

CALL TO ORDER

President Chris Becker called the August 21, 2017, 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 Marvin Moyer Roseann Schleicher John Yerman
Borough Manager:	Chris L. Boehm
Administrative Assistant:	Cynthia Hartzell
Absent:	David Boyko Greg Hutchison Mayor Gary Cordner Jr. Council Member Renee Martin

PUBLIC COMMENTSa. Prior Public Comments to Council

1. Jeanette Polizzi, 351 Village Walk Drive - property maintenance complaint - President Becker reported the issue has been taken care of and is closed.

2. Dennis Fritz, 32 S. Lea Street – noise ordinance - President Becker reported he has been unable to meet with Mr. Fritz since the last meeting but will talk to him. This will be carried.

b. Public Comments

1. Dave Fatzinger, 218 Village Walk Drive, Macungie, asked the process to submit a petition to Council. Council explained there is not actual directions and gave some suggestions about writing what the issue is and getting signatures on the petition.

COUNCIL COMPLIMENTS, COMPLAINTS, PETITIONS AND APPEALS – No compliments, complaints, petitions or appeals from Council.

APPROVAL OF MINUTES

a. August 7, 2017 meeting – Council Member Schleicher made a motion to approve the August 7, 2017 Council minutes as presented, second by Council Member Akinjiola. Motion carried: 5 ayes

APPROVAL OF BILLS FOR PAYMENT

Council Member Akinjiola made a motion to approve the bills for payment totaling \$113,295.33, second by Council Member Schleicher. Motion carried: 5 ayes

CORRESPONDENCE

- a. Emmaus Public Library June Monthly Report
- b. Macungie Police Department June Monthly Report
- c. Municipal Retirement Trust June Monthly Report
- d. PennDOT, re: 2016 Automated Red Light Enforcement Grant
- e. Karen Holt, Macungie Institute Building Coordinator, July Monthly Report
- f. Amy Hillegass, Macungie Memorial Park, re: Thank you for Public Works assistance
- g. GFWC Women's Club of Macungie, re: Donation of \$50 for Flower Park
- h. Macungie Ambulance Corp July Monthly Report
- j. Macungie Police Department July Monthly Report
- i. State Attorney General, re: Notice of Withholding of State Aid and Order to Show Cause
- President Becker read the letter from the State Attorney General informing the Fire Department the Firemens Relief Funds will be withheld until they come into compliance with Finding No. 1 of the 2014-2016 Firemens Relief Audit. Their attorney addressed the issue with the state. An email was received from the state that the withholding was withdrawn and the Fire Department will receive a letter stating so.
- k. Donald Landry & Debra Burns, 317 Village Walk Drive, Macungie, re: Parking in front of mailbox clusters on Village Walk Drive – Mr. Landry and Ms. Burns informed Council about people parking in front of the mailbox cluster and the Post Office does not deliver the mail then. Borough Manager Boehm noted this complaint has been heard several times by other residents not getting their mail because a car is parked in front of the mailbox cluster. There are several mailbox clusters in that development. Mr. Landry and Ms. Burns suggested a regulation of no parking between 9 am and 12 noon Monday thru Saturday. President Becker commented he would contact the Post Office to discuss the situation.
- l. Donald Landry & Debra Burns, 317 Village Walk Drive, Macungie, re: Condition of Village Walk Drive - Mr. Landry and Ms. Burns wrote about the condition of Village Walk Drive and provided pictures of the street in the area of 311 – 323 Village Walk Drive. Council briefly discussed the issue. They will have Public Works Supervisor Smith review the street and provide a report.

- m. Harry Buchin, re: Request to deposit the tax collection checks directly into the Borough bank account
- n. Lower Macungie Township, re: Township Zoning Ordinance Amendment
- o. Municipal Retirement Trust July Monthly Report

REPORTS

- a. Mayor - No Report
- b. Borough Manager

1. 2018 Uniformed and Non-Uniformed Defined Benefit Pension Financial Requirement and Minimum Municipal Obligation and 2018 Defined Contribution Pension Financial Requirement and Minimum Municipal Obligation - Borough Manager Boehm reported Thomas J. Anderson & Associates is a new Actuary. Their report is a little different in that there are 2 amounts provided for each fund. The 2018 Minimum Municipal Obligation for the Borough of Macungie for the Uniform Pension will be \$60,513 or \$67,993 based on the Market Value of Assets. The Non-Uniform Defined Benefit Pension obligation will be \$37,399 or \$48,010 based on the Market Value of Assets. The Minimum Municipal Obligation for the Defined Contribution Pension will be \$1,317. These amounts are required for the 2018 budget to fund the Pensions and Council will need to decide which amount on the defined benefit pensions will be used for budget. This will be carried.

