

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
Monday, August 18, 2025
REGULAR MEETING MINUTES
7:30 P.M.

Council Members:

Ron Karboski
Greg Hutchison
Todd Ritter (absent)
Robert Rozak (absent)
Carl Sell
John Yerman
Megan Sell
Ronald Conrad
Pat Armstrong
John Brown (phone)

Mayor:

Solicitor:

Borough Manager:

President Karboski called tonight's meeting to order at 7:30 pm.

1. Barry Isett Report

- a. See (11) New Business Letters (b,c)
- b. Provided update on status of Hickory Street bridge project
 - i. Commenting on the property easement process to date
 - 1. 3 of 4 property owners have been contacted and have agreed to easements. One property owner (Slaski) is still to be contacted
 - ii. Legal is preparing formal easement agreements; exhibits being prepared.
 - iii. The TS & L (identify type of design) plan has been approved.

2. Announcements

- a. None

3. Public Comment

- a. Public
 - i. None
- b. Council Member
 - i. None

4. Presentations/Guest Speakers

- a. None

5. Complaints, Petitions, and Appeals

- a. None

6. Approval of Minutes

- a. August 4, 2025
 - i. Correct minutes to reflect Councilwoman M. Sell for 11(a)(i)
 - ii. Councilman Sell made motion to approve minutes with correction; Councilman Hutchison seconded. Motion passed unanimously (081825-C).

7. Financial Agenda

- a. Treasurer's Report (2nd meeting of the month)
 - i. Councilman Hutchison made a motion to approve the treasurer's report as presented. Councilman C. Sell seconded the motion. Motion passed unanimously. (081825-D)
- b. Approval of Paid Bills Detail report
 - i. Councilman Hutchison made a motion to pay the bills for \$113,873.64. Councilwoman M. Sell seconded the motion. Motion passed unanimously. (081825-E)

MOTIONS: 081825-A /081825-B /081825-C /081825-D /081825-E / 081825-F / 081825-G / 081825-H / 081825-I /081825-J /081825-K

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- ii. Casella acquired Whitetail so name is now Casella Waste Management systems on the bill report. Contract remains the same.

8. Correspondence

- a. Macungie Ambulance
- b. PSAB-MRT Monthly Report

9. Reports

- a. Macungie Institute Manager Quarterly Report
 - i. April 15, July 15, Oct 21
- b. Zoning Monthly Update Report (2nd meeting of the month)
 - i. No report.
- c. Solicitor
 - i. Nothing to report that is not already on agenda.
 - ii. Solicitor will not be at September 2nd meeting.
- d. Macungie Police Department (2nd meeting of the month)
 - i. Discussed arrests within the report
 - ii. Call volume.
 - iii. Provide discussion S Church Street traffic study, speed and enforcement issues. Last study six (6) years ago.
 - iv. Citizen Greg Reinbold asked about N. Chestnut Traffic Study
- e. Mayor
 - i. Wheels of Time
 - ii. School is starting soon-be aware of child safety.
- f. Borough Manager
 - i. Cyber Security Plan
 - 1. Councilman Yerman discussed need to review at some point in future.
 - 2. Threats are targeting municipalities.

10. Unfinished Business

- a. None

11. New Business

- a. Minimum Municipal Obligations for the Uniformed Police, Non-Uniformed DPW, Defined Contribution Pension plans for 2026. Approval of financial requirements for 2026.
 - i. Police Pension \$ 140,031
 - ii. Non-Uniformed \$ 31,681
 - iii. Non-Uniformed Defined Contribution \$ \$2,720
 - iv. Council President Karboski made a motion to approve MMO as detailed. Vice President Hutchison seconded the motion. Motion passed unanimously. (081825-F)
- b. Ordinance 2025-02 (DRAFT) Parking Restriction Ordinance update and authorization of the No Stopping or Standing on Main Street ordinance change.
 - i. PADOT has approved the plan.
 - ii. Definition of no stopping and no standing have been added to ordinance by the solicitor.
 - iii. Macungie PD has no comments and no objections to revision.
 - iv. Signage requirements have been forwarded to DPW for purchase once ordinance is approved.
 - v. Councilman Sell made motion to approve advertising the ordinance; Councilman Yerman seconded. Motion passed unanimously (081825-A).
 - vi. Ordinance is to be placed on the September 2nd agenda for public hearing and potential vote.

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- c. Locust Street Sidewalk Project-discussion/authorization to provide trench drains in lieu of the existing conditions of the pipe under the sidewalk on Locust Street.
 - i. Heim indicated no cost change order.
 - ii. Borough can decide if pipe in sidewalk or trench drain.
 - iii. Trench drains preferred to prevent sidewalk cracking. Each solution has some issues.
 - iv. BIA commented the trench drains do require slightly more maintenance; potential ice/snow can build up in the drain.
 - v. Councilman Sell made motion to approve trench drains; Councilman Yerman seconded. Motion passed unanimously (081825-B).
 - d. Chris Gerber Esq. of Sianna Law (Labor Attorney) firm change to Lamb McErlane PC, West Chester PA effective 8/18/2025. Request to ratify the firm designation Chris Gerber Esq of Lamb McErlane as labor counsel.
 - i. Council President Karboski made a motion to approve Lamb McErlane and Chris Gerber Esq as labor firm and council. Vice President Hutchison seconded the motion. Motion passed unanimously. (08182025-G)
 - e. Michael Hinkle Resignation Planning Commission August 11, 2025.
 - i. Vice President Hutchison made a motion to accept resignation with regrets. Councilman Yerman seconded the motion. Motion passed unanimously. (081825-H)
 - f. Police Officer Isaac Fries-letter of resignation effective 8/13/2025.
 - i. Vice President Hutchison made a motion to accept resignation with regrets. Councilman Yerman seconded the motion. Motion passed unanimously. (081825-I)
 - g. Ashley Rinker Letter of Resignation effective 8/12/2025.
 - h. Vice President Hutchison made a motion to accept resignation with regrets. Councilman Yerman seconded the motion. Motion passed with 4 yay and 1 nay (Councilman Sell). (081825-J)
 - i. Council ended public session at 8:24PM to move to executive session
12. Executive Session
- a. Legal, Personnel, Real Estate
 - i. Council went into executive session at 8:30 PM and returned at XXX PM for personnel matters.
13. Action as a result of executive session
- a. None
14. Adjournment
- a. Councilman XXXX made a motion to adjourn tonight's meeting at 8:40 pm. Councilman XXXX seconded the motion. Motion passed unanimously. (081825-K)

Respectfully Submitted

John A Brown

Borough Manager