

CALL TO ORDER

President Chris Becker called the March 19, 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 Greg Hutchison Roseann Schleicher
Mayor:	Ronald Conrad
Borough Manager:	Chris L. Boehm
Administrative Assistant:	Selma Ritter
Absent:	Patrick Armstrong, Solicitor Barry Bloch Marvin Moyer John Yerman

PUBLIC COMMENTS

- a. Prior Public Comments to Council
  1. Lisa Yeager, re: Main Street speed reduction from 35 MPH to 25 MPH. Borough Manager Boehm initiated the traffic study with PennDOT.
- b. Comments from the Audience on non-agenda items.
  1. Barbara Levinson, representative for Emmaus Public Library, attended tonight's meeting to report that the Emmaus Public Library broke ground for the expansion to the children's section of the library. The expansion is scheduled to be completed in the Fall of 2018.

MACUNGIE POLICE DEPARTMENT – updates and hearing of resident issues.

1. Mayor Conrad:
  - i. Summarized the Macungie Police Department February 2018 Monthly Report. The report included being dispatched to 212 incidents, 61 vehicle stops and 3 traffic accidents.
  - ii. Thanked the Macungie Police Department for being a part of the ribbon cutting ceremony on W. Chestnut Street, Macungie Borough, on Friday, March 09, 2018. Building Hope for Kids helped provide renovations to the home enabling their disabled child to have better handicap accessibility throughout the home.
  - ii. Responded to Council Member Hutchison's question, that the car license reader was utilized 20-25 hours per month in 2017 by the Macungie Police Department. With an increase in manpower, they are projecting an increase in usage during 2018.

2. Sergeant Travis Kocher:

i. Received a letter of interest from Kyle Fisher, requesting to be reinstated with the Macungie Police Department as a part-time officer. Sergeant Kocher gave a brief description of Mr. Fisher's work history and qualifications.

Council Member Schleicher made a motion to reinstate Kyle Fisher as a part-time police officer with the Macungie Police Department, second by Council Member Akinjiola. Motion carried: 4 ayes.

ii. National Drug Take Back Day is April 28, 2018 from 10:00 am to 2:00 pm. An officer will be in the vestibule at Borough Hall to take the drugs.

iii. The Turnpike Committee sent out letters saying five (5) bridges, between mile markers 53-57, will be reconstructed to accompany widening of the Turnpike to three lanes in that area. The bridges are located on (1) Lower Macungie Road, (2) East Texas Road, (3) Hamilton Boulevard, (4) I-78 and (5) Tilghman Street. Sergeant Kocher will attend a meeting on April 12, 2018 regarding the reconstruction.

iv. The Macungie Police Department received several citizen complaints regarding vehicles making an illegal left turn at Miller and going the wrong way on N. Church Streets. The Public Works Department will order and install "one-way" and "no left turn" signs on Miller Street at N. Church Street.

#### COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS

a. President Becker noted the Certificate of Appreciation to the Macungie Fire Police, from the Allentown Fire Police, for their service at the Allentown St. Patrick's Day Parade and 5K Run.

b. President Becker congratulated Allen Organ on producing an organ for the Vatican. The accomplishment took many years.

#### APPROVAL OF MINUTES

a. March 5, 2018 meeting – Council Member Hutchison made a motion to approve the March 5, 2018 minutes, as written, second by Council Member Schleicher. Motion carried: 4 ayes.

#### CONSENT AGENDA

a. Payment of invoices as listed totaling \$332,010.15 – Council Member Hutchison made a motion approving the invoices for the March 20, 2018 Consent Agenda, second by Council Member Schleicher. Motion carried: 4 ayes.

#### CORRESPONDENCE

a. Macungie Ambulance Corps, Inc. February 2018 Monthly Report. They responded to 299 calls in the reported month, which included 28 calls in the Borough of Macungie.

- b. Langan Waiver Request Letter, dated January 30, 2018, re: Stone Hill Meadows-Phase 3. They are seeking waivers from eight (8) Sections of the SALDO. No action was taken at this time. The waivers will be considered when the plan comes before Council for final approval.
- c. Allentown Fire Police, re: Certificate of Appreciation.
- d. Todd Ritter, re: letter of interest for vacant Water Authority Board Member. The letter included his interest in the position and experience.
- e. Macungie Police Department February 2018 Monthly Report. No action.
- f. Rita's Italian Ice, re: annual First Day of Spring event.
- g. Municipal Retirement Trust, February 2018 Macungie Borough Defined Benefit Police Pension. No action.
- h. Municipal Retirement Trust, February 2018 Macungie Borough Non-Uniform Defined Benefit Pension. No action.
- i. Municipal Retirement Trust, February 2018 Macungie Borough Non-Uniform Defined Contribution Pension. No action.
- j. Devine School, Time Extension.

## REPORTS

- a. Solicitor – None.
- b. Mayor - None.
- c. Borough Manager
  - 1. 2017 Municipal Annual Audit and Financial Report with Financial Statements. Borough Manager Boehm briefly discussed the Borough and Tax Collector reports. At this time, the Authority audit report was not complete.
  - 2. PennDOT, re: Traffic Count on Municipality Owned Roads (Green Street, between Chestnut and Walnut). PennDOT will conduct traffic studies throughout District 5, which includes one in the Borough of Macungie on Green Street, between Chestnut and Walnut Streets.
  - 3. Macungie Clean Up Day April 14, 2018. Volunteers are needed for the Flower Park, Macungie Memorial Park and Train Station. Volunteers should arrive at Macungie Memorial Park's main building between 8:30 am and 9:00 am. The Boy Scouts will meet at the Fire Department to volunteer at the creek. The Girl Scouts and Cubs will meet at the Train Station. The Boy Scouts will cook hotdogs for the volunteers at Macungie Memorial Park at 12:00 pm.

d. Committees.

