn Fire Department. The resolution is confirming individuals nominated by the Volunteer Fire Companies as Special Fire Police.

A MOTION was made by Commissioners Peischl and Johns to approve the resolution confirming the individuals listed below as Special Fire Police. All in favor; none opposed. Vote 5:0; motion carried.

At this time President Kelly swore in the following individuals as Fire Police as follows:

Woodlawn Fire Department:

• Shoukat Mughal • Jim Gilbert • Imaan Mughal • Farhad Malik • Muqadas Mughal • Nadeem Mahran • Toseef Mughal • Aashni Chowdhury • Mubashar Mughal • Amy Beers • Noah Miller • Will Schlier • Jennifer Friedman • Andrea Search • William Friedman • Daniel Luxemberg • Sarah May • Jacob Yeakel • Bob Himes • Craig Eckrode • Jose Gonzalez • Dave Byrnes • Luis Perez

President Kelly explained to the Public that the duties of Fire Police are more expansive and diverse than just responding to help our Fire Departments. The services that the Fire Police give to our community expands to assist alongside our police officers, our PW employees, our Emergency Management personnel during emergencies and extreme weather, assisting with road closures, evacuations, volunteering at Township events to help the movement of vehicles, and you have qualified drivers who drive our fire apparatus, assist in medical calls, accident cleanup and storm debris mitigation, which are only a few of which have been listed, for which you have volunteered for and faithfully serve our community. President Kelly said she wanted to say thank you to all, on behalf of the entire Board, for serving our community.

B. (12:25) 100th Anniversary of Dorney Park's Oldest Roller Coaster – Thunderhawk

Jessica Naderman, Vice President/General Manager of Dorney Park, along with her team were in attendance this evening. President Kelly thanked Ms. Naderman for the invitation to join the celebration of Thunderhawk, and actually ride the Thunderhawk. She said it was wonderful to hear all the speakers and its 100-year history. It was a wonderful event. At this time a proclamation was read and presented to DP celebrating this centennial milestone event.

C. (15:40) June 2024 Financial Review YTD Report

Tricia Dickert, Director of Finance explained that before the Board this evening is a summary of the June financials. Some Highlights are as follows:

General Fund – Revenues starting to match up to what we would expect after the discount amount of the R/E tax bills have come in. As we get closer to the 31st of July (due date for base amount), we will see another increase. The R/E tax is, of course, not the only thing that feeds the general fund.

Fire Tax – 80.94% of that revenue has already been realized.

Everything else is pretty much on target.

Water/Sewer – are nearing 50% of Revenue. Water 47.43% and Sewer 45.01%. On the Expense side we are starting to pick up as well. Water 28.57% and Sewer 36.18%.

Refuse/Recycling – Revenues are at 75.05% of budgeted amount and Expenses are at 46.12%.

Capital Fund – Revenues are at 4.02% of budgeted amount, Expenses are at 6.3%

State Highway Aid Fund – Revenue has all come in. At 100.64% of budgeted amount, and Expenses are currently at 32.48%.

President Kelly thanked Tricia and her Staff for presenting us a snapshot of our June financials. Board was in agreement with this and thanked Staff for also providing this for our residents so that they can be aware

of how their money is being used, and that SWT is doing their best to operate while being fiscally responsible with their money. Ms. Dickert thanked the Board for their feedback.

7. **ORDINANCES** – NONE.

8. **RESOLUTIONS**

A. (20:00) **A Resolution Extending the Conditional Preliminary/Final Approval Granted to a Major Plan Entitled “Proposed Parking Lot Improvements 798 Hausman Road”.**

Mr. Dave Manhardt, Director, CDD, explained that this is an application to further develop the property at 798 Hausman Road. The plan proposes the construction of a new driveway aisle and the elimination of 13 parking spaces, stormwater management improvements, and the installation of a new water line. Property is zoned IC-1 Industrial-Commercial-1 (Special Height Limitation). Lehigh Valley Health Network is the owner and applicant.

BOC P-F approval granted on February 17, 2021, with 12 conditions. Project came back to the board several time for extensions. A lot of back and forth w/the water line and the relocation and a meter pit. Currently, all of the conditions have now been met, with the exception of the recording of the Plan. This is simply a cautionary extension in case something comes up. Everything is good to go. Plans were dropped off at the LVPC this morning—we should have them back in a week or so.

