

CALL TO ORDER

President Chris Becker called the May 2, 2016, meeting of Macungie Borough Council to order at 7:30 p.m. in Borough Council Chambers, Borough Hall, 21 Locust Street, Macungie, PA.

ATTENDANCE

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

PUBLIC COMMENTS

a. Prior Public Comments to Council

1. Vacation of Creek Alley - President Becker asked Council if they want to move forward and hold a public hearing on the request to vacate Creek Alley. Borough Council requested and received a cost estimate of \$87,732 to reconstruct Creek Alley. It was noted that an easement would need to be dedicated to the Borough for the sewer and water lines in Creek Alley and the street reverts back to the adjoining property owners. During the discussion, Solicitor Armstrong noted that when there is development along Creek Alley, Council can require the developer to make improvements to Creek Alley. Council decided to move forward with the public hearing to be held at the Macungie Institute. Borough Manager Boehm will contact Don Young to get a date that he would be available.

2. President Becker addressed comments made by Council Member Moyer at the last meeting about the entrance to Macungie Park and the Borough assisting with maintenance work in the parking lot. He remarked the section of property sold by Council Member Moyer's family to the Macungie Park was between the creek and the Macungie Animal Hospital, not Poplar Street as indicated by Council Member Moyer.

b. Public Comments – No public comments

COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS

a. Council Member Hutchison heard about a car parking along Lumber Street. People informed him that to drive around the car you have to cross over the center line. He asked the police to look into the situation and see if any further action may be needed such as designating

no parking on the street. Council will consider taking action upon the Police Department's recommendation.

### APPROVAL OF MINUTES

- a. April 18, 2016 meeting - Council Member Schleicher made a motion to approve the April 18, 2016 meeting minutes, second by Council Member Akinjiola. Motion carried: 5 ayes

### CONSENT AGENDA

- a. Treasurer's report of April 28, 2016

Council Member Yerman made a motion to approve the April 28, 2016 Treasurer's Report, second by Council Member Hutchison. Motion carried: 5 ayes

- b. Payment of invoices as listed totaling \$63,876.13

Council Member Akinjiola made a motion to approve the invoices for the current month of the Consent Agenda, second by Council Member Schleicher. Motion carried: 5 ayes

### CORRESPONDENCE

- a. Emmaus Public Library, re: April agenda, March Meeting minutes & Director's Report, March Financial Monthly Report
- b. Alma Akinjiola, re: Letter of Interest for Civil Service Commission vacancy
- c. Lehigh County Community Development, re: Housing Rehabilitation Program
- d. Macungie Zoning Hearing Board May Appeal – Borough Manager Boehm explained an appeal has been submitted to the Zoning Hearing Board for a variance adjacent to the Borough property on Main Street. She noted Council has the right to comment or have someone present at the hearing to oppose or support the appeal. Borough Manager Boehm explained the appeal is for a special exception for an in-law quarters and a variance to construct an addition in the 30' drainage easement. Solicitor Armstrong questioned if the easement was deeded to the Borough; because if so, it would have to be noted to the Zoning Hearing Board at the hearing. Borough Manager Boehm will check and keep Council informed.
- e. Richard Murphy, re: Resignation from Macungie Police Department

### REPORTS

- a. Solicitor - Solicitor Armstrong remarked he did not have any other reports except comments under items on the agenda.
- b. Mayor

1. Mayor Corder updated Council that a meeting was being scheduled at the Macungie Park with Wheels of Time Representatives, Sergeant Kocher, Park Manager Amy Hillegass and him.

c. Borough Manager

1. Estates at Brookside Drainage Easements – Borough Manager Boehm reported she had a zoning application for a fence on a property in the Estates at Brookside which prompted her to look at the other properties in the development. She reported there are properties have encroached into the drainage easements and she was concerned that it would affect the water runoff. She has scheduled for Engineer Kern, Zoning Officer Nicholson and herself to walk the development to inspect the easements. Borough Manager Boehm will keep Council updated. Since it seems the property owners are unaware of the restrictions, Council Member Yerman suggested sending a letter explaining the easements to the property owners when they purchase the property.

2. Borough Manager Boehm reported the Macungie VFW donated a generator for the Public Works Department. Borough Council requested a thank you letter will be sent to the VFW. However, since the VFW has made several donations, Council Members would like to sign this letter individually. Borough Manager Boehm will prepare the letter for the next Council meeting.

3. Borough Manager Boehm reported she met with Tom Bailey and there will be about a \$5,000 savings on this year's commercial package insurance premium. She noted the insurance company is requiring the police department have 4 policies in their SOPs and Mayor Corder will work with Sergeant Kocher to create the policies.

4. Borough Manager Boehm reported Representatives from Susquehanna Municipal Trust were in the Borough to perform a risk control survey. They suggested creating a safety manual, having chainsaw protective equipment for Public Works employees and performing annual motor vehicle check. The Borough Manager is to notify the Trust when these items will be implemented.

