

CALL TO ORDER

President Chris Becker called the June 04, 2018, meeting of Macungie Borough Council to order at 7:30 p.m. in Macungie Institute, 510 E. Main Street, Macungie, PA.

ATTENDANCE

Council Members:	Alma Akinjiola
	Chris Becker
	Barry Bloch
	Greg Hutchison
	Roseann Schleicher
Mayor:	Ronald Conrad
Borough Manager:	Chris L. Boehm
Solicitor:	Patrick Armstrong
Administrative Assistant:	Selma Ritter
Absent:	Marvin Moyer
	John Yerman

President Becker opened the meeting by announcing there will be an executive session, Tuesday, June 5, 2018 at 6:30 p.m. at the Macungie Institute on a personnel matter.

PUBLIC COMMENTSa. Prior Public Comments to Council.1. Residents in Village Walk Development re: request for parking regulation(s).

President Becker gave a brief history on the request for parking restrictions in the Village Walk Development (the "Development"). Residents of the Development circulated two (2) petitions, requesting the restrictions, and submitted the petitions to the Borough Planning Commission for action. The matter was discussed before the Borough Planning Commission and they drafted proposed changes to Chapter 329 of the Vehicle and Traffic Code. After the draft was completed, they made a recommendation to have the petitioners review the draft, before sending before Borough Council.

Council Member Schleicher stated that the development name is Brookfield Townhouse Development, not Village Walk Development, as referred to in the draft. She noted "Village Walk" is the name of the street and "Brookfield Townhouse" is the name of the development.

Solicitor Armstrong stated a "commercial vehicle" is defined in the Pennsylvania Vehicle Code. He will distribute the definition. Borough Manager Boehm stated that the definition of "Commercial Vehicle" in the draft is for the entire Borough, not just the Development. Solicitor Armstrong noted that Chapter 329 of the Code is for the entire Borough. President Becker asked Solicitor Armstrong to revise the draft to isolate the Development and not include the entire Borough.

Council Member Hutchison questioned where the 10' vehicle height came from. President Becker stated the Planning Commission included it in the draft, in response to the petitions. The 10' height restriction is limited to the Development only, not the entire Borough.

Council discussed limiting the restrictions to certain streets, such as Brookfield Drive and Village Walk Drive, instead of the entire Development.

Council discussed whether signage would be needed in the Development, for the restrictions to be enforced by the Macungie Police Department ("MPD"), as they do not want to enforce violations without signs. They discussed the amount of signs that would be required, where to place them and the cost for the signs. President Becker noted that signs are not placed on every street in the Borough with the rules and regulations, i.e., no littering. Solicitor Armstrong commented that notice must be given to residents, to inform them of the changes. Concern was expressed about how much signage is on the streets and their attractiveness. President Becker stated the Borough does not want to become the Borough of signs, when other municipalities do not have to have them to enforce violations.

Solicitor Armstrong recommended the matter go back to the Planning Commission for revision; he will send an email with his comments and suggestions. Borough Manager Boehm will discuss the matter with Zoning Officer Nicholson.

b. Comments from the Audience on non-agenda items.

1. Amy Resh, Library Director, - Emmaus Public Library construction update.

Ms. Resh discussed the library's upcoming events, community outreaches and construction updates. She noted that 1,272 Macungie residents have an Emmaus Library card, which is approximately 41% of the Borough. Some of the ways the library is working to increase the amount of members by visiting elementary schools in the East Penn School District and informing the children who their library is, having an event with Macungie Pool and they are attending the Macungie Farmers Market as a non-profit. Ms. Resh also discussed other past and upcoming events, which can be found on their website at <http://www.emmauspl.org/>.

She also gave a construction update for the expansion project. The project is on schedule and is tentatively scheduled to be completed in October 2018. She expressed appreciation to everyone in the community that helped make the project possible.

2. Matthew Szuchyt, Local Government Liaison - Senator Patrick Browne's Office.

Mr. Szuchyt attended tonight's meeting to listen to Borough business and report back to Senator Brown any state related issues or concerns that the Borough may have.

