

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, MAY 16, 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 (absent)
Patrick Armstrong
John Brown
Nina Solivan

Mayor:

Solicitor:

Borough Manager:

Assistant to the Manager:

Executive Session was held at 7:00 PM and ended at 7:30 PM to discuss employee matters. No action was taken.

President John Yerman called the meeting to order at 7:30 p.m.

1. Barry Isett Engineering Report –

- a. MS4 project – Draining feature at Locust and Allen organ improvements will give the borough the credits for the MS4 project.
 - i. Money is budgeted for this project in the Capital Fund for \$195,000.00.
 - ii. Project is not grant eligible and does not require DEP Permit.
 - iii. Project is estimated to cost \$180,000.00.
 - iv. Outreach to property owners to notify them of the potential project and seek their permission/support.
- b. Crosswalk at Sal's./Poplar Street.
 - i. The pedestrian crosswalk lights have not been in working order for the past few years. The manufacturer indicated there is a design flaw in the installed lights.
 - ii. What is the status of the light's warranty and the cost to replace it?
 - iii. Pat Armstrong will review the agreement and the warranty,
 - iv. Borough Manager John Brown will be in contact with Telco.
- c. Lumber Street Lighting.
 - i. BIA reported the line of sight at the intersection of Lumber and Lehigh Street meets PA DOT requirements. The meter base mounting does not impede the line of sight as specified by PADOT.

2. Public Comments -

- a. Prior Public Comments to Council –
- b. Comments from the audience on non-agenda items –

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- i. Mason Smith a student of New Haven with a degree in Political Science and a major in Criminal Justice is interested in an internship at the Borough of Macungie. Borough Manager John Brown will be in contact with Mason to discuss opportunities here in the Borough.
 - ii. Vice President Hutchison made a motion to purchase a plaque and to include the name of Linn Walker who served many years on the board and donated countless hours to the Borough of Macungie. President Yerman seconded the motion.
Motion passed unanimously. (051622-M)
3. Complaints, Petitions, Appeals, and Compliments –
 - a. Vice President Hutchison complimented Officer Santiago on participating in a friendly game of basketball at the park while on duty. Vice President Hutchison said it's nice to see a police officer engaging with the public in a positive way.
4. Approval of minutes
 - a. May 2, 2022 – Council member Bloch made a motion to approve the May 2, 2022, meeting minutes. Council member Yeager seconded the motion. Motion passed unanimously. (051622-A) After discussion, all council members agree to keep all documents including blank pages in the packet. All meeting minutes will now be numbered for organizational purposes.
5. Consent Agenda
 - a. Approval of invoices as listed- Council member Rutledge made a motion to approve the invoices in the amount of \$519,990.58. Council member Yeager seconded the motion. Motion passed unanimously. (051622-B)
 - b. Treasurer's Report- Borough Manager John Brown credited Brenda Bower for all the time it took to itemize the treasurer's report, making it easier to read.
6. Correspondence
 - a. Macungie Ambulance Monthly Report April – No comments
 - b. LVTS-Public Transportation Input – No input at this time.
 - c. Macungie Institute Manager Report –
 - i. MI coordinator Darlene Misselbeck mentioned the Website visits were down for the month of April. Darlene will look into revamping the website to get the numbers back up. Facebook followers are increasing monthly.
 - ii. Council member Rutledge mentioned with all of the events happening proper signage should be created to make it easier for Darlene to advertise outside. Darlene and Borough Manager John Brown will work together to see what options there are.
 - d. Zoning Monthly Update Report (2nd meeting of the month)
 - i. Council made comments about updating the Zoning Handbook.
 - ii. The house located at 200 West Main St will be demolished to move forward with Stack Storage. Stack storage will decrease the parking spaces from 27 to 26.

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7. Reports

- a. Solicitor – all comments will be addressed in unfinished and new business.
- b. Mayor – Not in attendance at tonight’s meeting
- c. Borough Manager – all comments will be addressed in unfinished and new business.

8. Unfinished Business

- a. Stonehill Lighting at end of Spruce Street
 - i. Pat Armstrong to draft easement agreement – Still working with Stan.
- b. Colliers Engineering – Highway Occupancy Permit Application – Estates at Brookside
 - i. Draft of Borough conditions sent to Collier’s for approval
- c. Stonehill
 - i. Allen Organ plan approval conditions – Pat Armstrong reviewed and stated the easement complies with the original plan approval conditions.
 - ii. As of now there is nothing the Borough needs to address since the signed executed easement has been satisfied.
 - iii. LCCD Violations (recent) – BIA to review and update
- d. Army Corp Engineers
 - i. Memo from Representative Wild – Water Resources Development Act (WRDA) Discussion related to *Walls on Mountain Creek memo to property owners*
 - ii. Pat Armstrong drafted a letter to the residents along Mountain Creek impacted by eroding retaining walls.
 - iii. Pats letter will be included in the next packet.

