

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY JULY 18, 2022
REGULAR MEETING
7:30 P.M.

Council Members:	John Yerman, President (Via Telephone) Greg Hutchison, Vice President Barry Bloch Todd Rutledge Lisa Yeager Carl Sell Ron Karboski
Mayor:	Ronald Conrad
Solicitor:	Patrick Armstrong
Engineer:	Stan Wojciechowski (Absent)
Borough Manager:	John Brown
Assistant to the Manager:	Nina Solivan

Vice President Greg Hutchison called the meeting to order at 7:30 pm.

1. Barry Isett Engineering Report
 - a. Not in attendance
2. Public Comments
 - a. Prior Public Comments to the council – None
 - b. Comments from the audience on non-agenda items – None
 - c. Andrew Smith – Fromm Electric – Presentation – Sound/Lighting/Audio system for the Macungie Institute
 - i. Andrew Smith presented his finding and recommendations on how to improve the lighting system, audio, and audio recording in the Macungie Institute auditorium. The current system that is in at the Macungie Institute is outdated based on newer technologies.
 - ii. Friends of the Macungie Institute were in attendance and brought to the attention of the council that the lights and system in the Macungie Institute now are not that old. Mr. Smith indicated the control of the lighting system would be enhanced with an easier-to-use interface; the lights themselves are adequate.
 - iii. The audio will capture the monthly meetings with greater clarity, making it easier for minutes to be created.
 - iv. The microphone and added speaker system will allow audience/council members to be heard with greater clarity.
 - v. MI coordinator D. Misselbeck requested the conference room have added a/v equipment for meetings.
 - vi. Additional comments were to be forwarded to the Borough Manager.
 - vii. Council is requested to consider and prioritize the needs of MI relative to the presentation for the next council meeting.
 - d. Fire Chief Natysyn
 - i. Discussed events surrounding the recent house fire in the Borough.

MOTION: 071822-A / 071822-B / 071822-C / 071822-D / 071822-E / 071822-F / 071822-G / 071822-H

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- ii. Chief raised a series of concerns related to the updating of hose adapters for hydrant connection and the servicing of fire hydrants around the Borough.
 - iii. Borough Manager Brown will research and develop a proposal to discuss with the Borough Authority.
- 3. Complaints, Petitions, Appeals, and Compliments – None
- 4. Approval of Minutes – July 5, 2022
 - a. Councilman Bloch made a motion to approve July 5, 2022, meeting minutes as written. Councilwoman Yeager seconded the motion. Motion passed unanimously. (071822-A)
- 5. Consent Agenda
 - a. Treasures Report – Councilman Bloch made a motion to approve the Treasures Report. Councilwoman Yeager seconded the motion. Motion passed unanimously (071822-B)
 - b. Approval of the Invoices – Councilman Bloch made a motion to approve the \$115,346.23 invoices. Councilwoman Yeager seconded the motion. Motion passed unanimously. (071822-C)
- 6. Correspondence
 - a. PHMIC Surplus Claim Fund - \$14,390.05 refund – No Comment
 - b. Macungie Ambulance Monthly Report June 2022
 - i. Councilman Karboski asked if Manager John Brown would be interested in offering CPR training to the staff. Mr. Brown said he will discuss it with the staff.
 - c. Campbell, Rappold, and Yurasits, LLP-2021 Financial Audit draft summary – discussed in new business.
 - d. Macungie Police Department Monthly Update (2nd meeting of the month)
 - i. Discussion of events @ July 6, 2022
 - 1. Sargent Kocher commented that all of the cars that were stolen/broken into were unlocked with their keys inside as well as personal valuables. Sargent Kocher also stated all cars that were stolen have been recovered. He also reminded the audience and members of the council to always lock their vehicles.
 - 2. Sargent Kocher stated this incident was part of a larger ring covering 8 departments and 3 states.
 - ii. Request to hire Part-Time Police Officer Louis Cszaszar – withdrawn.
 - iii. Officer Kocher discussed the issue of foxes with mange in the Borough.
 - e. Zoning Monthly Update Report (2nd meeting of the month) – No comments
- 7. Reports
 - a. Solicitor – Nothing to report during this time
 - b. Mayor –
 - i. Mayor Conrad spoke along with Sargent Kocher regarding events that took place in the Borough including the break-in that happened at the Smoke Shop during a house fire. The defendant stole an unidentified amount of product and money.
 - c. Borough Manager