The applicant is requesting additional time to record the plan and necessary documentation. The applicant is requesting a four-month extension to November 21, 2024. Staff is recommending granting a four-month extension to November 21, 2024.

The Acceptance of the Conditions of Approval has been signed.

Township Solicitor Joseph Zator said there are no legal issues—no objection or problem with what is being requested. He agreed with Mr. Manhardt that the recording of the Plan is taking longer than it used to.

A MOTION was made by Commissioners Johns and Roth to adopt said resolution granting a four-month extension to a Plan entitled “Proposed Parking Lot Improvements 798 Hausman Road”. All in favor; none opposed. Vote 5:0; Motion carried.

B. **A Resolution Extending the Conditional Preliminary/Final Approval Granted to a Major Plan Entitled "1215 Hausman Road".**

(22:15) Mr. Dave Manhardt, Director, CDD, explained that this is an application to develop the property located at 1215 Hausman Road. The plan proposes the razing of the existing barn and the construction of a 90,100 SQF flex building, an 89-car parking lot, truck court and associated stormwater management facilities on the 10.7-acre tract. The subject property is zoned IC-1. At the last extension there was a change in ownership, and the new owner is INDUS Realty. INDUS has been plugging away on the conditions, working diligently to get things moving as the new owner—much progress in the last month.

The applicant requests approval of a 6-month extension of conditional P-F approval of the plan. Staff recommends granting the extension request.

Township Solicitor – Attorney Zator explained that he has no legal comments, and no objections to this request.

Township Engineer – Tony Tallarida explained that he has no comments. They are complete through engineering, so it is just the signing of agreements at this time.

A MOTION was made by Commissioners Roth and Hodges to adopt said resolution granting 6-month extension to Plan, 1215 Hausman Road. All in favor; none opposed. Vote 5:0; Motion carried.

C. A Resolution Approving Sewer Planning Module, Regarding Ridge Farms Phase 1C Project.

(25:05) Director of Township Operations, Herb Bender, explained that the Buckman Twins area, which is the Township Phase 1C of Ridge Farms, is located at the NE portion of the proposed site, near Buchman Street. The proposed Buckman Twins Area of the development consists of a total of 34 Twins. The residential use will generate a total of 7,582 GPD, or 34 EDUs, based on the standard of 223 GPD/EDU. This added flow was previously deducted from SWT's projected flows in our 2021-2025 projected flow analysis, as well as factored into our 1Q2024 report from LCA. Our current allocation balance is 322,969 GPD.

PW is requesting a resolution approving 34 EDUs or 7,582 GPD of sewer allocation for Ridge Farms Buckman Twins Area.

A MOTION was made by Commissioners Peischl and Roth to adopt said resolution approving sewer planning module for Ridge Farms Phase 1C Project as explained by Mr. Bender. All in favor; none opposed. Vote 5:0; Motion carried.

D. A Resolution of the Board of Commissioners of South Whitehall Township to Authorize Supplemental Appropriations for Funds held from the Campus Renovation Project Started in 2020 to Apply the Final Expense now being Realized within the 2024 Calendar Year's Budget.

(26:55) Director of Finance Tricia Dickert explained that the Campus Renovation Project had one item remaining from one contractor with regard to stabilization of the grounds. This work is now complete. The \$25,000 that needs to be moved over to a GL line needs to occur so that we can make payment/cut check—this is cash that we have left from this project. This is just asking for permission to fund the GL line, and then we will get out that final disbursement, which wraps up the Campus Renovation Project.

A MOTION was made by Commissioners Hodges and Roth adopting said resolution authorizing supplemental appropriations for funds held from the Campus Renovation Project to apply the final expense now being realized within the 2024 calendar year's Budget. All in favor; none opposed. Vote 5:0; Motion carried.

E. A Resolution of the Board of Commissioners of South Whitehall Township Approving Amendments to the Rules and Regulations for the Township's Civil Service Commission relating the Physical Fitness Examination Criteria and Passing Requirements

(28:10) Interim Chief Steve Brown explained that the PD is requesting an Amendment to its current CS Rules for hiring. A resolution was passed by the CSC on July 10, 2024, to modify the physical fitness examination which is administered to applicants in order to more accurately assess the physical fitness of the applicants. We believe this revised testing examination criteria is job related and consistent with the current position of Police Officer. This will ensure applicant can do all the activities that a police officer needs to do, especially coming in at entry level.

