



BOARD OF COMMISSIONERS

AGENDA-MINUTES

May 16, 2018

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

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

2. **PLEDGE OF ALLEGIANCE**

President Morgan stated for the record that the Board met in Executive Session on May 2, 2018, and prior to this evening's regular session to discuss legal matters.

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. **April 11, 2018 – Board of Commissioners' Workshop Minutes**

A MOTION was made by Commissioner Mulqueen, which was seconded by Commissioner Bond, to approve the April 11, 2018, BOC Workshop Minutes. All in favor; none opposed. Commissioner Pinsley abstained since he was not at the April 11th meeting. (Vote: 3-0)

b. **May 2, 2018 – Board of Commissioners' Minutes**

A MOTION was made by Commissioner Mulqueen, which was seconded by Commissioner Bond, to approve the May 2, 2018, Board of Commissioners' Minutes. All in favor; none opposed. (Vote: 4-0)

5. **HEARINGS:**

a. **Conditional Use Review Hearing #2017-602 Regarding Crackersport Road DC**

At 7:05P, the above-mentioned hearing began. Township Solicitor Joseph A. Zator, Zator Law Offices, presided over the proceedings. Minutes for the hearing were taken by Mr. Gallagher, Court Stenographer. Counsel for the Applicant was Blake C. Marles, Esquire. At 8:48P Attorney Marles concluded with his witnesses. At 8:50P Public Comment/Questions by Residents took place. At 9:33P, the BOC adjourned into Executive Session for discussion of this case.

At 10:08P the BOC re-convened into regular session. President Morgan explained that the Board has deliberated and for the record, no votes have been taken, and no decisions have been made; however, with that being said, President Morgan would like to propose the following MOTION to recommend approval of the Applicant's Conditional Use Application #2017-602 subject to the following conditions:

- The Applicant shall comply with all provisions contained in the Applicant's Offer of Proof, testimony and exhibits.
 - The Applicant shall use the Subject Premises in conformity with the Application, along with the plans and evidence submitted to the Board at this evening's May 16, 2018 hearing.
 - The Applicant shall not permit any tractor trailers, trucks and/or any other commercial vehicles to park, idle, queue, warm up (or cool down), or stack on any streets for any purpose at any time, including, without limitation, waiting to access the Subject Premises.
 - The Applicant shall not permit the outdoor storage of hazardous materials. If, at any time, in the future, the Applicant has a need to store hazardous materials outside, it shall submit written plans, checklists and other measures that relate to the safety of such storage to the Public Safety Commission for review and recommendation to the Board of Commissioners, which shall review and either approve or deny the plans, checklists and other measures in its reasonable discretion.
 - The timing and orientation of truck movements on the Subject Premises shall be configured, as commercially practicable, to minimize noise and light impacts on neighboring residential properties. This may include the Applicant using buffering and landscaping along the perimeter of the Subject Premises where it abuts residential areas.
 - There shall be no motorized vehicular access to the Subject Premises via Jutland Road.
 - The Applicant shall comply with all conditions that were listed as part of the recommendations of the Planning Commission as set forth in Exhibit B-5.
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- Any driveway that will exit onto Crackersport Road, must be offset a safe distance from the S-curve located at the southwestern corner of the subject property with the actual safe distance to be determined by the Township Engineer.

The MOTION was seconded by Commissioner Pinsley.

Additionally, President Morgan called for a roll-call vote at this time:

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|------------------------|-----|
| Commissioner Mulqueen: | Aye |
| Commissioner Pinsley: | Aye |
| Commissioner Bond: | Aye |
| Commissioner Morgan: | Aye |

Motion carried.

6. **ORDINANCES:** None.

7. **RESOLUTIONS:**

a. **A Resolution Granting a Waiver of Subdivision and Land Development Review and Approval Requirements of the South Whitehall Township SALDO for a Tilghman Holdings LLC Plan Entitled "Tilghman Street Store Renovations" Resting to a Property Located at 4750 West Tilghman Street**

This item was TABLED due to the fact that the Applicant was not in attendance at this evening's meeting.

b. **A Resolution Granting Approval for the Township to Accept Approximately 24 Acres of Property as a Gift from Lehigh County and Authorizing the Township Manager to Execute the Deed Memorializing such Transfer**

Randy Cope, Director of Township Operations, explained that this is part of the Jordan Creek Greenway Trail, Section 48, which is vital to the completion of this trail. Currently jointly owned between Lehigh County and SWT. LC is interested in gifting this to SWT based on a vote by LC. They require that this property remain for educational and outdoor use.

