



Macungie Borough Council General Business Meeting Agenda

Monday, October 5, 2026

7:30 p.m.

Macungie Institute

- I. Call to Order – Pledge of Allegiance**
- II. Announcement of Executive Sessions**
- III. Approval of Minutes**
 - A. September 21, 2026
- IV. Financial Reports**
 - A. Approval of Paid Bills Detail Report in the Amount of \$42,098.06
- V. Correspondence**
 - A. Lower Macungie Fire Department Q3 2026 Report
- VI. Reports**
 - A. Jerry Simpson, PA Chiefs of Police Update
 - B. Borough Engineer
 - C. Council
 - D. Mayor
 - E. Solicitor
 - F. Borough Manager
- VII. Old Business**
 - A. Fields at Brookside – Kay Builders Proposed Alterations
- VIII. New Business**
 - A. Authorizing Conditional Offer of Employment for Public Works Employee
 - B. Resolution 2026-19 – Council Agenda Policy & Meeting Code of Conduct
 - C. Discussion on Hometown Heroes Banner Program Updates
 - D. Authorizing Disbursement of Municipal Pension State Aid
- IX. Public Comment on Non-Agenda Items**
- X. Adjournment**

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
General Business Meeting
Monday, September 21, 2026 - 7:30 P.M.

I. Call to Order – Pledge of Allegiance

The Macungie Borough Council meeting was called to order on September 21, 2026 at 7:40 p.m. at the Macungie Institute, 510 E. Main Street, Macungie, PA 18062. In attendance were Carl Sell, Jr., President; Stan Landis, Vice President; Greg Hutchison, Member; Megan Sell, Member; Greg Reinbold, Member; Lynette Sell, Member; Tom Ashelman, Member; Bob Sell, Jr., Mayor; Patrick Armstrong, Esq., Solicitor; and Kalman Sostarecz, Jr., Borough Manager.

President Sell opened the meeting and asked all present to join him in reciting the Pledge of Allegiance to the Flag of the United States of America.

II. Announcement of Executive Sessions

Mr. Sostarecz announced that an executive session was held on September 21, 2026 at 6:30 p.m. regarding personnel.

III. Approval of Minutes

A. September 8, 2026

Karen Billger, resident, commented on the posting of the minutes on the website.

Motion by President Sell to approve the minutes of September 8, 2026, seconded by Mr. Hutchison. Motion passed unanimously.

IV. Financial Reports

A. Treasurer's Report for August 2026

Ms. Billger commented on what falls under miscellaneous revenue and the amount under budget the Borough is so far this year.

Terry Buss, resident, commented on the reasons why the Borough is under budget.

Motion by President Sell to accept the Treasurer's Report, seconded by Vice President Landis. Motion passed unanimously.

B. Approval of Paid Bills Detail Report in the Amount of \$110,555.02

Tim Romig, business owner, commented on the quantity of legal fees as well as transferring funds between line items to cover overages.

Paul Licata, business owner, commented on ledger accounts.

Motion by Ms. Megan Sell to approve the bills in the amount of \$110,555.02, seconded by Mr. Reinbold. Motion passed unanimously.

V. Correspondence

A. Letter of Interest from Thomas Ashelman on Civil Service Commission Appointment

B. Macungie Ambulance Corps Monthly Report for August 2026

C. PSAB-MRT Monthly Report of Municipal Net Assets

VI. Reports

A. Emmaus Public Library Annual Report – Allison Floray, Director; Barb Levinson, Liaison

Ms. Floray reviewed her written annual report and discussed their budget request for 2027.

Vice President Landis commented on the museum passes that are available through the library. Mr. Ashelman commented on the audio books that are available.

B. Jerry Simpson, PCPA – Police Consultation Update

Mr. Simpson commented on the PA Chiefs advertisement up for action later in the meeting and it would be advertised the next day. Their process would wrap up by December 1st and the Borough could move forward with the candidates during the month of December. He commented on the meetings that he has had with the PA State Police, OIC Bernhard, and Mayor Sell, including the patrol coverage of the Borough. The PSP is dedicated to assisting as necessary. Additionally, he met with Lehigh County District Attorney's Office which offered their support in several areas. Finally, the PA Chiefs will participate in the budget process for the Borough.

C. Council

Mr. Reinbold thanked the Public Works for posting the speed limit sign on his road.

Ms. Megan Sell stated that she had mentioned at a previous meeting that she would like to see two items appear on an agenda but they had not yet, one was about restoring public comment to the beginning of the agenda, and the other was the Hometown Heros Banner program. In addition, she commented on the references in deed documents that were discovered about a paper alley, named Green Street, on the property being developed, and copies were distributed. Her concern is that the development was approved even though these documents exist. Solicitor Armstrong stated that the conditional approval letter that was sent to the developer had a condition stating that the matter of a potential paper street needed to be worked out to the satisfaction of the Borough. President Sell stated that regarding Hometown Heros banner programs, he phoned several other municipalities and learned that they keep the banners up year round, and two of the take the banner down after two years due to their condition. Mr. Sostarecz stated that he recommends having an agenda item at the next meeting to discuss the Hometown Heroes program, as well as a resolution to address meeting structure. Mr. Hutchison commented on how meetings have run historically. Mr. Ashelman and Vice President Landis agreed that adopting a resolution is the best method.

Mr. Romig commented on the Young Development and the referenced paper street and feels that the Borough should take an action to appeal the decision within the thirty-day window.

D. Mayor

Mayor Sell commented on the need to utilize PSP for police coverage at certain times; he also announced several events coming up at the Macungie Memorial Park; finally, he mentioned a thank you letter that was received from the Humane Society for partnering with them. Mr. Hutchison asked Mayor Sell if he had met with Mr. Harvey, and Mayor Sell indicated he did.

Ms. Buss commented on the Police Department not contracting with the Haafsville Sanctuary instead of the Humane Society.

Mr. Romig asked if the Mayor is being advised regularly by the consultants and the Mayor indicated that he is. Mr. Romig then commented on the police schedule and whether the consultants are dictating how it is structured.

E. Solicitor

Vice President Landis asked if the Solicitor would research the paper street, Green Street

F. Borough Manager

None

VII. New Business

A. Authorizing Chief of Police Recruitment Profile

Vice President Landis stated that he would like to see a wider range used for the salary to attract a larger number of candidates and recommends \$115,000 to \$130,000. Ms. Megan Sell stated that she would like to know the economic cost of what the fringe benefits would be. Mr. Ashelman stated that is something that would be worked out in negotiations with the candidate.

Michael Mullen, Borough police officer, commented on the significant jump in salary from the current Officer in Charge. Mr. Ashelman stated that the OIC is an hourly position with opportunities for overtime among other things, and the Chief would be a salaried position.

Mr. Romig stated the Borough has not had a Chief of Police for ten years and the Council did not listen to its own officers stating they needed one. Now that the Borough has paid for a study it decided it was time for a Chief.

Ms. Buss stated that the Borough does not need a Chief of Police, because we made it this far without one.

Jeff Hartman, resident, asked if internal candidates will be considered as well. Mr. Ashelman stated that the current officers are welcome to apply. Mr. Hartman commented on the other assignments that the consulting group has, other than finding a new Chief.

Motion by Vice President Landis to approve the Chief of Police Recruitment Profile, with the starting salary updated to \$115,000 to \$130,000, seconded by Mr. Hutchison. Motion passed unanimously.

