

January 17, 2022

**Macungie Borough Council
Meeting Minutes
Monday, January 17, 2022
Regular Meeting
7:30 p.m.**

Council Members:	John Yerman, President Greg Hutchinson, Vice President Angela Ashbrook Barry Bloch Todd Rutledge Lisa Yeager Carl Sell
Mayor:	Ronald Conrad
Solicitor:	Patrick Armstrong
Interim Borough Manager:	John A. Brown
Absent:	

1. **Call to Order**- President John Yerman called the meeting to order at 7:30 p.m.
2. **Pledge of Allegiance**
3. **Public Comment**
 - a. **Prior Public Comments to Council** – None
 - b. **Comments from the Audience on non-agenda items** –
 - i. Lehigh County Executive Phil Armstrong discussed the following:
 1. up that the funding for Cares Act was divided between the municipalities. The Cares program is a rescue fund.
 2. New communication system supporting local and state police. Estimated cost of this system is \$ 24-25 million dollars. Seeking land to establish the site.
 3. There will not be a tax increase for 2022.
 4. County is challenged with hiring creating many open employment opportunities.
 5. The county is evaluating creating a county health system.
4. **Complaints, Petitions, Appeals, and Compliments** – None
5. **Approval of Minutes** – Approval will be at future meetings.
6. **Consent Agenda**
 - a. **Treasurer’s Report** – Nothing
 - b. **Approval of invoices as listed** - Angela Ashbrook made a motion to approve all invoices. Greg Hutchinson seconded the motion. Motion passed unanimously. (011722-A)
7. **Correspondence**
 - a. **John Yerman email to council @ 2022 budget recommendations** – Follow up in New Business
 - b. **Linn Walker resignation from Planning and Water Authority** – Linn was on the committee for 40+ years. This will leave an open position for the Water Authority. Greg Hutchinson made a motion accept Linn’s resignation. Angela Ashbrook seconded.

Motions: 01172022-A / 01172022-B / 01172022-C / 01172022-D / 01172022-E / 01172022-F / 01172022-G / 01172022-H / 01172022-I / 01172002-J / 01172022-K / 01172022-L / 01172022-M / 01172022-N / 01172022-O

Motion passed unanimously. (01172022-B). Council requested the open position be posted.

- c. **DEP Growing Greener Grant** – Grant was denied. The grant was for the MS4 program that would stabilize the stream banks from Cotton St. to the Hickory bridge.
- d. **MVFD December Monthly Report** – John Brown noted that the officers were appointed in the December report.
- e. **Macungie Ambulance Corps Monthly Report** – December – None
- f. **Macungie Police Department December Monthly Report** – None

8. Reports

- a. **Solicitor** – Nothing to report
- b. **Mayor** – Mayor Conrad talked about Martin Luther King and how he really stood for nonviolence and mentioned the quote by Martin Luther King “Our lives begin to end the day we become silent about things that matter”. By mentioning this Mayor Conrad stated he hopes we find more peace in 2022 than what we had in 2021. Mayor Conrad mentioned he will be working closely with Tim Keller on the Emergency Management Plan.
- c. **Borough Manager** – John Brown will comment on the new business section.

9. Unfinished Business

- a. M.I Facebook page
 - i. Greg Hutchinson expressed his frustration towards a non-employee having access to keys to the Macungie Institute as well as access to the Facebook page. Mr. Hutchinson comments that this non-employee posted a job opening on the Facebook page without proper approval. Greg Hutchinson made a motion to amend the agenda adding the potential removal of an MI trustee from their position. There was no second. The motion died. (011722-C).
 - ii. Angela questioned who has keys and passwords for the Facebook. John Yerman stated he has the keys and wasn't sure who all has access to the Facebook account. Darlene the Coordinator for the Macungie Institute will have full access to the Macungie Institute Facebook page.
 - iii. Angela made a motion that Trustees do not have access to post on the Macungie Institute Facebook page unless they have the proper approval from the Macungie Institute coordinator or borough council. Lisa Yeager seconded. Motion passed unanimously. (011722-D)

10. New Business

- a. **Discussion regarding 2022 budget changes (see Yerman correspondence)**
 - i. John Brown went through the budgets that showed a large difference is the actual verses the spending. Council discussed the seasonal employees. The pay range was increased from \$10.50 up to potential \$13.00 to keep the employee. Solicitor Patrick Armstrong asked the council if they feel anything should be cut. All council members stated no.
- b. **Rezoning request- Criterion group LLC- Anthony Giovannini, Jr, Esq of Broughal & DeVito LLP**
 - i. John Yerman explained the company is asking for a rezoning request to include parking trucks in the parking lot permanently. It was discussed that they need to come to the next council meeting and explain why they want to park their trucks in the parking lot.
- c. **Temporary Help hiring authorization**