President Becker noted Senator Browne attended the Macungie Memorial Day Ceremonies. Mr. Szuchyt will be scheduling an appointment between the Senator and Council to discuss traffic enhancement grants.

COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS.

Council Member Schleicher thanked everyone who volunteered with the Macungie Memorial Day Ceremonies. She noted that there were more attendees than in previous years. She thanked the Macungie V.F.W. Post 9264, Macungie Volunteer Fire Department, Macungie Police Department, the Scouts and everyone else that was involved in making the ceremony successful.

Council Member Hutchison mentioned witnessing Officer Todd Bernhard help a person cross Main Street/Route 100, who was having difficulty crossing due to a large volume of traffic. He also expressed concern about traffic, traveling south on Main Street/Route 100, backing up past the railroad tracks at Race and Main Streets, due to a red signal at the traffic light at Church and Main Streets. When this happens, some vehicles stop on the railroad tracks. At times, the gates go down for a train to come through and vehicles are between the gates. Council noted that vehicles should never stop on railroad tracks. They will look into posting a sign at the tracks. Solicitor Armstrong suggested contacting Barry Isett & Associates regarding the matter. He also noted that the *Pennsylvania Motor Vehicle Code* specifically states that vehicles are not to stop on railroad tracks.

President Becker noted the Question and Answer section of the Pennsylvania Borough News, *June 2018 Edition*, which stated the Robert's Rules of Order states a council member can change their vote only at the same meeting where he or she voted and before the secretary announces the results of the vote.

APPROVAL OF MINUTES

a. May 21, 2018 meeting – Mayor Conrad asked for a change to language relating to the robbery at the 7-11 Store in Emmaus Pennsylvania. He requested adding the words “assisted in apprehending” to Sgt. Kocher’s assistance in the apprehension.

Council Member Hutchison made a motion to approve the May 21, 2018 minutes, with Mayor Conrad’s change, second by Council Member Schleicher. Motion carried: 5 ayes.

CONSENT AGENDA

a. Treasurer’s report of May 31, 2018 – Council discussed the report. Borough Manager Boehm and President Becker discussed some of the benefits that the Borough received from partnering with New Tripoli Bank.

Council Member Akinjiola made a motion to accept the May 31, 2018 Treasurer’s Report, second by Council Member Schleicher. Motion carried: 5 ayes.

b. Approval of invoices as listed totaling \$91,734.47 – After Council discussed the invoices on the June 9, 2018 Consent Agenda, Council Member Schleicher made a motion to approve the June 9, 2018 Consent Agenda invoices, second by Council Member Hutchison. Motion carried: 5 ayes.

CORRESPONDENCE

- a. Carl Sell, Jr., re: letter of interest for Zoning Hearing Board. Mr. Sell has 40 years of experience working in the construction field and has been self-employed as a general contractor for the past 10 years.
- b. Borough of Macungie Financial Statements, dated December 31, 2017. No action taken. Item was carried to the next Council meeting, on June 18, 2018.
- c. Municipal Retirement Trust, Reports. Council discussed the reports. No action was taken.
- d. Public Works Monthly Report May 2018. Borough Manager Boehm met with Public Works Supervisor, Tracy Smith, and asked for the Public Works Department (“PWD”) employees to write monthly reports, as they did in the past, so Council knows what projects they are working on.

President Becker noted Public Works employee Ryan Keiser did not report sewer work on his report, for the past month. He commented he would like Employee Keiser to become more knowledgeable at reading sewer videos, so he can read them for the Borough once the Sewer Inspection Ordinance is adopted.

The monthly reports from the Public Works Department can be obtained by the public through Right-To-Know, since they are part of the Council meetings.

- e. Stone Hill Meadows, re: Waiver Request for Time Extension. A Waiver of Procedural Time Requirement was submitted, seeking to extend the applicable time limit to July 29, 2018.