Interim Chief Brown said we are here this evening requesting Board make a motion to adopt said resolution to change the provisions of Appendix A of the CS Rules to that which consists of the entry level physical fitness testing requirements utilized by the PA MPOETC, which is our certifying agency and our post in PA, who set the requirements to be a Police officer, as well as how to be certified for it. Interim Chief Brown said by switching to them it would be a more accurate assessment of a Police officer's physical ability. He confirmed that this resolution does strengthen the physical fitness of the PD, and that this is a more stringent requirement than what it is now, making the PD more physically fit. He went on to say it is the entry level to the Academy—they have to run faster, show their upper body strength; it is broken down by category, age, gender so that it gives a better assessment of their physical ability. The revised requirement to be more physically fit to do the job of police officer, making it to mirror what the police

officer has to do in order to do their job to enter the Police Academy, which our standards now do not currently reflect that.

A MOTION was made by Commissioners Peischl and Roth adopting said resolution approving amendments to the Rules and Regulations of the Township Civil Service Commission relating to the Physical Fitness Examination Criteria and Passing Requirements. All in favor; none opposed. Vote 5:0; Motion carried.

9. MOTIONS

A. Motion to Authorize the Purchase of Discounted Emergency Management Incident Reporting and Incident Management Software (D4H - Volunteer Discount - Option 2 Team Manager Package - \$3,600.00)

(32:50) Township Manager Tom Petrucci explained that during emergency events that result in a significant outlay of Township and County resources (ex. straight line winds resulting in significant power outages and fallen trees, flooding, icing, gas leaks, etc.), SWT administrative personnel have identified a need for a cloud-based incident reporting software system that will help to accomplish the following reporting outcomes in a sustainable manner:

- Track the deployment of resources (including personnel and equipment) in real-time.
- Keep an inventory of key resources.
- Track the location of individual incidents (ex. deployment of barricades or the location of fallen trees) in real time during overall events.
- Create outcome reports for incidents/overall events to aid with reporting to County, State and Federal emergency management agencies/officials.

We are working in tandem with Emergency Management Services Coordinator, Jeff Kelly, and the Township would like to proceed with utilizing the software system offered by D4H at a volunteer discount (it was confirmed that the Township is eligible for this discount since the EMS division is primarily comprised of unpaid volunteers). The annual cost of the service is \$3,600.00; the Township has the option of trying out the software for 30 days and can cancel within that 30 days with no financial penalties.

Relevant information concerning D4H emergency management reporting software was included in meeting packet for reference purposes.

Google Maps/Earth was explored as a possible alternative option, but there are limits to the capacity of the software from both a user and reporting standpoint. The D4H software is specifically designed and tailored to the needs of emergency management professionals “out of the box”. Mr. Petrucci said sometimes when you need the Software, you just need it, and Google Maps/Earth are not always reliable.

Mr. Petrucci said we are requesting approval of a motion to authorize the purchase of discounted emergency management incident reporting and incident management software (D4H- Volunteer Discount-Option 2 Team Manager Package, \$3,600.00). Sufficient funds are available. EMS Coordinator, Jeff Kelly was in attendance this evening to answer any additional questions.

President Kelly thanked Mr. Petrucci for this information and said that this Software sounds like it could be a very useful tool as our First Responders are called out during storms, etc.

SWT EMS Coordinator, Jeff Kelly said that people will have to call in damage so that we can report it. However, there is a map w/this software, and, for example, we will be able to take drone video into this DH4 Software, and anyone at their desk will be able to see this drone footage, as well as other info. This will allow for us to better and more accurately report damages/cost of damages, and in turn help us potentially qualify for State/Federal relief. The County does have the availability that we can put a link on our website after a disaster, for them to do self-reporting of any information—you put your address in, you report moderate, severe, or uninhabitable damage to the County/State, and we get a copy of it then. There is automatic, online reporting that we can do. We can have up to 25 simultaneous users on this at

the same time. All our Emergency Plans can go on this as well, which will allow everyone access. It also has edit capabilities.

A MOTION was made by Commissioners Roth and Kelly to approve said motion authorizing the purchase of discounted Emergency Management Incident Reporting and Incident Management Software in the amount of \$3,600.00 as described by Mr. Petrucci. All in favor; none opposed. Vote 5:0; Motion carried.