B. Appointing Thomas Ashelman to the Civil Service Commission

Mr. Sostarecz stated that the Civil Service Commission is comprised of three members; there is currently two members seated, however, one of them is not responsive, and there is one vacancy. The Commission can have alternates as well.

Motion by Mr. Hutchison to appoint Thomas Ashelman to the Civil Service Commission, seconded by Vice President Landis. Motion passed unanimously.

C. Appointing Council Members to the Police Collective Bargaining Agreement Committee

Ms. Megan Sell stated that at the January Organization Meeting all committees were dissolved and a new negotiating committee was formed comprised of former Council Member Ron Karboski, Ms. Megan Sell, and Mr. Hutchison. Mr. Hutchison stated he does not consider himself a member and resigns from the committee, which leaves two vacancies. Mr. Hutchison stated he would like Megan Sell removed from the committee. Mr. Mullen and Travis Kocher, Borough police officer, commented on the negotiations and scheduled arbitration. Mr. Kocher stated that the formation of a committee is a moot point as there is no way for Council to act prior to arbitration. Mr. Romig stated that the police have been working without a contract for the past ten years.

Motion by Ms. Lynette Sell to appoint Vice President Landis and Mr. Ashelman to serve on the committee with Ms. Megan Sell, seconded by President Sell. Motion passed unanimously.

D. Authorizing Distribution of the 2026 Commonwealth of PA Volunteer Fire Relief Allocation

Mr. Sostarecz stated that the Borough received the 2026 Volunteer Fire Relief allocation in the amount of \$21,984.28 which, per the agreement with Lower Macungie Fire Department, is to be forwarded to their relief association.

Motion by President Sell to authorize payment of the 2026 Commonwealth of PA Volunteer Fire Relief Allocation be made to the Lower Macungie Relief Association in the amount of \$21,981.28, seconded by Mr. Hutchison. Motion passed unanimously.

VIII. Public Comment on Non-Agenda Items

Mr. Kocher commented on the hiring of full-time police officers and the Lehigh County Police Consortium Testing that just took place and which the Borough has been utilizing for many years. He stated that the consulting firm was not aware of the testing.

Wendy Horn and Brenda Decker, residents of Lehigh Street, commented on the documents that were discovered referencing a paper street or "Green Street" to the rear of their properties. Solicitor Armstrong stated that he would review their documents. Mr. Hutchison recommended scheduling a special meeting to discuss the results of what the Solicitor discovers to be sure Council is within thirty days of their decision. Ms. Horn stated that the area in question is utilized by vehicles when the field is parked for events, but it is still just grass, and nothing has been paved or graveled. A special meeting was scheduled on Monday, September 28, 2026 at 1:00 p.m.

Ms. Billger commented on the Administrative Assistant not attending Borough Council meetings. Mr. Sostarecz stated that it was an administrative decision.

Janet Sell, resident, commented on a fire hydrant issue on S. Lea Street. During a fire call it was difficult for the firemen to open a hydrant, and she thought that the hydrants were checked periodically. Ms. Megan Sell stated that she learned that the hydrant may not appear on the map either. Ms. Janet Sell commented on the storm drains not being cleaned. Ms. Megan Sell stated that the Public Works Department has been waiting for another employee to be hired.

Mr. Hartman stated that regarding the public comment on the agenda, it should be the residents comments that should be the priority, and not the general business.

Ms. Buss stated that she wants to stress the importance of standing up, showing up, and speaking out. She also commented on the Lumber Street development and Vice Presidents Landis's comments and vote to approve the plan.

Brenda Eisenhard, resident, stated that she is ashamed by the behavior of some members of Council. She also commented on the police Internal Affairs Policy, and stated that the Council creating the IA policy conflicts against state law.

Mr. Romig commented on a RTK request that he submitted earlier in the year that he has not yet received a response. He then commented on a request for information that he submitted to Council regarding the use of Fire Hydrants, and he has not received most of that information. He commented on employment notices that should be placed on the Borough's website.

Paul Licata, business owner, commented on his unhappiness with the Young Development being approved, and the paper street which he tracked to a December 7, 1931 document. He also commented on the Chief of Police position, and that it should be offered to current officers first. He stated that we need patrol officers. The Borough has been short-staffed in all departments for a long time. Finally, he commented about the response statement made at a previous meeting in response to his comments; he stated that he did not make false statements.

Ronald Conrad, resident, commented on being short-staffed in the police and public works department. When he was Mayor, he brought up the need to hire a Chief. He commented on the lawsuits, items being on the agenda, and Lower Macungie Firefighters who were formerly Macungie Firefighters.

Mr. Mullen stated that he and Mr. Kocher were in favor of the police consultant assisting the PD as there are many things out of date. When he met with Mr. Simpson, the first question he was asked was regarding his pending lawsuit, which is not something an impartial consultant should ask. He then commented that Mr. Simpson and Labor Attorney Gerber know each other and have worked together in other municipalities.

IX. Adjournment

President Sell made a motion to adjourn the meeting at 9:28 p.m., seconded by Mr. Hutchison. Motion passed unanimously.

Respectfully Submitted,

Kalman A. Sostarecz, Jr.
Borough Secretary

9:07 AM

09/22/26

Borough of Macungie - General Fund
Paid Bills Detail
All Transactions

Type	Date	Memo	Open Balance
Avalon Insurance			
Bill	09/15/2026	Inv #262580002074 - Secure Rx	170.98
Total Avalon Insurance			170.98
Bennett, Heather			
Bill	09/22/2026	Security Deposit Return	75.00
Total Bennett, Heather			75.00
Flagger Force, LLC			
Bill	09/14/2026	INV379568 - Flaggers (9/09-9/13 Green & N Chestnut)	1,394.12
Total Flagger Force, LLC			1,394.12
Greg's Auto & Tire Service, Inc.			
Bill	09/15/2026	Inv #104821 - Skid Steer maintenance	80.00
Total Greg's Auto & Tire Service, Inc.			80.00
Haldeman - Allentown			
Bill	09/05/2026	Inv #76780 -Police vehicle #703	449.00
Total Haldeman - Allentown			449.00
IntegraOne			
Bill	09/18/2026	Inv #CW88788 - Agreement SentinelONE Protection	61.80
Total IntegraOne			61.80
Kravitz, Jerricka			
Bill	09/22/2026	Security Deposit Return	75.00
Total Kravitz, Jerricka			75.00
Linde Gas & Equipment Inc.			
Bill	09/21/2026	Inv #59198495 - Cylinder rental	89.64
Total Linde Gas & Equipment Inc.			89.64
Master Supply Line			
Bill	09/17/2026	Inv #8-201857 - MI Supplies	189.00
Bill	09/17/2026	Inv #8-201858 - Shop supplies	39.60
Total Master Supply Line			228.60
NAPA Auto Parts-Allentown			
Bill	09/04/2026	Inv #294445 - Truck #4	30.68
Total NAPA Auto Parts-Allentown			30.68
Rothrock, Brittany			
Bill	09/22/2026	Security Deposit Return	75.00
Total Rothrock, Brittany			75.00
Stericycle, Inc.			
Bill	09/18/2026	Inv #1001061265- Document shredding	831.72
Total Stericycle, Inc.			831.72
The Impact Project Inc.			
Bill	09/22/2026	Security Deposit Return	75.00
Total The Impact Project Inc.			75.00
TnT Home & Business Cleaning			
Bill	09/16/2026	Inv #3187 - Office Cleaning	1,090.00
Total TnT Home & Business Cleaning			1,090.00

