

1. **CALL TO ORDER:** 7:00 p.m.

Attendees: Commissioner Christina (Tori) Morgan, BOC President
Commissioner Glenn Block, BOC Vice President
Commissioner David L. Bond, BOC Assist. Secretary
Commissioner Matthew J. Mulqueen - Absent
Commissioner Mark Pinsley
Joseph Zator, Twp. Solicitor, Zator Law Offices
Ralph Russek, Twp. Engineer, The Pidcock Company
Renee C. Bickel, Township Manager - Absent
Randy Cope, Director of Twp. Operations
Michael A. Sorrentino, Lieutenant, SWT PD
Glen Dorney, SWT Chief of Police
George Kinney, Director of Community Development
Jeff Clapper, Public Works Manager
Jerry Charvala, Public Works Assist. Manager
Tracy J. Fehnel, Executive Assistant - Absent

2. **PLEDGE OF ALLEGIANCE**

President Morgan, for the record, stated that an Executive Session was held prior to the start of this meeting.

3. **NOTIFICATION:** All public sessions of the South Whitehall Township Board of Commissioners are electronically recorded. The electronic record is kept until the minutes of the meeting are approved and destroyed if a request is not made to retain the electronic version at that time.

4. **MINUTES:**

a. **March 21, 2018 – Board of Commissioners’ Minutes**

A MOTION was made by Commissioner Block, which was seconded by Commissioner Bond, to approve the March 21, 2018, BOC Minutes. All in favor; none opposed. (4-0 Vote.)

5. **PRESENTATION:**

a. **Proclamation – “Pennsylvania 811 Safe Digging Month”**

Jerry Charvala, Public Works Assistant Manager, brought before the Board a Request to sign a Proclamation regarding Pennsylvania 811 Safe Digging Month. Jim Balliet was recognized by the Board as the individual who is the Utility Locator at SWT. This is a very involved position, which Jim responded to 2,500 calls last year. These calls must be responded to within three days—Jerry Charvala said that Jim does a terrific job for the Township.

The Board thank Jim Balliet for all he does, and for a job well-done. A MOTION was made by President Morgan, which was seconded by Commissioner Pinsley, to sign said Proclamation, and to dedicate the Month of April 2018 as PA Safe Digging Month. All in favor; none opposed (Vote: 4-0).

6. **ORDINANCES: None.**

7. **RESOLUTIONS:**

a. **A Resolution Authorizing Township Manager to Sign “Grant Agreement Signature Page” for the “Mill House Renovations” Project**

Randy Cope, Director of Township Operations, explained that this Resolution is a formality for the Grant—the DCNR process is the month of April. The idea for this renovation process would be a visitor center for the Jordan Creek Greenway, as well as an Information Center, and a Parks and Recreation Office. Fundraising is essential to the success of this project.

There were no questions by the Board or Public.

A MOTION was made by Commissioner Bond, which was seconded by Commissioner Block, authorizing Township Manager to Sign “Grant Agreement Signature Page” for “Mill House Renovations” Project. All in favor; none opposed. (Vote: 4-0)

b. **A Resolution Authorizing Township Manager to Sign “Grant Agreement Signature Page” for the “Covered Bridge Park Renovations” Project**

Randy Cope explained details are same as previous project; however, this project includes a new 30-car parking lot adjacent to the existing parking lot down at Covered Bridge Park that services the playground, and would service the adjacent soccer field, as well as a new playground we are trying to build as part of this Grant. The playground is for all ages. There would be a separate “tot-lot” for ages 2-5; and a separate larger playground for children ages 5-12. The project would also include landscaping and ADA improvements to make the playground more accessible, as well as the entrance and exit to the restrooms. This is in accordance with the Covered Bridge Master Plan adopted in 2014.

There were no questions by the Board or Public.