B. Motion to Proceed with a Sole Source Capital Expenditure Purchase in the Amount of \$5,354.00 for the Jamar Technologies, Inc., Black Cat II, plus Radar Traffic Counter, with all Corresponding Components and Necessary Software. (40:00)

Township Manager Tom Petrucci explained that on Monday, June 17, 2024, SWT received the contract for a 2024 Local Share Account (Lehigh/Northampton Counties) grant in the amount of \$4,058.00. The grant scope of work included traffic safety related items, including the purchase of a traffic counter.

The Township previously inquired with LVPC and Local Technical Assistance Program (LTAP) representatives on recommendations on accurate traffic counter systems to be used in conjunction with the Township's adopted Traffic Calming Policy and to help reconcile data collected from the Township's speed boards, which we currently utilize. While it is noted that the LVPC and the LTAP representatives were not able to endorse any specific vendor, the Township was able to receive helpful information on the best available technology options.

Conclusions - Following review, the Township is seeking to purchase one Jamar Technologies, Inc. Black Cat II, plus radar traffic counter, with all corresponding components and necessary software. This equipment is intended to help bolster the Township's ongoing traffic data collection initiatives.

The Township did receive confirmation from the PA DCED grant administrator that the Township may purchase this equipment without undergoing a specifically identified competitive process. Additionally, the vendor has provided a sole source letter.

This evening a motion is being requested for approval to proceed with a sole source capital expenditure purchase in the amount of \$5,354.00 for the Jamar Technologies, Inc. Black Cat II, plus radar traffic counter with all corresponding components and necessary software. We do have a grant for \$4,058, which would result in a \$1,296 expenditure from General Fund.

Mr. Petrucci said this is more of a traditional traffic counter, which is highly accurate, which can be deployed quickly in various locations, and is more of a pointed solution.

A MOTION was made by Commissioners Roth and Kelly to approve purchase for the Jamar Technologies, Inc., Black Cat II, plus Radar Traffic counter, with all corresponding components and necessary software. All in favor; none opposed. Vote 5:0; Motion carried.

C. Motion to Proceed with Purchase of the Ford Pro Software in the Amount of \$2,530.00.

(47:08) Herb Bender, Director of Township Operations, explained that Administration is requesting to move forward with Purchasing the Ford Pro Software. This software will give real-time data on the vehicles that are on the front line for the PD. The data that will be tracked is to Improve Asset Utilization, Optimized Running Costs, Maximize Uptime, and Improve Driving Behavior. Included in meeting packet is more information on the specific topics that were pointed out along with the list of vehicles that will get this software installed.

The cost for adding 22 vehicles @ \$23/vehicle = \$506 a month. The total for the rest of the year is \$2,530.

Requesting a motion by BOC to approve the purchase for the Ford Pro Software in the amount of \$2,530. This was not budgeted for in 2024, but due to trending under budget we will be able to cover said cost out of the IT Contracted Services account for the Software.

A MOTION was made by Commissioners Johns and Roth to approve the purchase for said Software as explained by Mr. Bender. All in favor; none opposed. Vote 5:0; Motion carried.

D. Motions - Authorization for Utilization of Special Fire Police (48:45)

Township Manager Tom Petrucci explained that Title 35 of the PA Statutes requires municipalities to grant authority for Special Fire Police to conduct activities at non-emergency locations. Therefore, accordingly, I am requesting action from the Board on the following Motions for approval:

- *Motion to approve the use of Special Fire Police in accordance with Title 35 for the 25th Annual "Night in the Country" event to be held on August 17, 2024, with a rain date of August 18, 2024, at the location of Northwestern Recreation Fields (S.R. 309 and Northwestern Road).*

MOTION to approve by Commissioners Peischl and Kelly. All in favor; none opposed. Vote 5:0; Motion carried.

- *Motion to approve the use of Special Fire Police in accordance with Title 35 for the "Lights at Greenawalds" event to be held from November 9, 2024, through to include December 22, 2024 at 2040 Greenawalds Avenue, Allentown, PA 18104.*

MOTION to approve by Commissioners Roth and Kelly. All in favor; none opposed. Vote 5:0; Motion carried.

E. Approval of Motion(s): Approval of Revised Conceptual Plan for Vistas Park. (50:37)

Township Manager Tom Petrucci explained that during the May 15, 2024, BOC meeting, the governing body approved official action to proceed with advertisement of the specifications relative to the Vistas Park development project conditioned upon the review and approval of the PA DCNR project manager.

