

MACUNGIE BOROUGH COUNCIL  
MEETING MINUTES  
MONDAY, AUGUST 15, 2022  
REGULAR MEETING  
7:30 P.M.

Council Members:

John Yerman, President  
Greg Hutchison, Vice President  
Barry Bloch  
Todd Rutledge  
Lisa Yeager  
Carl Sell  
Ron Karboski  
Ronald Conrad  
Patrick Armstrong  
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. No report.
2. Public Comments
  - a. No comments.
3. Complaints, Petitions, Appeals, and Compliments
  - a. Mayor Conrad complimented the Macungie Memorial Park and all of the volunteers that help in the Borough. All the help is greatly appreciated.
  - b. Councilman Rutledge commented on the completion of Lumber Street Lights.
  - c. Councilman Karboski expressed his appreciation for the Macungie Institute lighting presentation.
4. Approval of the Minutes
  - a. Councilman Rutledge made a motion to approve August 1, 2022, meeting minutes after adding two additional proposed ideas for the Unfinished Business Letter "F". Councilman Karboski seconded the motion. Motion passed unanimously. (081522-A)
5. Meeting Management
  - a. Discussion among Council regarding how to shorten meetings.
  - b. Ideas included possibly developing policy on public comment and decorum during the public meeting.
    - i. John Yerman presented list of several including meeting preparation, adding non agenda items to next agenda, limiting time for public comment etc.
  - c. Discussed potential meeting decorum policy
6. Consent Agenda
  - a. Councilman Bloch made a motion to approve all invoices in the amount of \$118,924.31. Councilwoman Yeager seconded the motion. Motion passed unanimously. (081522-B)
7. Correspondence

MOTIONS: 081522-A / 081522-B / 081522-C / 081522-D / 081522-E / 081522-F / 081522-G / 081522-H / 081522-I

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- a. Rosanne McGinn – Resignation from Macungie Institute Board of Trustees effective 12/31/2022
  - i. Councilman Rutledge made a motion to approve Rosanne McGinn’s resignation with regret. Councilman Bloch seconded the motion. Motion passed unanimously. (081522-C)
- b. Macungie Ambulance – request for financial support for a new ambulance.
  - i. Councilman Rutledge made a motion to review funds during the 2023 budget review. Councilwoman Yeager seconded the motion. Motion passed unanimously. (081522-D)
- c. Zoning Monthly Update Report (2<sup>nd</sup> meeting of the month)
  - i. Letter of violation was sent to 140 E. Main in regard to the unregistered vehicles and excessive height of the grass.
  - ii. Councilmember Rutledge would like to see a more aggressive approach for the four (4) unregistered vehicles at 140 E. Main St.

8. Reports

- a. Solicitor – No comment
- b. Mayor – No comment
- c. Manager
  - i. Borough Manager Brown reminded the council there is a 1:00 pm Streetscape meeting with BIA and Columbia Excavating scheduled on Wednesday, August 17, 2022, at Sal’s. Councilman Sell confirmed he will be present at this meeting.
  - ii. Public Works Mike Smith has received a quote of \$9,500 for enhancing security at Borough Hall. The council suggested there might be safety grants to be looked into.
  - iii. The air conditioning unit in the Police Department has stopped working. The unit will need to be replaced. As of right now, Sergeant Kocher is content with the window unit in place.

9. Unfinished Business

- a. Fire Hydrant – Borough Manager Brown is still gathering information and will work with Water Operator Doug McNair when he returns from medical leave.
- b. Refuse and recycle bid update due August 24, 2022 – two (2) options are available to bidders: Manual and Automated. Manual means the same pick up as of now, manual dumping of trash cans. Automated would include two (2) ninety-six (96) gallon totters. The truck would use arms to lift containers. Only trash inside the totter would be accepted.
  - i. Councilman Rutledge as well as an audience member expressed concerns with the two 96-gallon containers fitting inside garages, especially in an HOA development.
- c. Leaf Collection contract update – Automatic one (1) year extension.
- d. Bump Out – Committee members Todd Rutledge, Lisa Yeager, and Ron Karboski will meet with Assistant to Borough Manager Nina Solivan to gather information for a workshop.

10. New Business

- a. Pension Minimum Municipal Obligation (MMO)
  - i. Vote to approve actual MMO \$\$ - three plans
    - 1. Councilman Rutledge made a motion to approve the Non-Uniformed Defined Contribution plan in the amount of \$4,500.00. Councilwoman Yeager seconded the motion. Motion passed unanimously. (081522-E)

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2. Councilman Rutledge made a motion to approve the Police Pension Plan in the amount of \$72,540.00. Councilwoman Yeager seconded the motion. Motion passed unanimously. (081522-F)
3. Councilman Rutledge made a motion to approve the Non-Uniform Pension plan in the amount of \$20,063.00. Councilwoman Yeager seconded the motion. Motion passed unanimously. (081522-G)

11. Executive Session, personnel matters, real estate

- a. Public portion of the meeting concluded and went into executive session at 9:15 pm and returned at 10:53 pm.

12. Action as a result of executive session

- a. Councilman Rutledge made a motion to offer interim administrative assistant Ashley Rinker a full-time position with the Borough of Macungie at the rate of \$21.16 with five (5) vacation days and benefits. Councilwoman Yeager seconded the motion. Motion passed unanimously. (081522-H)

13. Adjournment

- a. Councilman Rutledge made a motion to end tonight's meeting at 11:00 pm. Councilwoman Yeager seconded the motion. Motion passed unanimously. (081522-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.*

8/15/2022	081522-A	Approval of meeting minutes August 1, 2022	Todd Rutledge	Ron Karboski	7	
	081522-B	Approval of invoices in the amount of \$118,924.31	Barry Bloch	Lisa Yeager	7	
	081522-C	Resignation of Roseanne Mc Ginn Macungie Institute Trustee effective 12/31/2022	Todd Rutledge	Barry Bloch	7	
	081522-D	Request for financial support for a new ambulance will be reviewed during the budget season	Todd Rutledge	Lisa Yeager	7	
	081522-E	Approval of the Non-Uniformed Defined Contribution plan in the amount of \$4,500.00	Todd Rutledge	Lisa Yeager	7	
	081522-F	Approval of the Police Pension Plan in the amount of \$72,540.00	Todd Rutledge	Lisa Yeager	7	
	081522-G	Approval of the Non-Uniformed Pension plan in the amount of \$20,063.00	Todd Rutledge	Lisa Yeager	7	
	081522-H	The administrative assistant position extended to Ashley Rinker at an hourly rate of \$21.16	Todd Rutledge	Lisa Yeager	7	
	081522-I	Adjournment at 11:00	Todd Rutledge	Lisa Yeager	7	

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