

MACUNGIE BOROUGH COUNCIL  
MEETING MINUTES  
MONDAY, JUNE 20, 2022  
REGULAR MEETING  
7:30 P.M.

**Council Members:** John Yerman, President (Absent)  
Greg Hutchison, Vice President  
Barry Bloch  
Todd Rutledge  
Lisa Yeager  
Carl Sell  
Ron Karboski

**Mayor:** Ronald Conrad

**Solicitor:** Patrick Armstrong (Absent)

**Borough Manager:** John Brown (Via Telephone)

**Assistant to the Manager:** Nina Solivan

Prior to this meeting, an executive session was held at 7:15 P.M. regarding personnel.

1. Vice-President Greg Hutchison called the June 20, 2022, regular meeting to order at 7:30 P.M. at the Macungie Institute.
2. Vice-President Greg Hutchison led the Pledge of Allegiance.
3. **Barry Isett Engineering Report** – Not in attendance tonight.
4. **Public Comment**
  - a. None
5. **Complaints, Petitions, Appeals, and Compliments**
  - a. Mayor Conrad commented on the amazing turnout at the Truck Show held at the Macungie Memorial Park. Mayor Conrad and Councilman Rutledge applauded the Fire Company and all those involved on a job well done.
  - b. Vice-President Hutchison would like to see a Covid Policy put into place.
  - c. Vice-President Hutchison requested a plan be drafted to secure the borough offices.
6. **Approval of the Minutes**
  - a. Councilman Bloch made a motion to approve the minutes from June 6, 2022. Councilmember Yeager seconded the motion. Councilmember Rutledge abstained from the motion. Motion passed. (062022-A)
7. **Consent Agenda**
  - a. Treasurer’s Report--Councilmember Yeager made a motion to approve the treasurer’s report. Councilman Bloch seconded the motion. Motion passed unanimously. (062022-B)
  - b. Approval of invoices as listed – Councilmember Yeager made a motion to approve the invoices as listed in the amount of \$97,178.01. Councilman Karboski seconded the motion. Motion passed unanimously. (062022-C)
8. **Correspondence**
  - a. Macungie Ambulance Monthly Report May 2022. – no comment.
  - b. Friends of the Macungie Institute updated report. – no comment.
  - c. Zoning monthly update report. – no comment.
  - d. Borough Manager Memo – DCED LSA Hickory Street Bridge Grant approval.  
Assistant to Borough Manager Nina Solivan stated the Borough was awarded an LSA Grant of \$50,916.00 for the replacement of the Hickory Street Bridge. The original application was for \$268,601.00. The remaining

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balance for the project requires an additional \$217,685.00. The DCED requires the borough to provide feedback noting that we will “A” provides the additional funding of \$217,685.00, or “B” provide an appropriate reduced scope of work. Barry Isett will attend the next meeting to present options. Council agreed to discuss this item further at the July 5, 2022, meeting.

**9. Reports**

- a. Solicitor – not in attendance tonight.
- b. Mayor – no comment.
- c. Borough Manager – Borough Manager Brown attended tonight’s meeting via telephone. Assistant to Borough Manager Nina Solivan reported on the proposed paving schedule provided by Public Works Supervisor Tracy Smith. The proposed streets for resurfacing are Maple, Hickory Alley, Pine, South Walnut, and Creek. Assistant to Borough Manager Nina Solivan indicated all of the roads may not be able to be completed due to an increase in material costs.

**10. Unfinished Business**

- a. Carl Sell handout of June 6, 2022 – Sidewalk discussion.  
Councilman Sell questioned which chapter of the Borough’s Code of Ordinances takes precedence; the sidewalk chapter or the zoning chapter.  
Council requested Assistant to Borough Manager Nina Solivan reach out to Stan at BIA to give Councilman Sell a call.
- b. Lehigh County Housing Authority – unit inspections by Zoning Officer – no comment.
- c. Curb Painting yellow
  - i. Assistant to Borough Manager Nina Solivan reported on behalf of Tracy Smith, Public Works Supervisor, that the weather and a paint shortage caused a delay in 2021. Public Works obtained a few cans of curb paint last week; however, the stores are still experiencing shortages. Councilmember Yeager concurred that there was a shortage.
  - ii. Assistant to Borough Manager Nina Solivan also mentioned A1 Line Stripping would be in the Borough the last week of June to paint the lines along Main Street.
  - iii. The council insisted A1 be made aware that no paint shall be performed at the crosswalk at Sal’s due to the upcoming crosswalk repairs.
- d. Lease Agreement for parking spaces at 21 Locust St. Parking Lot with LCHA property 22 Locust St.
  - i. Lease signed in December 1999 for (8) spaces; 30-year term- No comment.
- e. Lumber Street Lights
  - i. Mounting base update – Borough Manager Brown indicated that PPL approved reducing the size of the structure. Council gave the okay for Public Works to make the adjustments as per Councilman Rutledge’s motion previously made on May 16, 2022.
  - ii. The council also discussed in detail the Lehigh Street Lights. Borough Manager Brown noted the original motion to purchase the 8 LED Amerlux retrofit lights from Schadler Yesco for \$6,112.00 was previously approved at the March 7, 2022, meeting. All of the council agreed that Mike Smith could move forward with purchasing the lights.
  - iii. Joe Peterson to provide an assessment of line-of-sight per Macungie Borough Zoning Ordinance. Zoning Officer Peterson provided a report to the council outlining Section 345-11 Application of Regulations; Municipal Exceptions; Item C. Assistant to Borough Manager Nina Solivan read the report as follows, “This zoning ordinance shall not apply to uses or structures owned or operated by

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Macungie Borough for uses and structures that are intended for public utility, stormwater, public recreation, public health, and safety, or other legitimate municipal governmental purpose.”

