

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, JUNE 6, 2022
REGULAR MEETING
7:30 P.M.

Council Members:	John Yerman, President (Absent) Greg Hutchison, Vice President Barry Bloch (7:45pm) Todd Rutledge (Absent) Lisa Yeager Carl Sell(8:45pm) Ron Karboski
Mayor:	Ronald Conrad
Solicitor:	Patrick Armstrong
Borough Manager:	John Brown
Assistant to the Manager:	Nina Solivan

Vice President Greg Hutchison called the meeting to order at 7:45 p.m. due to meeting the quorum regulations.

1. Barry Isett Engineering Report - Not in attendance tonight.
2. Public Comments – No public comments
3. Complaints, Petitions, Appeals, and Compliments-
 - a. Mayor Conrad complimented the police officers who participated in Painting with the Police held at the Macungie Institute it was a great turnout.
 - b. Vice President Hutchison commented he liked the Spring/Summer newsletter.
4. Approval of Minutes
 - a. Councilperson Bloch made a motion to approve the meeting minutes from May 16, 2022. Councilperson Karboski seconded the motion. Motion passed unanimously. 060622-A
5. Consent Agenda
 - a. Treasurers report
 - i. Vice President Hutchison made a motion to approve the Treasurers report as written. Councilperson Bloch seconded the motion. Motion passed unanimously. 060622-B
 - b. Approval of invoices as listed
 - i. Councilperson Yeager made a motion to approve the invoices in the amount of \$128,635.99. Councilperson Karboski seconded the motion. Motion passed unanimously. 060622-C

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, JUNE 6, 2022
REGULAR MEETING
7:30 P.M.

6. Correspondence

- a. PSAB-MRT-Pension Updates through April 30, 2022 – no comments
- b. Notice of payment – Police Fines – PA DOT \$506.66 – no comments
- c. Bill Reiss – Letter request for a permit to erect light
 - i. Mr. Reiss was directed to submit a permit application with the scope and drawings of the intended lighting project.
- d. MI Facility Manager
 - i. MI Facility Manager, Darlene Misselbeck asked if her presence at the Council meeting was needed every month? Vice President Hutchison recommended Darlene attend Council meetings quarterly with her next in-person attendance in September; the rest of the council agreed. However, the council requested she still needed to provide an update report on a monthly basis as she has been doing.
- e. Zoning Monthly Update Report (2nd meeting of the month)

7. Reports

- a. Solicitor- all comments will be made in New Business
- b. Mayor- Nothing to report.
- c. Borough Manager
 - i. Multi-Modal grant application due July 31st –
 1. It was originally communicated the grant application was due on May 31st when the project proposal for crosswalk signals was submitted for consideration at the May 16th meeting. Council declined to move forward with the proposal at that time. However, the date communicated was incorrect; the correct due date is July 31st.
 2. Borough Manager Brown brought this correction to the council and asked if the council would like to revisit the proposal. Council asked the matter to be added to the June 20th council agenda for discussion.

8. Unfinished Business

- a. Lumber Street Lights – Mounting base update-
 - i. Per Borough Manager Brown, PPL approved Council’s recommended changes to the base removing 11” from the height and 6” from the mid-section cross boards.
 - ii. Councilperson Karboski questioned the motion regarding executing the council-recommended changes. He indicated councilperson Rutledge’s motion was to investigate with PPL the recommended changes but not actually implement them. As of June 6th, no changes were implemented. Council asked that no changes to the mounting base be implemented at this time.
 - iii. Councilperson Karboski also raised concerns over the Borough’s Zoning line-of-sight code, indicating the mounting base violates the Borough’s zoning. Borough Manager Brown stated Barry Isset investigated the line-of-sight question and

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, JUNE 6, 2022
REGULAR MEETING
7:30 P.M.

confirmed the current structure meets PADOT's line-of-sight requirements but could not confirm if the Borough's Zoning requirement was included in their evaluation.

- iv. Council requested the Borough's Zoning Officer evaluate the mounting base as per the Borough's code.
 - b. Main Street Crosswalk update – In road light repair; waiting on Telco labor quote
 - c. Streetscape bumps out(s) – vegetation, upgrade discussion
 - d. PA DOT Agreement restriction bump-out changes for 10 years – No comments
 - i. Discussion of the following
 - 1. Bump out at Tyler Pipe/Main-can it be filled in?
 - 2. Lea and Race pedestrian crossings – can additional signage be added?
9. New Business
- a. Christopher McLean – Main Street Commons Phase 2 pre-security/hold harmless agreement to all work to begin
 - i. Item was withdrawn by McLean prior to the start of the meeting
 - b. DPW \$1,000 Form Approval – Lehigh Street Lighting Replacement \$6,112
 - i. Councilperson Karboski made a motion to table this request until the July 5th meeting when all of the Council is present. Councilperson Yeager seconded the motion. Motion passed unanimously. 060622-D
 - c. DPW \$1,000 Form Approval – Street Paving \$90,000
 - i. Councilperson Karboski made a motion to approve the street paving in the amount of \$90,000. Councilperson Bloch seconded the motion. Motion passed unanimously. 060622-E
 - d. DPW \$1,000 Form Approval – Street Patching \$10,000
 - i. Councilperson Bloch made a motion to approve the street patching in the amount of \$10,000. Councilperson Karboski seconded the motion. Motion passed unanimously. 060622-F
 - e. DPW \$1,000 Form Approval – Line Stripping Main Street \$10,000
 - i. Councilperson Bloch made a motion to approve the Line stripping at Main Street in the amount of \$10,000. Councilperson Karboski seconded the motion. Motion passed unanimously. 060622-G
 - f. DPW \$1,000 Form Approval – Emergency repairs to Water Level Controller \$3,542
 - i. Councilperson Karboski made a motion to approve the emergency repair to the water level controller in the amount of \$3,542. Councilperson Bloch seconded the motion. Motion passed unanimously. 060622-H
 - g. Lehigh County Housing Authority Agreement (2) PILOT
 - i. 25 Cedar –Councilperson Karboski made a motion to approve the agreement with Lehigh County Housing Authority for this newly acquired property to pay \$2,852.60 per year starting in 2023 and lasting 5 years, subject to change; based on millage