Borough of Macungie - General Fund**Paid Bills Detail****All Transactions**

Type	Date	Memo	Open Balance
UniFirst Corporation			
Bill	09/16/2026	Inv #1290327669 - Uniform Service	104.63
Total UniFirst Corporation			104.63
Viper Pest Services			
Bill	08/31/2026	Inv #13965-3 - Garage bait stations	45.00
Total Viper Pest Services			45.00
Wehrung's Macungie LLC			
Bill	09/10/2026	Inv #72582 - 24 S Church St repairs/maintenance supplies	39.67
Bill	09/18/2026	Inv #72853- Wooden stakes for signs	93.80
Total Wehrung's Macungie LLC			133.47
Wescosville VFRA			
Bill	09/22/2026	2026 Fire Relief Payment-Act205	21,981.28
Total Wescosville VFRA			21,981.28
Whitehall Door			
Bill	09/15/2026	Inv #91123 - Replaced garage door sensors	500.00
Total Whitehall Door			500.00
TOTAL			27,490.92

9:09 AM
09/22/26

35-LIQUID FUELS
Paid Bills Detail
All Transactions

Type	Date	Memo	Open Balance
PP&L			
Bill	09/11/2026	Acct #96619-34013 - W Main St	90.61
Bill	09/11/2026	Acct #96229-63007 - Church St & Rte 100	39.81
Total PP&L			130.42
TOTAL			130.42

8:38 AM

09/29/26

Borough of Macungie - General Fund
Paid Bills Detail
All Transactions

Type	Date	Memo	Open Balance
American United Life			
Bill	09/17/2026	100126-103126 - STD-LTD and Life Insurance	600.64
Total American United Life			600.64
Isett, Barry & Assoc.			
Bill	09/11/2026	Inv #216059- 210 S Walnut St UGI Permit	150.00
Bill	09/11/2026	Inv #216056- 206 S Walnut St UGI Repair	150.00
Bill	09/11/2026	Inv #216047- 102 Cedar St PPL	150.00
Bill	09/11/2026	Inv #216049- 141 W Main St UGI Permit	150.00
Bill	09/11/2026	Inv #216051- 102 S Walnut St UGI Repair	150.00
Bill	09/11/2026	Inv #216066- 404 E Main Swlk	972.50
Bill	09/11/2026	Inv #216061- Church St UGI Repair	1,430.00
Bill	09/11/2026	Inv #216050- 10 E Main St UGI Repair	150.00
Bill	09/11/2026	Inv #216054- 106 S Walnut St UGI Repair	150.00
Bill	09/11/2026	Inv #0215572 - MS4	3,307.50
Bill	09/11/2026	Inv #216063- Fairview St UGI Repair	180.00
Bill	09/11/2026	Inv #216044- 531 E Main St PPL	150.00
Bill	09/11/2026	Inv #0216038 - General Engineering	3,051.25
Bill	09/11/2026	Inv #0216021 - Stone Hill Meadows	72.50
Bill	09/11/2026	Inv #0216042 - S Church St ADA Ramp Reconstruction	1,881.70
Total Isett, Barry & Assoc.			12,095.45
Marshall Dennehey, P.C.			
Bill	08/31/2026	Inv #14421721- Sell vs Borough of Macungie	780.00
Total Marshall Dennehey, P.C.			780.00
PSAB Municipal Retirement Trust			
Bill	09/24/2026	Ryan Keiser Match 09-24-26 pay	66.50
Total PSAB Municipal Retirement Trust			66.50
UGI			
Bill	09/18/2026	Acct 411002564895 - Macungie Institute	37.62
Total UGI			37.62
UniFirst Corporation			
Bill	09/23/2026	Inv #1290328997 - Uniform Service	104.63
Total UniFirst Corporation			104.63
TOTAL			13,684.84

8:41 AM

09/29/26

CAPITAL FUND ACCOUNTS

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
Barry Isett & Associates, Inc. Bill	09/11/2026	Inv #0216068 - Church St & Hickory St Connection	360.00
Total Barry Isett & Associates, Inc.			360.00
TOTAL			360.00

35-LIQUID FUELS
Paid Bills Detail
All Transactions

Type	Date	Memo	Open Balance
PP&L Bill	09/24/2026	Acct #49939-16031 - Rte 100, Signal/Street light	109.38
Total PP&L			109.38
TOTAL			109.38

8:52 AM

09/29/26

08- SEWER COMPANY

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
Barry Isett & Associates, Inc.			
Bill	09/10/2026	Inv #0215907 - Sanitary Sewer Consul 2026	120.00
Bill	09/11/2026	Inv #0215970 - Sewer I & I Work	202.50
Total Barry Isett & Associates, Inc.			322.50
TOTAL			322.50



QUARTERLY FIRE DEPARTMENT REPORT

Serving Our Community • Quarter 3 • July-September 2026

AT A GLANCE



Total Calls for Service (Q3): **286**



Fire Incidents: **42**



EMS Responses: **21**



Rescue: **11**



Public Service Calls: **161**



Hazardous Situation: **51**



Year to Date Call Volume: **793**

RESPONSE PERFORMANCE



Average Response Time
(Dispatch to On Scene): **7 min 23 sec**



Busiest Day of the Week: **Friday**



Busiest Hour of the Day: **7PM - 8PM**



Training Hours Completed: **2,434 hours**

INCIDENTS BY MUNICIPALITY



Alburtis Borough: **21**

Macungie Borough: **16**

Lower Macungie Township: **209**

Provided Mutual Aid: **44**

COMMUNITY IMPACT



Fire Safety Programs: **6**



Static Displays: **11**

SAVE THE DATE!



FIRE SAFETY OPEN HOUSE

Saturday, October 10th, 2026
10AM - 2PM

at our Brandywine Station
6229 Sauerkraut Ln, Macungie

QUARTERLY HIGHLIGHTS



4 New Members



2 Members obtained Class B CDL



Purchased new multi-gas meters



Recertified as an Advanced Heavy Rescue
by PA DOH



Hosted Department Wide Live Fire Training



Recertified (3) vehicles as Quick Response
Service (QRS) by PA DOH



LOWER MACUNGIE FIRE DEPARTMENT



958 Brookside Rd • Wescosville, PA 18106



(610) 398-0996



www.firestation30.org



Facebook: @LowerMacungieFireDepartment





5420 Crackersport Road, Allentown, PA 18104
610.398.0904 610.481.9098
barryisett.com

Macungie Borough Council
October 5, 2026
ENGINEER'S REPORT

MUNICIPAL INFRASTRUCTURE PROJECTS

Hickory Street Bridge & Church Street

- Church Street roadway design is complete.
 - UGI has rescinded their offer to cost-share the paving work on Church Street.
- **PennDOT clearances**
 - Environmental clearance – obtained
 - **ROW clearance – Easements currently being coordinated. Permanent and temporary easements for all residents have been re-staked as requested.**
 - Utility Clearance – Final clearance document signed
- Minor plan modifications to modify guardrail placement and replace the existing drainage pipe are complete.
- All outstanding plan and design comments have been resolved. PennDOT indicated no further revisions needed.
- UGI confirmed they will contribute \$76,000 towards Church Street Reconstruction. Details currently being coordinated by attorneys from both sides.
- **Next meeting with PennDOT scheduled for October 7.**
- **PennDOT has agreed to allow the Church Street bid to include the Church Street ADA Ramp replacements pending bid structure review**

