

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, AUGUST 1, 2022
REGULAR MEETING
7:30 P.M.

Council Members:

John Yerman, President
Greg Hutchison, Vice President
Barry Bloch
Todd Rutledge (Absent)
Lisa Yeager (Absent)
Carl Sell
Ron Karboski
Ronald Conrad
Patrick Armstrong (Absent)
Will Oetinger
John Brown
Nina Solivan

Mayor:

Solicitor:

Borough Manager:

Assistant to the Manager:

President Yerman called the meeting to order at 7:30 pm.

1. Barry Isett Engineering Report

- a. Engineer Stan Wojciechowski discussed the three (3) options as presented in the plan developed by Traffic Plan & Design (TPD) for Tyler Pipe on Main St. All three plans require a cross of the railroad tracks. Of the three plans submitted by TPD, design 'C' is not acceptable at all. The consensus from BIA is to use the entrance on Brookside (Lower Macungie Township side) and not Main Street.
 - i. Ultimately, PADOT will have the final say. Stan will reach out to PennDOT for traffic direction.
- b. Anticipating paving on Buttonwood, DPW is recommending the replacement of the water main prior to road repairs. The main is encased in asbestos and should be upgraded in diameter for improved service.
- c. In addition, Engineer Wojciechowski suggests the council consider Storm Drainage on Buttonwood St. Vice President Hutchison made a motion to not move forward with BIA evaluating the Stormwater component at this time. Councilman Karboski seconded the motion. Motion passed unanimously. (080122-A)
- d. Regarding the S. Church Street/Hickory Bridge project, 79 property owners on S. Church St. need to have sidewalk/curbing addressed prior to the street being replaced.
 - i. It was suggested that the Borough find a contractor who will provide the same fee to each property owner on Church St. instead of the property owner finding their own.
 - ii. Councilman Karboski stated there is not a sidewalk policy to enforce in the Borough and is not in favor of moving further. He states there should be a policy that is fair to all residents in the Borough.
 - iii. Questions were raised on how to enforce sidewalks and curbing in the Borough.
 - iv. President Yerman stated Public Works should be notifying Zoning Officer Peterson a year in advance of scheduled paving so he can evaluate sidewalks and curbing and provide advanced notice to homeowners.

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- v. Councilman Karboski made a motion not to move forward with the Borough finding a contractor to assist the 79 property owners with curbing and sidewalk issues. Vice President Hutchison seconded the motion. Motion passed 4-5. (080122-B)
- vi. Councilman Karboski made a motion to table the curbing and sidewalk issues in the Borough until there is a policy in place. Vice President Hutchison seconded the motion. Motion passed unanimously. (080122-C)
- vii. President Yerman asked who is going to own the policy. Councilman Karboski stated this is a management issue.

2. Public Comments

- a. Prior Public Comments to Council - None
- b. Comments from the audience on non-agenda items
 - i. *Megan Sell of 213 S. Walnut St.* asked why Public Works is not continuing to pave into the cul du sac on S. Walnut St. Borough Manager Brown will follow up with Public Works.
 - 1. Mrs. Sell had questions regarding the time it took to get water on the house fire and if the proper attachments are now available for the hydrants. Mrs. Sell was advised by the council to attend the next scheduled Borough Authority meeting.
 - ii. *Janet Sell of 101 S. Church St.* questioned the events that happened with the fire on S. Walnut St. Mrs. Sell was concerned with the inaccessibility of the fire hydrants. Mrs. Sell was advised by the council to attend the next scheduled Borough Authority meeting since the Authority is its own entity.

3. Complaints, Petitions, Appeals, and Compliments - None

4. Approval of the Minutes

- a. July 18, 2022
 - i. After a correction was made to the previous minutes under *New Business Letter F*, President Yerman made a motion to approve the July 18, 2022, meeting minutes. Councilman Karboski seconded the motion. Motion passed unanimously. (080122-D)

5. Consent Agenda

- a. Treasurer's Report
 - i. Councilman Bloch made a motion to approve the treasurer's report. President Yerman seconded the motion. Motion passed unanimously. (080122-E)
- b. Approval of invoices as listed
 - i. Councilman Bloch made a motion to approve the invoices in the amount of \$124,476.26. Councilman Karboski seconded the motion. Motion passed unanimously. (080122-F)

6. Correspondence

- a. Municipal Retirement Trust update through 6/31/2022 – No comment
- b. Emmaus Public Library Director's Report – June 2022 – No comment
- c. Macungie Institute Manager Report – July 2022 – No comment
- d. Macungie Police Department Monthly Report (2nd meeting of the month)

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- i. Corporal Mullen was in attendance to brief the council and the audience on a few items.
 - 1. Approximately \$13,000 dollars were stolen from the Smoke Shop. The suspect was arrested.
 - 2. A fraud check in the amount of \$2,500 was cashed at Embassy Bank. The suspect was arrested.
 - 3. Patrol Tactics have been updated
 - 4. Police testing was conducted on Saturday, July 30, 2022. Two applicants completed the agility testing as well as the written test. Both applicants passed and will move on to the Oral Interviews.
- e. Zoning Monthly Update Report (2nd meeting of the month)

7. Reports

- a. Solicitor
 - i. Solicitor Will Oetinger reminded the council to gather suggestions for Solicitor Armstrong regarding Criterion Group.
- b. Mayor
 - i. Mayor Conrad reminded the council and audience of the Das Awkscht Fescht being held at Macungie Memorial Park on August 5, 6, & 7.
- c. Borough Manager
 - i. Musson Bros. final payment release. All conditions previously specified by Council have been met. The only outstanding item is the cleanout/sidewalk repair work at 109 Race Street. All work should be completed by Thursday, August 2, 2022.
 - ii. Lumber Street Lights are now complete and lit
 - iii. Curb painting is complete. Public Works painted 3,018 linear feet of curbing.
 - iv. Letters have been sent to the residents along Mountain Creek for restoration.