In 2020 and 2021 the Township was awarded two grants funded by PA DCNR and the PA DCED for development improvements to Vistas Park.

The Township subsequently contracted with Township Engineer to create a specification for the reconstruction of the 7+ acre park to include amenities such as pickleball courts, a walking path around the park, nature-play elements, a shade structure with benches, and the reconstruction/expansion of the existing parking lot with ADA walkways being installed.

In addition to amenities, the specifications include a new storm sewerage system, grading, topsoil, seeding and mulching.

Current Status of Project: On May 23, 2024, Township officials reviewed the draft specifications with PA DCNR Grant Project Manager Rick Bogart and received feedback that the original grant application featured more plantings and nature play elements. Specifically, the grant application called for green and sustainable practices, including tree plantings and a rain garden. Mr. Bogart indicated that the Township must reasonably incorporate most of these elements. Township personnel then worked to incorporate these elements while still adhering to the reduced budget for the grant project.

The revised conceptual drawing was prepared with the assistance of PW employee, Alexandra Long, who has a horticultural background. The vegetation and tree planting plan was prepared with valuable input provided by Ms. Long.

It is important to note that the Township will likely need to seek a one-year extension of time for the PA DCNR grant, which expires at the end of this year. It is also important to note that the updated planting plan will cause an estimated \$20,000 to \$30,000 in additional costs to be incurred for this project, which will need to be factored into the project/Township budget. However, it is identified that the original grant application as submitted called for a total of \$80,000 in plantings.

On Friday, July 5, 2024, PA DCNR Grant Project Manager Rick Bogart provided emailed correspondence that the revised conceptual design plan assuaged his concerns and deemed the concept plan acceptable to meet the requirements of the scope of work.

The Township intends to review the revised conceptual layout plan with residents during the Friday, July 19, 2024, scheduled Movies in the Park event, which will start at 7:00 PM in order to help disseminate information concerning the changes to the overall layout plan from the sketches that were reviewed with residents prior to the submission of the grant application in 2020.

The requested motion at this time is to:

- Confirm that the BOC is in agreement with the revised conceptual drawing (dated June 25, 2024).
- Proceed with revising the draft specifications with our Township Engineer to incorporate the elements specified in the revised conceptual drawing.

PA DCNR has indicated that they will give us one year from the end of this year. It is not an issue with the construction. We will get a grant extension in October from December 2024 to December 2025. The only delay would be getting the specifications done—but DCNR has already approved it, so if we change it—the specifications, it has to then go back to DCNR, and then back to the Board, and then back to the engineer to have the specifications completed. Mr. Petrucci said now that we have the green light from DCNR, he doesn't want to be in a position where we have substantive changes, and then we send it back to DCNR and for whatever reason they don't like those changes. Because this is a grant-funded project, DCNR really holds the hammer here in terms of what they will or will not accept on the project.

- *Motion to confirm Board approval with the revised conceptual drawing (dated June 25, 2024).*

MOTION to approve by Commissioners Roth and Kelly. All in favor; none opposed. Vote 5:0; Motion carried.

- *Motion to proceed with revising the draft specifications to incorporate the elements specified in the revised conceptual drawing.*

MOTION to approve by Commissioners Hodges and Roth. All in favor; none opposed. Vote 5:0; Motion carried.

10. CORRESPONDENCE AND INFORMATION ITEMS

A. Boards and Commissions – Informational Items/Vacancies (59:45)

11. DIRECTION/DISCUSSION ITEMS

A. South Whitehall Landscapes Plan (An Open Space, Historic Agricultural, and Natural Resource Preservation Plan) – Update. (1:00:50)

Chris Stroehler, CDD, Long-Range Planner, explained that last summer we started the Landscapes Plan and we have been working diligently to take all the pieces from the public engagement to put together the draft. Before the Board this evening is the initial outline of the SW Landscapes Plan, which is 98%. Listed is the outline for each Chapter. We'd like to run through the Outline and talk about next steps so that we can then get a full copy to the Board.

