

CALL TO ORDER

Mayor Gary Corder called the January 4, 2016, meeting of Macungie Borough Council to order at 7:30 p.m.

OATH OF OFFICE

Mayor Gary Corder administered the Oath of Office to re-elected Council Member Chris Becker and Greg Hutchison and newly elected Council Member Marvin Moyer.

ATTENDANCE

Council Members:	Alma Akinjiola
	Chris Becker
	David Boyko
	Greg Hutchison
	Marvin Moyer
	Roseann Schleicher
	John Yerman
Borough Manager:	Chris L. Boehm
Mayor:	Gary Corder
Solicitor:	Patrick Armstrong
Administrative Assistant:	Cynthia Hartzell

REORGANIZATION

a. Election of President - Mayor Corder asked for nominations for President of Council. Council Member Yerman nominated Chris Becker as President, seconded by Council Member Schleicher. Hearing no other nominations, Mayor Corder called for the vote.

Council Member Becker gave his views as being President that he would like Council to govern and what should be focused on for this year.

Chris Becker was appointed Council President by a vote of 7 ayes.

b. Election of Vice-President – Mayor Corder asked for nominations for Vice-President. Council Member Akinjiola nominated Roseann Schleicher for Vice President of Council, second by Council Member Yerman. Hearing no other nominations, Mayor Corder called for the vote. Roseann Schleicher was appointed Vice President by a vote of 5 ayes, 1 nay (Council Member Hutchison, and 1 abstain (Council Member Schleicher).

The meeting was turned over to President Becker.

PUBLIC COMMENTS

a. Prior Public Comments to Council – No Prior Public Comments

- b. Public Comments - None

COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS

- a. Council Member Boyko complimented Debra Cope for her services to the community while on Council.

APPROVAL OF MINUTES

- a. November 16, 2015 budget workshop and meeting – Council Member Boyko made a motion to approve the November 16, 2015 budget workshop and meeting minutes, second by Council Member Akinjiola. Motion carried: 7 ayes
- b. December 7, 2015 meeting - Council Member Schleicher made a motion to approve the December 7, 2015 meeting minutes, second by Council Member Akinjiola. Motion carried: 7 ayes
- c. December 21, 2015 meeting - Council Member Boyko made a motion to approve the December 21, 2015 meeting minutes, second by Council Member Schleicher. Motion carried: 7 ayes

CONSENT AGENDA

- a. Treasurer's report of December 31, 2015
- b. Payment of invoices as listed totaling \$186,094.93

There were two lists of invoices. The first list with a headline of 2nd meeting for Consent Agenda were invoices paid in 2015. Council Member Akinjiola made a motion to approve the invoices for the 2nd Meeting for Consent Agenda, second by Council Member Schleicher. Motion carried: 7 ayes

The second list with a headline of Current Month for the Consent Agenda had check dates in 2015 and 2016. Council would like to know under which budget the invoices were paid out. Borough Manager Boehm knew the payroll was the last payroll in 2015 and she will clarify which budget the other invoices were paid out.

Council Member Schleicher made a motion to approve the invoices for the Current Month for the Consent Agenda, second by Council Member Akinjiola. Motion carried: 7 ayes

Council Member Boyko made a motion to approve the December 31, 2015 Treasurer's Report, second by Council Member Schleicher. Motion carried: 7 ayes

Clarifying a question from Council Member Yerman, Borough Manager Boehm explained that the budget vs actual would show a negative amount because it does not include the carryover amount. She commented that the Treasurer's Report would show the amount of available funds.

It was noted that the budget vs actual negative amount was more than the carryover amount which indicated that the carryover amount would decrease for the next year. This will be monitored.

CORRESPONDENCE

- a. Kevin Wieder, re: Letter of Interest for the Vacancy Board position
- b. Thomas Kociuba, re: Letter of Interest for the Borough Authority position
- c. Macungie Police Department November Monthly Report
- d. Emmaus Public Library December Meeting Agenda and November budget
- e. Municipal Retirement Trust, November Monthly Report and Investment Policy Statement

REPORTS

- a. Solicitor – Nothing additional to report than the items on the agenda.
- b. Mayor

1. Mayor Corder reported Reverend Schaffer from Solomon's UCC contacted him to let him know of the 175th Anniversary of the Union Church which was United Church of Christ and Lutheran. The date of the celebration is April 23. Reverend Schaffer asked if some representation of Council would attend and give a proclamation. This will be worked on.

- c. Borough Manager

1. Janitorial Services Contract – Borough Manager Boehm obtained 4 quotes for cleaning services for Borough Hall, Police Department and Macungie Institute. She recommended TnT Home and Business Cleaning Service in the amount of \$10,320. Borough Manager Boehm explained the cleaning service is for once a week and the cleaning at the Macungie Institute will be coordinated with Karen for the best day.

Council Member Hutchison made a motion to accept Borough Manager Boehm's recommendation to appoint TnT Home and Business Cleaning Services for the cleaning service for 2016 in the contracted amount of \$10,320, second by Council Member Schleicher. Motion carried: 7 ayes

2. Macungie Institute Meeting with Trustees and Friends – Borough Manager Boehm reported the meeting with the Macungie Institute Trustees and Friends of the Macungie Institute will be on January 21 at the Macungie Institute.

- d. Committees - President Becker reviewed which Council Member was on the Committees. The Committees are Mayor Corder, Council Members Becker and Schleicher on Budget and

Finance Committee; Council Member Becker and Mayor Corder on Administration and Personnel Committee; Council Members Boyko and Moyer and Mayor Corder on Public Safety Committee; Council Members Hutchison, Schleicher and Yerman on Public Works, Sewer & Facilities, Planning/Zoning/Code Enforcement; and Council Members Akinjiola and Schleicher on Community Revitalization and Events.