2. Macungie Institute Building Coordinator – Borough Manager Boehm informed Council that Karen Holt gave her a letter indicating that she will be retiring the end of the year.

3. Hillcrest Water Tank Rehabilitation Project – Borough Manager Boehm reported the water tank is in limited service at this time and starting tomorrow will be out of service for rehabilitation work. She noted the Fire Department was informed so tankers are called out on the first call for a fire. She noted the water tank work will be done as fast as possible.

- c. Junior Council Members – No report.
- d. Committees – No report.

UNFINISHED BUSINESS – PART I

- a. Macungie Fire Department - President Becker noted Council approved a list of items for the Fire Department to address. These items were reviewed and discussed at the Saturday meeting. The Fire Department will work toward complying with the list.

Tim Schantzenbach noted he and Dale Warmkessel of the Review Committee were in attendance if Council had any questions on the report they presented. He offered the services of the Review

Committee to review any documents the Fire Department submits to comply with Council's list. Borough Manager Boehm reported the vehicle certificates, NIMS certificates and the 2017 Officers List and Roster were received. A copy of the Officers List and Roster was given to Council. There was discussion about documents the Fire Department attorney provided at the August 7th meeting that Mr. Schantzenbach commented he has not received. There was a discussion about a returning member holding an officer position and not having the 1 year of service as noted in the Fire Department bylaws but that would be the determination of the members of the Fire Department.

Dorothy Kociuba, 93 S. Fairview Street, Macungie, questioned if Michael Natysyn formally resigned as Chief by a written letter. That was unknown.

Tom Kociuba, 401 E. Main Street, Apt. 5, Macungie, questioned if the copy of a roster dated in 2017 was correct. President Becker noted it is not correct. Mr. Kociuba was informed a revised roster list was received recently.

Mr. Schantzenbach commented fire departments cross-train members for firefighting and fire police. He commented about seeing the chief's vehicle at the former chief's house. President Becker is hopeful the Fire Department can make the corrections as requested by Council. He commented Council would like to keep the fire department in town and not contract with a neighboring department.

UNFINISHED BUSINESS – PART II

- a. Main Street Streetscape and Church Street Traffic Light Project – Borough Manager Boehm reported the start date for the streetscape and traffic light project is September 5th and project signs will be placed the week of August 28th. President Becker reported he and Borough Manager Boehm chose the payment option of requesting the grant funds as parts of the project are completed and when received the grant fund is received by the Borough, the contractor is paid.
- b. SW Lehigh Comprehensive Plan – Council Member Schleicher reported next committee meeting is August 22 and a reminder that the public meeting is scheduled for September 25th at 7:00 pm at Lower Macungie Township. The doors will be open at 6:30 to view displays about the comprehensive plan.
- c. Sewer Ordinance Amendment for sewer lateral inspections – Borough Manager Boehm is working in this.
- d. Grace Lutheran Church Parking Request and review of on-street parking on West End Trail – President Becker was informed by Grace Lutheran Church that they are withdrawing their request. They have worked it out with the truck operator.
- e. Macungie Institute budget

f. Sewer Ordinance Amendment to comply with City of Allentown Industrial Waste Ordinance – This is being worked on.

g. Rental Inspection Ordinance – A revised copy was given to Council tonight for review and discussed at the next meeting.