A MOTION was made by Commissioner Bond, which was seconded by Commissioner Pinsley, authorizing Township Manager to Sign “Grant Agreement Signature Page” for the “Covered Bridge Park Renovations” Project. All in favor; none opposed. (Vote: 4-0)

8. **MOTIONS:**

a. **Motion Requesting Permission to Designate Handicapped Parking Space located at 3736 Walnut Street, Allentown.**

Randy Cope explained that the sign would not be placed in front of the residence (the address mentioned above), the sign would be placed on South Schaeffer Street, which is a rental unit, and there used to be a sign there for a previous tenant. That tenant moved out and the new tenant has a need for handicapped accessible parking in close proximity to their rental unit. It is Staff's recommendation to move forward with installation of sign, and replace it to where it was in the first place.

A MOTION to approve was made by Commissioner Bond, which was seconded by Commissioner Pinsley; all in favor; none opposed (Vote: 4-0).

b. Motion to Engage the Township Solicitor's Office to Represent the Township's Interests at the Upcoming Zoning Hearing Board Meeting on April 25th, Regarding the Appeal of Dollar General

A MOTION to approve was made by Commissioner Block, which was seconded by Commissioner Bond. All in favor; none opposed (Vote: 4-0).

9. CORRESPONDENCE AND INFORMATION ITEMS:

a. Public Notice – Wednesday, April 11, 2018, 6:00 p.m. Workshop at Springhouse Middle School.

President Morgan explained that the purpose of this workshop is to provide the Public with an educational session on the land development process, which will be presented by Township Staff. Additionally, the developer, Kay Builders will be in attendance to provide a brief presentation on the Ridge Farm Project. She went on to say that this is what we had discussed at our last BOC Meeting to be upcoming for the Public.

Q: Will there be a Courtesy of the Floor? President Morgan said there would be. What we plan to do is have the questions after both presentations have taken place.

Q: Will all the Commissioners be in attendance? President Morgan said yes—she believes everyone will be in attendance.

10. DIRECTION/DISCUSSION ITEMS:

a. Valley Road Bridge Report

Jeff Clapper, PW Manager, has come to the Board to discuss the repairs that need to be made to this bridge, which has been closed since February 28th. PWs crews were doing some repairs there and noticed deteriorating support beams, so we closed the bridge. Subsequent inspection occurred, which confirmed bridge should indeed remain closed. They provided some guidance on the mediation work to correct the problem. Mr. Clapper is here to ask for approval of hiring Keystone Consulting Engineers (KCE) to do the engineering work for both of the corrective steps. This is not a budgeted expense, but Jeff said he has been working with Finance in order to help support this project.

Phase 1 - \$7,475.00, which is to prepare plans and bid specs to remove and replace the existing steel beams, remove the grating, sandblast and paint the grating and reinstall.

Phase 2 - \$6,995.00, which is to prepare plans and bid specs to obtain stream permit from DEP, divert or bypass pump, and repair scouring under the bridge abutment.

Jeff said that the estimated total to repair this bridge is \$200,000, which the funding source would have to be considered by the Board. However, we would like to proceed with getting the engineering work done (Phase 1 & Phase 2), just because the bridge will remain closed until repairs have been completed.

Ultimately, step one is \$150,000 and step two is \$50,000.

Additionally, on page 2 of Mr. Clapper's IOM, he touched on Township Owned Bridges and the Inspections of said bridges. There are 5 bridges and 1 walkway bridge that have not been historically inspected on a regular frequency. Mr. Clapper has received a proposal to inspect these 5 bridges and the walkway bridge. The proposed expenses for these inspections are \$9,170.00. The inspection would include a full report that highlights recommendations for preventative maintenance and/or any corrective actions needed.

President Morgan feels we should do all of this work; however, we need to get started on the engineering and the permitting, and the Board needs to get together and discuss the cost of these repairs and review all the information that has been presented to them by Mr. Clapper.