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

8. **MOTIONS:**

a. **Motion Requesting Permission to Proceed with Purchase of Four (4) Garage/Bay Doors for the Cetronia Fire Station**

Chief Jay Hecklen was in attendance to address any questions from the BOC.

MOTION made by Commissioner Bond, which was seconded by Commissioner Mulqueen, to approve above-said motion (8-a). All in favor; none opposed (Vote: 4-0).

b. Motion Requesting Permission to Proceed with Advertisement for Bids Regarding the 2018 Road Paving Project

MOTION made by Commissioner Mulqueen, which was seconded by Commissioner Bond, to approve above-said motion (8-b). All in favor; none opposed (Vote: 4-0).

c. Motion Requesting Permission to Proceed with Advertisement for Bids Regarding Broadway and Schaeffer Drainage Project

MOTION made by Commissioner Bond, which was seconded by Commissioner Pinsley, to approve above-said motion (8-c). All in favor; none opposed (Vote: 4-0).

d. Motion Requesting the Approval of Water & Sewer Allocation Request for New Residence at 2225 Focht Avenue

MOTION made by Commissioner Bond, which was seconded by Commissioner Pinsley, to approve above-said motion (8-d). All in favor; none opposed (Vote: 4-0).

e. Motion Requesting Permission to Proceed with Covered Bridge Parks Basketball Courts

MOTION made by Commissioner Pinsley, which was seconded by Commissioner Mulqueen, to approve above-said motion (8-e). All in favor; none opposed (Vote: 4-0).

f. Motion Requesting Permission to Engage Kreischer Miller Accounting Firm

MOTION made by Commissioner Mulqueen, which was seconded by Commissioner Bond, to approve above-said motion (8-f). All in favor; none opposed (Vote: 4-0).

9. CORRESPONDENCE AND INFORMATION ITEMS:

a. Public Notice – Zoning Hearing Board, Wednesday, May 23, 2018, 7:30P – FYI.

b. Public Notice – Board of Commissioners' Workshop Session, Wednesday, May 30, 2018, 6P – FYI.

10. DIRECTION/DISCUSSION ITEMS: None.

11. OLD BUSINESS:

Township Manager Renee Bickel wanted to advise Board that there is an anticipated removal date of the trees by the Grandview Cemetery on Walbert Avenue to begin next week. Sidewalk and fencing issues will also be addressed in the near future. We will be

meeting with them again and will come back to the Board with a plan. Permit issues with their contractor are being worked on now.

12. COURTESY OF THE FLOOR:

Resident Ian Gerencser, who lives at 3730 Summit Court Allentown. He is in receipt of their water bills. He came before the board and said that he just moved into this house and asked that the \$62.50 be waived or adjusted in some way.

A MOTION was made by Commissioner Bond, which was seconded by Commissioner Pinsley, to waive the \$62.50—Commissioner Mulqueen said with the caveat that Township Manager Bickel and Finance Director Neve explore and fix that piece of the resolution. Commissioner Morgan indicated that this should be looked at immediately. All in favor; none opposed. (Vote 4-0).

This ended COF.

13. 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.**

A MOTION was made by Commissioner Bond, which was seconded by Commissioner Mulqueen, for the approval of payment of all invoices and purchasing requisitions as presented. All in favor; none opposed (Vote 4-0).

14. EXECUTIVE SESSION

15. ADJOURNMENT

At 10:53 p.m. a MOTION was made by Commissioner Bond, which was seconded by Commissioner Mulqueen to adjourn at this time. All in favor; none opposed.

16. APPROVED: June 6, 2018

On June 6, 2018, MOTION was made by Commissioner Bond, which was seconded by Commissioner Mulqueen, to approve the May 16, 2018 BOC Meeting Minutes. All in favor; none opposed—Vote: 4-0. (Commissioner Block was not at the May 16, 2018 Meeting; therefore, he abstained.)