Church Street Pedestrian Ramps

- Ramp assessment report completed. Findings and recommendations presented to Council at the July 20th meeting.
- Per Council direction, replacement of all ramps was put out to bid on August 7th.
- **2 Bids received. Isett will recommend action at to October 19th Council meeting.**
- **Project scope to be added to the Church & Hickory Street Bridge project.**

Main Street Bump Outs

- **Assessment complete. Final report with recommendations will be provided at a future meeting.**

MS4

- Meeting held on 5/29 to discuss MS4 permit status and yearly report.
- Draft yearly report sent to Borough for review and comment.
- Borough comments received and addressed.
- **Yearly report submitted to DEP successfully**

ACTIVE LAND DEVELOPMENTS:**Fields at Brookside**

- Currently under construction
- Final grading inspections ongoing for individual lots
- Meeting held onsite with Kay 4/27 to discuss outstanding improvements
- Isett issued letter defining outstanding items and required responses
- Kay provided response and updated schedule to Borough. Proposed schedule was deemed unacceptable by Borough
- An inspection was performed on 5/28 to document outstanding items. An itemized list of outstanding items and an estimated cost to complete the project provided to the Borough
- Security increase request #1 was delivered to Kay requesting an increase in performance security. Kay has indicated that they will accommodate this request in their next security reduction.
- Preconstruction meeting for the improvements to Willow Lane held on July 23rd.
- Interior walking path is partially completed. Emergency access road completed except for the connection to the Ridings.
- **Letter issued to Kay on 8/27 identifying public safety concerns that must be addressed before Council considers a time extension.**
- **Plan submitted proposing trail, fence, and easement changes.**

Mavis Tire (MSC Phase 4)

- Outstanding sidewalk and HOP improvements along Rte. 100.
- Letter issued to Mavis on 4/17 requiring an updated schedule and reason for delay. Mavis responded confirming they will resolve this issue.
- Partial security reduction authorized at the 6/15 Council Meeting.
- Main Street improvements scheduled start July 6th, completion scheduled for July 29th.
- **Project is currently under construction. Isett oversight provided to ensure construction per approved plans. Concrete pour scheduled for 10/2.**

Lumber Street Development

- Phase 1 conditionally approved – emergency access and parking lot
- Phase 2 plan resubmission is currently being reviewed by Isett. Scheduled for Planning commission hearing 4/21.
- No action taken at 4/21 PC meeting. Revised review letter issued by Isett, applicant to respond to outstanding comments.
- Planning Commission did not have quorum for the May meeting. Project to be considered by Council at the 6/1 meeting without Planning Commission recommendation. Refer to separate review letter.
- Extension granted to September 9th
- Waivers to be discussed at the July 6th meeting, applicant to proceed with a Traffic

- Impact Study.
- Traffic Impact Study submittal received. It is currently being reviewed by Isett. Review will be completed prior to the September 8th Council meeting.
- Conditionally approved on 9/7. Awaiting resubmittal addressing outstanding conditions of approval.**

South Walnut Street Development

- Borough discussed project with DEP in response to public concerns regarding project proximity to Mountain Creek. The development agreement was put on hold until the applicant could prove that DEP would not require a permit for that work.
- The applicant submitted calculations and correspondence with DEP confirming that the project may proceed without a DEP permit.
- Final plans signed by the Borough.
- Preconstruction meeting held July 15th
- Construction in progress – oversight provided by Isett. Project has become dormant. Isett proceeding with weekly site checks due to lack of construction schedule.**

Stone Hill Meadows

- Developer is responsible for completing outstanding punch list items within the Borough portion of this project.
- The Conservation District and DEP are pursuing NPDES permit violations.
- Meeting held with the Conservation District on August 14th to discuss Conservation District and DEP violations.

PERMITS

Right of Way Opening Permits completed YTD:

- 102 Cedar St
- 531 E Main St South
- 531 E main St North
- 141 W Main St
- 10 E Main St
- 102 S Walnut St
- 106 S Walnut St
- 206 S Walnut St
- 210 S Walnut St
- 974 Vine St
- 404 E Main St

Right of Way Opening Permits in construction YTD:

- UGI pipeline replacement (multiple locations)
 - Isett issued punchlist of outstanding items.

Currently Under Review:

- 55 Maple Street

GRANTS

DCED Small Water and Sewer – Buttonwood Street Water Main Replacement Phase II

- Award to Macungie Borough Authority announced 1/20 in the full amount requested.
 - \$348,239 awarded
 - \$61,500 match required
 - Total \$409,739
- Scope and fee for engineering services provided to the Borough for review

Respectfully submitted,
Barry Isett & Associates



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: October 5, 2026

AGENDA ITEM: Fields at Brookside – Kay Builders Proposed Alterations

I. **Action/Motion to Be Considered:**
N/A

II. **Reason Why This Issue Needs Consideration:**
Kay Builders, Brookside Country Club, the Fields at Brookside HOA, and their residents have appeared at previous Council meetings to discuss potential revisions to their plan. The primary changes are the removal of a portion of their walking paths and fences, as well as the installation of an alternate fence and walking path. The Borough Engineer, Solicitor, and myself met with representatives from all parties on September 11th to review the items in question, and Kay Builders has provided the attached concept plan. The plan has been found to be consistent with those discussions by staff and consultants.

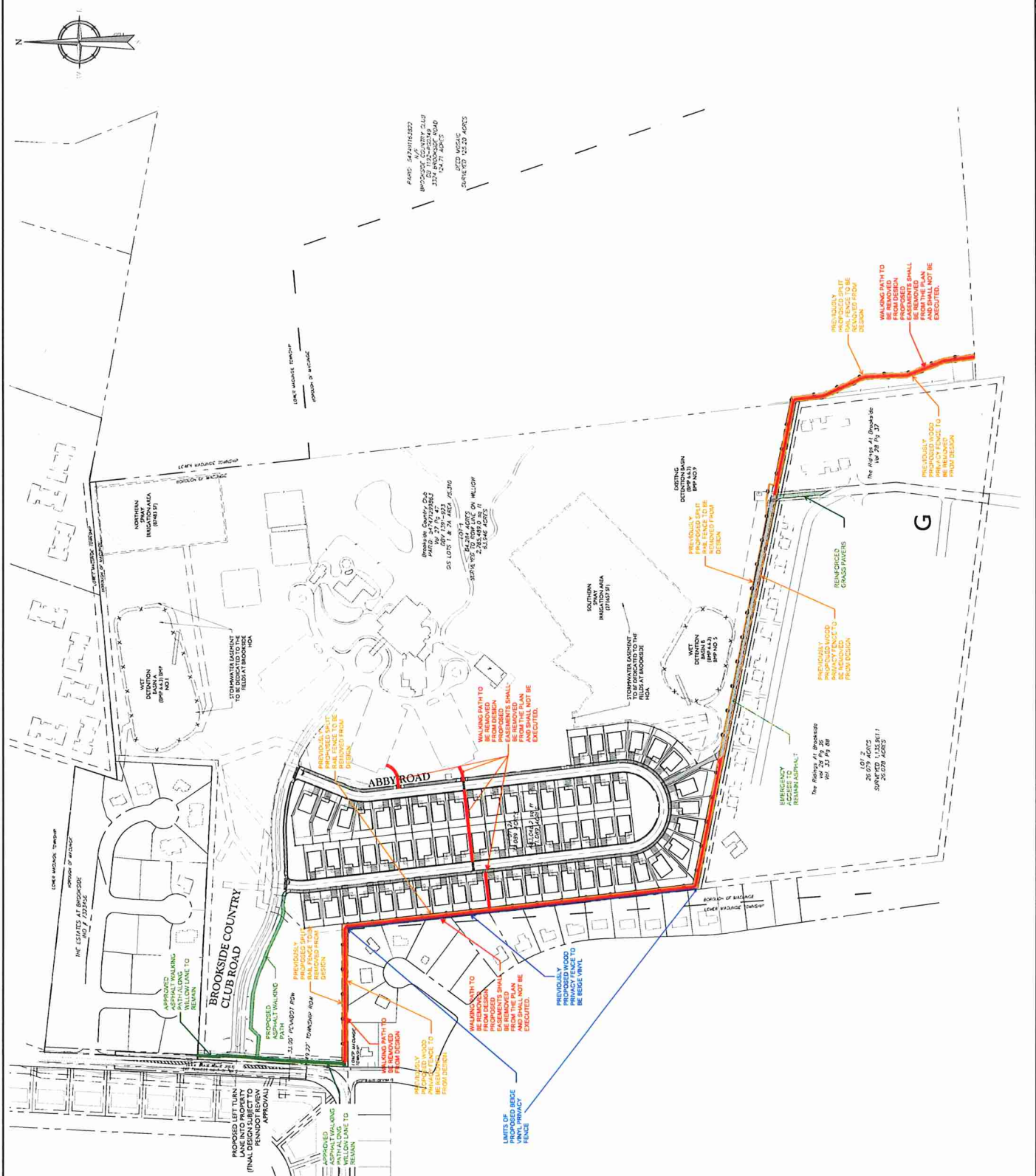
Borough Council is being asked to provide a consensus as to whether the concept plan is agreeable, and if so, the developer would then prepare a Revised Final Plan submission for formal action by the Borough through the usual land development process.

