

EXECUTIVE SESSION #1

Council President Becker called for an executive session at 6:00 p.m. to discuss a personnel matter, prior to the Council Meeting beginning. No action was taken at that time.

ATTENDANCE

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

CALL TO ORDER

President Chris Becker called the March 5, 2018, meeting of Macungie Borough Council to order at 7:32 p.m. in Macungie Institute, 510 E. Main Street, Macungie, PA.

INTRODUCTION OF NEW PART-TIME POLICE OFFICER - Daniel Wiedemann.

Officer Wiedemann introduced himself to Borough Council and the public. His impressive qualifications included retiring as Captain from the Allentown Police Department, after serving for over 21 years and working his way through the ranks. During his career with the Allentown Police Department, he also served as head of the Traffic Division and was Co-Coordinator for the Lehigh County D.U.I. Task Force.

PUBLIC COMMENTS – None.

President Becker mentioned the stop bars in the Village Walk Drive development will be painted.

Council Member Bloch asked who is responsible to maintain the mailboxes in the Village Walk Drive development, as some require replacement or repair. The post office is responsible for their maintenance.

COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS

Council Member Schleicher distributed a draft letter to Pennsylvania State Representative Ryan McKenzie, which requested new legislation be drafted to include removal of absentee Council Members from the Board. President Becker suggested turning the draft letter into a proposed Resolution to present to Pennsylvania State Representative Ryan McKenzie. The proposed Resolution, would be asking them to do something about the issue, not to enact termination of absentee Council Members.

Council discussed asking the Pennsylvania State Association of Boroughs (PSAB) to advertise the proposed Resolution to seek other municipalities' interest, which would gain greater support. Annually, the PSAB publishes an article seeking what issues municipalities would like pursued.

President Becker mentioned that he will be attending the Municipal Police Department Supervision and Oversight class on April 5, 2018 from 9:00 a.m. to 3:30 p.m. and felt it would be beneficial for other Council Members to attend. The cost is \$150.00, which Council Members would have to pay themselves.

Council Member Hutchison asked who would be maintaining the trees, after they are planted. He stated that at another Council Meeting it was not yet determined. He asked if the Shade Tree Committee was still an active unit or if it disappeared. Borough Manager replied that the Shade Tree Ordinance is still in place, but, at this time, no one is appointed to the Commission.

President Becker informed Council Member Hutchison that the trees will be discussed at the upcoming public workshop on March 26, 2018, along with other questions and concerns that were asked by the public at the January 22, 2018 Council Workshop Meeting.

President Becker then inquired if a City Sprite tree could be planted by the West End Trail walking trail as a reference, to see how they would look and grow on Main Street. The Lions Club expressed interest in donating the tree. Council will ask them if they are still interested in donating the tree.

#### APPROVAL OF MINUTES

a. February 20, 2018 – Council Member Schleicher made a motion to approve the February 20, 2018 minutes, with one correction of adding Council Member Schleicher to the Administration and Personnel Committee, second by Council Member Akinjiola. Motion carried: 6 ayes.

#### CONSENT AGENDA

a. Treasurer's Report of February 28, 2018 – Council Member Yerman made a motion to approve the February 28, 2018 Treasurer's Report, second by Council Member Akinjiola. Motion carried: 6 ayes.

b. Payment of invoices as listed totaling \$150,721.66 – Council Member Schleicher made a motion, to approve the invoices for the March 6, 2018 Consent Agenda, second by Council Member Bloch. Motion carried: 6 ayes.

#### CORRESPONDENCE

a. Municipal Retirement Trust, re: January 2018 Monthly Report of Municipal Net Assets - for Non-Uniform Defined Benefit Pension. No action.

- b. County of Lehigh Office of Assessment, re: correction to assessed property value for 337 Village Walk Drive, Macungie. The County of Lehigh Office submitted a refund.
- c. Macungie Volunteer Fire Department, re: February 2018 Training Report.
- d. Macungie Volunteer Fire Department, re: request to assist the City of Allentown at their St. Patrick's Day Parade on March 18, 2018.
- e. PennDOT, re: traffic light at SR 100 & West End Trail/Private Drive. The 30-day test period is finished and the traffic light is functioning properly.

