



Macungie Borough Council General Business Meeting Agenda

Monday, May 18, 2026

7:30 p.m.

Macungie Institute

- I. **Call to Order – Pledge of Allegiance**
- II. **Announcement of Executive Sessions**
- III. **Approval of Minutes**
 - A. May 4, 2026
- IV. **Financial Reports**
 - A. Treasurer’s Report for April 2026
 - B. Approval of Paid Bills Detail Report in the Amount of \$65,524.50
- V. **Correspondence**
 - A. Letter of Resignation from Ronald Karboski
 - B. PSAB-MRT Monthly Report of Municipal Net Assets
 - C. Macungie Ambulance Monthly Report for April 2026
- VI. **Reports**
 - A. Council
 - B. Mayor
 - C. Solicitor
 - D. Borough Manager
- VII. **Unfinished Business**
- VIII. **New Business**
 - A. Accepting Letter of Resignation from Ronald Karboski
 - B. Kay Builders – Fields at Brookside – Update on Construction Timeline
 - C. Authorizing Additional Engineering Services for Hickory Street Bridge Replacement
 - D. Resident Request for Relief from Sewer Charges
 - E. Authorizing Borough Manager to Seek Interim Police Chief Consultation Proposals
- IX. **Public Comment on Non-Agenda Items**
- X. **Adjournment**

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
General Business Meeting
Monday, May 4, 2026 - 7:30 P.M.

I. Call to Order – Pledge of Allegiance

The Macungie Borough Council meeting was called to order on May 4, 2026 at 7:30 p.m. at the Macungie Institute, 510 E. Main Street, Macungie, PA 18062. In attendance were Carl Sell, Jr., President; Ronald Karboski, Vice President; Greg Hutchison, Member; Megan Sell, Member; Greg Reinbold, Member; Lynette Sell, Member; Stan Landis, Member; Bob Sell, Jr., Mayor; Patrick Armstrong, Esq., Solicitor; Joshua Fry, Engineer; and Kalman Sostarecz, Jr., Borough Manager.

President Sell opened the meeting and asked all present to join him in reciting the Pledge of Allegiance to the Flag of the United States of America.

II. Announcement of Executive Sessions

Mr. Sostarecz announced that an executive session was held on April 30, 2026 at 9:00 a.m. regarding personnel and on May 4, 2026 at 3:00 p.m. regarding legal and personnel matters.

III. Engineer’s Report

Mr. Fry reviewed his report including the Hickory Street & Church Street project, the Fields at Brookside Development, Main Street Commons, Mavis Tire, Lumber Street Development, and South Walnut Street Development. Mr. Landis asked why UGI rescinded their offer to help pay for the repaving of Church Street; Mr. Fry stated that UGI had initially offered to help pay even though they weren’t required – the Borough was not expecting it and it was part of the project budget.

IV. Approval of Minutes

A. April 6, 2026

Motion by President Sell to approve the minutes of April 6, 2026, seconded by Mr. Hutchison. Motion passed unanimously.

B. April 20, 2026

Ms. Megan Sell and Mr. Reinbold stated that they had not voted to adjourn the meeting of April 20th; Mr. Sostarecz stated that the audio recording was unclear and will amend the minutes to reflect their non-vote.

Motion by President Sell to approve the minutes of April 20, 2026, seconded by Mr. Hutchison. Motion passed unanimously.

V. Financial Reports

A. Treasurer’s Report for March 2026

Motion by President Sell to accept the Treasurer’s Report as submitted, seconded by Mr. Hutchison. Motion passed unanimously.

B. Approval of Paid Bills Detail Report in the Amount of \$272,068.58

Tim Romig, business owner, asked if the amount is combined from the previous meeting. Mr. Sostarecz stated that it was a combination of the previous meeting and current.

Motion by President Sell to pay the bills in the amount of \$272,068.58, seconded by Mr. Hutchison. Motion passed unanimously.

VI. Correspondence

A. PSAB-MRT Monthly Report of Municipal Net Assets

- B. Letter of Interest from Bob Bogert on Zoning Hearing Board Appointment
- C. Letter of Interest from Sue Steinberg on Planning Commission Appointment
- D. Letter from Bill Reiss on Request to Seek Grant for Swabia Creek Cleanup

VII. Reports

A. Macungie Institute Quarterly Report

B. Police Department Monthly Report for March

Mayor Sell outlined the police report. President Sell asked if additional details could be provided on the location of the traffic stops. Mr. Landis Commented on the significant change in statistics from last year to this year.

C. Council

None

D. Mayor

Mayor Sell stated that the mailer he previously mentioned was held up at the printer, but as soon as it's ready it will be sent out. Mr. Hutchison asked how many body cameras does the Police Department own, and if he can see the Standard Operating Procedures on their use.

E. Solicitor

None

F. Borough Manager

None

VIII. Unfinished Business

A. Authorizing Execution of Lease Agreement with Macungie Historical Society

Mr. Sostarecz stated that the agreement was discussed at a previous meeting and Council had voted to draft a new agreement reducing the lease rate to \$1.00 per year. The Solicitor also reviewed the agreement and made a couple of minor changes. The agreement was shared with the Historical Society and they had no additional comments.

Motion by Vice President Karboski to authorize the lease agreement with the Macungie Historical Society, seconded by President Sell. Motion passed unanimously.

B. Authorizing Execution of Lease Agreement with Boy Scout Troop #71

Mr. Sostarecz stated that similar to the previous agenda item, this agreement was discussed at a previous meeting and Council had voted to draft a new agreement reducing the lease rate to \$1.00 per year. The Solicitor also reviewed the agreement and made a couple of minor changes. The agreement was shared with the Boy Scouts for their comment as well. Matthew Wieder thanked the Council on behalf of the Scouts.

Motion by Vice President Karboski to authorize the lease agreement with the Macungie Historical Society, seconded by Mr. Landis. Motion passed unanimously.

IX. New Business

A. Authorizing Wage Increase for Part-Time Summer Employee

Mr. Sostarecz stated that Mr. Braim has been a part-time summer employee for six years and staff is recommending a wage increase to \$17.00 per hour to be competitive.

Motion by Vice President Karboski to authorize a wage increase for Keith Braim to \$17.00 per hour, seconded by Mr. Hutchison. Motion passed unanimously.

B. Appointing Bob Bogert to the Zoning Hearing Board

Mr. Sostarecz stated that a letter of interest from Bob Bogert was received for the Zoning Hearing Board on which there are vacancies.

Motion by Mr. Landis to appoint Bob Bogert to the Zoning Hearing Board, seconded by Mr. Reinbold. Motion failed 3-4 (Karboski, C. Sell, Hutchison, L. Sell)

C. Appointing Sue Steinberg to the Planning Commission

Mr. Sostarecz stated that a letter of interest from Sue Steinberg was received for the Planning Commission on which there are vacancies.