III. **Current Policy or Practice:**
N/A

IV. **Other Background Information:**
Minutes from the July 20th Council meeting, at which the concept was last discussed, are attached for your reference.

V. **Financial Impact:**
N/A

VI. **Recommendations:**
N/A



C. Mayor

Mayor Sell commented on the events coming up at the Macungie Memorial Park, as well as the Macungie Farmer's Market. Karen Billger, resident, asked if the police department would be participating in National Night Out; Mayor Sell stated they would not, but they were looking into holding an event this coming fall. Mr. Romig asked Mayor Sell to read the resignation letter from Officer Cole Surridge, who resigned earlier this year; Mayor Sell read the letter.

D. Solicitor

Solicitor Armstrong stated that he will be out of the area at the next meeting so someone else from his office will be in attendance.

E. Borough Manager

None

VI. Unfinished Business

A. Fields at Brookside – Update on Walking Path

Attorney Frank D'Amore from Fitzpatrick Lentz & Bubba, and Rick Roseberry from Colliers Engineering, represented Kay Builders and provided an overview of the requested changes to the land development plan for Fields at Brookside. The residents have requested that the walking path be removed as well as the solid wooden fence and split rail fence. A solid vinyl fence would be installed along a portion of the property line to the west and south. There is an easement over the walking path that was dedicated to the Borough, and they are requesting that the Borough vacate that easement. Solicitor Armstrong stated that will need to be considered if Council agrees to the removal of the path. President Sell asked if the path provided any drainage function; Mr. Roseberry stated that it did not and there is a swale which will remain. Regarding the vinyl fence, Mr. Reinbold asked if it would be extended along the entire frontage where the original wooden fence was proposed; Mr. Roseberry stated he would need to confirm with his client, but suspected they would be okay with it if it is shown on the original plan.

Josh Fry, Borough Engineer, stated that Willow Lane is frontage of the property and with the removal of the path they will only be providing a path on half of it, so if the Borough wishes to have a path along the entire frontage it would provide pedestrian access. Mr. Sostarecz asked if the path is removed, would they need a waiver to satisfy an ordinance requirement; Mr. Fry stated that the proposed asphalt path does not meet the ordinance requirement for a sidewalk. President Sell stated his opinion is that the the path along Willow should be maintained. Kris Fair, General Manager of Brookside Country Club, stated that they are not opposed to maintaining the path at Willow, and to install a new path along the entrance road with an easement.

Dan Dreher, Fields at Brookside HOA President, stated that they have gotten 100% consensus from the homeowners to remove the walking path, all of the wood fencing, and the installation of a limited amount of vinyl fencing from lots 3 through 20. Amanda Robbins, resident, commented on the privacy of the homeowners who live alongside the emergency access road. Mr. Sostarecz stated that he reviewed Planning Commission minutes from when the project was approved five years ago and there were a number of residents from the Ridings who had requested that a privacy fence be installed at that time. Susan Grow, resident, commented on the fencing location.

Todd Rutledge, resident, commented on the easement over the walking path as well as the adjoining property owner privacy. Sandy Barrett, resident of the Ridings, stated that if the walking path is removed she would also like the fence to be removed. Amy Bouton, resident, stated she does not want any fences installed near her home.

Solicitor Armstrong reviewed each of the proposed changes individually and asked if any Council member had a concern with any of them. There was no objection to remove the walking path except for the portion along Willow Lane, to removing the split rail fence or solid wooden fence, to the installation of a white vinyl fence along a portion of the property to be determined by the homeowners and developer, to the installation of grass pavers for the emergency access road instead of asphalt at 291 Ridings Circle, and to the installation of a pedestrian path along the access road leading from Abby Lane to Willow Lane.

Mark Mintola, resident, commented on the fencing. Crystal Soper, resident, commented on residents crossing over into other developments.

VII. New Business

A. Church Street ADA Ramp Assessment Report

Mr. Fry reviewed his written report following an assessment of the ADA Ramps along South Church Street which were installed in 2020. There is widespread deterioration among the ramps, nine of which need full replacement, four need partial replacement, and any existing concrete should be treated with a sealant. President Sell stated that it is very unacceptable that the ramps only lasted six years and he feels that forensic testing should be undergone to find out the underlying cause of the failures. Mr. Fry stated that a lot of concrete poured during that period of time around the state had similar issues; since then PennDOT has updated their standards for both the type of concrete and a certification for finishing concrete. Mr. Ashelman asked if the contractor had any type of reputation and if there was a warranty; Mr. Fry stated that he has not personally worked with them and the maintenance period was one year which has long expired. Mr. Ashelman asked if there was any legal recourse; Solicitor Armstrong stated that the maintenance period has expired, everything was signed off by the Borough, and the contractor fully paid.

Mr. Fry stated that their report has a number of recommendations to be sure that issues do not arise again after the ramps are reinstalled, however they do come with additional costs. The estimated cost to prepare the bid documents and put it out to bid is \$5,500.00. President Sell recommends that all of the ramps be replaced instead of partial replacements. Mr. Ashelman stated that his concern is that the ramps would again deteriorate after being replaced. Mr. Fry stated that that is what additional oversight would help to mitigate.

Bernie Reinert, resident, commented on the insurance of the contractor who originally installed the ramps. Ms. Billger commented on when the ramps failed. Terry Buss, resident, commented on the Council choosing a qualified contractor. Virginia Voros, resident, commented on who is questioning the condition of the ramps.

Motion by President Sell to have BIA move forward with the bid package at a cost not to exceed \$5,500, seconded by Ms. Megan Sell. Motion passed 6-1, Ashelman – No.