5. Borough Manager Boehm announced the new Zoning Officer Ken Nicholson started today. His public office hours are Tuesday and Thursday, 9:00 a.m. to 1:00 p.m. However, he will be in the office those days from 8:30 a.m. to 3:00 p.m.

6. Borough Manager Boehm reported the interviews for the mechanic's position were being held Tuesday at Borough Hall starting at 3:00 pm. Three applicants are being interviewed.

d. Committees – No Committee reports.

UNFINISHED BUSINESS – PART I

a. Adoption of Ordinance 2016-02, Water Ordinance Amendment

Solicitor Armstrong explained the ordinance amends Chapter 337 which revises the rules and regulations for the Water System. Solicitor Armstrong opened and closed the public hearing with no public comments.

Council Member Yerman made a motion to close the public hearing, second by Council Member Schleicher. Motion carried: 5 ayes.

Council Member Yerman made a motion to adopt Ordinance 2016-02, second by Council Member Schleicher.

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

Motion carried.

### UNFINISHED BUSINESS – PART II

- a. Committee Vacancies – Civil Service Commission (1)
- b. Main Street Streetscape Plan – Borough Manager Boehm reported the reimbursement and maintenance agreements have been approved by PennDOT. She noted a tentative letting date has been scheduled for June 9<sup>th</sup> with construction starting in September.
- c. SW Lehigh Comprehensive Plan - Council Member Schleicher reported on the meeting and she showed a map that each municipality should review for accuracy. She noted the next public meeting is May 24<sup>th</sup> at the Upper Milford Township building. There should be a draft plan for review at that meeting.
- d. Rental Inspection Program – Borough Manager Boehm noted Zoning Officer Nicholson will get dates for a meeting.
- e. LTD Capital Projects
  1. Cotton Street
  2. Church Street Traffic Light
- f. Service Electric Cable Franchise Renewal

### NEW BUSINESS

- a. Appointment of Alma Akinjiola to the Civil Service Commission for a term that expires 3/31/2018 – Council Member Schleicher made a motion to appoint Alma Akinjiola to the Civil Service Commission for a term that expires 3/31/2018, second by Council Member Yerman. Motion carried: 5 ayes. At this time Council Member Akinjiola was sworn in by Mayor Corder for the position on the Civil Service Commission.

b. Approval of Final Payment #2 to MBI HVAC Inc. in the amount of \$3,320 for the Borough Hall Heating Conversions – Borough Manager Boehm reported the manual for the boiler was received and L&I has passed the inspection.

Council Member Schleicher made a motion to approve the final payment to MBI HVAC Inc. in the amount of \$3,320 for the heating conversion at Borough Hall, second by Council Member Yerman. Motion carried: 5 ayes

c. Macungie Institute General Use and Terms of Conditions amended to include Alcohol Policy – Borough Manager Boehm requested this matter be tabled until the next meeting because Council was provided with the wrong copy of the policy. She will distribute the correct policy for Council to review prior to the next meeting. This item was carried to the next meeting.

d. Award of Cotton Street Reconstruction Project - President Becker reviewed the numbers for the cost of the Cotton Street Project. He wanted to make Council aware the he figured the project will be over about \$5,000 to \$10,000.

Council Member Yerman made a motion to award the Cotton Street Reconstruction Project to Semmel Excavation, lowest responsive bidder, for the bid amount of \$399,915.50, second by Council Member Akinjiola. Motion carried: 5 ayes

e. Resignation of Richard Murphy from the Macungie Police Department – Council Member Yerman made a motion to accept the resignation of Richard Murphy from the Macungie Police Department effective immediately, second by Council Member Akinjiola. Motion carried: 5 ayes

#### ITEMS NOT ON AGENDA

a. It was noted Ed Harry is not working part-time for the Borough and has not returned his bullet proof vest at this time.

b. Borough Manager Boehm explained during the street sweeping, there were areas marked no parking to allow the street sweeper to clean the streets. She noted a second sweeper was scheduled to assist on Wednesday however it was held up on another job and did not make it that day. The next day both sweepers returned to the Borough to complete the job. However, since the no parking areas were no longer in force, she will have those streets done first the next time street sweeping is done in the Borough.

c. Council Member Hutchison questioned the status of the cleaning at the Macungie Institute. Borough Manager Boehm noted the concerns have been addressed.

d. Council Member Schleicher reported on the banquet for the 175<sup>th</sup> Union Church Anniversary of the Solomon's UCC and Grace Lutheran Churches. She noted it was very nice. President Becker and she gave proclamations to the Churches at the banquet.

#### ADJOURNMENT

Hearing no further business to be brought before Borough Council, the meeting was adjourned at 9:13 pm.

Respectfully submitted,

Cynthia Hartzell  
Administrative Assistant