Motion by Mr. Hutchison to approve Resolution #2026-08 appointing Sue Steinberg to the Planning Commission, seconded by Ms. M. Sell. Motion passed unanimously.

D. Appointing Special Legal Counsel

Solicitor Armstrong stated that it is recommended that John Gonzales of the law firm of Marshall Dennehy be appointed to represent the Borough in a complaint that has been filed against the Borough. Tom Ashelman, resident, asked what it was in regard to; Mr. Armstrong stated the case is Docket No. 2026-C-1640, Mayor Robert Sell v. Borough of Macungie.

Motion by President Sell to appoint John Gonzales as Special Legal Counsel, seconded by Mr. Hutchison. Motion passed unanimously.

E. Authorizing Repair of Fire Sprinkler System at Macungie Institute

Mr. Sostarecz stated that a leak was discovered in the fire sprinkler system at the Macungie Institute and Cintas diagnosed the issue. The leak did not cause any damage and is leaking in an area that has a drain.

Motion by President Sell to authorize Cintas to repair the fire sprinkler system at the Macungie Institute at a cost of \$1,657.20, seconded by Vice President Karboski. Motion passed unanimously.

F. Authorizing Seal Coating of Parking Lots at Borough Hall and Macungie Institute

Mr. Sostarecz stated that the parking lots at Borough Hall and the Macungie Institute have not been seal coated since 2020 and are due to be completed; the project was budgeted in this year's budget and three estimates were received, the lowest of which from Hovan at a cost of \$6,875 which is below the budgeted amount.

Motion by President Sell to authorize the seal coating of the parking lots by Hovan at a cost of \$6,875.00, seconded by Vice President Karboski. Motion passed unanimously.

X. Public Comment on Non-Agenda Items

Brenda Eisenhard, resident, stated she doesn't understand why the Council wouldn't want to appoint an interested resident to the Zoning Hearing Board when there are open positions.

Tanner Beers, resident, stated that he served in the U.S. Army and feels that residents are being disrespected, silenced, or ignored by council members.

Michael Mullen, police officer for the Borough, stated that he's embarrassed to be a Borough employee because of the way the Council treats people, and commented on the transparency of the Council, as well as his thoughts on President Sell's actions.

Ronald Conrad, resident, stated that the Courts say that people can talk about whatever they want during Public Comment at a meeting, and feels the Council violated those rights at the previous meeting by adjourning.

Janet Sell, resident, asked Mayor Sell why police officers weren't ticketing or towing during the street sweeping.

Karen Billger, resident, commented on the Spring/Summer Newsletter and the Cotton Street Bridge.

Terry Buss, resident, commented on President Sell's behavior stating that he shuts her down, and the way he treats others. She does not trust him.

Nancy Wittman, resident, commented on the property development across the street from her property and questioned why DEP is not aware of the development.

Kelley Lester, resident, stated that the fire hydrant in front of her house was replaced but the sidewalk has not been repaired.

Bob Bogert, resident, asked about the ability to access archived minutes for the Authority, Zoning Hearing Board, and Planning Commission.

Paul Licata, business owner, is fearful to lose clients because of the climate in the Borough, and feels that both residents and business owners are very nervous.

Tim Romig, business owner, stated that his rights were violated last meeting when he was stopped from speaking with the meeting being adjourned; he has the right to state whatever he wants and did not use foul language. He commented on the demeanor of President Sell and Vice President Karboski in public and on social media.

Rachel Cueva, who is running for state representative, stated that she is offering to replace tattered American Flags throughout the district free of charge.

XI. Adjournment

Mr. Hutchison made a motion to adjourn the meeting at 8:23 p.m., seconded by Mr. Landis.

Motion passed unanimously.

Respectfully Submitted,

Kalman A. Sostarecz, Jr.
Borough Secretary

Borough of Macungie - General Fund
Profit & Loss Budget vs. Actual
January through April 2026

	Jan - Apr 26	Budget	\$ Over Budget
Income			
301 - REAL PROPERTY TAXES			
301.100 - Real Estate Taxes—Current Year	10,506.69	1,145,327.00	-1,134,821.31
301.200 - Real Estate Taxes—Prior Years	0.00	9,000.00	-9,000.00
301.300 - Real Estate Taxes—Delinquent	0.00	15,000.00	-15,000.00
301.400 - Delinquent from Tax Claim Bureau	16,526.05		
301.600 - Real Estate Taxes—Interim	0.00	1,000.00	-1,000.00
Total 301 - REAL PROPERTY TAXES	27,030.74	1,170,327.00	-1,143,296.26
310 - LOCAL TAX-(Act 511)			
310.010 - Per Capita Taxes—Current Year	4,958.27	15,000.00	-10,041.73
310.020 - Per Capita Taxes - Prior Years	0.00	184.00	-184.00
310.030 - Per Capita Taxes—Delinquent	3,083.00	7,500.00	-4,417.00
310.100 - Real Estate Transfer Tax	39,085.25	184,630.00	-145,544.75
310.210 - Earned Income Tax—Current Year	200,532.20	610,000.00	-409,467.80
310.500 - Local Services Tax	10,278.52	45,000.00	-34,721.48
Total 310 - LOCAL TAX-(Act 511)	257,917.24	862,294.00	-604,376.76
320-322 - LICENSES & PERMITS			
320.100 - Yard Sale Permit	18.00		
320.200 - Fireworks Permit	792.00	300.00	-492.00
321.450 - Residential Rental License	70.00	40,000.00	-39,930.00
321.800 - Cable Television Franchise	7,784.15		
322.100 - Moving Permit	172.00	3,000.00	-2,828.00
322.400 - Zoning Permit	990.00	2,000.00	-1,010.00
320-322 - LICENSES & PERMITS - Other	1,442.50		-57.50
Total 320-322 - LICENSES & PERMITS	11,268.65	45,300.00	-34,031.35
331 - FINES			
331.100 - Court-District Magistrate	769.54	1,300.00	-530.46
331.130 - State Police Fines	0.00	600.00	-600.00
331.140 - Parking Violation Fines	60.00	850.00	-790.00
331.210 - Lehigh County Fines	162.22	1,750.00	-1,587.78
Total 331 - FINES	991.76	4,500.00	-3,508.24
341 - INTEREST			
341.02 - GF Recreation Interest	69.60		
341.040 - Post Med. Benefits Interest	1,893.59		
341.060 - Contingency Interest	2,643.89		
341.070 - MI Tree of Life Interest	43.01		
341.90 - GF Depository Interest	2.86		
341 - INTEREST - Other	0.00		
Total 341 - INTEREST	4,652.92	80,000.00	-75,347.08
342 - RENTS, ROYALTIES & DONATIONS			
342.200 - 24 S Church Street	1,800.00		
342.210 - Macungie Institute	7,524.68		
342.220 - Contributions & Donations - MI	75.00	30,000.00	-29,925.00
342 - RENTS, ROYALTIES & DONATIONS - Other	0.00		
Total 342 - RENTS, ROYALTIES & DONATIONS	9,399.68	30,000.00	-20,600.32
354 - State Capital & Operating			
354.030 - Winter Maintenance	0.00	1,267.00	-1,267.00
354.150 - Recycling/Act 101 Grant	17,424.11	8,000.00	9,424.11
Total 354 - State Capital & Operating	17,424.11	9,267.00	8,157.11