REPORTS

- a. Solicitor

1. Fire Company reimbursement of costs for 5/1/2018 spill. Solicitor Armstrong sent a letter to the representative of Precise Drilling, with accompanying invoices, seeking reimbursement for cleanup costs for the spill at the RRX, located near Race and Main Streets. After speaking with a representative from their company, he believes they will pay it.

2. Turkey Hill Liquor License Appeal. Solicitor Armstrong filed a response to Turkey Hill’s appeal and has been in communications with their attorney. Council will hold an executive session tonight on the matter.

3. Easements for Authority project under Mountain Creek. Solicitor Armstrong gave a brief history of the two (2) easements needed for the Water Authority’s project under Mountain Creek, which will affect properties at Walnut Street (at the Macungie Volunteer Fire Department) and at Poplar Street (property owned by Kevin Wachter).

Solicitor Armstrong received correspondence from the Macungie Volunteer Fire Department's (MVFD) attorney requesting an additional provision be added to the easement for free water and sewer, in exchange for the easement, as long as the property is being used for the MVFD. Council discussed the proposal. Solicitor Armstrong suggested entering a reasonable limitation amount, based on their current normal usage amount.

Borough Manager Boehm stated that the work needs to be done as soon as possible, to be compliant with the terms of the loan. She noted that the work was scheduled to be completed in the fall of 2017, but cannot be done until the easement issues are resolved.

Pipes already installed at the easement locations suggest an easement was previously signed. Barry Isett & Associates discovered old easements recorded at the Courthouse, but they need to be updated, due to discrepancies in the old easements. President Becker stated that the MVFD gave verbal approval for the easement in the past.

Council discussed the possibility of agreeing to free water and sewer for a certain amount of time, which they determined they are not in agreement to. Concern was expressed that the MVFD would over use water and sewer, if free, on items such as training. They also discussed 25% of the water and sewer at the building being used for alternative means, other than the MVFD, i.e. hall rentals.

Solicitor Armstrong will discuss the possibility of a temporary construction easement with the MVFD attorney, so Council can proceed with the project.

b. Mayor

1. The Macungie Police Department (MPD) had the Speed Board out on Walnut Street and South Church Street. They will continue to use it in other locations.

Borough Manager Boehm commented on the reports that were generated from the Speed Board were very informative and interesting.

2. The Pennsylvania State Police will not come into the Borough and help catch speeding violators. Mayor Conrad will contact the Commander at the Fogelsville State Police to inquire if they would consider placing officers just outside the Borough limits, at Mountain Road, Buckeye Road, etc., to have more of a presence.

Mayor Conrad commented that Pennsylvania is the only state that does not allow local police to use radar. He asked Council and the public to contact Senator Bowne's office and ask them to pass a bill to allowing local police to use radar. Mr. Szuchyt stated that Pat Browne's office is a co-sponsor for the bill.

3. Brownie Scout Troop #690 visited the MPD. They brought handcrafted thank you cards and Girl Scout cookies. The officers were very appreciative of their thoughtfulness.

4. The MPD was invited to Shoemaker Elementary School for their color run. Officer Michael Mullen attended and helped ensure safety.

5. A young couple thanked Council for the improvements along Main Street/Route 100. The improvements make them feel safer, when walking through the Borough. They find it easier to navigate the Main Street area.

With media reports of major incidences at schools in other states, President Becker suggested the MPD reach out to local schools to help students feel safer, when attending school, and possibly help them make an emergency plan.

c. Borough Manager

1. Executive Session: Tues. June 5th at 6:30 p.m. at the Macungie Institute relating to personnel. She reminded Council of the Executive Session tomorrow.

2. Authorization to sell surplus Borough property. Council approved selling the surplus property at the last Council meeting on May 21, 2018, but Borough Manager Boehm is asking for authorization to sell the scales and flower pots. The scales can be sold, contingent upon the Police Department's approval.

