

CALL TO ORDER

President Chris Becker called the May 1, 2017, meeting of Macungie Borough Council to order at 7:30 p.m. in Borough Council Chambers, Borough Hall, 21 Locust, Macungie, PA.

ATTENDANCE

Council Members:	Alma Akinjiola
	Chris Becker
	Greg Hutchison
	Roseann Schleicher
	John Yerman
Borough Manager:	Chris L. Boehm
Solicitor:	Patrick Armstrong
Administrative Assistant:	Cynthia Hartzell
Absent:	Marvin Moyer
	David Boyko
	Mayor Gary Cordner
	Jr. Council Valeria Cordner
	Jr. Council Renee Martin

PUBLIC COMMENTSa. Prior Public Comments to Council

1. Peter White, 821 Hickory Street, meter discrepancy - President Becker reported the Borough Authority did not take any action on Mr. White's request for relief from payment of his water bill so he is responsible for the full amount of the water charge for the amount of his discrepancy. Borough Manager Boehm reported Mr. White has called to set up a payment schedule. Council briefly discussed the situation and took no action on Mr. White's request for relief from payment of his sewer bill for the amount of the discrepancy.

2. Dave Fatzinger, 218 Village Walk Drive, neighborhood complaints – Mr. Fatzinger's comments were given to Zoning Officer Nicholson, who provided a report that addressed Mr. Fatzinger's comments. President Becker reported his findings on the situation and noted there were some comments that were still not address: 1) the 2<sup>nd</sup> business, Affordable Guys; 2) the Merchandiser being thrown on lawns; and 3) the language of the complaint form. Borough Manager Boehm will discuss these issues with the Code Enforcement Officer.

Council discussed having a home occupation and how it would affect the neighborhood. Review of the home occupation regulations will be forwarded to the Planning Commission for review and comment. Council discussed the parking issue of residents bringing large box trucks home from work and the effect on neighborhood safety.

Barry Bloch, 343 Parkside Drive, Macungie, suggested talking to the owner of the box truck to correct the situation before reviewing the ordinance.

b. Public Comments – No public comments.

COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS

- a. Council Member Yerman remarked the stop sign on Church Street at the intersection with Main Street was knocked down by a big truck. He noted the truck almost hit him when driving down Church Street. He questioned if the Borough got the driver's information to recoup our costs. Borough Manager Boehm reported the no one obtained the truck's information for the Borough to bill.
- b. Council Member Schleicher commented the Earth Day event went well and lots of trash was picked up. President Becker thanked the organizations that helped in the event. Council Member Schleicher reported the electronic recycling event went well. Borough Manager Boehm reported a lot of paper shredding was done and the trucks were full by 10:45 a.m. Borough Manager Boehm announced the upcoming latex paint recycling event on May 13 from 9:00 a.m. to noon at Lower Macungie Township Community Building.

The executive session scheduled for this time was tabled until the end of the meeting.

APPROVAL OF MINUTES

- a. April 17, 2017 meeting – Council Member Yerman made a motion to approve the April 17, 2017, Council meeting minutes as corrected, second by Council Member Akinjiola. Motion carried: 5 ayes

CONSENT AGENDA

- a. Treasurer's report of April 27, 2017

Council Member Akinjiola made a motion to approve the April 27, 2017, Treasurer's Report, second by Council Member Schleicher. Motion carried: 5 ayes

- b. Payment of invoices as listed totaling \$139,544.16

Council Member Schleicher made a motion to approve the invoices of the Consent Agenda, second by Council Member Akinjiola. Motion carried: 5 ayes

CORRESPONDENCE

- a. Macungie Fire Department March Response Report
- b. Emmaus Public Library
- c. Kalmbach Memorial Park, re: Stop signs on Cotton Street
- d. Municipal Retirement Trust March Monthly Report & Quarterly Trust Report
- e. Upper Macungie Township, re: Request for Macungie Fire Police assistance on July 1, 2017
- f. State Auditor General, re: Borough of Macungie Liquid Fuel Tax Fund Audit

- g. Lehigh Valley Greenways, re: Award of Lehigh Valley Greenways Conservation Landscape 2017 Mini Grant
- h. State Auditor General, re: Macungie Firemen's Relief Association Audit - President Becker asked if the Fire Department wanted to address the findings in the Audit. Barbara Peters, Macungie Fire Police Captain, addressed 1 finding of Relief funds used to pay for insurance. Ms. Peters is working on the situation to get a breakdown of insurance payments to see what part can be paid with relief funds. President Becker asked if she would report back to Council on the results which she agreed to do.