**Borough of Macungie - General Fund
Profit & Loss Budget vs. Actual
January through April 2026**

	Jan - Apr 26	Budget	\$ Over Budget
355 - STATE SHARED REVENUE			
355.010 - Public Utility Realty Tax-PURTA	0.00	1,750.00	-1,750.00
355.040 - Alcoholic Beverage License	0.00	1,100.00	-1,100.00
355.050 - General Municipal Pension-Aid (State Aid)	0.00	88,876.00	-88,876.00
355.099 - Firemen's Relief Funding	0.00	21,863.00	-21,863.00
Total 355 - STATE SHARED REVENUE	0.00	113,589.00	-113,589.00
359.000 - Payment in Lieu of Taxes	0.00	11,500.00	-11,500.00
360-361 - CHARGES FOR SERVICE			
361.300 - Subdivision & Land Dev. App	600.00	1,500.00	-900.00
361.750 - Fingerprinting	50.00	200.00	-150.00
361.90 - 15% Admin Fee - Refuse	2,245.60		
Total 360-361 - CHARGES FOR SERVICE	2,895.60	1,700.00	1,195.60
362 - PUBLIC SAFETY			
362.110 - Police Reports	770.00	750.00	20.00
362.405 - Rental Inspection	0.00	2,000.00	-2,000.00
362.410 - Building Permit	6,727.00	5,000.00	1,727.00
362.420 - Electrical Permit	1,158.00	1,250.00	-92.00
362.430 - Plumbing Permit	383.00	1,250.00	-867.00
362.450 - Occupancy/Use Permit	0.00	200.00	-200.00
362.470 - Mechanical/HVAC Permit	189.00	1,750.00	-1,561.00
Total 362 - PUBLIC SAFETY	9,227.00	12,200.00	-2,973.00
364 - SANITATION			
364.300 - Solid Waste Collection	0.00	720,068.00	-720,068.00
364.900 - Yard Waste Passes	0.00	1,250.00	-1,250.00
Total 364 - SANITATION	0.00	721,318.00	-721,318.00
365.050 - Sale of Maps and Publications	110.00	50.00	60.00
365.600 - Health Ins./Co-pay Dividend	0.00	35,784.00	-35,784.00
380.100 - MISC REVENUE			
389.11 - Late Fee on Utilities	0.00		
390.00 - Hometown Hero	1,600.00		
380.100 - MISC REVENUE - Other	0.00	25,000.00	-25,000.00
Total 380.100 - MISC REVENUE	1,600.00	25,000.00	-23,400.00
Total Income	342,517.70	3,122,829.00	-2,780,311.30
Gross Profit	342,517.70	3,122,829.00	-2,780,311.30
Expense			
400 - COUNCIL & MAYOR			
400.105 - Salaries & Wages	2,175.00	8,700.00	-6,525.00
Total 400 - COUNCIL & MAYOR	2,175.00	8,700.00	-6,525.00
401 - BOROUGH MANAGER			
401.110 - Borough Manager Wages	11,983.93	45,938.00	-33,954.07
401.353 - Surety and Fidelity (Bonding)	-85.86		
Total 401 - BOROUGH MANAGER	11,898.27	45,938.00	-34,048.73
402 - AUDITING & BOOKKEEPING			
402.311 - AUDITOR SERVICES	5,000.00	13,044.00	-8,044.00
402.312 - BOOKKEEPING	4,292.91	20,000.00	-15,707.09
Total 402 - AUDITING & BOOKKEEPING	9,292.91	33,044.00	-23,751.09

**Borough of Macungie - General Fund
Profit & Loss Budget vs. Actual
January through April 2026**

	Jan - Apr 26	Budget	\$ Over Budget
403 - TAX COLLECTION			
403.116 - Tax Collector- Wages/Commission	4,632.00	4,376.00	256.00
403.211 - Operating Expenses	2,316.09	7,500.00	-5,283.91
403.317 - EIT Collection Fees	0.00	6,166.00	-6,166.00
403.353 - Surety & Fidelity (Bonding)	0.00	160.00	-160.00
403.450 - Tax Collectors Audit	9,505.00	3,630.00	5,875.00
Total 403 - TAX COLLECTION	16,453.09	21,932.00	-5,478.91
404 - LEGAL SERVICES			
404.310 - Solicitor-Legal Services	648.00		
404.320 - Reimbursable Expenses	72.00		
404.321 - BT Stonehill Meadows			
404.322 - Young Development			
Total 404.320 - Reimbursable Expenses	720.00		
404.310 - Solicitor-Legal Services - Other	62,653.41	75,000.00	-12,346.59
Total 404.310 - Solicitor-Legal Services	63,373.41	75,000.00	-11,626.59
405 - SECRETARY/CLERK/TREASURER			
405.112 - Administrative Assistant-Wages	2,266.66	17,472.00	-15,205.34
405.113 - Clerk/Assistant Treasurer-Wages	0.00	14,907.00	-14,907.00
Total 405 - SECRETARY/CLERK/TREASURER	2,266.66	32,379.00	-30,112.34
406 - GENERAL GOV. ADMINISTRATION			
406.154 - Short Term/long Term Disability	322.86	1,100.00	-777.14
406.156 - Medical/Dental/Vision	11,226.35	93,932.00	-82,705.65
406.162 - UC - General	100.00		
406.192 - FICA - Employer Paid	6,949.92	23,712.00	-16,762.08
406.193 - Medicare - Employer Paid	1,625.43	1,045.00	-936.57
406.194 - Unemployment - Employer Paid	108.43	2,000.00	-1,949.99
406.196 - Health Reimbursement Account	50.01	907.00	-150.32
406.197 - Pension - Defined Contributions	756.68	35.00	-35.00
406.198 - P/COK Fee	0.00	500.00	-390.39
406.199 - Life Ins. & AD&D	109.61	3,500.00	-1,080.13
406.210 - Office Supplies	2,419.87	6,800.00	-4,991.40
406.212 - Bank Service Charges	75.82	3,000.00	-3,719.35
406.213 - Minor Office Equip Purch & IT	1,808.60	3,000.00	-3,719.35
406.215 - Postage	-719.35	50.00	-50.00
406.249 - Petty Cash	786.95	700.00	-548.00
406.310 - Professional Svcs - Payroll Svc	152.00	280.00	-250.00
406.321 - Telephone	0.00	5,000.00	-4,734.88
406.331 - Mileage Reimbursement	256.12	825.00	-626.66
406.341 - Advertising	196.34	8,861.00	-2,255.18
406.342 - Printing Services	11,096.18	300.00	-3,000.00
406.351 - Commercial Insurance	0.00	5,719.00	-4,554.88
406.353 - Bonding - General	1,164.12	1,250.00	-1,250.00
406.354 - Workers Compensation Insurance	0.00	1,500.00	-509.51
406.375 - Office Maintenance & Repairs	990.49	35,633.00	-28,763.89
406.420 - Dues, Subscriptions, & Membersh	6,869.11	1,000.00	-925.00
406.450 - Contracted Services	75.00	1,800.00	-1,800.00
406.460 - Meetings/Conferences/Cont. Edu.	0.00	1,800.00	-1,800.00
406.480 - Miscellaneous	0.00	1,000.00	-1,000.00
406.530 - Yard Waste Passes (Yard Waste Passes for Lower Macungie Township & Emmaus)	0.00	200,419.00	-153,987.46
Total 406 - GENERAL GOV. ADMINISTRATION	46,431.54	200,419.00	-153,987.46

