

PALMER TOWNSHIP BOARD OF SUPERVISORS
March 13, 2017
7:00 PM
GENERAL BUSINESS MEETING

The Palmer Township Board of Supervisors held a general business meeting on Monday, March 13, 2017 at 7:00 p.m. with the following in attendance: Chairman David Colver, Vice-Chairman Kendall Mitchell and Supervisors Ann-Marie Panella and Jeffrey Young. Supervisor Robert Smith was absent. Also in attendance were the Township Manager, Public Services Director, Police Chief and Attorney Ryan Fields.

1. PLEDGE TO THE FLAG

2. CONSENT CALENDAR

A. Approval of Minutes - February 28, 2017

INFORMATION

The Board needs to approve/disapprove the minutes of February 28, 2017.

Motion: Approve, Moved by Supervisor Robert Smith, Seconded by Supervisor Jeffrey Young. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Young

Supervisors Absent: Smith

B. Approval of Minutes - March 6, 2017

INFORMATION

The Board needs to approve/disapprove the minutes of March 6, 2017.

Motion: Approve, Moved by Supervisor Kendall Mitchell, Seconded by Supervisor Ann-Marie Panella. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Young

Supervisors Absent: Smith

C. Disbursement of Funds - March 13, 2017

INFORMATION

The Board needs to approve/disapprove the disbursement of funds for March 13, 2017.

Motion: Approve, Moved by Supervisor Ann-Marie Panella, Seconded by Supervisor Jeffrey Young. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Young

Supervisors Absent: Smith

3. NEW BUSINESS

A. Update on the Palmer Township FOG Program

INFORMATION

As the Board will recall, the Administration was authorized in August, 2016 to proceed with entering into an agreement with Suez Environment for the purpose of developing and implementing a Fats, Oils and Greases (FOG) Program.

Tonight, Tori Morgan of Suez Environment and the Township's project coordinator, is before the Board to provide a status update on this project.

No Board action is requested.

DISCUSSION

Christman said back in August we started working to create a FOG program for issues in our sanitary sewer system. Tori Morgan from Suez Environment is with us tonight who is our project leader on the program. We all know fats and grease in our system is a serious issue and it creates problems at the sewage treatment facility.

Tori Morgan said it is an honor to work with the Board and the township on this project. She shared the documents that will be sent out to the restaurants with the Board members. Morgan said we started tracking and documenting food handling facilities so we can track what they currently have in place and we will be able to update these files as we begin inspections. The spreadsheet you will be able to use with your own GIS system after we are through our portion of this process. We will send the food facilities a survey, general cover letter, Do's and Don'ts and guidelines they should be following. When they return the information we will update our database and then begin the inspections. Morgan said we will also look at your existing ordinance to see if it will help the businesses come into compliance. The most important part of the process is educating the food handling facilities in what they need to do.

Young said he has been a recipient of the affects of grease from a restaurant more than once and I've been told we don't have proper ordinances in place. I'm interested to see that our ordinances include some teeth in it, that will help us. Morgan said the current ordinance is very general and we will want to ramp it up to make it comprehensive of what you are going to need to do. Morgan said she's worked with the Easton Area Joint Sewer Authority (EAJSA) in the past and I understand how that whole process works. I will continue to work with their staff along with your staff during this process. Young said you mentioned inspections; will we have an inspection program with the businesses. Morgan said absolutely. I will train whoever is selected to be trained in the township and I will work with them in setting up an inspection schedule.

Colver asked if we have any idea of the number of businesses we are talking about.

Morgan said it is somewhere between 85 and 100 and there are areas we will target first. I will be working with Paul Hosking on that. Colver suggested we send the mailing out Certified Mail. It may help send the message that the township means business regarding this program.

Christman said we have taken sewer issues to the next level this year. We have the metering study with Lehigh Valley Hospital going on that will help identify the infiltration and inflow into our system. Christman said he also agrees to spend the money to send the information by Certified Mail. Colver asked if there are any kind of grants that would be available to help us with the cost. Morgan said you're talking roughly \$500 to send 100 of these notices. We will want to make sure they are addressed to the owner or operator of the business and sending it certified is even better. The Board agreed to send the letters certified mail.

Mitchell asked if it will be mandatory for the restaurants to add grease traps. Morgan said that will be up to you. I believe you should require it by ordinance. Morgan said some restaurants don't even know they have a trap now so they aren't maintaining it. Smith asked if this only applies to the food industry or will it apply to salons as well. Morgan said Salon's don't fall into this category.