- i. Lisa Yeager made a motion to approve contract with Kelly Services for temporary help. Angela Ashbrook seconded. Motion passed unanimously. (01172022-E)
- d. **\$1,000 Approval Form- DPW – Road Salt \$4,500 paid from liquid fuels**
 - i. Greg Hutchinson made a motion to approve the \$ 4500.00. John Yerman seconded. Motion passed unanimously. (01172022-F).
- e. **\$1,000 Approval Form DPW-Water-Tree Removal \$15,000**
 - i. John Yerman made a motion to approve the \$ 15,000. Todd Rutledge seconded. Motion passed unanimously. (01172022-G).
- f. **\$1,000 Approval Form DPW- Police/Town Hall generator maintenance**
 - i. John Yerman made a motion to approve, and all were in favor.(01172022-H)
- g. **\$1,000 Approval Form DPW-Covid compliant water fountain**
 - i. John Yerman made a motion to approve purchase of fountain. Lisa Yeager seconded. Motion passed unanimously. (01172022-I)
- h. **Macungie Institute Facebook page-** Previously discussed.
- i. **Zoning Hearing Board vacant position-** Previously discussed.
- j. **Resolution 2022-02 Setting Police Officers’ Contribution to Uniformed Pension**
 - i. John Yerman made a motion to approve resolution 2022-02. Angela Ashbrook seconded. Motion passed unanimously. (01172022-J)
- k. **Resolution 2022-03 Depositories and Signatories**
 - i. John Yerman made a motion to accept the resolution 2022-03. Todd Rutledge seconded. Motion passed unanimously. (01172022-K).
- l. **Resolution 2022-04 Setting 2022 Schedule of Fees and Charges**
 - i. John Yerman made a motion to accept the resolution 2022-04. Lisa Yeager seconded. Motion passed unanimously. (01172022-L)
- m. **Resolution 2022-05 Appointment of Liaison to Between Borough and Berkheimer**
 - i. This means the treasurer can interact with the tax collector Cynthia Hartzell. John Yerman made a motion to accept the resolution 2022-05. Todd Rutledge seconded. Motion passed unanimously. (01172022-M).
- n. **Resolution 2022-06 Appointment of Auditor**
 - i. France, Anderson, Basile & Co. PC is retiring and transitioning clients to a new group. The new auditor company is Campbell, Rappold and Yurasits LLP. Todd Rutledge made a motion to approve resolution 2022-06 appointing Cambell, Rappold, Yurasits. LLP as the Borough’s auditor. Lisa Yeager seconded. Motion passed unanimously. (01172022-N)

11. Executive Session- personal matters

12. Action because of executive session

13. Adjournment

Hearing no further business, Council Member Rutledge made a motion to adjourn tonight’s meeting. Lisa Yeager seconded the motion. Motion passed unanimously. (01172022-O).

Respectfully Submitted,

Ashley Rinker

Ashley Rinker, Administrative Assistant

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.

1/17/2022	011722-A	Approval of all invoices	Angela Ashbrook	Greg Hutchison	7	0
1/17/2022	011722-B	Accepting resignation letter of Linn Walker and open a new position	Greg Hutchison	Angela Ashbrook	7	0
1/17/2022	011722-C	Amend the agenda for meeting, adding a removal of a trustee from their position	Greg Hutchison	MOTION DEAD		
1/17/2022	011722-D	Macungie Institute Facebook posting approval	Angela Ashbrook	Lisa Yeager	7	0
1/17/2022	011722-E	Temporary Help Hiring Authorization (Kelly)	Lisa Yeager	Angela Ashbrook	7	0
1/17/2022	011722-F	DPW \$1,000 approval - \$4,500- Road Salt	Greg Hutchison	John Yerman	7	0
1/17/2022	011722-G	DPW \$1,000 approval- Water, Tree Removal \$15,000	John Yerman	Lisa Yeager	7	0
1/17/2022	011722-H	DPW \$1,000 approval- Police/Town Hall generator	John Yerman	Lisa Yeager	7	0
1/17/2022	011722-I	DPW \$1,000 approval- Covid compliant water fountain	Greg Hutchison	John Yerman	7	0
1/17/2022	011722-J	Resolution 2022-02 Setting Police Officers' Contribution to Uniformed Pension	John Yerman	Angela Ashbrook	7	0
1/17/2022	011722-K	Resolution 2022-03 Depositories and Signatories	John Yerman	Todd Rutledge	7	0
1/17/2022	011722-L	Resolution 2022-04 Setting 2022 Schedule of Fees and Charges	John Yerman	Lisa Yeager	7	0
1/17/2022	011722-M	Resolution 2022-05 Appointment of Liaison to Between Borough and Berkheimer	John Yerman	Todd Rutledge	7	0
1/17/2022	011722-N	Resolution 2022-06 Appointment of Auditor France, Anderson, Basile & CO	Todd Rutledge	Lisa Yeager	7	0

1/17/2022	011722- O	Adjournment of meeting	John Yerman	Lisa Yeager	7	0
-----------	--------------	------------------------	-------------	-------------	---	---