Borough of Macungie - General Fund
Profit & Loss Budget vs. Actual
January through April 2026

	Jan - Apr 26	Budget	\$ Over Budget
408 - ENGINEERING SERVICES			
408.310 - Reimbursable Engineering	6,704.25		
408.311 - BT Stonehill Meadows	5,236.75		
408.312 - Young Development			
Total 408.310 - Reimbursable Engineering	14,941.00		
408.313 - Engineering-General Services	8,990.75	65,000.00	-66,009.25
408.314 - Sonoma Way Sinkhole	244.00		
408.315 - Engineering - MS4 Annual Report	2,708.25		
408.450 - BCO Fees	20,739.43		
Total 408 - ENGINEERING SERVICES	47,623.43	65,000.00	-17,376.57
409 - General Government Buildings			
409.229 - Hospitality (M&E)	0.00	500.00	-500.00
409.230 - Heating	1,311.73	7,750.00	-6,438.27
409.236 - Building Supplies	54.35	2,000.00	-1,945.65
409.260 - Small Tools & Minor Equipment	0.00	100.00	-100.00
409.361 - Electricity	3,159.80	4,750.00	-1,590.20
409.373 - Building Repairs/Maintenance	298.54	20,115.00	-19,816.46
409.430 - Real Estate Tax- S Church	346.25	1,250.00	-903.75
409.450 - Contracted Services	0.00	35,519.00	-35,519.00
409.451 - Janitorial Services	1,120.00	10,920.00	-9,800.00
Total 409 - General Government Buildings	6,290.67	82,904.00	-76,613.33
410 - POLICE DEPT.			
410.110 - Sgt. Wages	34,546.70	94,019.00	-59,472.30
410.112 - Corporal Wages	33,356.02	89,984.00	-56,627.98
410.115 - Part-Time Wages	6,357.12	42,000.00	-35,642.88
410.117 - Patrol Officer's Wages	97,707.86	289,368.00	-191,660.14
410.120 - 30-Hr. Officer- Wages	0.00	45,838.00	-45,838.00
410.162 - Police UC	187.04	7,428.00	-7,240.96
410.179 - Longevity Pay	0.00	42,000.00	-42,000.00
410.180 - Overtime	23,017.02		
410.184 - Sick Pay Buy-Back	0.00	420.00	-420.00
410.187 - Health Reimbursement Acct-HRA	0.00	750.00	-750.00
410.188 - Shift Differential	0.00	8,400.00	-8,400.00
410.190 - P/COR Fees - Police	0.00	35.00	-35.00
410.192 - FICA - Employer Paid	0.00	47,913.00	-47,913.00
410.194 - Unemployment Compensation - Emp (Unemployment Compensation - Employer P...	0.00	3,135.00	-3,135.00
410.196 - Medical/Dental/Vision	47,940.77	186,739.00	-138,798.23
410.197 - Pension - Defined Benefit	0.00	149,031.00	-149,031.00
410.198 - Short Term/ Long Term Disability (Short-Term/Long-Term Disability)	889.52	3,350.00	-2,460.48
410.199 - Life Ins. & AD&D	369.60	1,500.00	-1,130.40
410.210 - Office Supplies	13.76	600.00	-586.24
410.213 - Minor Equipment	1,451.26	1,500.00	-48.74
410.215 - Postage	0.00	800.00	-800.00
410.230 - Heating	649.26	1,200.00	-550.74
410.231 - Vehicle Fuel	3,312.88	750.00	2,562.88
410.236 - Building Supplies	126.90	16,000.00	-15,873.10
410.238 - Clothing and Uniforms	6,028.09	750.00	5,278.09
410.239 - Gross Wage - Uniform Allowance	3,000.00	9,000.00	-6,000.00
410.242 - Ammunition	0.00	2,500.00	-2,500.00
410.250 - Maintenance and Repairs Parts	1,895.93	7,100.00	-5,204.07
410.260 - Major Equipment	0.00	13,000.00	-13,000.00
410.314 - Legal Expenses - Police	23,211.29		
410.321 - Telephone	771.92	2,400.00	-1,628.08
410.351 - Commercial Insurance	9,670.70	9,969.00	-298.30
410.354 - Workers' Compensation Insurance	5,259.89	22,147.00	-16,887.11
410.361 - Electricity	568.80	1,700.00	-1,131.20
410.373 - Building Repairs/Maintenance	680.86	4,425.00	-3,744.14
410.374 - Vehicle Maintenance	0.00	2,520.00	-2,520.00