A MOTION was made by President Morgan, which was seconded by Commissioner Pinsley, giving authorization to move forward with the Engineering costs and the Inspection costs in the amounts as presented in Phase 1 - \$7,475.00 and Phase 2 - \$6,995.00, and the Inspection costs in the amount of \$9,170.00 for the bridges, and all of this is with Keystone Consulting Engineers. All in favor; none opposed.

b. LANTA Bus Shelter

George Kinney, Director of Community Development explained that LANTA is responsible for the maintenance of the shelter.

The Board was all in agreement that we should move forward with the LANTA Bus Shelter. All in favor; none opposed.

11. OLD BUSINESS: None.

12. COURTESY OF THE FLOOR:

There were several residents who came before the board to speak briefly on various issues.

1. Cindy Miller came to introduce herself to the Board and advise she is a Republican, running for the 183 District. She is running because overall she wants to improve the quality of life in PA and in our district. Her background is in business, healthcare, and local government. She will remain until after the meeting so that if anyone would like to ask any additional questions or discuss anything with her, she would be happy to do so.

2. Michael Wolck was in attendance and explained that he said he is speaking on behalf of himself and the SWT Citizens Concerned about Ridge Farms. Our citizens group is concerned about both the overall SWT Plan development and Ridge Farms. We intend to work with the Township Commissioners, Planning Commission, Zoning Hearing Board, in a cooperative, productive, and positive, respectful manner to achieve some mutually acceptable results as we go forward. He went on to say they have two concerns about Ridge Farms, which drive all the other concerns and discussions—the housing density and the commercial development, which is now allowed in the traditional residential zoned property.

3. John Chaya was in attendance and explained that he lives at 2911 Huckleberry Road, and has lived there since 1983. He feels that Ridge Farms should blend in with the existing neighborhood—he feels that should be the intent of the development. Perhaps a transitional zone might be considered. He is concerned about safety and flow of traffic—he feels the roads will be adversely affected. He said that speed limits are always exceeded. He went on to say that quality of life will be affected—Ridge Farms will have an impact on existing residents in the community. He said that the goal of this project should be a win-win to everyone.

4. Diane Kelly, 1480 Springhouse Road, approached the BOC next. She said that she is sandwiched between the Hills at Winchester and the Ridge Farms Development. She said that she has seen a real increase in traffic. She asked if anything is being done about traffic in the Springhouse area. She said that everyone is trying to avoid Cedar Crest & Walbert Avenue. She asked, how do you protect us from this new development. SWT has small-town character, but she fears it will no longer be this rural community any longer. Is this really what we want SWT to become? On another note, she asked if the BOC meetings could be streamed? She feels there is a lot that our community needs to be kept aware of.

5. Dave Burke also spoke briefly on Ridge Farms. He asked, what are we trying to make SWT into?

6. Sue Shortell, a resident of SWT for 40 years, also approached the BOC and talked about Ridge Farms and her concerns about the Econolodge. She also expressed her concerns with regard to truck traffic.

13. STATUS ITEMS:

14. PAYMENT OF INVOICES:

- a. **Invoices and Purchasing Requisitions have been reviewed by the Township Manager and the Director of Finance, who authorize that checks be issued to pay bills as tabulated.**
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A MOTION was made by Commissioner Block, which was seconded by Commissioner Bond, for the approval of payment of all invoices and purchasing requisitions as presented. All in favor; none opposed (Vote 4-0).

15. **EXECUTIVE SESSION** – No ES after meeting.

16. **ADJOURNMENT** –

At 8:16 p.m. a MOTION was made by Commissioner Bond, which was seconded by Commissioner Mulqueen to adjourn this evening's meeting. All in favor; none opposed.

17. **APPROVED:** On April 18, 2018, a MOTION was made by Commissioner Bond, which was seconded by Commissioner Pinsley, to approve the April 4, 2018, BOC Meeting Minutes. All in favor; none opposed (Vote: 5-0).