## REPORTS

- a. Solicitor Armstrong
1. Right To Know Appeal - Solicitor Armstrong reported the appeal to Open Records Office was granted in part and denied in part. The Borough is required to retrieve documents from the Fire Department that pertain to the contracted governmental function of their firefighting services. Borough Manager Boehm noted a letter had been mailed to the Fire Department for the required documents.
- b. Mayor – No report
- c. Borough Manager
1. Shredding/Electronic Recycling Event – This was reported earlier in the meeting.
  2. Borough Manager Boehm remarked on the postcards in Council's packet. One postcard was for the Open House at the Macungie Institute. She said the invitational postcard will be mailed out to businesses. Borough Manager Boehm asked for Council members to attend the open house to support the Macungie Institute. The second postcard was for the Macungie Farmers Market. Borough Manager Boehm reported the Market Opening is May 18<sup>th</sup> at 4:00 p.m. and Representative MacKenzie will be speaking a few words at the Opening. She asked Council Members to attend also.

Borough Manager Boehm reported Building Coordinator Holt has not heard from the sign company for a quote. She is hoping to have a quote to submit a grant by the end of the month. Council Member Hutchison commented on the type of sign proposed.

- d. Junior Council Member – No report
- e. Committees – No reports

## UNFINISHED BUSINESS – PART I

- a. Lower Macungie Township Zoning Amendment – Borough Manager Boehm reported warehouses are allowed in the Highway Industrial Spring Creek Zoning District in Lower Macungie Township. Council had no comment to Lower Macungie Township zoning change.

## UNFINISHED BUSINESS – PART II

- a. Main Street Streetscape Plan – Borough Manager Boehm provided a spreadsheet noting the funding and expenses for the streetscape and traffic light. The project is approximately \$22,000.00 underfunded but some expenses may be able to be lowered so the underfunded amount would be less. Council discussed using the general fund carry over for the project. Borough Manager Boehm provided an overview of the 2016 carryover with expenses that will be taken out of the carryover. President Becker would like the Main Street Streetscape Project completed with funding from the carryover. He would like the ADA ramp project completed and be able to fund it through the carryover also. Borough Manager Boehm said the ADA Ramp Project is underfunded \$31,320. Council Member Hutchison was concerned about spending the carryover but Council agreed with the funding suggestion.
- b. SW Lehigh Comprehensive Plan – Council Member Schleicher said the next meeting of the committee is May 8th to review the final draft and agreement. Borough Manager Boehm and Council Member Schleicher commented that Solicitor Armstrong was the only solicitor that provided comments on the agreement. There was other language on the dispute resolution issue that he wanted to comment on which he held off on addressing. Borough Manager Boehm asked him to write the language to take to the committee to start the conversation.
- c. Rental Inspection Program – Zoning Officer Nicholson provided a draft ordinance and check list to the committee members.
- d. LTD Capital Projects  
1. Church Street Traffic Light
- e. Sewer Ordinance Amendment for sewer lateral inspections
- f. Borough Safety and Loss Control Policy – Borough Manager Boehm continues to work on the policy.
- g. CDBG - ADA Ramps – This matter was addressed under the streetscape.

### NEW BUSINESS

- a. Police Budget Review – Council commented favorably on how the police department is working within the budget. Council would like to provide an annual amount of funds to the police department for them to use as needed. To monitor the police budget, Council requested a budget versus actual for just the police department on a quarterly basis. President Becker will meet with Mayor Cordner about the police budget and he will report back to Council.

Council discussed the license plate reader the police currently are loaning from Lehigh County. President Becker noted Sergeant Kocher should have a report at the next meeting about the 2009 Dodge police car. Council would like to know the value of keeping the 2009 Dodge. Council will continue the police budget during the budget discussions.

President Becker informed Council he would like to discuss the capital finances in September.

- b. Fairview Street Stormwater - President Becker reported he met with Engineer Kern at Fairview Street to look at grading the street paving to manage the stormwater. Council talked about the stormwater flowing down Vine Street to be collected in a storm drain at the bottom of Vine Street on Sycamore

Street. President Becker noted the funds to perform the survey work for the grading will come out of the street budget.

Council Member Yerman made a motion to spend the \$5,000 for BIA to perform the survey work for Fairview Street to be graded properly to allow the stormwater to flow, second by Council Member Hutchison. Motion carried: 5 ayes

c. Request for Macungie Fire Police assistance on July 1, 2017

Council Member Hutchison made a motion to approve the request from Upper Macungie Township for Macungie Fire Police assistance for the fireworks display at Breinigsville Park on July 1, 2017 contingent upon the Fire Police having adequate staffing, second by Council Member Schleicher. Motion carried: 5 ayes

ITEMS NOT ON AGENDA

a. Council Member Hutchison suggested Council send a card to the Boykos since their house burned.

EXECUTIVE SESSION

Council President Becker called for an executive session at 9:22 p.m. to discuss personnel. The meeting was reconvened at 10:32 p.m. with no action taken. Council Member Hutchison left the meeting at 10:15 p.m.

Kalmbach Memorial Park Trustees request to change stop signs on Cotton Street to yield signs. Council tabled this discussion until the next meeting.

ADJOURNMENT

Hearing no further business to be brought before Borough Council, the meeting was adjourned at 10:35 p.m.

Respectfully submitted,

Cynthia Hartzell  
Administrative Assistant