Council Member Akinjiola made a motion to sell the truck weight scales, contingent upon the Police Department's approval, and two (2) flower pots, second by Council Member Schleicher. Motion carried: 5 ayes.

Borough Manager Boehm will discuss selling the water meters with the Borough Water Authority.

3. Regional Comprehensive Plan Implementation Agreement ("RCPIA"). Borough Manager Boehm gave a brief history of the RCPIA, which all municipalities are required to adopt. For the past three (3) years, the Borough worked with five other local municipalities on updating the regional comprehensive plan. Recently, the Borough of Emmaus ("Emmaus") voted not to sign the implementation agreement. She asked Solicitor Armstrong where other municipalities stand, without Emmaus joining. Solicitor Armstrong suggested that Emmaus, and other municipalities, look at the amount of grant monies that were provided and what requirements they agreed to, before deciding to not sign an implementation agreement. He also suggested that other municipalities reach out to Emmaus to inquire what the issue(s) were for them deciding not to sign the agreement, what they would like changed and ask them what other municipalities could do to help change their stand.

Council expressed their disappointment with Emmaus not participating and the benefits of other municipalities participating. Council Member Hutchison questioned if there is any accountability/penalty to Emmaus for backing out of the agreement. Council discussed the pros and cons of them not signing the agreement.

Borough Manager Boehm suggested meeting with Emmaus to try to work with them to change their decision and educate them on the RCPIA process. President Becker suggested writing Emmaus a letter. Mr. Szuchyt suggested asking the Lehigh Valley Planning Commission (LVPC) to attend the meeting with Emmaus, if one is scheduled. As professionals, the LVPC could better answer questions and educate the municipalities on the process. Council then discussed different ways to try to get the plan implemented.

Solicitor Armstrong offered to contact Solicitor Dimmich to discuss the matter, but Council suggested trying to schedule a meeting with Emmaus first. If Emmaus is not in favor of a meeting, Council will discuss having Solicitor Armstrong contact Solicitor Dimmich.

4. Inter Municipal paving assistance. Council discussed the Borough Public Works Department (“PWD”) doing large and small paving projects within the Borough and helping other municipalities. They noted the PWD not having enough time to do other Borough projects, due to working on paving projects inside and outside of the Borough. They also discussed the costs associated with the Borough PWD doing paving projects. Borough Manager Boehm suggested having larger paving projects outsourced and the PWD doing smaller paving projects inside the Borough.

Council discussed other municipalities not wanting to sign an inter-governmental agreement for paving projects. They also discussed concerns/issues with the Borough PWD doing paving projects, i.e., liability for projects, other projects not getting done, costs for maintaining equipment, and the costs for outsourcing versus paving in house.

President Becker discussed the amount budgeted for paving projects and the bid process for outsourcing the project(s). He stated that if all of the budgeted monies are not used during the budget year, the monies could be used on other projects under the 10-year capital plan.

Council decided that the PWD will not be involved with larger paving projects, inside or outside of the Borough. The paving machine and roller will not be loaned out to other municipalities or sold, so it can be used for patching projects in the Borough. Borough Manager Boehm will contact other local municipality managers to discuss Council’s decision and reasoning.

5. Credit Card Scanners. She reported that the scanners are now functioning at Borough Hall. Each credit card payment is subject to a third-party fee, which is generated by the vendor and not the Borough. The fee is not deducted from the amount charged; it is in addition to the amount charged, similar to an ATM fee. The Borough does not receive the fee, it goes directly to the third-party vendor for use of the service. She stated that during the last year, \$50,000 worth of credit card payments were made online.

6. Insurance Surplus. When the Borough prepared the 2018 budget, they were not scheduled to receive a dividend. However, they received a check for approximately \$21,000 from the insurance company for the dividend. This amount represents 75% of the dividend due the Borough for 2017.

d. Committees. None.

UNFINISHED BUSINESS – PART I – None.

