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**FORKS TOWNSHIP
BOARD OF SUPERVISORS
Northampton County, Pennsylvania**

**WORK SESSION
February 1, 2017**

MEETING GENERALITIES:

The Forks Township Board of Supervisors met in a work session at the Municipal Building, 1606 Sullivan Trail, Easton, Pennsylvania on this date with the Pledge of Allegiance.

Board Members Present:

Erik Chuss, Vice Chairman
Ed Moore, Supervisor
Dan Martyak, Supervisor
Robert Egolf, Secretary /Treasurer

Others Present:

John V. Cornell, Township Manager
Steve Kramer, Public Works Director
James Farley, Finance Director
Wendy Nicolosi, Solicitor
Sean Policelli, Township Engineer
Tim Weis, Building & Zoning Official

Absent Were:

Chuck Gallagher
Barb Bartek, Human Resource Manager
John O'Neil, Chairman
Greg Dorney, Police Chief
Rachel Sulzbach, Parks & Recreation Director

At 7:00 pm Vice chairman Mr. Chuss called the meeting to order with the pledge of allegiance and then asked for ant public comments on none agenda items.

Public Comments:

None.

Supervisor Comments:

Mr. Chuss reported on a meeting recently held regarding a potential Forks Area Rotary forming, als0 Mr. Chuss reported a Lehigh Valley Planning Commission General Assembly recently held at the Saucon Valley Penn State Campus.

1. LNAA Braden Airpark Use informal discussion

The LNAA representatives has requested to discuss zoning uses for the Braden Airpark site.

Joe Corea, Jim Petrucci, and an LNAA representative presented a concept sketch plan depicting commercial uses along Sullivan Trail and warehouses on the western side of the Braden Airpark tract.

1
2 Discussion took place regarding potential traffic concerns, drainage concerns, coordination of
3 airport uses and proposed industrial and commercial uses. Zoning incompatibility and possible
4 zoning changes were also discussed potential changes and comprehensive planning. The
5 representatives discussed the LNAA position that the driving forces are marketing and greatest
6 and highest uses, not zoning compliance. Members of the Board of Supervisors expressed
7 concerns regarding the need for proper planning in the north end of the Township.
8 Under public comments Township residents, airport users, and LNAA members of shared
9 comments of all the parties (developer, township, and LNAA) work collectively to determine the
10 optimum future use of the facility. Thoughts were shared regarding zoning changes or relief. The
11 possible extension of the runway a possible forming a adhoc committee. Others spoke regarding
12 the lack of aviation facilities at the Braden airpark and the need to have an airport in perpetuity.
13 Lastly discussion took place regarding statistical data, trending of the airport and long range
14 planning and keeping it open. The airport management expressed a desire to promote the airpark.
15 Lastly the need for long range planning and future of the airpark.
16

17 **2. Knollwood Land Development housing type informal discussion**

18 *The Owner/developer of Knollwood located on Kesslerville Road has requested to discuss*
19 *housing types for the tract.*
20

21 Discussion took place regarding seeking support from the Board of Supervisors for a potential
22 Zoning Hearing Board application seeking relief to propose all single family detached homes
23 with the same density as the performance subdivision plan. Following discussion it was agreed to
24 continue discussion at the regular Board of Supervisors meeting on February 15, 2018.
25

26 **3. Toboggan Trail II minor subdivision informal review**

27 *The Plan proposes to change Townhomes to Twin homes for the existing tract.*
28

29 Zoning Officer Tim Weis provided an overview of the proposed plan. The existing plan approved
30 the construction of town homes and the new request is to permit the construction twin homes
31 instead. The Township planning commission has recommended approval. The plan will be
32 before the Board of Supervisors for formal approval on February 15, 2018.
33

34 **4. Forks Town Center minor subdivision informal review**

35 *The Plan proposes a 3 acre lot subdivision of the PNC Bank from the Giant Center property.*
36

37 Zoning Officer Tim Weis provided an overview of the proposed plan. The Plan will be a
38 subdivision of a 3 acre which has the existing PNC Bank. The Township planning commission
39 has recommended approval. The plan will be before the Board of Supervisors for formal
40 approval on February 15, 2018.
41

42 **5. Storage Center Sullivan Trail informal review**

43 *The Plan proposes 2 additional storage units on the existing site on Sullivan Trail.*
44

45 Zoning Officer Tim Weis provided an overview of the proposed plan. The Plan proposes 2
46 additional storage units on the existing site. The Township planning commission has
47 recommended approval. The plan will be before the Board of Supervisors for formal approval on
48 February 15, 2018.
49

1 **6. Waste Water F.O.G Ordinance draft informal discussion**
2 *Staff has developed a FOG ordinance to address concerns related to the collection and discharge*
3 *of fats, oils and grease from businesses which discharge in to the sanitary sewer system.*
4

5 Mr. Weis, Mr. Kramer and Mr. Cornell shared the history of the proposed ordinance which will
6 provide needed enforcement regulations and enforcement penalties regarding the discharge of
7 fats, oils and grease into the Township’s wastewater systems. Following discussion it was agreed
8 at the suggestion of the solicitor to formally authorize the advertising of the proposed ordinance
9 for March 1st, 2018 in the interest of being expeditious. On motion, with no public comment, vote
10 all in favor, the motion carried.

11 **Motion Carried 4 - 0**

12 **7. Street Opening Ordinance draft informal discussion**
13 *Staff has developed a Street Opening ordinance to address curb cuts onto Township roads*
14

15 Solicitor Nicolasi and Mr. Kramer provided an overview of the proposed ordinance which will
16 regulate activities in the Township streets and rights of way. Following discussion it was also
17 agreed to formally authorize the advertising of the proposed ordinance in the interest of be
18 expeditious. By way of motion, with no public comment, vote all in favor, the motion carried.

19 **Motion Carried 4 – 0**

20
21 **8. CIT Real Estate Tax Exoneration discussion**
22 *The Real Estate Tax Collector has received a letter requesting exoneration for taxes on*
23 *properties being developed by CIT.*
24

25 Solicitor Nicolosi explained The Career Institute of Technology (CIT) has requested
26 exoneration for the township real estate taxes for the lots they own. The lots are used for
27 construction of homes by the students once the home are complete the lots are then sold and then
28 become taxable. Following discussion it was agreed to place this matter on the agenda for
29 February 15, 2018 and to prepare a motion for consideration to grant the relief until such time the
30 lots are sold.

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32
33 **9. DEPARTMENT HEADS ROUND TABLE**

34 *The department heads will provide updates on various projects with in their respective departments.*

- 35
 - *Township Manager, John Cornell:*

36 Mr. Cornell requested direction on the involvement Boards and Commission during candidate selection
37 process. It was agreed to have the Planning Commission members attend the interviews.

- 38
 - *Finance Director, James Farley:*
39 *Nothing further*

- 40
 - *Building & Zoning, Tim Weis:*
41 *Nothing further*

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- *Engineer, Sean Policelli:*
Provided an update on the propose sanitary sewer agreement with Stockertown Borough.

- *Solicitor, Wendy Nicolosi:*

Nothing Further

Adjournment: There being nothing further to discuss the meeting was adjourned at **9:25 PM**

Executive Session – Bartolucci Litigation appeal

The Board went into execution session regarding litigation, following the session the evening concluded no formal action was taken.

*Minutes transcribed by Recording
John V Cornell, Township Manager*