NEW BUSINESS

a. Budget Transfers

- \$211.69 from 08.429.384 (Machinery Rental) to 08.429.373 (Garage Maintenance & Repair)
- \$37.79 from 08.429.374 (Vehicle Repairs) to 08.429.250 (Maintenance & Repairs-Parts)
- \$123.61 from 08.429.231 (Fuel Trucks) to 08.429.230 (Heating Costs)
- \$0.59 from 08.429.198 (PCOR Fees), \$1.48 from 08.429.156 (Health Insurance) to 08.429.197 (Transitional Reinsurance Fee)
- \$1,782.30 from 01.455.000 (Shade Trees) to 01.433.450 (Crosswalk Painting)
- \$67.50 from 01.427.342 (Solid Waste Printing) to 01.430.316 (CDL Testing)
- \$673.23 from 01.430.250 (Vehicle Parts) to 01.430.260 (Minor Equipment-Streets)
- \$89.00 from 01.414.310 (Professional Services), \$15.70 from 01.409.229 (Hospitality) to 01.409.450 (Elevator Service Contract)
- \$1.96 from 01.406.198 (PCOR Fee), \$4.93 from 01.406.420 (Dues & Subscriptions) to 01.406.197 (Transitional Reinsurance Fee)
- \$11.96 from 01.410.197 (Transitional Reinsurance Fee), \$3.39 from 01.410.198 (PCOR Fees), \$59.83 from 01.410.460 (Seminars) to 01.410.162 (Police Unemployment Compensation)
- \$10,538.76 from 01.410.132 (Patrolman I) to 01.410.136 (Part-Time Police)
- \$903.92 from 01.410.250 (Maintenance & Repair – Parts) to 01.410.373 (Maintenance & Repair Buildings)

Council Member Yerman made a motion to approve the budget transfers are presented, second by Council Member Schleicher. Motion carried: 5 ayes

b. Appointment of Richton Penn to 30 Hour Police Officer - Sergeant Kocher request to hire a current part time officer, Richton Penn, as the 30 Hour Police Officer. He was the 30 Hour Police Officer in 2015. President Becker noted an email sent from Mayor Corder commenting he endorses the appointment.

Council Member Akinjiola made a motion to appoint Richton Penn as the 30 Hour Police Officer effective as of this date, second by Council Member Schleicher. Motion carried: 5 ayes

c. Appointment of Part-time Police Officer - Sergeant Kocher recommended hiring Joseph David as a part-time police officer.

Council Member Schleicher made a motion to hire Joseph David as a Part-Time Police Officer for the Macungie Police Department effective as of this date, second by Council Member Akinjiola. Motion carried: 5 ayes

d. Tax Collector's Request to directly deposit tax collection checks – Harry Buchin requested to deposit the tax collection checks into the Borough's bank account. He noted this request is a suggestion from KeyBank because he is currently using personal accounts for the tax collection accounts. Borough Manager Boehm noted Solicitor Armstrong suggested Mr. Buchin open an account in his name with the Borough's federal EIN number and to include the Deputy Tax Collector as a signatory on the account.

Council Member Yerman made a motion to inform Harry Buchin as per the recommendation from the Borough Solicitor, he open a bank account with the Borough's federal EIN number and include the Deputy Tax Collector as a signatory in case of an emergency, second by Council Member Schleicher. Motion carried: 5 ayes

e. Comments to Lower Macungie Township Zoning Ordinance Amendment – The Amendment is regulating medical marijuana growers/processors and dispensaries and drive-thru service establishments. Borough Manager Boehm commented her and Zoning Officer Nicholson believed the Borough's current zoning ordinance was sufficient to address a medical marijuana facility. This was not before Planning Commission due to Lower Macungie Township considering the ordinance for adoption at their September 7, 2017 meeting.

Council Member Yerman made a motion to inform Lower Macungie Township there is no comment to their zoning amendment but would like to request that Lower Macungie Township provide more time to review their amendments, second by Council Member Schleicher. Motion carried: 5 ayes

ITEMS NOT ON AGENDA – No other items for discussion.

EXECUTIVE SESSION

Council President Becker called for an executive session at 8:59 p.m. to discuss personnel. The meeting was reconvened at 10:25 p.m. with no action taken.

ADJOURNMENT

Hearing no further business to be brought before Borough Council, the meeting was adjourned at 10:26 p.m.

Respectfully submitted,

Cynthia Hartzell
Administrative Assistant