UNFINISHED BUSINESS – PART II

a. Main Street Streetscape Phase 1

1. Approval of applications #9 & #10 for payment. Borough Manager Boehm noted that Application #9 included \$778.40, which was already paid as a Fund 99 item. The current amount due is \$55,360.68, not \$56,139.08 as stated on the Application for Payment.

Council Member Schleicher made a motion to approve Application #9 to Marino Corporation, in the amount of \$55,360.68, second by Council Member Akinjiola. Motion carried: 5 ayes.

Council did not approve Application #10, because the Borough has not confirmed the charges listed. Payment of Invoice #10 was tabled until the next Council meeting.

2. Approval of TPD Invoice #04. Council Member Schleicher made a motion to approve payment of TPD Invoice #4 in the amount of \$10,290.00, second by Council Member Hutchison. Motion carried: 5 ayes.

b. Main Street Streetscape Phase 2.

1. Appointment of Construction Inspection Services from RFQs. In accordance to PennDOT regulations, letters were sent to six (6) engineering companies, requesting a Statement of Qualifications. Three (3) companies responded: (1) Traffic Planning & Design, Inc., (2) Michael Baker International, and (3) Navarro & Wright Consulting Engineering, Inc.

After Council discussed their options, the selection process and the engineering firm's qualifications, they rated the engineering firms, in the following order: (1) Traffic Planning & Design, Inc., (2) Michael Baker International, and (3) Navarro & Wright Consulting Engineering, Inc.

Council Member Becker made a motion to approve Traffic Planning & Design, Inc., second by Council Member Schleicher. Motion carried: 5 ayes.

The decision to approve Traffic Planning & Design as the engineering firm for the Phase 2 Main Street Streetscape Project was made on their qualifications and not cost, which is in accordance to the PennDOT requirements.

Borough Manager Boehm will draft a letter to PennDOT, ranking the firms and stating who they selected and why.

c. Sewer Ordinance Amendment for sewer lateral inspections. Borough Manager Boehm and Harry Garman, from Barry Isett & Associates, met to discuss the Sewer Ordinance Amendment. They discussed when the properties should be inspected. Borough Manager Boehm questioned if they should be inspected, with a video, at the time the property is sold and constructed. President Becker commented that properties being constructed are very regulated according to today's standards, so it is not necessary to inspect at the time of construction. Borough Manager Boehm then suggested inspections at the time of sale or a change in use. Solicitor Armstrong noted that the current Ordinance states instances of inspecting are at the time a property is conveyed (sold or transferred) to a new owner or when the Borough is doing significant work on a main and an issue is observed or known.

Engineer Garman reviewed the proposed sewer inspection ordinance and made some suggestions, which Borough Manager Boehm drafted into a Memorandum, dated May 31, 2018. Using the suggestions listed in the Memorandum, Council discussed the Time of Inspection: Council agreed it would be good to inspect a property at the time of sale and/or when there is a change in use from residential to commercial. A Notice of Required Inspection would need to be given by the Borough to the property owner, to inform them an inspection is required. Council decided against inspecting at the time of new construction and/or installation of additional plumbing facilities based on the number of fixtures. Inspection Procedures: Council agreed that property owners will be required to hire a Licensed Master Plumber, qualified to provide video inspections, the sewer lateral must be cleaned prior to the video inspection, at the beginning of each video the contractor shall state the address of the property and take a photograph of the property, a copy of the video inspection shall be submitted to the Borough Manager. Language will be added to the Ordinance regarding fees for the engineer's review time and inspection for sump pump and downspouts connected to the sewer. Council decided against the video being valid for a period of six (6) months from the date of inspection. It will only be done at the time of sale or change of use and will not have an expiration time. Definitions: Council agreed to the definition of a "Video Inspection" as a Closed Circuit Television (CCTV) inspection performed in accordance with the National Association of Sewer Service Companies' (NASSCO) Lateral Assessment Certification Program. Council decided against the definition of Licensed Master Plumber as a plumber who has a current Master's License from another jurisdiction. Other jurisdictions include, but, are not necessarily limited to, Lower Macungie Township or the City of Allentown.