## REPORTS

### a. Solicitor

1. Pilot Agreement, HALC. The property at 22 Locust Street, Macungie, is owned by the Housing Authority of Lehigh County (HALC) and is tax exempt. The Pilot Agreement is a payment in lieu of taxes. HALC determined the Pilot amount by Macungie Borough's current calendar year mileage rate at the Project's assessed value of \$855,600.00. However, Number 4 of the Pilot Agreement states if there is a decrease in revenue (rents) received, the Pilot Agreement can be reduced or eliminated.

Council Member Becker made a motion, to approve the Pilot Agreement between Macungie Borough and the Housing Authority of Lehigh County, second by Council Member Schleicher. Motion carried: 6 ayes.

2. Public Hearing for Zoning Ordinance. No action.

### b. Mayor – None.

Sergeant Travis Kocher attended tonight's meeting and invited Council and the public to a ribbon cutting ceremony on W. Chestnut Street, Macungie Borough, on Friday, March 09, 2018. The family has twins, one with disabilities, and Building Hope for Kids is helping to provide renovation projects to enable the disabled child better handicap accessibility throughout the home.

Learning how much the child adores the police, the Macungie Police Officer's Association donated money to buy two (2) battery operated cars, which will be detailed to resemble police cars. The cars will be presented to the twins at the ribbon cutting ceremony.

Sergeant Kocher noted that the Macungie Police Officer's Association is not associated with the Borough of Macungie and is funded through private donations from the Macungie Police Officers.

Council Member Hutchison asked how often the car reader is utilized. Mayor Conrad will obtain that information and provide it to him.

## c. Borough Manager

1. Speed Limit Reduction on Main Street. An email from Ken Nabiski was received, suggesting that Macungie Borough request PennDOT to have a speed limit study conducted. If PennDOT declines the study or says it is not warranted, Mr. Nabiski suggested a meeting between PennDOT and Borough Council.

President Becker believes that as part of the speed reduction requirements, Macungie Borough would have to pay for the study and all of the signs. He suggested Council draft a budget to evaluate the costs before moving forward with the study. A discussion arose between Council as to whom would pay for the study. Mr. Nabiski's email was interpreted to say PennDOT would pay for the study.

Resident Lisa Yeager, of 60 Willow Street, commented that she emailed Mr. Nabiski herself and he told her PennDOT would pay for the study. She also asked what the residents could do to help get the reduction. Ms. Yeager stated most of the Borough residents are willing to get involved.

Borough Manager Boehm will contact the Borough's PennDOT representative to inquire about the process of getting the study done. If circulating a petition and submitting it to Pennsylvania State Representative Ryan McKenzie is necessary, after she contacts the Borough's PennDOT representative, she will let Council and the public know.

2. March 26<sup>th</sup> Council Meeting. Borough Council will have a workshop on March 26, 2018 at 7:00 p.m. for the purpose of addressing public comments from the Phase 2 Streetscape workshop on January 22, 2018 and discussing a proposed Rental Inspection Ordinance. The Macungie Borough Zoning Officer will be asked to attend the Workshop and Solicitor Armstrong will not attend. The regular Council meeting on March 19, 2018 will still be held.

3. Christine Kuhns, re: bump-out at Main and Chestnut. Ms. Kuhns will need to submit a claim to her insurance company for her accident at the bump-out. After her claim is submitted to her insurance company, she can submit her deductible to Macungie Borough, who will then submit her deductible to their insurance company. The Borough Solicitor commented that the Borough has no liability in this matter.

Concern was expressed about the bump-out accidents at the S. Chestnut and Main Street location, which were all caused by drivers being distracted. Borough Manager Boehm stated she made several attempts to contact Barry Isett & Associates regarding the concerns, but they have not responded. The Borough Solicitor suggested Borough Manager Boehm contact them again and tell them this is a pressing issue. If necessary, Council will delay payments to Barry Isett & Associates, until they respond.

d. Committees.

1. *Administration and Personnel Committee.* Council Member Schleicher will be added to this Committee.

2. *Public Safety Committee.* No action taken.

UNFINISHED BUSINESS – PART I

a. Ordinance 2018-01 for Zoning Ordinance Amendments Public Hearing rescheduled to 3/5/18. A public hearing was conducted from 8:53 p.m. to 8:58 p.m. Hearing no public comment, Council Member Yerman made a motion, to approve adoption of Ordinance 2018-01, second by Council Member Schleicher.

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

Motion Passed.