B. Appointing Planning Commission Members

Motion by Mr. Reinbold to appoint Ricky Moyer to the Planning Commission, seconded by Ms. Megan Sell. Motion passed 6-1, Hutchison – No.

Motion by Ms. Megan Sell to appoint Bernie Reinert to the Planning Commission, seconded by Vice President Landis. Motion passed 6-1, Hutchison – No.

C. Accepting Resignation of Bob Bogert from the Zoning Hearing Board

Motion by President Sell to accept the resignation of Bob Bogert from the Zoning Hearing Board, seconded by Mr. Reinbold. Motion passed unanimously.

D. Appointing Ben Parupalli as a Full Member of the Zoning Hearing Board



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: October 5, 2026

AGENDA ITEM: Authorizing Conditional Offer of Employment for a Public Works Regular Employee

I. Action/Motion to Be Considered:

Motion to authorize a conditional offer of employment for Jaden Weida as a Public Works Regular Employee at a rate of \$26.00 per hour, pending successful completion of all background checks and clearances.

II. Reason Why This Issue Needs Consideration:

The Borough Public Works Department historically had five members which was reduced to four in 2013. Since then, the current four members have been completing tasks comprising all regular public works functions, plus managing the sewer and water systems. The new employee would assist in the following tasks immediately:

- Re-start a sign maintenance program
- Be trained in the water and sewer systems
- Assist with updating the fire hydrant maintenance and flushing program
- Curb painting
- Tree trimming and grass cutting outside of the summer help months
- Snowplowing and sidewalk snow removal
- Storm inlet cleaning and MS4 maintenance
- Cover Call-Outs
- Receiving training on all machinery and equipment, and other specialized job duties including confined space work, flagger training, and many others.

Additionally, two of the current PW employees qualify for full retirement at this time. It is critical to bring new employees on board to begin training and transferring the vast institutional knowledge to ensure proper future maintenance of Borough infrastructure.

III. Current Policy or Practice:

Borough Council authorizes the hiring of all employees.

IV. Other Background Information:

N/A

V. Financial Impact:

The position is funded in the 2026 budget.

VI. Recommendations:

Pass the motion as presented.



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: October 5, 2026

AGENDA ITEM: Resolution #2026-19 – Council Agenda Policy & Meeting Code of Conduct

I. Action/Motion to Be Considered

Discussion of the attached draft resolution and consideration of a motion to adopt a resolution establishing policies and procedures concerning meeting agendas, public comment, and meeting conduct.

II. Reason Why This Issue Needs Consideration

Borough Council has, at various times, established formal and informal practices governing the conduct and structure of its public meetings, including the organization of meeting agendas, procedures for public comment, and standards of conduct.

The proposed resolution would consolidate these practices into a single written policy to provide greater consistency and clarity regarding the conduct of Borough Council meetings. The policy may be amended by Council in the future as circumstances warrant.

III. Current Policy or Practice

Borough Council determines the structure and procedures applicable to its meetings, including the manner in which agendas are prepared, public comment is conducted, and meeting conduct is addressed.

IV. Other Background Information

I have reviewed meeting policies and resolutions adopted by other municipalities throughout Pennsylvania and incorporated provisions from those materials into the attached draft resolution. The provisions of the draft remain subject to discussion and modification by Borough Council.

V. Financial Impact

None

VI. Recommendation

Review and deliberate the attached draft resolution and, if Council is satisfied with the proposed language, consider adoption of the resolution as amended. If substantial revisions are requested, staff recommends that a revised draft be prepared for consideration and adoption at a subsequent meeting.

BOROUGH OF MACUNGIE
Lehigh County, Pennsylvania

RESOLUTION #2026-19
(Duly Adopted October 5, 2026)

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF MACUNGIE
ADOPTING AN AGENDA POLICY AND CODE OF CONDUCT FOR BOROUGH
COUNCIL MEETINGS**

WHEREAS, the Borough of Macungie is located in Lehigh County, Pennsylvania, and is governed by an elected Council; and

WHEREAS, the Borough Council recognizes that orderly, efficient, transparent, and accessible public meetings are essential to effective municipal government and meaningful public participation; and

WHEREAS, the Pennsylvania Sunshine Act, 65 Pa.C.S. § 701 et seq., requires agencies of political subdivisions to conduct deliberations and official action in an open and public manner and provides members of the public with a reasonable opportunity to comment on matters of concern, official action, or deliberation that are or may be before the agency; and

WHEREAS, Section 710 of the Pennsylvania Sunshine Act authorizes agencies to adopt rules and regulations necessary for the conduct of their meetings and the maintenance of order, provided that such rules do not violate the intent of the Act; and

WHEREAS, Borough Council desires to establish consistent procedures for the preparation and organization of its meeting agendas and for public participation at Borough Council meetings; and

WHEREAS, Borough Council recognizes that reasonable rules concerning the order of business, public comment, time limitations, decorum, and meeting procedures benefit both Borough Council and the public by allowing all interested persons a fair and reasonable opportunity to be heard while permitting Council to conduct the business of the Borough in an orderly manner;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the Borough of Macungie hereby establishes the following rules and regulations regarding the Agenda for public meetings, public comment, and conduct during such public meetings.

SECTION 1. PURPOSE

The purpose of this Resolution is to establish uniform procedures governing:

1. The preparation and organization of Borough Council meeting agendas;
2. The submission of matters for consideration by Borough Council;
3. The distribution and public posting of meeting agendas and supporting materials;
4. The order of business at regular meetings;
5. Public comment and public participation;
6. Rules of decorum and orderly conduct;
7. The authority of the Council President or other presiding officer during meetings; and
8. Other procedures reasonably necessary to facilitate orderly and effective Borough Council meetings.

SECTION 2. APPLICABILITY

This Resolution shall apply to all regular and special meetings of the Borough Council to the extent consistent with applicable law and the particular purpose of a meeting.

The Council President or other presiding officer may modify the order of business when circumstances reasonably require, provided that such modification does not conflict with applicable law.

Work sessions, committee meetings, public hearings, and other meetings may utilize a different agenda structure when appropriate to the purpose of the meeting.

SECTION 3. RESPONSIBILITY FOR PREPARATION OF AGENDAS

A. Borough Manager

The Borough Manager, or the Manager's designee, shall be responsible for compiling the proposed agenda and supporting materials for regular meetings of Borough Council.

The Borough Manager shall coordinate with Borough staff, the Borough Solicitor, Borough Engineer, and other appropriate officials regarding matters proposed for Council consideration.

B. Council President

The Council President shall have general responsibility for establishing the final agenda for each Council meeting in consultation with the Borough Manager. The Council President may request that an item be added, removed, postponed, or moved to another portion of the agenda.

C. Council Members

Any Council member may request that a matter be placed on a future Council agenda. Requests should be submitted to the Borough Manager sufficiently in advance of the meeting to permit preparation of any necessary staff report, resolution, ordinance, financial information, legal review, or other supporting material. Whenever practicable, Council members should submit agenda-item requests no later than five (5) business days before the meeting.

D. Staff Recommendations

When an agenda item requires Council action, the responsible Borough staff member should provide the Borough Manager with a written description of the matter, the requested Council action, and supporting documentation sufficiently in advance to permit inclusion in the agenda packet.

Where appropriate, staff recommendations should identify:

1. The issue requiring Council consideration;
2. Relevant background information;
3. The recommended action;
4. Fiscal implications;
5. Legal or regulatory considerations; and
6. Any supporting documentation.