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, JUNE 6, 2022
REGULAR MEETING
7:30 P.M.

- rate. Council member Sell seconded the motion. Motion passed unanimously. 060622-I
- ii. 22 Locust – Council member Karboski made a motion to approve the agreement with Lehigh County Housing Authority to pay \$3,636.30 per year starting in 2023 and lasting 5 years, subject to change; based on millage rate. Councilperson Yeager seconded the motion. Motion passed unanimously. 060622-J
 - iii. 101 West Main Street – no action will be taken at tonight’s meeting.
- h. Celebration Fireworks application approval
- i. Councilperson Bloch made a motion to approve the application for fireworks at Brookside Country Club on July 3, 2022. Vice President Hutchison seconded the motion. Motion passed unanimously. 060622-K

Non-Agenda Items

- i. Councilperson Sell provided a handout to Council regarding sidewalks in the Borough (labeled 4:04 Sidewalks). Vice President Hutchison asked Council to review the information and the item be added to the June 20th agenda under unfinished business for discussion. No discussion was had.
 - j. Borough Manager Brown handed out an organizational update chart for the Borough Administrative staff for the council’s review. Vice President Hutchison asked the item to be added to the July 5th agenda for discussion to allow the council ample time to review it. No discussion was had.
 - k. Lease Agreement for parking spaces at 21 Locust Street Parking Lot with LCHA property 22 Locust Street. Council person, Bloch indicated he was aware of the lease but not the details. He asked the lease to be researched.
 - l. Curb Painting (Yellow). Vice President Hutchison asked for an update regarding the painting/repainting of curbs in the Borough.
 - m. Vice President Hutchison inquired as to having the Borough Manager an authorized signatory for Borough checks.
10. Executive Session – No executive session was held at tonight’s meeting.
11. Adjournment – Councilperson Bloch made a motion to end tonight’s meeting at 9:50 p.m. Council person Karboski seconded the motion. Motion passed unanimously. 060622-L

Respectfully Submitted

Ashley Rinker

Administrative Assistant, Ashley Rinker

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, JUNE 6, 2022
REGULAR MEETING
7:30 P.M.

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
6/6/2022		Approval of May 16th minutes	060622-A	Barry Bloch	Ron Karboski	5 0
6/6/2022		Approval of Treasurers Report	060622-B	Greg Hutchison	Barry Bloch	5 0
6/6/2022		Approval of invoices in amount of \$128,635.99	060622-C	Lisa Yeager	Ron Karboski	5 0
6/6/2022		DPW \$1,000 request Lehigh Street Light Replacement, table until July 5th meeting	060622-D	Ron Karboski	Lisa Yeager	5 0
6/6/2022		DPW \$1,000 request Street Paving \$90,000	060622-E	Ron Karboski	Barry Bloch	5 0
6/6/2022		DPW \$1,000 request Street Patching \$ 10,000	060622-F	Barry Bloch	Ron Karboski	5 0
6/6/2022		DPW \$1,000 request Line Stripping Main Street \$10,000	060622-G	Barry Bloch	Ron Karboski	5 0
6/6/2022		DPW \$1,000 request Emergency repair to water level controller \$3,542	060622-H	Ron Karboski	Barry Bloch	5 0
6/6/2022		Lehigh County Housing Authority Agreement 25 Cedar Street PILOT \$2,852.60 starting in 2023 and lasting 5 years subject to change	060622-I	Ron Karboski	Carl Sell	5 0
6/6/2022		Lehigh County Housing Authority Agreement 22 Locust St PILOT \$3,636.30 starting in 2023 and lasting 5 years subject to change	060622-J	Ron Karboski	Lisa Yeager	5 0
6/6/2022		Celebration Fireworks Application Approval at Brookside Country Club July 3,2022	060622-K	Barry Bloch	Greg Hutchison	5 0
6/6/2022		Adjournment at 9:50pm	060622-L	Barry Bloch	Ron Karboski	5 0

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
MONDAY, JUNE 6, 2022
REGULAR MEETING
7:30 P.M.