**Borough of Macungie - General Fund
Profit & Loss Budget vs. Actual
January through April 2026**

	Jan - Apr 26	Budget	\$ Over Budget
410.420 - Dues, Subscriptions and Members	0.00	400.00	-400.00
410.450 - Contracted Services	883.73	27,340.00	-26,456.27
410.451 - Janitorial Services	1,090.00	3,640.00	-2,550.00
410.454 - Civil Service Commission	0.00	900.00	-900.00
410.460 - Meetings/Conferences/Cont. Edu.	895.00	500.00	395.00
410.461 - Civil Service Commission Exp	275.00	0.00	275.00
410.480 - Miscellaneous Expenses	1,792.50	1,500.00	292.50
410.500 - Transfer-Post Retirement Med.	0.00	25,000.00	-25,000.00
Total 410 - POLICE DEPT.	305,949.43	1,166,801.00	-860,851.57
411 - FIRE DEPT.			
411.540 - Annual Allocation	45,000.00	90,000.00	-45,000.00
411.541 - Fire Relief Distribution	0.00	21,863.00	-21,863.00
Total 411 - FIRE DEPT.	45,000.00	111,863.00	-66,863.00
412 - AMBULANCE/RESCUE			
412.540 - Annual Allocation	0.00	1,600.00	-1,600.00
Total 412 - AMBULANCE/RESCUE	0.00	1,600.00	-1,600.00
413 - CODE ENFORCEMENT			
413.115 - Wages - Part-Time	0.00	37,440.00	-37,440.00
413.450 - Contracted Services	3,965.95	0.00	3,965.95
Total 413 - CODE ENFORCEMENT	3,965.95	37,440.00	-33,474.05
414 - PLANNING & ZONING			
314 - Zoning - Legal	396.00	5,000.00	-4,604.00
414.115 - Wages-Part Time	0.00	61,956.00	-61,956.00
414.120 - Zoning Hearing Board -Wages	0.00	675.00	-675.00
414.450 - Contracted Services	2,350.00	3,300.00	-950.00
414.460 - Zoning Services	7,411.32	0.00	7,411.32
Total 414 - PLANNING & ZONING	10,157.32	70,931.00	-60,773.68
415 - EMERGENCY MANAGEMENT			
415.241 - General Government Supplies	0.00	5,000.00	-5,000.00
Total 415 - EMERGENCY MANAGEMENT	0.00	5,000.00	-5,000.00
426 - LEAF COLLECTION			
426.450 - Leaf Collection Service	0.00	25,343.00	-25,343.00
Total 426 - LEAF COLLECTION	0.00	25,343.00	-25,343.00
427 - SOLID WASTE COLLECTION & DISPOS			
427.342 - Solid Waste Printing	0.00	200.00	-200.00
427.450 - Solid Waste/Recycling Contract	0.00	626,146.00	-626,146.00
Total 427 - SOLID WASTE COLLECTION & DISPOS	0.00	626,346.00	-626,346.00
430-439 - PW-HIGHWAYS, ROADS, & STREETS			
430.110 - Public Works Supervisor-Wages	7,081.52	25,431.00	-18,349.48
430.112 - Public Works Full-Time-Wages	16,583.40	78,340.00	-61,756.60
430.117 - Seasonal Employee-Wages	0.00	3,400.00	-3,400.00
430.180 - Overtime	5,340.81	2,500.00	2,840.81
430.182 - Bonus	0.00	0.00	0.00
430.183 - Comp	366.80	0.00	366.80
430.184 - Sick Pay Buy-Back	157.50	0.00	157.50
430.197 - Pension - Defined Benefit	0.00	10,560.00	-10,560.00
430.220 - Operating Supplies	380.35	3,667.00	-3,286.65
430.230 - Fuel Oil-Garage	616.80	4,916.00	-3,562.94
430.231 - Vehicle Fuel	1,353.06	2,200.00	-1,580.95
430.238 - Uniforms	619.05	0.00	619.05
430.250 - Vehicle Maintenance	2,850.77	10,043.00	-7,192.23

Cash Basis

**Borough of Macungie - General Fund
Profit & Loss Budget vs. Actual
January through April 2026**

	Jan - Apr 26	Budget	\$ Over Budget
430.260 - Small Tools & Minor Equipment	527.59	7,400.00	-6,872.41
430.317 - CDL Testing	141.00	400.00	-259.00
430.374 - Machinery & Equipment Repairs	3,425.30	3,513.00	-87.70
430.384 - Machinery & Equipment Rental	1,711.61	2,000.00	-288.39
431.450 - Street Sweeping Services	0.00	15,400.00	-15,400.00
432.000 - Winter Maintenance - Snow Removal	5,379.09	3,667.00	-1,868.02
433.220 - Signs & Markings	1,798.98	14,000.00	-14,000.00
433.450 - Crosswalk Painting-Contracted	0.00	4,167.00	-4,167.00
433.454 - Traffic Control-Contracted	1,373.52	300.00	-2,522.25
434.361 - Holiday Lights	47.75	3,000.00	-3,000.00
436.236 - Storm Sewer Maintenance/Repairs	0.00	3,667.00	-3,667.00
438.245 - Street Patching Materials	0.00	240,000.00	-240,000.00
439.600 - Street Resurfacing & Overlay	0.00	438,571.00	-438,571.00
Total 430-439 - PW-HIGHWAYS, ROADS, & STREETS	49,754.70	438,571.00	-388,816.30
450 - CULTURE & RECREATION	0.00	4,000.00	-4,000.00
453.240 - Special Event Decorations	0.00	16,875.00	-16,875.00
454.250 - Parks Maintenance	0.00	500.00	-500.00
454.361 - Flower Park- Electricity	157.38	6,138.50	-5,981.12
456.520 - Library Contract	6,138.50	24,554.00	-18,415.50
457.540 - Halloween Parade	1,500.00	1,600.00	-100.00
457.541 - Flower Park Contribution	0.00	3,679.00	-3,679.00
457.542 - Macungie Holiday Contribution	1,500.00	1,600.00	-100.00
457.543 - National Night Out	0.00	2,000.00	-2,000.00
Total 450 - CULTURE & RECREATION	9,295.88	54,708.00	-45,412.12
459 - MACUNGIE INSTTUTE	6,438.50	24,960.00	-18,521.50
459.110 - Payroll - MI Coordinator	2,292.00	2,292.00	0.00
459.115 - Salaries and Wages - Part-Time	2,706.67	2,706.67	0.00
459.230 - Heating	242.55	242.55	0.00
459.236 - Building Supplies	171.62	171.62	0.00
459.321 - Telephone Monthly Charges	3,218.64	3,218.64	0.00
459.361 - Electricity	984.70	984.70	0.00
459.373 - Building Repairs/Maintenance	2,180.00	2,180.00	0.00
459.451 - Janitorial Services	18,244.88	24,960.00	-6,715.32
Total 459 - MACUNGIE INSTTUTE	18,244.88	24,960.00	-6,715.32
471 - DEBT PRINCIPAL	0.00	74,942.00	-74,942.00
481.100 - Gen Oblig Note Series of 2021	0.00	74,942.00	-74,942.00
Total 471 - DEBT PRINCIPAL	0.00	74,942.00	-74,942.00
472.000 - DEBT INTEREST	2,640.33	5,290.00	-2,649.67
481.110 - Gen Oblig Note Ser of 2021-Int	2,640.33	5,290.00	-2,649.67
Total 472.000 - DEBT INTEREST	2,640.33	5,290.00	-2,649.67
492.00 - Interfund Operating Transfers	0.00	76,732.00	-76,732.00
492.300 - Transfer to General Fund Cap. (Transfer to General Fund Capital)	3,434.00	3,434.00	0.00
492.400 - Transfers to GF Escrow	3,434.00	76,732.00	-73,298.00
Total 492.00 - Interfund Operating Transfers	3,434.00	76,732.00	-73,298.00
660.000 - Payroll Expenses (Payroll expenses)	335.85	3,285,843.00	-2,631,269.88
660.000 - Payroll Expenses (Payroll expenses)	654,573.12	3,285,843.00	-2,631,269.88
Total Expense	-312,055.42	-163,014.00	-149,041.42
Net Income	6,438.50	24,960.00	-18,521.50