9. New Business

- a. Musson Bros pay application #4 for \$428,976.99
 - i. Council member Rutledge made a motion to pay application #4. Council member Bloch seconded the motion. Motion passed unanimously. (051622-C)
- b. DPW \$1,000 Form approval replacement of fuel pump for paving machine \$4,203.06
 - i. Council member Rutledge made a motion to approve the fuel pump replacement. Council Bloch seconded the motion. Motion passed unanimously. (051622-D)
- c. Columbia Excavating pay application #2 Streetscape V \$77,005.62
 - i. Council member Rutledge made a motion to pay Columbia Excavating application #2. Council member Karbowski seconded the motion. Motion carried 6-1 (051622-E)
- d. Columbia Excavating pay application #1 Streetscape VI \$128,558.67
 - i. Council member Rutledge made a motion to pay Columbia Excavating application #1. President Yerman seconded the motion. Motion carried 6-1 (051622-F)
- e. Resolution 2022-11 appointing Terry Kohler as alternate to Zoning Hearing Board
 - i. Vice President Hutchison made a motion to appoint Terry Kohler as the alternate to Zoning Hearing Board. Council member Bloch seconded the motion. Motion passed unanimously. (051622-G)

MACUNGIE BOROUGH COUNCIL
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- f. Resolution 2022-12 appointing Alan Printz as alternate to Zoning Hearing Board
 - i. Vice President Hutchison made a motion to appoint Alan Printz as the alternate to Zoning Hearing Board. Council member Bloch seconded the motion. Motion passed unanimously. (051622-H)
- g. Resolution 2022-13 authorizing to submit to the DCED Multimodal Grant- Actuated Pedestrian Crossing
 - i. Declined.
- h. Brough of Macungie Fee Waiver request and commitment letter – DCED Multimodal grant application approval
 - i. Declined
- i. DCED Multimodal Grant- Actuated Pedestrian Crossing/Pedestrian Crossing Safety improvements specifically to construct pedestrian actuated crossing signals on Main Street/SR 100
 - i. Vice President Hutchison made a motion to submit the Grant application for Pedestrian Crossing in the amount of \$75,465.00, modified for two crossings at Lea and Race Street for \$ 50,310. President Yerman seconded the motion. Motion failed 3-4 (051622-I)
- j. Refuse and Recycling Contract Bid document – approval to advertise
 - i. Three (3) year initial term, (5) one-year extension option
 - a. Vice President Hutchison made a motion to approve the advertisement for the Refuse and Recycling contract bid. Council member Yeager seconded the motion. Motion passed unanimously. (051622-J)
- k. Safe Streets for All-Safety Grant for Crosswalk Improvement
 - i. This grant is only in training, more information will be released at a later date.
- l. President Yerman made a motion to amend tonight’s agenda adding Lumber Street Lighting. Council member Rutledge seconded the motion. Motion passed unanimously.(051622-K)
 - i. Council member Rutledge made a motion to request John Brown investigate if PPL will allow the borough to modify the PPL meter base pedestal by removing the 2 – top 2x6’s, modifying the bottom 2x6, and reducing the height of the 6x6 posts by 11 inches to reduce the overall size of the pedestal by 40% as well as create an additional 5 inches of view at the bottom for motorists to see oncoming traffic more clearly at this intersection. This will not affect the location of the PPL meter socket at all. Council member Yeager seconded the motion. Motion passed unanimously. (051622-L)

10. Executive Session to discuss real estate matters.

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, MAY 16, 2022
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- a. Public portion of the meeting concluded at 9:40 p.m. and was called back at 10:36 p.m. No actions as a result of executive session.

11. Adjournment

- a. Council member Bloch made a motion to adjourn tonight's meeting at 10:40 p.m. Council member Yeager seconded the motion. Motion passed unanimously. (051622-N)

Respectfully Submitted

Ashley Rinker

Administrative Assistant, Ashley Rinker

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| Date | Motion # | Motion | Motion Made By | Seconded | # Ayes | # Neys |
|-------------|---|---------------|-----------------------|-----------------|---------------|------------------------------|
| 5/16/2022 | Approval of May 2, 2022 Minutes | 051622-A | Barry Bloch | Lisa Yeager | 7 | |
| 5/16/2022 | Approval of Invoices \$ 519,990.58 | 051622-B | Todd Rutledge | Lisa Yeager | 7 | |
| 5/16/2022 | Musson Bros application #4 \$428,976.99 | 051622-C | Todd Rutledge | Barry Bloch | 7 | |
| 5/16/2022 | DPW Fuel pump approval \$4,203.06 | 051622-D | Todd Rutledge | Barry Bloch | 7 | |
| 5/16/2022 | Columbia Excavating application #2 Streetscape V \$77,005.62 | 051622-E | Todd Rutledge | Ron Karboski | 6 | Carl Sell |
| 5/16/2022 | Columbia Excavating application #1 StreetscapeVI \$128,558.67 | 051622-F | Todd Rutledge | John Yerman | 6 | Carl Sell |
| 5/16/2022 | Resolution 2022-11 appointment of Terry Kohler as alternate to Zoning Hearing Board | 051622-G | Greg Hutchison | Barry Bloch | 7 | |
| 5/16/2022 | Resolution 2022-12 appointment of Alan Printz as alternate to Zoning Hearing Board | 051622-H | Greg Hutchison | Barry Bloch | 7 | |
| 5/16/2022 | DCED Multimodal Grant Application in the amount of \$75,465.00 | 051622-I | Greg Hutchison | John Yerman | 2 | Lisa, Carl, Barry, Todd, Ron |
| 5/16/2022 | Approval of Refuse and Recycling Contract Bid | 051622-J | Greg Hutchison | Lisa Yeager | 7 | |
| 5/16/2022 | Amenment of the agenda to include Lumber Street Lighting | 051622-K | John Yerman | Todd Rutledge | 7 | |
| 5/16/2022 | Request for John Brown to investigate if PPL will allow the borough to modify the PPL Meter base pedestal | 051622-L | Todd Rutledge | Lisa Yeager | 7 | |
| 5/16/2022 | Approval to purchase a plaque to include the late Linn Walker | 051622-M | Greg Hutchison | John Yerman | 7 | |
| 5/16/2022 | Adjournment at 10:40 p.m. | 051622-N | Barry Bloch | Lisa Yeager | 7 | |