

CALL TO ORDER

President Chris Becker called the April 18, 2016, meeting of Macungie Borough Council to order at 7:30 p.m. in the Auditorium of the Macungie Institute, 510 E. Main Street, Macungie, PA.

ATTENDANCE

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

PUBLIC COMMENTSa. Prior Public Comments to Council

1. Macungie Memorial Park requests for police to patrol the park and a meeting with WOT and Police - President Becker reported Mayor Cordner and Amy Hillegass, Macungie Memorial Park Manager, are setting up a meeting with the Wheels of Time Organization and the Police Department. He also noted Mayor Cordner spoke with the Police Department about patrolling through the Park.

b. Public Comments

1. Donald Young remarked that he filed a petition with Council to vacate Creek Alley. He went on to report the Alley is only 13' wide and in need of repair. Mr. Young would like to know if Council has an interest on closing Creek Alley.

David Boyko entered the meeting.

Mr. Young noted he is proposing to put a sidewalk across Creek alley at his expense to close it to public traffic.

President Becker commented Council would need to consider if it is a hardship to the businesses because of the condition of the street and the entrance from Main Street would be given up. Mr. Young commented that he is planning to develop that area along Creek Alley and may be able to develop the other two lots.

Marvin Moyer entered the meeting.

Paul Fries, architect for Mr. Young, showed a proposed plan for an apartment building to be developed on the lot along Creek Alley.

Mike Boyko, 10 E. Main Street, Macungie, is owner of 23-27 E. Main Street and signed the petition to vacate Creek Alley. He commented about the unsafe condition for pedestrians to walk from the parking lots at the rear of the properties to the front since there is no sidewalks. He would like to see Creek Alley closed.

COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS – President Becker asked Borough Manager Boehm to find out what the width has to be for a one way street and what the width would be including a sidewalk. He would like a cost estimate to repave Creek Alley and install sidewalk.

#### APPROVAL OF MINUTES

a. April 4, 2016 meeting – Council Member Akinjiola made a motion to approve the April 4, 2016 Council minutes as presented, second by Council Member Schleicher. Motion carried: 6 ayes

#### APPROVAL OF BILLS FOR PAYMENT

Council Member Boyko made a motion to approve the bills for payment totaling \$112,406.12, second by Council Member Schleicher. Motion carried: 6 ayes

#### CORRESPONDENCE

- a. Karen Holt, Macungie Institute Building Coordinator, March Monthly Report
- b. Amy Hillegass, Macungie Memorial Park, re: Request for Borough to paint parking lines in Memorial Park parking lot
- c. Tom Oehme, Antique Truck Club, re: Request for Macungie Fire Police services during the Antique Truck Show on June 17 and 18, 2016
- d. Macungie Fire Department March Response and Training Reports and Use of Borough's Fire Department Allocation
- e. Macungie Ambulance Corps March Monthly Report
- f. Linden Miller, re: Letter of Interest for Borough Authority vacancy

#### REPORTS

a. Borough Manager

1. 2014 Liquid Fuels Tax Fund Audit – Borough Manager Boehm reported the Auditor General's audit of the Liquid Fuels Fund was received with a finding about an updated management representation letter not responded to by Borough Manager Boehm. She remarked she addressed that issue with the Auditor when she read the audit. She noted the letter was sent to her via email and went into her junk mail. The Auditor told her not to worry about the letter because the audit was good. Another finding was on a miscellaneous deposit in the liquid fuels account. Borough Manager Boehm explained a general account deposit was made by the bank in 2014 in error into the liquid fuels account and had been moved to the correct account in 2015. Borough Manager Boehm did not include the

erroneous deposit since it was made by the Bank and has since corrected the 2015 report to replace the transaction.

2. Lawn Equipment Maintenance Quotes – Borough Manager Boehm informed Council of the quotes she received for maintenance of the lawn equipment until a new mechanic is hired. She noted R.H. Lorish had the lowest hourly rate of \$62/hr. and will be doing the maintenance on the lawn equipment. She noted Public Works Director Tracy Smith remarked Lorish had previously been working on the Borough's equipment.

b. Committees – Council Member Schleicher reported on the Macungie Holiday Committee meeting and 175<sup>th</sup> Anniversary of the Union Church events. President Becker noted he requested a proclamation from the State Representative for the Church Anniversary.

#### UNFINISHED BUSINESS – PART I

#### UNFINISHED BUSINESS – PART II

- a. Committee Vacancies – Water Authority (1), Civil Service Commission (1), MI Board of Trustees (1)
- b. Main Street Streetscape Plan
- c. SW Lehigh Comprehensive Plan – April 26<sup>th</sup> Public Meeting at Upper Milford Township Building at 7 p.m.
- d. Rental Inspection Program
- e. LTD Capital Projects
  - 1. Cotton Street
  - 2. Church Street Traffic Light
- f. Service Electric Cable Franchise Renewal
- g. Ordinance 2016-02, Water Ordinance Amendment, Adoption May 2

#### NEW BUSINESS

a. Macungie Park's Request for Borough's assistance to paint parking lot parking lines – Borough Manager Boehm reported Public Works Director Smith agreed to painting the parking lines for Macungie Park.

Council Member Schleicher made a motion to allow the Public Works crew to paint the parking lot lines in Macungie Memorial Park, second by Council Member Akinjiola.

Council Member Moyer expressed concern about the parking lot lines being painted only for the purpose of the Park and not to accommodate the ice cream parlor. It was noted that this work was for the benefit of the Park, not the ice cream parlor.

Motion carried: 5 ayes, 1 nay (Council Member Moyer)

b. Request for Macungie Fire Police services during the Antique Truck Show on June 17 and 18, 2016 – Council Member Boyko made a motion to authorize the services of the Macungie Fire Police for traffic control during the Antique Truck Show on June 17 and 18, 2016, second by Council Member Akinjiola. Motion carried: 6 ayes

c. Police Body Armor Mandatory Wear Policy – Borough Manager Boehm explained a Mandatory Wear Policy must be submitted when applying for the police vest grant. Currently the Borough does not have a mandatory wear policy. She noted the policy before Council was created by Mayor Cordner and Sergeant Kocher.

Council Member Yerman made a motion to approve the Police Body Armor Mandatory Wear Policy, second by Council Member Boyko. Motion carried: 6 ayes

d. Appointment of Voting Member for the LCA Wastewater Advisory Committee – Borough Manager Boehm explained Council had appointed her as the voting member on May 2, 2011 but Lehigh County Authority did not have any record of the appointment on file and wanted a document completed with the name and date of appointment.

Council Member Yerman made a motion to appoint Borough Manager Chris Boehm as the voting member for the Lehigh County Authority Wastewater Advisory Committee, second by Council Member Schleicher. Motion carried: 6 ayes

e. Appointment to Borough Authority for vacant position with term expiring 12/31/2016 – Council Member Boyko made a motion to appoint Linden Miller to the Borough Authority vacant position with the term expiring 12/31/2016, second by Council Member Akinjiola. Motion carried: 6 ayes

#### ITEMS NOT ON AGENDA

a. Council Member Boyko questioned if the police department has any untested rape kits. Borough Manager Boehm will check with Sergeant Kocher.

b. President Becker questioned the time frame for Emergency Management Coordinator Boyko to resign so Council could move forward to appoint another Coordinator. Coordinator Boyko noted he was looking to resign at the end of 2016.

#### ADJOURNMENT

Hearing no further business to be brought before Borough Council, the meeting was adjourned at 8:29 p.m.

Respectfully submitted,

Cynthia Hartzell  
Administrative Assistant