1. *Public Works, Sewer & Facilities, Planning/Zoning/Code Enforcement.* Public Sidewalks were added to the list.

2. *Community Revitalization & Events.* Council Member Schleicher noted:

i. The Easter Bunny will be at the Flower Park on Saturday, March 31, 2018 from 11:00 am to 1:00 pm for photographs. If it rains, the Easter Bunny will be at the Macungie Park main building.

ii. On Easter Day, April 1, 2018, Macungie Memorial Park will have an egg hunt at 2:00 pm and the Easter Bunny will be there. If it rains, the egg hunt will be inside the Macungie Park main building.

UNFINISHED BUSINESS – PART I

a. Sewer Ordinance Amendment for sewer lateral inspections. President Becker suggested a timeframe be added to the ordinance, which would only require inspections a minimum of every 2-3 years, or so.

Council also discussed having a list of 5-8 licensed plumbers, with video experience, be added to the Borough website and available to property owners, upon request. Borough Manager Boehm will check with other municipalities for language on what qualifications a plumber needs to conduct the work.

UNFINISHED BUSINESS – PART II

a. Main Street Streetscape and Church Street Traffic Light Project

1. Approval of Streetscape Fund 99 Payments totaling \$60,610.82; Reimbursement Estimates #7 & #8

Council Member Schleicher made a motion, to approve the Estimate #7 in the amount of \$53,063.70, second by Council Member Hutchison. Motion carried: 4 ayes.

Borough Manager Boehm explained that Estimate #8 was revised by the elimination of the amount for the bumpout removal at Race Street totaling \$6,633.62. This work is not a Fun 99 amount and is to be paid from grant funding.

Council Member Akinjiola made a motion, to approve the Revised amount for Estimate #8 in the amount of \$913.50, second by Council Member Schleicher. Motion carried: 4 ayes.

b. Emergency Management Deputy. Brian Frizzell and James Krippe responded with a semi-lack of interest in the position. President Becker will seek other candidates and the position will be added to the Borough of Macungie website.

- c. Residential Rental Ordinance - Establish Fees and Inspector – 3/26/18 Workshop.
- d. Borough Authority Vacancy.
  - 1. Approval of letter of interest from Todd Ritter. Council Member Schleicher made a motion, to accept Todd Ritter as a Borough Authority Member, to fill the vacancy left by Linden Miller with an expiring term of 12/31/2021, second by Council Member Hutchison. Motion carried: 4 ayes.
- e. Zoning Hearing Board Vacancy. No action.

#### NEW BUSINESS

- a. Approval of Rita’s Italian Ice request for fire police to direct traffic on 3/20/2018. Council Member Schleicher made a motion, to approve fire police to direct traffic at Rita’s Italian Ice on 3/20/2018, second by Council Member Akinjiola. Motion carried: 4 ayes.
- b. Employee Medical Benefit Eligibility Continuation During a Leave of Absence Policy. Council made two (2) language changes as follows:
  - 1. Paragraph 1 to include the word “medical”, to read as ...“does not meet the *medical* benefits eligibility”...; and
  - 2. Paragraph 2 to include the word “full-time”, to read as ...“absence, the *full-time* employee will only”...

The Employee Handbook needs to be updated to include the policy.

Attorney Jeff Stewart was contacted, via telephone, during tonight’s meeting to answer questions related to the Policy.

Council Member Akinjiola made a motion, to approve the Employee Medical Benefit Eligibility Continuation During a Leave of Absence Policy, with the noted changes, second by Council Member Schleicher. Motion carried: 4 ayes.

Council discussed the Borough having a list of two or three doctors, who could evaluate an employee that needs to be recertified as disabled. The evaluation would be conducted by a physician, which was previously approved by the Borough of Macungie. The cost of the evaluation would be paid for by the Borough of Macungie. The evaluation language would need to be included in the Handbook.

- c. Devine School Time Extension. Council Member Schleicher made a motion to accept the Devine School’s time extension to April 16, 2018, second by Council Member Hutchison. Motion carried: 4 ayes.
- d. 2018 ADA Ramp Bids. Five (5) bids were received for the Borough of Macungie’s 2018 ADA Ramp Construction Project. Council Member Hutchison made a motion to award the bid to the lowest responsive bidder, F.A. Rohrbach, Inc., for the 2018 ADA Ramp Project, for Bid

Alternate #1 in the amount of \$39,550.00, second by Council Member Schleicher. Motion carried: 4 ayes.

ITEMS NOT ON AGENDA. None.

ADJOURNMENT

Hearing no further business to be brought before Borough Council, a motion was made by Council Member Hutchison, second by Council Member Schleicher, to adjourn the meeting at 8:55 p.m. Motion carried: 4 ayes.

COUNCIL WORKSHOP NOTICE. There will be a Workshop on March 26, 2018 at 7:00 p.m. for the purpose of addressing public comments from the Phase 2 Streetscape workshop and discussing the proposed Rental Inspection Ordinance.

Respectfully submitted,

/s/ *Selma Ritter*

Selma Ritter  
Administrative Assistant