Borough of Macungie - General Fund

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
4 Seasons Garden Center			
Bill	04/01/2026	Inv #45552 - Screened topsoil & grass seed	392.00
Total 4 Seasons Garden Center			392.00
Berks County Intermediate Unit			
Bill	04/30/2026	Inv #2600062820 - eTrax User Login	170.00
Total Berks County Intermediate Unit			170.00
Evercor Facility Management Inc.			
Bill	04/25/2026	Inv #56691 - Street Sweeping	3,691.70
Total Evercor Facility Management Inc.			3,691.70
Great America Financial Services			
Bill	05/06/2026	Inv #41927139 - Borough Hall Copier Lease	165.00
Total Great America Financial Services			165.00
Greg's Auto & Tire Service, Inc.			
Bill	04/29/2026	Inv #102014 - Truck #8	1,893.00
Total Greg's Auto & Tire Service, Inc.			1,893.00
Haun Welding Supply, Inc.			
Bill	05/07/2026	Inv #812753 - Cutting tip	12.00
Total Haun Welding Supply, Inc.			12.00
Keiser, Ryan M.			
Bill	05/07/2026	Deductible Reimbursement	125.00
Total Keiser, Ryan M.			125.00
Lamb McErlane PC			
Bill	05/11/2026	Inv #401229 - Police Matters	3,747.20
Total Lamb McErlane PC			3,747.20
Linde Gas & Equipment Inc.			
Bill	05/12/2026	Inv #56629600 - Cylinder rental	89.28
Total Linde Gas & Equipment Inc.			89.28
NAPA Auto Parts-Allentown			
Bill	05/05/2026	Inv #288730 - Police vehicles & PW trucks	413.58
Total NAPA Auto Parts-Allentown			413.58
On-Site On-Call Solutions			
Bill	04/17/2026	Inv #968- Paver repairs	450.00
Total On-Site On-Call Solutions			450.00
PMHIC			
Bill	05/11/2026	Inv #254525-0 - June 2026 Coverage	22,635.49
Total PMHIC			22,635.49
PSAB Municipal Retirement Trust			
Bill	05/07/2026	Ryan Keiser Match 05-07-26 pay	72.73
Total PSAB Municipal Retirement Trust			72.73
Times News (East Penn Press)			
Bill	04/30/2026	Stmt #48008-05012026 - Advertising	537.10
Total Times News (East Penn Press)			537.10

Borough of Macungie - General Fund

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
UGI			
Bill	05/07/2026	Acct #411002403458 - 21 Locust St	146.74
Bill	05/07/2026	Acct #411002403722 - -301 S Church-garage-heating	201.31
Total UGI			348.05
UniFirst Corporation			
Bill	05/06/2026	Inv #1290301457 - Uniform Service	100.18
Total UniFirst Corporation			100.18
Wehrung's Macungie LLC			
Bill	05/04/2026	Inv #67554 - MI supplies & parks maintenance	91.05
Total Wehrung's Macungie LLC			91.05
WEX Bank - Sunoco			
Bill	04/30/2026	Inv #112235241 - April 2026 Fuel	2,071.94
Total WEX Bank - Sunoco			2,071.94
TOTAL			37,005.30

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05/12/26

35-LIQUID FUELS
Paid Bills Detail
All Transactions

Type	Date	Memo	Open Balance
PP&L			
Bill	04/30/2026	Acct #70000-43002 - Borough Street Lights	260.18
Bill	04/30/2026	Acct #68055-05002 - Borough Street Lights	3,637.56
Bill	05/04/2026	Acct #22084-14002 - Rte 100, Traffic Signal	45.43
Total PP&L			<u>3,943.17</u>
TOTAL			<u><u>3,943.17</u></u>

08- SEWER COMPANY

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
AutoZone			
Bill	05/06/2026	Inv #01000406117- Truck #5	215.68
Total AutoZone			215.68
NAPA Autoparts - Allentown			
Bill	05/05/2026	Inv #288768 - Truck #5	308.90
Bill	05/05/2026	Inv #288732 - Truck #9	134.54
Total NAPA Autoparts - Allentown			443.44
Wehrung's Macungie LLC			
Bill	05/07/2026	Inv #67718 - Truck #5 maintenance	13.57
Total Wehrung's Macungie LLC			13.57
TOTAL			672.69

Borough of Macungie - General Fund
Paid Bills Detail
All Transactions

05/05/26

Type	Date	Memo	Open Balance
E.M. Kutz, Inc.			
Bill	04/27/2026	Inv #48474 - TT locking cable	84.08
Total E.M. Kutz, Inc.			84.08
Emmaus Public Library			
Bill	04/26/2026	Inv #10003 -2nd Quarter 2026 Library Agreement	6,138.50
Total Emmaus Public Library			6,138.50
Fastest Labs of Lehigh Valley			
Bill	04/29/2026	Inv #2945- Police drug & alcohol test	118.00
Total Fastest Labs of Lehigh Valley			118.00
Financial Related Services, LLC			
Bill	04/30/2026	April 2026 Bookkeeping Services	2,803.75
Total Financial Related Services, LLC			2,803.75
Grim, Biehn & Thatcher			
Bill	04/28/2026	Inv #241356-0129 - BT Stone v Macungie Borough	440.00
Bill	04/28/2026	Inv #241355-0009 - Police Matters	280.00
Bill	04/28/2026	Inv #241353-0001 - General Matters	7,420.00
Total Grim, Biehn & Thatcher			8,140.00
Haldeman - Allentown			
Bill	04/27/2026	Inv #75205 - Truck #1	572.88
Total Haldeman - Allentown			572.88
Hotsy Equipment Co.			
Bill	04/29/2026	Inv #50-63670- Small equipment maintenance	185.08
Total Hotsy Equipment Co.			185.08
Lantek			
Bill	04/30/2026	Inv #CW60359 - Email cleanup ticket	371.25
Total Lantek			371.25
NAPA Auto Parts-Allentown			
Bill	04/27/2026	Inv #288311 - Truck #4	87.50
Total NAPA Auto Parts-Allentown			87.50
Otis Elevator Company			
Bill	04/30/2026	F10000290650 - Logistics and fuel impact fee	175.00
Total Otis Elevator Company			175.00
PA Turnpike Toll By Plate			
Bill	04/21/2026	Inv #150207721-1	16.08
Total PA Turnpike Toll By Plate			16.08
Patriot Workwear			
Bill	04/27/2026	Inv #45793 - Police Clothing/Uniform	299.00
Total Patriot Workwear			299.00
PPL Electric Utilities			
Bill	04/24/2026	Acct #57170-05005 - Macungie Institute	367.34
Bill	04/24/2026	Acct #96864-28016 - 102 E Main	57.99
Bill	04/27/2026	Acct #59439-06004 - Main St & Mill Display	41.55
Bill	04/27/2026	Acct #49380-17017 - 301 S Church St	1,233.55
Bill	04/27/2026	Acct #26780-17002- 21 Locust St	464.63
Total PPL Electric Utilities			2,165.06