Main Chapters of this Plan are:

- Agricultural Resources
- Natural Resources
- Historic Resources
- Open Space

The Action Plan lays out the critical steps to start to bring this Plan to life. We are currently working on about 30 individual actions, all of which will be laid out in the final Plan. We would like to know how the Board wants to roll out the review of this Plan from a Board perspective, as well as some of our supplemental boards (PC, EAC, etc.). Mr. Strohler said he feels it is important to lay out a potential timeline. We want to ensure that it goes through the proper review process w/boards (BOC, PC, EAC), and then to think about the adoption of said Plan.

We also identified a couple of high priority implementation items: Historic resource inventory; ordinances; Jordan Valley Open Space zoning overlay; and looking into financing a potential Open Space Program. Last year we talked about the process for financing an Open Space Program—which could entail a referendum to increase EIT in order to support the acquisition of Open Space and the Management of Open Space and those resources.

Mr. Strohler explained that State legislation dictates a strict timeline in order to submit a referendum to the ballot. He presented in the meeting packet a timeline for Board review/consideration. If this Plan was to be in support of a referendum effort, it should be adopted around September of this year. For example, we would then take this plan to the PC in September for possible adoption. Mr. Strohler said that we could send this Plan out digitally to all members of the BOC, PC, EAC in order to give time to review said Plan, then get comments back to Staff to make any necessary adjustments immediately. If the BOC would like to have an open Public comment period, we can accommodate that as well. We can run this concurrently with the review/receipt of the BOC, PC, EAC comments, as well.

We are looking for direction on how the Board would like to review this plan and move forward through the steps towards adoption.

President Kelly thanked Mr. Strohler, and said it is exciting to have a copy of this Plan in our hands. She went on to say that both Mr. Strohler and Mr. Manhardt, along with Staff have done a lot of work to get us to this point, and said she is also grateful for all the participants and experts that the Township brought in along the way. She went on to say she is looking forward to digging in, reading it, to learn the direction that you've crafted for us.

Commissioner Roth shared President Kelly's sentiments as well and said that he would like to see this Plan adopted as quickly as possible in order to dig into the action items, checking them off before the end of the year—whatever it takes to get this Plan adopted as soon as possible is where he is at.

Mr. Strohler thanked everyone who has participated in this plan and is very encouraged by the participation from the Board and the Public. He said he feels a lot of people want to see this come together and dive into this. From a Staff perspective, the timeline that has been laid out feels workable from a Staff perspective, while allowing enough time for all the boards to feel comfortable. We can have this plan out digitally to the BOC, PC, EAC by Friday. Then on August 7th we can touch base on comments received, and talk about what a public comment period could look like, and have that up on the website the next day, along with a printed copy in the Lobby.

President Kelly felt it was a very appropriate timeline and agreed with what was laid out. Board comments were all similar towards this end regarding the Plan and BOC were happy to be at this point in the process, and were appreciative of all the hard work that went into getting us to this point—working toward Plan adoption.

Mr. Strohler said in closing he will take this direction and continue to work on finalizing the pieces of this and send it out to the three Boards digitally on Friday.

B. Regulation for Covered Bridge Park Ordinance. (1:11:00)

Township Manager Tom Petrucci explained that Township officials are receiving complaints of the following activities at Covered Bridge Park:

- Loud music played along the banks and in the Jordan Creek.
- Cooking activities/grilling along the banks and in the Jordan Creek.
- Taking Township property (picnic tables) into the Jordan Creek.
- Placing picnic tables and other objects into the Jordan Creek.
- Littering along the banks and in the Jordan Creek.
- Parking vehicles in areas that are not designated for parking.

Direction/discussion is requested on the following items (the outcome of the discussion on each topic will then be utilized to develop a draft ordinance):

- Whether or not free access should be maintained to the park, or if there is a desire for limiting park access via parking passes during peak seasonal times (ex. weekends, Memorial Day, Fourth of July and Labor Day holidays) to minimize instances of overcrowding.
- Confirm that no amplifiers or generators should be used without a permit.
- Confirm that any cooking apparatus, grills and utensils are to be used only in designated areas.
- Whether or not the Township governing body is inclined to prohibit swimming in the Jordan Creek. This would need to be accomplished via ordinance.
- Whether or not the Township should continue to assign more police resources to patrol Covered Bridge Park during peak seasonal times at an overtime rate (note- this was not specifically provided for in the 2024 Budget) and would be subject to their availability.
- Whether or not the governing body would support limiting the number of people that are able to be on-site at a rented pavilion.
- Conduct more parking enforcement activities during peak seasonal times (this would need to be accomplished by the Police Department).