UNFINISHED BUSINESS – PART I

a. Adoption of the Macungie Police Department Body Camera Policy – This will be tabled until the 1st meeting in February so Solicitor Armstrong can talk to Mayor Corder and Chief Harry about comments he has on the policy. Some Council Members addressed the need to have another person have access to the videos other than Chief Harry. It was unsure if anyone would be able to have access. Solicitor Armstrong will check on that. Mayor Corder noted the Policy is in place; it just needs to be approved by Council.

UNFINISHED BUSINESS – PART II

a. Committee Vacancies – Water Authority (2), Civil Service Commission (1 Alternate) - President Becker questioned if an Authority Member who owns a rental property but does not live in the Borough could continue to be on the Authority. Borough Manager Boehm noted a business owner could be on the Authority according to the Authority Act. Solicitor Armstrong will check into it. Mayor Corder noted a Council Member could be appointed to the Civil Service Commission alternate since Mrs. Cope is not on Council.

b. Main Street Streetscape Plan – Borough Manager Boehm noted that Lower Macungie Township is installing decorative traffic lights north of the Borough and asked Council if they were putting up the standard traffic pole or considered a decorative traffic light. Council all commented the standard traffic pole is what was wanted.

Borough Manager Boehm noted she has submitted the application for the TAP Grant.

c. SW Lehigh Comprehensive Plan

d. Rental Inspection Program

e. LTD Capital Projects

1. Cotton Street - Solicitor Armstrong noted all the permanent easements were recorded at the Courthouse. He was concerned with the time frame of the Cotton Street Project because if a property sells between now and the completion of the project a new temporary construction easement will have to be done with the new property owner. If the project will not be done in the near future, the temporary construction easements should be recorded. Borough Manager Boehm noted both the traffic light and Cotton Street projects are planned to go for bid in April.

2. Church Street Traffic Light

f. Service Electric Cable Franchise Renewal

NEW BUSINESS

a. Appoint to the following Boards:

1. Thomas Kociuba to a 5-year term on the Borough Authority, expiring 12/31/2020 - Council Member Schleicher made a motion to appoint Thomas Kociuba to the Borough Authority for a 5 year term expiring 12/31/2020, second by Council Member Boyko. Motion carried: 7 ayes

2. Kevin Wieder to a 1-year term on the Vacancy Board, expiring 12/31/2016 - Council Member Akinjiola made a motion to appoint Kevin Wieder to the Vacancy Board for a 1 year term expiring 12/31/2016, second by Council Member Boyko. Motion carried: 7 ayes

b. Adoption of Resolution 2016-1, Designation of Depositories and Appointing Signatories for 2016 – Council Member Boyko made a motion to adopt Resolution 2016-1, second by Council Member Akinjiola.

Roll Call Vote:	Akinjiola – aye	Boyko - aye
	Hutchison – aye	Moyer – aye
	Schleicher – aye	Yerman – aye
	Becker – aye	

Motion carried.

c. Adoption of Resolution 2016-2, Approval of Banners Across Rt. 100 – Council Member Boyko made a motion to adopt Resolution 2016-2, second by Council Member Schleicher.

Roll Call Vote:	Akinjiola – aye	Boyko - aye
	Hutchison – aye	Moyer – aye
	Schleicher – aye	Yerman – aye
	Becker – aye	

Motion carried.

d. Adoption of Resolution 2016-3, Cooperative Purchasing – Council Member Schleicher made a motion to adopt Resolution 2016-3, second by Council Member Boyko.

Roll Call Vote:	Akinjiola – aye	Boyko - aye
	Hutchison – aye	Moyer – aye
	Schleicher – aye	Yerman – aye
	Becker – aye	

Motion carried.

e. Adoption of Resolution 2016-4, 2016 Fee Schedule - President Becker asked for this Resolution to be tabled. He is reviewing it. This will be carried.

f. Authorization to sign the Emmaus Public Library 2016 Contract – Council Member Yerman made a motion to authorize the signing of the Emmaus Public Library 2016 Contract for the amount of \$18,318, second by Council Member Akinjiola. Motion carried: 7 ayes

g. Authorization to sign the 2016 Animal Control Contract with Lehigh County Humane Society - Council Member Schleicher made a motion to authorize the signing of the 2016 Animal Control Contract with the Lehigh County Humane Society in the amount of \$800, second by Council Member Akinjiola. Motion carried: 7 ayes

h. Adoption of Resolution 2016-5, Acceptance of TAP Grant Funds – Solicitor Armstrong pointed out some provisions in the agreement that he wanted Council to be aware of but the agreement is a standard agreement for the state and cannot be changed.

Council Member Yerman made a motion to adopt Resolution 2016-5, second by Council Member Schleicher.

Roll Call Vote:	Akinjiola – aye	Boyko - aye
	Hutchison – aye	Moyer – aye
	Schleicher – aye	Yerman – aye
	Becker – aye	

Motion carried.

ITEMS NOT ON AGENDA

1. Council Member Hutchison brought up the topic of cell phones being used during the meeting. There was a discussion and the topic is noted.

2. Borough Manager Boehm noted there is a training session for new Council Members being held at the Macungie Institute. If anyone would like to go let her know.

ADJOURNMENT

Hearing no further business to be brought before Borough Council, the meeting was adjourned at 9:26 pm.

Respectfully submitted,

Cynthia Hartzell
Administrative Assistant