Panella said she will ask at the next Environmental Steering Committee meeting if any of them may know of grants available for this type of project.

Morgan said she wanted to give the Board an update tonight because once the mailings go out, you will obviously be hearing about them. Morgan said she is thrilled that the Board is willing to do the education portion prior to enforcement because in most cases, they just need to be educated.

Adams asked if it will include the businesses in Lower Nazareth that flow into Palmer's sewer system. Colver said we are always working with our neighbors and we have meetings with them monthly. Christman said we haven't looked at businesses we service in other municipalities at this point, but as Dave said, we meet with them monthly so we will discuss it with them.

Charles Diefenderfer, 2918 Hay Terrace, asked when the hospital goes in Lower Nazareth Township will they be required to put in a monitoring system? If they do bio-tech stuff, it can create issues with the sewer. Morgan said the hospital will be considered an industrial user through the EAJSA program and it will be monitored and controlled through them.

Morgan said once we have all this in place you will want to make sure it continues to work well. You will need to track new businesses coming into the township through your Code/Permit Department and you'll want to have a punch list that will include grease traps on your list.

B. Rau Lane Planning Module

INFORMATION

The Board needs to approve/disapprove the Rau Lane Planning Module.

Colver said this is for the Jaindl Company's 15-lot subdivision off of Stones Crossing Road. All the supporting documents are in place.

Motion: Approve, Moved by Supervisor Robert Smith, Seconded by Supervisor Jeffrey Young. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Young

Supervisors Absent: Smith

4. PUBLIC COMMENT

There were no public comments.

5. REPORTS

Township Manager

Christman said Lafayette Ambassador Bank is requesting a copy of the Board's approval of the purchase for the John Deere Compact Loader that Scott presented to the Board at the November budget hearing. As we go through the lease/loan process they require a copy of the Board's motion approving the purchase. They are asking for a motion authorizing the approval to proceed with Lafayette Ambassador Bank for the lease/purchase of the John Deere Compact Track Loader.

Motion: Approve, Moved by Supervisor Jeffrey Young, Seconded by Supervisor Robert Smith. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Young

Supervisors Absent: Smith

Christman said in February the township received notice from Keystone Heights, LLC that they are applying for a Medical Marijuana License for a property on William Penn Highway. This is still in the infancy stage and they will be making an application to the Commonwealth next week. The process asked for a letter from the township stating the location of the proposed use is permitted in that Zoning District. That letter went out February 15, 2017. Now they are requesting we enter into a Letter of Intent which outlines, if they get approved, they would donate one percent of their gross revenue, less direct cost of goods sold, to a local non-profit program within the township in addressing any public health, safety and educational issues in the township.

Christman said the township would serve as a pass through agent. If they don't receive the license from the Commonwealth, this agreement would be null and void.

Attorney Fields said the Solicitor's office took a look at the agreement and the one item the Township Manager had concerns about, that collecting taxes permitted by law were not affected - like the Business Privilege Tax, are not impacted by this agreement. The Board authorized the Chairman to sign the Letter of Intent Agreement.

Chief Palmer said at one time it was discussed that it couldn't be located within 1,000 yards of a school property. Colver said the baseball fields are a different parcel ID than the school property so it meets the guidelines.

Motion: Approve, Moved by Supervisor Ann-Marie Panella, Seconded by Supervisor Kendall Mitchell. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Young

Supervisors Absent: Smith

Christman said the Municipal Building will be closed tomorrow with the impending storm predicted and all non-essential employees will be off. There will be a one day delay the remainder of this week for trash and recycling pickup. Please stay off the roads if you can.

Public Services Director

Adams reported the road materials will be going out to bid later this week.

Supervisors

Young said he wasn't aware until last week that during bulk item collections in the township, the items don't get picked up until a day or two after your normal trash day. Since our pickup day is Friday, the bulk items were still on the roads the following Monday and with the impending storm Waste Management came through and picked them all up by Monday night.

6. ADJOURNMENT

The meeting was adjourned at 7:37 p.m.

Motion: Adjourn, Moved by Supervisor Ann-Marie Panella, Seconded by Supervisor Kendall Mitchell. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Young

Supervisors Absent: Smith

Respectfully submitted,

Christopher S. Christman
Township Manager