Borough of Macungie - General Fund

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
Responsible Recycling Services, LLC Bill	04/22/2026	Inv #8747- Electronics recycling	144.20
Total Responsible Recycling Services, LLC			144.20
UniFirst Corporation Bill	04/29/2026	Inv #1290300077 - Uniform Service	100.95
Total UniFirst Corporation			100.95
Verizon Wireless Bill	04/21/2026	Inv #6141620838 - Police Phone	200.09
Total Verizon Wireless			200.09
Viper Pest Services Bill	04/27/2026	Inv #24646 - Garage bait stations	45.00
Total Viper Pest Services			45.00
TOTAL			21,646.42

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05/05/26

08- SEWER COMPANY

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
Grim, Biehn & Thatcher Bill	04/28/2026	Inv #241354 - Sewer Matters	780.00
Total Grim, Biehn & Thatcher			780.00
TOTAL			780.00

9:20 AM

05/05/26

35-LIQUID FUELS

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
PP&L			
Bill	04/24/2026	Acct #49939-16031 - Rte 100, Signal/Street light	103.49
Bill	04/24/2026	Acct #41239-94001 - Rte 100 & Chestnut, Signal	44.52
Bill	04/24/2026	Acct #73239-69005 - Lumber & Lehigh St	62.67
Bill	04/27/2026	Acct #36794-55007 - N Church St & Lehigh-A/L	64.47
Bill	04/27/2026	Acct #57253-72006 - 1 W Main St	121.77
Total PP&L			<u>396.92</u>
TOTAL			<u>396.92</u>

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05/05/26

CAPITAL FUND ACCOUNTS

Paid Bills Detail

All Transactions

Type	Date	Memo	Open Balance
Grim, Biehn & Thatcher Bill	04/28/2026	Inv #241358-0133 - Hickory St Bridge Replacement	1,080.00
Total Grim, Biehn & Thatcher			1,080.00
TOTAL			1,080.00



Borough of Macungie
Locust Street
Macungie, PA 18062
May 14, 2026

Dear Council,

Please accept this letter as my formal resignation from the Macungie Borough Council and the Macungie Planning Commission, effective May 14, 2026.

After careful consideration, I have found it increasingly difficult to balance the responsibilities of public service with my family commitments and professional opportunities. I have recently accepted a position that would create a conflict with serving in any municipal role, including with the Borough of Macungie. While I believe this is the right decision for me personally and professionally, I recognize there is still important work ahead for the Borough, and I regret not being able to see those efforts through.

I would also like to express my sincere gratitude to the many dedicated individuals who have inspired and supported me throughout my more than sixteen years of public service with Macungie Borough. It has been a privilege to work alongside Councilman Carl Sell, Councilman Greg Hutchison, Councilman John Yerman, Solicitor Patrick Armstrong, and Borough Manager Kalman Sostarecz. The shared commitment to improving our Borough and serving the community has been deeply meaningful to me and will not be forgotten.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Karboski", with a long horizontal flourish extending to the right.

Ron Karboski



**Municipal
Retirement
TRUST**

**Pennsylvania State Association of Boroughs
Municipal Retirement Trust**

2941 North Front Street, Harrisburg, PA 17110
(717) 236-9526 | (800) 232-7722 | Fax (223) 322-7470 | www.mrtpensions.org

Monthly Report of Municipal Net Assets

MACUNGIE BOROUGH DEFINED BENEFIT POLICE PENSION

SCHEDULE OF CHANGES IN NET ASSETS

PSAB MUNICIPAL RETIREMENT TRUST

BALANCED FUND

MRT:90421

For the 4 Months ended April-30-2026

	Month to Date	Year to Date
Receipts:		
State Aid	0.00	0.00
Employer Contributions	0.00	0.00
Employee Contributions	2,166.11	7,250.08
Interest, DROP/Escrow Acct.	0.00	0.00
Interest, Net of Investment Fees	678.93	3,564.76
Dividend Income	1,616.91	7,374.90
Realized Gains(Loss)	5,401.76	20,096.19
Unrealized Gains(Loss)	117,415.93	52,739.24
Misc. Income	0.00	0.00
Transfer In - Other Funds	0.00	0.00
Transfer In - Previous Trust	0.00	0.00
Total Receipts	127,279.64	91,025.17
Disbursements:		
Pension Payments	3,291.61	13,166.44
Lump Sum Payments	0.00	0.00
Payments to DROP/Escrow Acct.	0.00	0.00
Interest Pd to DROP/Escrow Acct.	0.00	0.00
Return of Excess State Aid	0.00	0.00
Return of Employee Contrib.	0.00	0.00
Return of Excess Employer Ctb.	0.00	0.00
Actuarial/Consulting Fees	0.00	750.00
Admin. Fees	250.00	1,000.00
Admin. Fees - Allocated	1,025.73	4,417.01
Insurance Premiums	0.00	0.00
Legal Fees	0.00	0.00
Misc. Expenses	0.00	0.00
Transfer Out - Other Funds	0.00	0.00
Transfer Out - Withdrawal	0.00	0.00
Total Disbursements	4,567.34	19,333.45
Net Change in Assets	122,712.30	71,691.72
Other Assets, Begin. of Period	2,362,644.13	2,413,664.71
Other Assets, End of Period	2,485,356.43	2,485,356.43
Restricted DROP/Escrow Balance	0.00	0.00



**Municipal
Retirement
TRUST**

**Pennsylvania State Association of Boroughs
Municipal Retirement Trust**

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(717) 236-9526 | (800) 232-7722 | Fax (223) 322-7470 | www.mrt pensions.org

Monthly Report of Municipal Net Assets

MACUNGIE BOROUGH NON-UNIFORM DEFINED BENEFIT PENSION

SCHEDULE OF CHANGES IN NET ASSETS

PSAB MUNICIPAL RETIREMENT TRUST

BALANCED FUND

MRT:90423

For the 4 Months ended April-30-2026

	Month to Date	Year to Date
Receipts:		
State Aid	0.00	0.00
Employer Contributions	0.00	0.00
Employee Contributions	822.02	3,405.58
Interest, DROP/Escrow Acct.	0.00	0.00
Interest, Net of Investment Fees	680.18	3,588.25
Dividend Income	1,619.89	7,421.01
Realized Gains(Loss)	5,411.71	20,232.71
Unrealized Gains(Loss)	117,632.36	52,818.00
Misc. Income	0.00	0.00
Transfer In - Other Funds	0.00	0.00
Transfer In - Previous Trust	0.00	0.00
Total Receipts	126,166.16	87,465.55
Disbursements:		
Pension Payments	10,021.21	40,084.84
Lump Sum Payments	0.00	0.00
Payments to DROP/Escrow Acct.	0.00	0.00
Interest Pd to DROP/Escrow Acct.	0.00	0.00
Return of Excess State Aid	0.00	0.00
Return of Employee Contrib.	0.00	0.00
Return of Excess Employer Ctb.	0.00	0.00
Actuarial/Consulting Fees	0.00	750.00
Admin. Fees	250.00	1,000.00
Admin. Fees - Allocated	1,027.62	4,448.17
Insurance Premiums	0.00	0.00
Legal Fees	0.00	0.00
Misc. Expenses	0.00	0.00
Transfer Out - Other Funds	0.00	0.00
Transfer Out - Withdrawal	0.00	0.00
Total Disbursements	11,298.83	46,283.01
Net Change in Assets	114,867.33	41,182.54
Other Assets, Begin. of Period	2,366,999.04	2,440,683.83
Other Assets, End of Period	2,481,866.37	2,481,866.37
Restricted DROP/Escrow Balance	0.00	0.00