SECTION 4. AGENDA PACKETS AND PUBLIC AVAILABILITY

A. Council Agenda Packet

Whenever practicable, the Borough Manager shall distribute the proposed agenda and supporting materials to Council members sufficiently in advance of the meeting to allow reasonable review and preparation.

B. Public Agenda

The Borough shall make the meeting agenda reasonably available to the public through the Borough's customary public-notice and electronic-posting methods. Whenever practicable, the final agenda and available supporting materials shall be posted on the Borough's website at least twenty-four (24) hours before the meeting.

C. Changes to Posted Agenda

Changes to an agenda after public posting may be made when reasonably necessary; however, nothing in this Resolution authorizes Borough Council to take official action on a matter when such action would violate the Pennsylvania Sunshine Act or any other applicable law.

SECTION 5. ORDER OF BUSINESS

Except when modified by Council or the presiding officer for a particular meeting, the order of business for regular Borough Council meetings shall generally be:

1. Call to Order;
2. Pledge of Allegiance;
3. Announcement of Executive Sessions;
4. Approval of Minutes;
5. Financial Reports;
6. Public Comment on Non-Agenda Items;
7. Correspondence;
8. Reports of Council Members;
9. Reports of the Mayor;
10. Reports of the Borough Engineer;
11. Reports of the Borough Solicitor;
12. Reports of the Borough Manager;
13. Old Business;
14. New Business;
15. Adjournment.

Council may establish a different order of business for a particular meeting when circumstances warrant.

SECTION 6. PUBLIC COMMENT POLICY

A. General Policy

Borough Council recognizes the importance of public participation in municipal government and shall provide a reasonable opportunity for public comment consistent with the Pennsylvania Sunshine Act.

Public comment is intended to allow residents and taxpayers to address Borough Council regarding matters of concern, official action, deliberation, or other matters that are or may be before Council.

Public comments and other remarks made during a Borough Council meeting shall be directed to Borough Council as a governing body rather than personally directed toward individual Council members.

B. Public Comment Periods

Regular Council meetings shall generally include two opportunities for public comment:

1. Public Comment on Non-Agenda Items

This comment period shall occur near the beginning of the meeting and shall provide an opportunity for members of the public to address Council regarding matters not specifically listed as agenda items.

2. Public Comment – Agenda Items

An opportunity for public comment shall be made available before Council takes official action on a particular matter, in which case the presiding officer shall provide the required opportunity for comment before the action is taken.

C. Eligibility to Comment

The public-comment opportunity shall be administered in accordance with the Pennsylvania Sunshine Act and other applicable law. Comments shall be limited to residents or taxpayers of the Borough.

Prior to providing public comment, individuals are required to identify themselves by name and provide their address for purposes of the public record.

D. Time Limits

To provide a fair and reasonable opportunity for all persons to be heard, individual speakers shall be limited to three (3) minutes per public-comment period, on both agenda and non-agenda items.

E. Groups

When several persons wish to address Council on behalf of the same organization, neighborhood, group, or collective interest, the Council President may request that the group designate a spokesperson. A group spokesperson shall be limited to five (5) minutes per public-comment period.

This provision shall not be used to prevent individual members of the public from addressing Council on matters that are independently within the scope of public comment.

F. Repetitive Comments

The presiding officer may conclude a speaker's comments when the speaker has had a fair and reasonable opportunity to be heard and the speaker is repeating substantially the same comments already made by the speaker or others.

This authority shall be exercised in a content-neutral and reasonable manner.

G. Questions and Requests for Information

The public-comment period is not intended to function as a general question-and-answer session. Council members or Borough staff may respond to questions at their discretion.

A failure of Council or Borough staff to immediately respond to a question shall not be considered a denial of the speaker's opportunity to comment.

SECTION 7. RULES OF DECORUM

All persons attending or participating in Borough Council meetings are expected to conduct themselves in a civil, orderly, and respectful manner.

The following conduct is prohibited:

1. Disrupting, disturbing, or unreasonably interfering with the conduct of the meeting;
2. Speaking without being recognized by the presiding officer;
3. Repeatedly interrupting another person who has been recognized to speak;
4. Shouting, screaming, or using other conduct intended to prevent the orderly conduct of the meeting;
5. Threatening or intimidating conduct;
6. Physical violence or threats of physical violence;
7. Blocking aisles, entrances, exits, or other areas necessary for safe access;
8. Refusing to comply with a reasonable direction of the presiding officer concerning meeting procedure or order; or
9. Other conduct that materially interferes with the ability of Council to conduct its business.

SECTION 8. AUTHORITY OF THE PRESIDING OFFICER

The Council President shall preside over meetings of Borough Council in accordance with the Pennsylvania Borough Code, applicable parliamentary authority, and this Resolution.

The presiding officer shall have authority to:

1. Recognize persons wishing to speak;
2. Maintain the order of business;
3. Enforce reasonable time limits;
4. Rule on procedural questions;
5. Request that a speaker remain germane to the matter being discussed;
6. Request that a person cease disruptive or disorderly conduct;
7. Request that a speaker yield the floor;
8. Direct the manner in which public comment shall be received; and
9. Take other reasonable measures necessary to maintain order and permit the meeting to proceed.

The presiding officer shall exercise these powers in a fair, reasonable, and content-neutral manner.

SECTION 9. DISRUPTIVE CONDUCT

If an individual engages in conduct that materially disrupts the meeting, the presiding officer may issue a warning and provide the individual with a reasonable opportunity to comply with the rules of decorum.

If disruptive conduct continues, the presiding officer may direct the individual to cease the disruptive conduct or leave the meeting room, subject to applicable law.

Nothing in this section authorizes the Borough to prohibit or terminate protected public comment merely because the speaker expresses criticism, disagreement, or an unpopular viewpoint.

Where necessary to maintain public safety or order, the presiding officer may request assistance from the Borough Police Department or other appropriate law-enforcement personnel.

SECTION 10. RECORDING OF MEETINGS

Members of the public shall have the right to record, photograph, or otherwise observe public meetings as provided by applicable law.

Reasonable rules may be established concerning the placement and operation of recording equipment when necessary to prevent obstruction, disruption, or interference with the conduct of the meeting.

SECTION 11. PUBLIC HEARINGS

Nothing in this Resolution shall supersede the specific procedures, notice requirements, participation requirements, or other requirements applicable to a public hearing under the Pennsylvania Borough Code, the Pennsylvania Municipalities Planning Code, the Pennsylvania Sunshine Act, or any other applicable law.

Where a public hearing is required by law, the procedures established for that hearing shall govern to the extent they conflict with this Resolution.

SECTION 12. PARLIAMENTARY AUTHORITY

Except where otherwise provided by law, ordinance, resolution, or specific Council rule, the current edition of Robert's Rules of Order Newly Revised may be used as a parliamentary guide for the conduct of Borough Council meetings.

Where a provision of Robert's Rules conflicts with applicable Pennsylvania law, the Borough Code, a Borough ordinance or resolution, or a specific rule adopted by Borough Council, the applicable law or Borough rule shall control.

SECTION 13. CONSTRUCTION AND SEVERABILITY

Nothing in this Resolution shall be construed to:

1. Limit or expand the substantive authority of Borough Council;
2. Limit any right granted to the public by applicable law;
3. Authorize official action in violation of the Pennsylvania Sunshine Act;
4. Require Borough Council to take action on a matter merely because public comment has been received; or
5. Supersede any specific statutory or regulatory requirement governing a particular meeting, hearing, ordinance, resolution, or other proceeding.