President Kelly thanked Township Manager Tom Petrucci and Staff for their immediate response to the concerns the community brought to this Board, as well as the Township, and immediately bringing this to our BOC agenda for discussion. She went on to say that she is in agreement with all the options that are delineated, with the exception regarding swimming in the Jordan. She is concerned with the fact that there is a 5-foot deep hole there with a swing. That being said, she went on to say that she does understand that the creek is where visitors can go and cool off on a hot day—where do we draw the line? She does want to provide opportunity for our visitors to be refreshed with our wonderful natural resource, but believes there is a balance where we establish parameters for safety and equitable use for all of our visitors. The Board all shared similar comments on this matter. All agreed we need an ordinance outlining Rules and Regulations for CBP including a very explicit list of prohibited conduct, and then enforce the ordinance accordingly.

Q: Is parking sufficient? Mr. Bender, Director of Township Operations said he felt that the parking was not adequate.

Q: What is considered “swimming”?

Mr. Petrucci said that once we have the ordinance, we will put up signage, which corresponds to said ordinance, as well as what is on the Township Website. Mr. Petrucci said they have reached out to surrounding Municipalities to learn from them and their experiences with the same type of issues to see what works and what doesn’t. We want to be proactive and come up with ways that are tried and true.

Mr. Petrucci said he has what he needs from the Board, and will circle back at the next meeting with a draft ordinance. In the interim, we will continue to work with Interim Chief Brown on this matter.

12. OLD BUSINESS – NONE.

13. COURTESY OF THE FLOOR - Public Comment on Non-Agenda Items

Dave Torrey, Resident; 1351 Deerfield Drive, Allentown. Subject: Covered Bridge Park Issue. Several years ago, Upper/Lower Saucon had this same problem. He suggested reaching out to them to see how they resolved their issue.

Ray Piovesan, Resident; 1005 Bryant Street, Allentown. Subject: Covered Bridge Park Issue. He reminded everyone that there are a lot of fishhooks in that creek. Also, perhaps we could have a private company come in and seasonally patrol.

Chris Sable, Resident; 2518 Covered Bridge Park, Allentown. Subject: Covered Bridge Park Issue. He had a question regarding “enforcement”. Also, he said the park is no longer safe at night. People drag race at 2-3:00 a.m., and all kinds of strange activities going on. Gate should be closed at night.

Mark Granahan, Resident; 2400 Wehr Mill Road, Allentown. Subject: Covered Bridge Park Issue. He said another issue is the impact that the park is having on the neighborhood. He said the Park has been a huge success since covid, expanding well beyond the Lehigh Valley with many coming from NY, NJ, etc. He feels we’ve taken what was a relatively quiet area, which becomes very urban on the weekends in terms of the number and types of people who are at the Park. He feels there are too many people at the park.

Commissioner Hodges – Regarding Dorney Park. At our June 19th meeting, we passed the agreement between DP & SWT-PD, and she had the opportunity to attend the DP/Thunderhawk’s 100th Anniversary Celebration. She thanked Township Manager Tom Petrucci for drafting those agreements, and also wanted to thank PW for all their involvement, and our Police Department, who were so professional, especially on such a hot day. The traffic flowed so nicely into DP—it was very successful, and she just wanted to thank everyone.

Also, Commissioner Hodges got a message from a resident who also wanted to thank Public Works for clearing the tree which fell across her roadway at Chew and Adams Street. She was so grateful.

14. MOTION TO AUTHORIZE PAYMENT OF INVOICES & DISBURSEMENTS

A. Invoices and Disbursements

A MOTION was made by Commissioners Roth and Kelly to authorize the payment of Invoices & Disbursements. All in favor; none opposed. Vote 5:0; Motion carried.

15 EXECUTIVE SESSION

A. Scheduled Accordingly – NONE.

16. ADJOURNMENT

A. Motion to Adjourn – At 8:42P a MOTION was made by Commissioners Hodges and Roth to adjourn. All in favor; none opposed. Vote 5:0; Motion carried.

17. APPROVED: On August 7, 2024, a MOTION was made by Commissioners Peischl and Hodges to approve the July 17, 2024 BOC Meeting Minutes as presented. All in favor; none opposed. Vote 5:0; Motion carried.