Council also decided against using the proposed Sewer Lateral Compliance Certificate, which was attached to the Memorandum, due to possible liability issues that could arise for issuing such a certificate. However, Council wished to incorporate the DVD Requirements listed on the proposed Sewer Lateral Video Inspection Report, which was also attached to the Memorandum, into the proposed Sewer Ordinance. The requirements included: video in color and image clear, show address of property on continuous video, show date and time stamp on video, clearly show cleanout or access point, running foot or time marker visible, briefly stop at joints to show integrity, identify where building drain ends and sewer lateral begins, show lateral from structure to Borough main connection, and write date and address of property on DVD.

At this time, no fee will be set for the review time of the video and/or report. However, language will be added to the proposed ordinance to reserve the right to include fees at a later time, if desired.

President Becker questioned if the videos need to be viewed by an engineer. Borough Manager Boehm said Engineer Garman, from Barry Isett & Associates, agreed an engineer does not have to review them. President Becker suggested Ryan Keiser, from the Borough PWD, view the videos. A copy of the videos will be kept in the property file at Borough Hall.

Borough Manager Boehm inquired how a property owner would know the property passed inspection, if the Borough does not provide something in writing to them, i.e. a certificate of compliance. Council and Solicitor Armstrong discussed giving them something in writing and decided it would be better not to give anything in writing, to avoid any possible misrepresentations of what a written document could incorrectly imply. Then, they discussed how the proposed Sewer Ordinance would be enforced. Solicitor Armstrong stated that it would be enforced the same way as any other Ordinance.

Council Member Akinjiola questioned who would be responsible for the inspection and/or repairs, if the property was foreclosed upon. Foreclosure properties are usually taken back by a bank, who then owns the property. Therefore, the Bank would be responsible for the inspection and/or repairs.

Solicitor Armstrong will incorporate all of the requested changes from Council into the proposed Sewer Ordinance and circulated the revised version prior to the next Council meeting.

d. Residential Rental Ordinance - Establish Fees and Inspector. This item will be carried to the next Council meeting, on June 18, 2018, which Solicitor Armstrong will attend for the discussion. In the meantime, Solicitor Armstrong will contact Attorney Lee Stivale (attorney for several landlords in the community).

NEW BUSINESS

a. Zoning Hearing Board letter of interest. Mr. Sell will need to complete training, in October 2018, to be considered for the position. Borough Manager Boehm will inquire if the training is free or at a cost. Council discussed who would pay for the training, if there is a cost. This item will be carried to the next Council meeting, on June 18, 2018.

b. Award for 2018 CIPPL Bid. Six (6) bids were received for the 2018 CIPPL project. The lowest base bid, with alternate, was from National Water Main Cleaning Co., for the bid amount of \$271,005.80.

Barry Isett & Associates recommended the Borough accept the bid for the 2018 CIPPL Lining Project, including the alternate bid, from National Water Main Cleaning Co. and award the contract to them in the amount of \$271,005.80, contingent upon them supplying all the required documentation prior to executing the Agreement.

Council Member Hutchison made a motion to approve National Water Main Cleaning Co. as the bidder for the 2018 CIPPL Project, for the base and alternate bid, in the amount of \$271,005.80, second by Council Member Schleicher. Motion carried: 5 ayes.

c. Resolution 2018-12, Langan Traffic Signal Approval at Route 100 & Chestnut Street. Resolution 2018-12 was generated by Stone Hill Meadows Development ("Stone Hill") because they need permission from PennDOT to make timing changes to the lights on Main Street/Route 100. Council expressed concerns of the Resolution interfering with Borough project(s), which may include this traffic light. Resolution 2018-12 was tabled, until more information is received.

d. Resolution 2018-13, Langan Traffic Signal Approval at Route 100 & Church Street. Same discussion and concerns as discussed for Resolution 2018-12 above. Resolution 2018-13 was tabled, until more information is received.

e. Resolution 2018-14, Awarding Sale of 1990 Leaf Machine. Jim Cox was the highest bidder, in the amount of \$3,313.00, which was above the reserve bid amount. Council Member

Hutchison made a motion to award the sale of the 1990 Leaf Machine bid to Jim Cox, in the amount of \$3,313.00, second by Council Member Schleicher.

