

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

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

1. PLEDGE TO THE FLAG

2. CONSENT CALENDAR

A. Approval of Minutes - July 10, 2017

INFORMATION

The Board needs to approve/disapprove the minutes of July 10, 2017.

Motion: Approve, Moved by Supervisor Kendall Mitchell, Seconded by Supervisor Robert Smith. Passed. 3-0.

Supervisors voting Ayes: Colver, Mitchell, Smith

Supervisors voting Abstain: Panella

Supervisors Absent: Young

B. Disbursement of Funds - July 25, 2017

INFORMATION

The Board needs to approve/disapprove the disbursement of funds for July 25, 2017.

Motion: Approve, Moved by Supervisor Robert Smith, Seconded by Supervisor Kendall Mitchell. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Smith

Supervisors Absent: Young

C. Disbursement of Funds - August 7, 2017

INFORMATION

The Board needs to approve/disapprove the disbursement of funds for August 7, 2017.

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

Supervisors voting Ayes: Colver, Mitchell, Panella, Smith

Supervisors Absent: Young

3. NEW BUSINESS

A. Amazon Traffic Improvements Discussion

INFORMATION

In order for Amazon to be reimbursed by the State for their required traffic improvements, the following will have to happen:

1. Palmer Township will have to “sponsor” the project. This will require them to execute a Reimbursement Agreement with PennDOT and bid and award the project on PennDOT’s behalf. This will be similar to the process that Palmer went through as the sponsor of the Route 33 interchange project.
2. The Reimbursement Agreement for the Amazon project will be drafted from the Reimbursement Agreement for the interchange project.
3. Duke will be willing to enter into a separate agreement with Palmer to specify the specifics of payment and responsibility, similar to what was negotiated with Chrin.
4. A letter of support from Palmer is needed to start the process with the State and PennDOT.

Board action is requested.

DISCUSSION

Colver said tonight we are being asked to submit a letter of support on behalf of Amazon for a group of improvements they are looking to do at that intersection. They will be required to pay for all the improvements, but they need a letter of support from the township stating Palmer Township sponsors the project. This is similar to what was done with the Route 33 interchange project.

Bruno said the Chrin interchange project was a different animal than this request. Colver said the letter of support is just to allow Amazon to begin the process required for the project. They need to show that the municipality will agree to all the improvements that they will be doing. Bruno said the concept has no negative effect on the township, we are just assisting them. Colver said the Township Manager drafted a one paragraph letter stating the township will participate as a sponsor for the project and that a Reimbursement Agreement between PennDOT and Palmer Township, similar to the Reimbursement Agreement for the Route 33/Main Street Interchange, will ultimately need to be executed by the township. Bruno recommended, if the Board is included to approve this request tonight, that the letter be modified to state the final Reimbursement Agreement will need to be in a form satisfactory to the Palmer Township Solicitor, prior to it being executed.

Supervisor Smith made a motion authorizing the Chairman to sign the letter of support with the recommended change by the Township Solicitor.

Motion: Approve, Moved by Supervisor Robert Smith, Seconded by Supervisor Kendall Mitchell. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Smith

Supervisors Absent: Young

B. Chrin Northwest Quadrant - Security Release #2

INFORMATION

The developer, Charles Chrin Real Estate Trust, is requesting a release of \$1,641,214.67 from their improvements security for the Northwest Quadrant subdivision project, as recommended by the Township Engineer, which will leave a balance of \$133,489.10 on the subject letter of credit. The Board needs to approve/disapprove the release from the letter of credit.

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

Supervisors voting Ayes: Colver, Mitchell, Panella, Smith

Supervisors Absent: Young

4. PUBLIC COMMENT

Steve Cyphers, 3740 Southwood Drive, said he would like to thank the township for paving Southwood Drive. Cyphers said it has now raised the road level to his driveway making the water run down my driveway. I saw the township crew working on the neighbors driveway and asked if they could help with mine and they said I had to contact Tom Adams.

Adams said they are milling the roadways and then paving them. Cyphers said you fixed the driveway at 3760 by adding a berm at their driveway. Adams said they will have to come back and look to see if they can do the same fix at your driveway.

5. REPORTS

Solicitor

Bruno said this is a follow-up to Chrin's Security Release that was on the agenda tonight. We are closer to having the project go into their maintenance period. We are not quite there yet because Pidcock still has some items that need to be addressed.

Bruno had a Van Buren Road Extension Agreement for the portion of the road that was constructed by Chrin, near Lots 1, 2 and 3. Duke and Chrin have asked that the township accept the dedication of that portion of the road with the understanding that a portion will be maintained by Chrin and Duke. Bruno said until Duke is finished, they

will continue to use that road for access to their other lot. With that being said, I have two items for approval tonight: 1. The Van Buren Road Extension Maintenance Agreement for Duke for the Charles Chrin Real Estate Trust; 2. A resolution to accept the dedication of that portion of Van Buren Road.

Bruno said the first motion would be to authorize the Chairman to sign the Van Buren Road Extension Maintenance Agreement entering into an agreement with Chrin and Duke related to them each providing maintenance of Van Buren Road. Approval is contingent on the Letter of Credit being in a form satisfactory to the Township Solicitor.

Colver asked if the developer will be responsible for snow removal this winter or does the township need to add it to the township's list of roads to plow. Adams said we could plow up to the cul-de-sac. Bruno said once we accept it we have to maintain plowing it and the cul-de-sac. Adams said he will get it on the schedule. Bruno said Duke's maintenance period is 18-months from completion of Lots 2 and 3. Chrin's will be 18-months from the date of this agreement. Colver said we've had issues with trucks parking on the sides of the roads. Will the police have authority once this agreement is signed. Bruno said yes.

Supervisor Panella made a motion, it was seconded by Supervisor Mitchell, authorizing the Chairman to sign the Maintenance Agreement conditioned on the Letter of Credit being satisfactory to the Township Solicitor.

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

Supervisors voting Ayes: Colver, Mitchell, Panella, Smith

Supervisors Absent: Young

Bruno said he has the signed Deed of Dedication and the second motion would be a request for the Chairman to sign the Resolution accepting the right-of-way that's been dedicated by The Charles Chrin Real Estate Trust, conditioned on the Township Solicitor receiving the Letter of Credit in an acceptable form.

Motion: Approve, Moved by Supervisor Robert Smith, Seconded by Supervisor Kendall Mitchell. Passed. 4-0.

Supervisors voting Ayes: Colver, Mitchell, Panella, Smith

Supervisors Absent: Young

Supervisors

Supervisor Panella said the Environmental Steering Committee will be holding a tire removal project this fall from Riverview Park heading west in the Township. We have residents that are volunteering to help with the project.

Supervisor Panella said she and Supervisor Smith attended a meeting with Secretary Dunn of the Pennsylvania Department of Conservation and Natural Resources last week regarding the bike path. Panella said National Geographic has taken an interest in our bike path and will be making their presence known. The path runs through Tatamy, Stockertown, Bushkill Township and Palmer.

Smith said there are small sections of the path that still need to be connected. When those sections are completed, the path will run from Allentown to New York..

6. ADJOURNMENT

The meeting was adjourned at 7:24 p.m.

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

Supervisors voting Ayes: Colver, Mitchell, Panella, Smith

Supervisors Absent: Young

Respectfully submitted,

Christopher S. Christman
Township Manager