8. Unfinished Business

- a. NA Studios agreement of services for council
 - i. Borough Council previously approved NA Studios agreement costing \$3,600.00 per year. (Motion: 022222-P)
 - ii. Borough staff will be trained on uploading minutes and agendas to the website.
 - iii. Website security is crucial and proper training will improve security.
- b. Macungie Institute sound/lighting/audio system – council priorities
 - i. Councilman Sell commented if the Macungie Institute audio/visual equipment upgrades. He will support the upgrades only if MI can demonstrate it will make the money back.
- c. Fire Hydrant update
 - i. Borough Manager Brown is still investigating this issue.
- d. Borough Sidewalk-concrete contractor proposal/plan – Previously discussed.
- e. Streetscape and Bump Out discussion Ron Karboski

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- i. Councilman Karboski along with Councilman Sell walked the Borough and found multiple issues that are inconsistent with the Streetscape project and Bump Outs. Thirteen out of the fourteen bump-outs need to be addressed due to poor conditions. A bump-out workshop will be held in the future.
 - ii. Councilman Karboski and Councilman Sell found multiple code violations along the Streetscape project such as safety criteria, debris on sidewalks, and vegetation that is above the required clearance on the streets.
 - f. Council Meeting Length- discussion on how to improve
 - i. President Yerman proposed ideas on how to minimize the length of the meetings.
 - 1. Do not discuss anything that is not on the agenda
 - 2. Minimize Police reports
 - 3. Eliminate the “old time” stories
 - 4. Place a time limit on agenda items – Councilman Bloch suggested putting a five-minute time limit on topics.
 - 5. Limit guest speaking time
 - 6. Only speak of items on the agenda unless the agenda is amended.
 - ii. Vice President Hutchinson suggested council review the packet prior to the meeting.
- 9. New Business
 - a. Macungie Park Fireworks Permit
 - i. Councilman Karboski made a motion to reject the applicant permit based on the conversation between Borough Manager Brown and the Fire Chief regarding the pile of brush on the property. Councilman Karboski then withdraws his previous motion.
 - ii. Vice President made a motion to approve the firework permit under the condition that the Macungie Memorial Park and the Fire Company come to an agreement regarding the MVFD’s concern over the pile of brush that is on the property. Councilman Bloch seconded the motion. Motion passed unanimously. (080122-G).
 - iii.
 - b. Personnel – Administrative Assistant role – discussion, vote
 - i. Tabled until there is a full council.
 - c. President Yerman made a motion to amend tonight’s agenda to include a conversation about what the council can expect from President Yerman in response to requests being made of him by other council members. Councilman Sell seconded the motion. Motion passed unanimously. (080122-H)
 - i. President Yerman stated council may behave as they wish however, he will ignore calls and or emails that are done in an unprofessional matter. Items like those below will be ignored.
 - 1. Requests that come through 3rd parties
 - 2. Requests that sound like orders
 - 3. Requests made in a loud voice or similar writing in emails
 - 4. Requests that include name-calling

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10. Executive Session, personnel matters, real estate – No executive session held
11. Action as a result of executive session
 - a. Potential vote on a personnel matter, real estate – No executive session held.
12. Adjournment
 - a. Councilman Karboski made a motion to adjourn tonight’s meeting at 9:50 pm. Councilman Sell seconded the motion. Motion passed unanimously. (080122-I)

Respectfully Submitted

Ashley Rinker

Administrative Assistant, Ashley Rinker

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2022 Motions Made at Monthly Council Meetings

Disclaimer: Motions are subject to revision and corrections from all participants. The contents herein represents notes and audio collection of Macungie Borough Council meetings. These motions may not have captured the true intent of all statements made by participants.

Date	Motion #	Motion	Motion Made By	Seconded	# Ayes	# Neys
8/1/2022	080122-A	BIA to not move forward with the stormwater component at this time on Buttonwood St.	Greg Hutchison	Ron Karboski	5	
	080122-B	Borough to not move forward with finding a contractor to assist 79 property owners with curb and sidewalk issues	Ron Karboski	Greg Hutchison	4	1-carl
	080122-C	Table curbing and sidewalk issues in the Borough until there is a policy in place	Ron Karboski	Greg Hutchison	5	
	080122-D	Approval of the Minutes July 18, 2022	John Yerman	Ron Karboski	5	
	080122-E	Approval of Treasurers report	Barry Bloch	John Yerman	5	
	080122-F	Approval of Invoice in the amount of \$124,476.26	Barry Bloch	Ron Karboski	5	
	080122-G	Approval of the Macungie Park Firework Permit	Greg Hutchison	Barry Bloch	5	
	080122-H	Expectations of President John Yerman	John Yerman	Carl Sell	5	
	080122-I	Adjournment at 9:50 pm	Ron Karboski	Carl Sell	5	

Motion: 080122-A / 080122-B / 080122-C / 080122-D / 080122-E / 080122-F / 080122-G / 080122- H / 080122 I