- iv. Update to be provided on July 5, 2022, meeting
- f. Main Street Crosswalk update
  - i. In road light repair; waiting on Telco labor quote  
Councilman Sell stated the Borough should not be responsible for any costs associated with the installation of the lights in the crosswalk as the original lights were defective. Councilwoman Yeager concurred.
- g. Streetscape bump out(s) vegetation
  - i. Council would like to hold a workshop with the volunteers who are in charge of their specific bump out.
  - ii. Many bump-outs are not planted with the correct plants, shrubs, and or river rock.
  - iii. Council requested Manager John Brown to meet with Public Works Supervisor Tracy Smith to develop a plan.
- h. PA DOT Agreement restricting bump-out changes for 10 years – no update
- i. Multi-modal grant application due July 31, not May 31 as originally communicated – no comment
- j. Vice-President Hutchison inquired as to having the Borough Manager Brown as an authorized signatory for Borough Checks.
  - i. Resolution 2022-03 states that Council President, Council Vice-President, Borough Manager/Secretary/Treasurer, and Borough Clerk/ Assistant Treasurer are the official appointed signatories for the Borough.
  - ii. Borough Manager Brown commented that he would like the council to draft a policy when it is permissible to sign.
  - iii. Councilmember Yeager requested Solicitor Pat Armstrong create a document when it is acceptable for Borough Manager John Brown to sign checks.

**11. New Business**

- a. Macungie Police Department MOU/CBA @ Pension
  - i. Councilmember Rutledge made a motion to approve option number (3) three as stated in the Memorandum of Agreement – For all future retirees, the pension will include a COLA beginning at age 63 for the retired officer, with the COLA beginning equal to the Philadelphia CPI-U with a cap of 2.5% per year and a maximum COLA of 30%. The existing COLA language in the current CBA shall be eliminated. Councilmember Yeager seconded the motion. Motion passed unanimously. (062022-D)
  - ii. Assistant to Borough Manager Nina Solivan indicated item (2) two listed on the MOA should read December 2021 and not December 2022.
  - iii. The terms of the agreement shall be written into a new CBA and signed by Council President John Yerman.
- b. DPW \$1,000 Request- Trash Pump replacement
  - i. Councilmember Yeager made a motion to approve the Trash Pump replacement in the amount of \$1,265.00. Councilman Bloch seconded the motion. Motion passed unanimously (062022-E)
- c. DPW \$1,00 Request – Replacement of the No. 1 Booster Pump/ Motor Assembly in the Vine Booster Station
  - i. Councilman Bloch made a motion to approve the Replacement of the Booster Pump in the amount of \$8,175.00. Councilmember Yeager seconded the motion. Motion passed unanimously. (062022-F)

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- d. DPW \$1,000 Request – Flagger Force for repairs to the water main on N. Chestnut Street.
  - i. Councilman Bloch made a motion to approve Flagger Force as traffic control during the repairs to the water main on N. Chestnut Street. Councilman Karboski seconded the motion. Motion passed unanimously. (062022-G)
- e. DPW \$1,000 Request – Ross Altitude Valve
  - i. Councilman Bloch made a motion to approve the Ross Altitude Valve in the amount of \$1,422.84. Councilman Karboski seconded the motion. Motion passed unanimously (062022-H)
- f. Colliers Engineering – Highway Occupancy Permit Application Approval – Estates at Brookside – Resolution 2022-14 authorizing John Brown as application signatory.
  - i. Councilman Karboski made a motion to approve John Brown as the application signatory. Councilmember Yeager seconded the motion. Motion passed unanimously. (062022-I)

**12. Executive Session**

- i. No Executive Session was held during the meeting.

**13. Action as a result of Executive Session**

- i. None.

**14. Adjournment**

- i. Councilman Bloch made a motion to conclude tonight’s meeting at 9:05 P.M. Councilmember Yeager seconded the motion. Motion passed unanimously. (062022-J)

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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.*

<b>Date</b>	<b>Motion #</b>	<b>Motion</b>	<b>Motion Made By</b>	<b>Seconded</b>	<b># Ayes</b>	<b># Neys</b>
6/20/2022	Approval of June 6, 2022 Meeting Minutes	062022-A	Barry Bloch	Lisa Yeager	5	1- Rutledge Abstained
	Approval of Treasurers Report	062022-B	Lisa Yeager	Barry Bloch	6	0
	Approval of invoices in the amount of \$97,178.01	062022-C	Lisa Yeager	Ron Karboski	6	0
	Macungie Police MOU/CBA Pension	062022-D	Todd Rutledge	Lisa Yeager	6	0
	DPW \$1,000 Request- Trash Pump Replacement in the amount of \$1,265	062022-E	Lisa Yeager	Barry Bloch	6	0
	DPW \$1,000 Request- No.1 Booster Pump Replacement in the amount of \$8,175	062022-F	Lisa Yeager	Lisa Yeager	6	0
	DPW \$1,000 Request- Repairs to water main on N. Chestnut	062022-G	Barry Bloch	Ron Karboski	6	0
	DPW \$1,000 Request- Ross Altitude Valve	062022-H	Barry Bloch	Lisa Yeager	6	0
	Highway Occupancy Permit Application Approval of John Brown	062022-I	Ron Karboski	Lisa Yeager	6	0
	Adjournment at 9:05 pm	062022-J	Barry Bloch	Lisa Yeager	6	0