If any provision of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect to the fullest extent permitted by law.

SECTION 14. REVIEW OF POLICY

Borough Council may periodically review this Resolution and may amend the procedures established herein when experience, changes in law, or other circumstances demonstrate that revisions are appropriate.

The Borough Manager and Borough Solicitor may recommend revisions to Borough Council as necessary.

SECTION 15. REPEALER

Any prior resolution, policy, rule, or portion thereof adopted by Borough Council that is inconsistent with the provisions of this Resolution is hereby repealed to the extent of such inconsistency.

SECTION 16. EFFECTIVE DATE

This Resolution shall become effective immediately upon adoption.

DULY ADOPTED by the Borough Council of the Borough of Macungie, Lehigh County, Pennsylvania, this _____ day of _____, 2026.

ATTEST

MACUNGIE BOROUGH COUNCIL

KALMAN SOSTARECZ, Borough Secretary

CARL SELL, JR, Council President

DRAFT



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: October 5, 2026

AGENDA ITEM: Discussion on Hometown Heroes Banner Program Updates

I. Action/Motion to Be Considered

Discussion of the Hometown Heroes Program and any updates to the program guidelines.

II. Reason Why This Issue Needs Consideration

The Hometown Heroes Program has been in place for two years. There is a desire to update the program guidelines based upon the experiences from the past two years.

III. Current Policy or Practice

Borough Council adopts rules and regulations for such programs.

IV. Other Background Information

There is no formal policy document – attached is the submission form for the program which do outline how the program has been operating in the past.

V. Financial Impact

None

VI. Recommendation

Review and deliberate updates to the program.

Hometown Heroes Banner Program

To Honor our past and present members of all United Armed Forces



HOMETOWN HERO HONOREE PROFILE

Please print legibly to ensure your service member's information is correctly printed.

NAME (First, Middle, Last, Suffix): _____

RANK: _____ BRANCH OF SERVICE: _____

ERA: _____

REQUIRED: PLEASE COMPLETE THE PROFILE FORM AND DELIVER TO:

Borough of Macungie 21 Locust St. Macungie, PA 18062

Check payable to: Borough of Macungie for \$200.00.

REQUIRED: PLEASE EMAIL A PHOTO OF THE HOMETOWN HERO IN JPEG FORMAT

TO: Vicki Kocher – vkocher@macungie.pa.us

Sponsored By: _____

Sponsor Phone Number: _____ Email: _____

REQUIRED: VERIFICATION & PERMISSION

By submitting this application, I am verifying that the Hometown Hero is in truth a Veteran with an Honorable Discharge; or is currently a serving member of the Military Services (At the discretion of the Borough of Macungie we MAY request that you provide a valid DD-214 or other proof of service).

- To qualify, the honoree must either be active duty, retired, honorably discharged, or a deceased member of the United Armed Forces: Army, Marine Corps, Air Force, Navy, or Coast Guard and be a resident, have lived or have ties to the Borough of Macungie. Individuals applying for the banner should be of good reputation, in good standing with the Borough of Macungie, and may be subject to a background check.
- I permit the Borough of Macungie to use this information and photographs to produce a 30" by 60" Hometown Hero Banner and advertise the program.
- The Borough of Macungie reserves the right of full editorial control over content, appearance, and wording on banners. The Borough may reject a Hometown Hero application for any reason.
- I understand that banner placement is dependent on street pole availability.
- Orders are taken year-round; installation and display schedules are at the discretion of the Borough.
- Banners will remain in place from April to November, including, but not limited to, vandalism, acts of nature, and normal wear and tears. At the end of this period, the Borough of Macungie may, at its discretion, remove the banner. Participants will be given the option to receive their retired banner at no charge and/or replace it with the current sponsorship fee.

Application must be received by March 1, 2026, for the 2026 banner placement.

Signed

Date

Banners applications will be accepted on a first-come, first serve basis & must have all necessary materials. If you have additional questions, contact the Borough of Macungie at (610) 966-2503.



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: October 5, 2026

AGENDA ITEM: Authorizing Disbursement of Municipal Pension State Aid

I. Action/Motion to Be Considered

Motion to authorize a deposit into the Police Pension Plan of the State Aid amount of \$78,513.72, and the Employer Contribution of \$70,517.28, totaling \$149,031.00; and a deposit into the Non-Uniformed Defined Benefit Pension Plan of the State Aid amount of \$26,171.23, and the Employer Contribution of \$5,509.77, totaling \$31,681.00, which will satisfy the Borough's 2026 Minimum Municipal Obligation.

II. Reason Why This Issue Needs Consideration

Annually the Borough must make a deposit of the Minimum Municipal Obligation into the two Defined Benefit Pension Plans. The Borough has received its 2026 State Aid allocation of \$78,513.72 for the Police Pension Plan, and \$26,171.23 for the Non-Uniform Pension Plan.

III. Current Policy or Practice

Borough Council authorizes payment of the MMO.

IV. Other Background Information

The Pension Plans are currently 98% funded and have a Distress Score of Zero.

V. Financial Impact

The required employer contributions are included in the 2026 budget. The State Aid funds are pass-through and have already been received.

VI. Recommendation

Pass the motion as presented.

Kalman Sostarecz

From: Comptroller <Comptroller@paauditor.gov>
Sent: Monday, September 21, 2026 12:06 PM
To: Kalman Sostarecz
Subject: 2026 Municipal Pension State Aid Allocation Notification

TO: MACUNGIE BOROUGH (DCA #39-042-3 / VENDOR #138962)

**THIS E-MAIL IS BEING SENT ON BEHALF OF THE HONORABLE TIMOTHY L. DEFOOR,
PENNSYLVANIA AUDITOR GENERAL.**

Dear Municipality Leader,

I am pleased to announce that the 2026 Commonwealth **GENERAL MUNICIPAL PENSION SYSTEM STATE AID** allocation is scheduled to be **direct deposited on September 23, 2026**, in the amount of **\$104,684.95**.

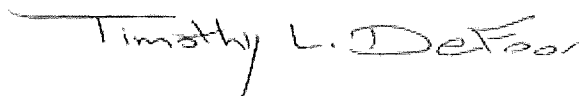
This amount is calculated and issued in accordance with the Municipal Pension Plan Funding and Recovery Act (Act 205 of 1984). State Law prohibits use of these funds for any purpose other than to defray your municipality's police, paid firefighters, and non-uniformed pension costs. Act 205 requires that the allocation be deposited in the pension plan(s) by the treasurer of your municipality within 30 days of receipt.

Your allocation of state aid has been computed using data from actuarial studies that your municipality submitted to the Municipal Pension Reporting Program and from the pension certification Form AG-385 that your municipality submitted to this department.

If you have any questions concerning your state aid allocation or form AG-385, the best method of communication is via email at Comptroller@PaAuditor.gov. Otherwise, leave a voice message at **1-800-882-5073** and someone will respond timely.

If you have any questions regarding Act 205 forms, the best method of communication is via email at MPRP@PaAuditor.gov.

Sincerely,



Timothy L. DeFoor
Auditor General

The information contained in this message or transmission, including attachments, may be legally privileged, proprietary and/or confidential, or otherwise protected by law from disclosure. If you are not the intended recipient (or an employee or agent responsible for delivering this message to the intended recipient) reading, copying or distributing this message and any attachments is strictly prohibited. If you have received this communication in error, please notify me immediately by replying to the message and deleting it from your computer. Thank you.