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- i. Assistant to the Borough Manager Nina Solivan explained to the council that the previous Refuse Bid has been retracted. Industry representatives provided market dynamics affecting current contract costs; indicating costs have tripled. A new bid document will be generated addressing some of the industry dynamics and released for bid.
- ii. Borough Manager Brown commented that 79 properties on S. Church St. will need to have their sidewalk repaired.
- iii. Borough Manager Brown raised the concept of creating a program for sidewalk replacement which would include selecting a concrete contractor and offering fixed pricing for residents to participate. A detailed proposal will follow this discussion.
- iv. Borough Manager Brown will create a working plan for training Assistant to the Borough Manager Nina Solivan. Feedback will be provided to the council.

8. Unfinished Business

- a. Carl Sell – sidewalk puddling – BIA investigation
 - i. It has been identified that all sidewalks comply with the Borough’s requirements. Councilman Sell is still concerned with the sloping of the concrete.
 - ii. Pat Armstrong to meet with Carl Sell and Joe Petersen to resolve discussion over building code and zoning ordinances @ sidewalks.
- b. Criterion – no update
- c. Main Street Crosswalk – no update from BIA
- d. In road repair update and discussion – Telco - waiting for dates to make necessary repairs
- e. Borough Hall security enhancements
 - i. Public Works Mike Smith and Borough Manager John Brown are still investigating the cost and the best way to enhance security at Borough Hall.
- f. 109 Race Street cleanout
 - i. Resident will need to contact a contractor and get permits to get complete the work.

9. New Business

- a. Request to hire Part-Time Police Officer Louis Csaszar
 - i. Withdrawn.
- b. Campbell, Rappold and Yurasits, LLP-2021 Financial Audit draft – authorize Borough Manager to approve draft – vote
 - i. Councilman Rutledge made a motion to authorize Borough Manager Brown to approve the draft Financial Audit. Councilman Bloch seconded the motion. Motion passed unanimously. (071822-D)
- c. New Tripoli bank ratifies semi-annual payment of Sewer Loan Invoice
 - i. Vice President Hutchison made a motion to formally approve the payment for the semi-annual payment of the Sewer Loan Invoice in the amount of \$387,808.50. Councilman Rutledge seconded the motion. Motion passed unanimously. (071822-E)
- d. Administration \$1,000 request – New Computer/Monitors - \$1,750.00

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- i. President Yerman made a motion to approve the Administrative \$1,000 request for new monitors and computers for Borough Hall. Councilman Bloch seconded the motion. Motion passed unanimously. (071822-F)
 - e. Columbia Excavating – Streetscape VI – Pay Application #2 \$28,712.42
 - i. Councilman Bloch made a motion to approve the Pay Application for \$28,712.42. President Yerman seconded the motion. Motion passed 6-7. (071822-G)
 - f. Barry Isett – Criterion Engineering review /TPD approval requested
 - i. Reimbursement via escrow agreement with Criterion
10. Executive Session, Personnel matters, real estate
- a. Executive Session commenced at 10:40 PM and ended at 11:23 PM
11. Action as a result of Executive Session – potential vote on a personnel matter, real estate
- a. No action was taken.
12. Adjournment
- a. Councilman Bloch motioned to adjourn tonight’s meeting at 11:25 pm. Councilwoman Yeager seconded the motion. Motion passed unanimously. (071822-H)

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.

Date	Motion #	Motion	Motion Made By	Seconded	# Ayes	# Neys
7/18/2022	071822-A	Approval of the July 5, 2022, meeting minutes	Barry Bloch	Lisa Yeager	7	
	071822-B	Treasurers Report	Barry Bloch	Lisa Yeager	7	
	071822-C	Approval of invoices in the amount of \$115,346.23	Barry Bloch	Lisa Yeager	7	
	071822-D	Approval of Borough Manager Brown to draft Financial Audit	Todd Rutledge	Barry Bloch	7	
	071822-E	Approval of semi-annual payment of Sewer Loan Invoice in the amount of \$387,808.50	Greg Hutchison	Barry Bloch	7	
	071822-F	Administration request for new Planning Commission \$1,750.00	John Yerman	Barry Bloch	7	
	071822-G	Pay application approval for Streetscape VI in the amount of \$28,717.42	Barry Bloch	John Yerman	6	1- Carl Sell
	071822-H	Adjournment at 11:25 pm	Barry Bloch	Lisa Yeager	7	

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