UNFINISHED BUSINESS – PART II

a. Main Street Streetscape and Church Street Traffic Light Project. A report was received from the Borough Engineer, dated February 20, 2018. There will be a meeting on Wednesday, March 7, 2018 at 4:00 p.m. in Borough Hall, with the Borough Engineer, to discuss the information that was passed out at the last executive session. More information will be distributed in the near future.

b. Sewer Ordinance Amendment for sewer lateral inspections. This Amendment would check for sewage leaks, and possibly a camera inspection will be conducted.

Borough Manager Boehm suggested adding language to the sidewalk Ordinance, which would require sidewalks to be inspected when a property is sold. If they fail inspection, the seller would have to bring them to Code before the sale is complete. Council Member Yerman suggested it be put on the April 17, 2018 Borough of Macungie Planning Commission Agenda.

c. Emergency Management Coordinator and Deputy. Brian Frizzell told Council Member Bloch that he is interested in the Deputy Emergency Management Coordinator position and he will go to Town Hall to start the process. Council Member Bloch will follow up with him to inquire if he went to Town Hall to start the process.

Mayor Conrad mentioned James Krippe also showed some interest in the Deputy Emergency Management Coordinator position. Mr. Krippe is currently the Deputy Emergency Management Coordinator for another municipality. If Mr. Frizzell does not accept the position, Mayor Conrad will follow up with Mr. Krippe.

d. Residential Rental Ordinance – Public Hearing April 2<sup>nd</sup>. After the March 26, 2018 Workshop, Borough Council will decide if they would like to move forward with a Residential Rental Ordinance. If they do, a public hearing will be held on May 7, 2018, not on April 2, 2018.

e. Borough Authority Vacancy. No action.

f. Zoning Hearing Board Vacancy. No action.

NEW BUSINESS

a. Approval of request to assist the City of Allentown at their St. Patrick's Day Parade on March 18, 2018. So far, four (4) Borough of Macungie Fire Department Volunteers signed up to assist. Council Member Schleicher made a motion, to approve assisting the Allentown Police Department, second by Council Member Hutchison.

b. Approval of Payment Request #1 from Insituform Technologies, Inc. in the amount of \$181,708.98. Council Member Akinjiola made a motion, to approve Payment Request #1 from Insituform Technologies, Inc. in the amount of \$181,708.98, second by Council Member Hutchison.

Contact was made with Insituform Technologies, Inc. regarding their work crew's professionalism when working in Macungie Borough. Residents complained the crew was rude, they left trash and caused property damage when they drove the work truck on the property. Insituform will have a meeting with the crew to discuss the issues. Insituform will also be required to pay for the damage to the property.

ITEMS NOT ON AGENDA.

1. Council Member Bloch asked how long the trailer on Arch Street, which is not attached to a vehicle, can be there, as it has been there for a long period of time. The Zoning Officer will investigate the matter.
2. Council Member Bloch also inquired about the sidewalk at 21 W. Main and 17 E. Main Street, which were dug up by UGI for gas line repairs. They are still gravel because they were never repaired. Borough Manager Boehm will speak with Zoning Officer Nicholson about the matter.
3. Turkey Hill Mini-Mart will advertise for a public hearing, to be held at the April 2, 2018 Council meeting. A representative for Turkey Hill will be at the hearing to answer questions.
4. The Borough Solicitor will review the changes to the Drug and Alcohol Testing, which is governed by Statute. He will inform Council if the language in the Employee Handbook needs to be changed to comply with the state requirements.
5. The joint Macungie & Alburts Boroughs Electronics Recycling Event will be held October 27, 2018 from 9:00 a.m. to noon.

EXECUTIVE SESSION #2 – None.

ADJOURNMENT

Hearing no further business to be brought before Borough Council, a motion was made by Council Member Schleicher, second by Council Member Akinjiola, to adjourn the meeting at 9:32 p.m. Motion carried: 6 ayes.

NOTICE OF COUNCIL WORKSHOP MEETING

A workshop is scheduled for March 26, 2018 at 7:00 p.m. in the Auditorium of the Macungie Institute, 510 E. Main Street, Macungie, for the purpose of addressing public comments from the Phase 2 Streetscape workshop on January 22, 2018 and discussing the proposed Rental Inspection Ordinance.

Respectfully submitted,

/s/ *Selma Ritter*

Selma Ritter  
Administrative Assistant