Roll Call Vote:	Akinjiola – aye	Becker – aye
	Bloch – aye	Yerman – Absent
	Schleicher – aye	Hutchison - aye

Motion Passed.

f. Resolution 2018-15, Sale of 1994 Chevy Pickup Truck. Christopher Hayden was the highest bidder, in the amount of \$1,950.00. Council Member Hutchison made a motion to award the sale of the 1994 Chevy Pickup Truck bid to Christopher Hayden, in the amount of \$1,950.00, second by Council Member Akinjiola.

Roll Call Vote:	Akinjiola – aye	Becker – aye
	Bloch – aye	Yerman – Absent
	Schleicher – aye	Hutchison - aye

Motion Passed.

g. Sale of 2001 Case Backhoe. The sale was postponed, due to the highest bid not meeting the minimum bid reserve of \$20,000.00. The sale will be re-advertised on Municbid with a reserve amount of \$18,000.00.

Council questioned if Borough Manager Boehm could contact the highest bidder to negotiate a higher price. She informed Council that she is unable to see the bidders contact information, if the bids do not meet the reserve amount because Municbid considers that an unsuccessful bid.

h. Request for Advance #1 – Sewer Financing Project – Phase 1. Borough Manager Boehm submitted an application for reimbursement from the PA Small Water Sewer Grant relating to the 2017 Sewer Lining Project, which required a 15% match. As of June 4, 2018, the 15% match amount totaled 66,702.53, which was paid by the Borough.

Solicitor Armstrong questioned if the money was drawn before or after the bills were paid. They were paid before Request for Advance #1 was submitted. He suggested the money be drawn from the loan before paying the bills, then using the money to pay the bills, to provide a better paper trail of the money, for accounting purposes. Going forward, when a bill arrives, Borough Manager Boehm will draw the money from the loan, then pay the bill from the loan money. Borough Manager Boehm noted that to make this method work efficiently, Council will need to give written approval, via email, prior to Council meetings, to draw the money from the loan, so the bills could be paid on time.

Solicitor Armstrong will view the loan note to ensure the proper process for drawing on the loan.

Council Member Becker made a motion to approve Advance #1, subject to Solicitor Armstrong viewing the note and confirming no issues were found, in the amount of \$66,702.53, second by Council Member Akinjiola. Motion carried: 5 ayes.

i. Stone Hill Meadows, re: Waiver Request for Time Extension. Council Member Becker made a motion to accept Stone Hill Meadows waiver request for a time extension to July 20, 2018, second by Council Member Hutchison. Motion carried: 5 ayes.

ITEMS NOT ON AGENDA - None.

EXECUTIVE SESSION – Council President Becker called for an executive session at 10:15 p.m. to discuss a litigation matter relating to Turkey Hill’s Appeal of the denial to transfer Liquor License #E4682 by Turkey Hill into the Borough of Macungie from South Whitehall Township.

The Borough Council meeting reconvened from the executive session at 10:55 p.m. No items were reported and no action was taken.

CLOSING COMMENT

President Becker asked the Council Members to consider the Marino Corporation Application #10, prior to the next meeting. He commented that Invoice #10 is for \$139,742.11, which is over the amount allotted in the 2018 budget, and Council should consider a plan for the funds to cover the invoice.

ADJOURNMENT

Hearing no further business to be brought before Borough Council, a motion was made by Council Member Hutchison, to adjourn the meeting at 10:58 p.m., second by Council Member Schleicher. Motion carried: 5 ayes.

Respectfully submitted,

/s/ *Selma Ritter*

Selma Ritter
Administrative Assistant