**Pennsylvania State Association of Boroughs
Municipal Retirement Trust**

2941 North Front Street, Harrisburg, PA 17110
(717) 236-9526 | (800) 232-7722 | Fax (223) 322-7470 | www.mrt pensions.org

Monthly Report of Municipal Net Assets

MACUNGIE BOROUGH NON-UNIFORM DEFINED CONTRIBUTION PENSION

SCHEDULE OF CHANGES IN NET ASSETS
PSAB MUNICIPAL RETIREMENT TRUST
BALANCED FUND
MRT:90422
For the 4 Months ended April-30-2026

	Month to Date	Year to Date
Receipts:		
State Aid	0.00	0.00
Employer Contributions	145.46	2,123.26
Employee Contributions	221.00	518.55
Interest, DROP/Escrow Acct.	0.00	0.00
Interest, Net of Investment Fees	12.83	65.67
Dividend Income	30.55	136.14
Realized Gains(Loss)	102.05	368.70
Unrealized Gains(Loss)	2,218.26	979.25
Misc. Income	0.00	0.00
Transfer In - Other Funds	0.00	0.00
Transfer In - Previous Trust	0.00	0.00
Total Receipts	2,730.15	4,191.57
Disbursements:		
Pension Payments	0.00	0.00
Lump Sum Payments	0.00	0.00
Payments to DROP/Escrow Acct.	0.00	0.00
Interest Pd to DROP/Escrow Acct.	0.00	0.00
Return of Excess State Aid	0.00	0.00
Return of Employee Contrib.	0.00	0.00
Return of Excess Employer Ctb.	0.00	0.00
Actuarial/Consulting Fees	0.00	0.00
Admin. Fees	37.20	148.36
Admin. Fees - Allocated	19.38	81.02
Insurance Premiums	0.00	0.00
Legal Fees	0.00	0.00
Misc. Expenses	0.00	0.00
Transfer Out - Other Funds	0.00	0.00
Transfer Out - Withdrawal	0.00	0.00
Total Disbursements	56.58	229.38
Net Change in Assets	2,673.57	3,962.19
Other Assets, Begin. of Period	44,635.84	43,347.22
Other Assets, End of Period	47,309.41	47,309.41
Restricted DROP/Escrow Balance	0.00	0.00



MACUNGIE AMBULANCE CORPS, INC

5550 N. WALNUT ST
PO Box 114
MACUNGIE, PA 18062

EMERGENCY
DIAL 9-1-1

Phone: (610) 966-2601

www.macamb.org

Fax: (610) 966-1561

Monthly Report for April 2026 Macungie Borough

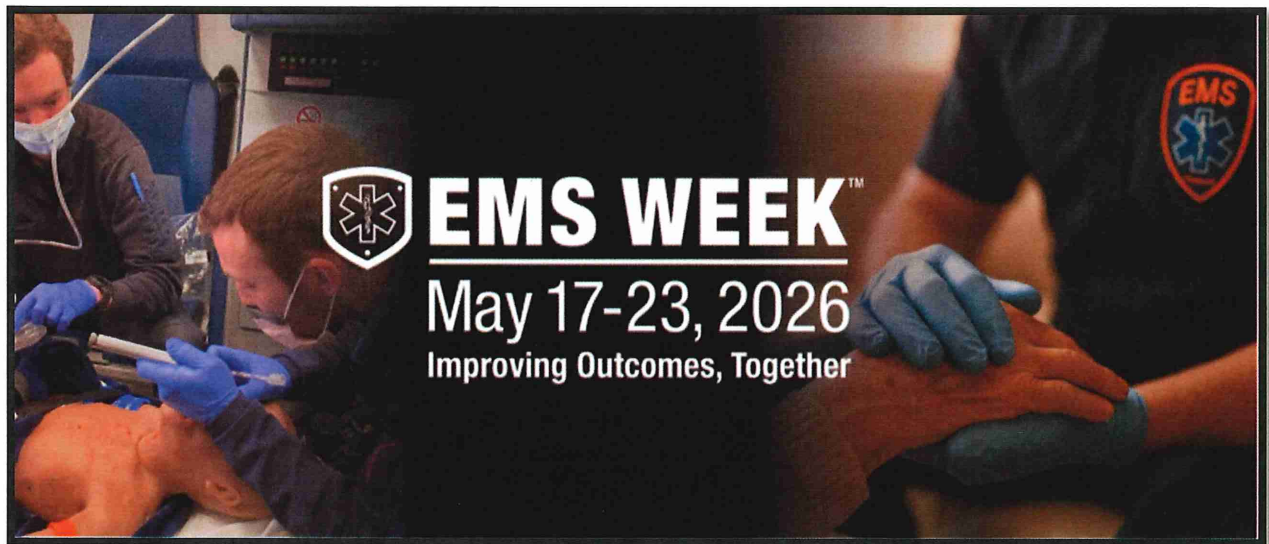
Call Volume

The Macungie Ambulance Corps responded to 403 calls for service this month.

26 of those calls were in Macungie Borough

While we were busy on other calls, our mutual aid partners responded to 3 calls for assistance in the Borough this month.

Other Points of Interest



We will once again hosting our local municipal leaders and staff at our station from 11 AM until 1 PM on Thursday May 21st.

Also this year, at noon, we will be honoring Kathleen Schuler who has served our organization in various capacities for 40 years!

Please share the attached flyer with community leaders and municipal employees.

Hope to see you there!

"Committed to Caring"



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: May 18, 2026

AGENDA ITEM: Kay Builders – Fields at Brookside – Update on Construction Timeline

I. **Action/Motion to Be Considered:**

N/A – To be discussed during the meeting.

II. **Reason Why This Issue Needs Consideration:**

The Development and Financial Security Agreement for The Fields at Brookside provided for a twenty-four (24) month period of time to complete the public improvements related to the development. The agreement is dated May 20, 2024 and the developer has not completed all of the improvements as required. Borough Staff and Consultants have been in contact with representatives of Kay Builders regarding their intentions and Kay has submitted a letter requesting an extension of one (1) year to complete such improvements. They are planning to be in attendance at the meeting to discuss their request.

III. **Current Policy or Practice:**

Borough Council authorizes agreements or extensions thereof.

IV. **Other Background Information:**

Attached to this IB is a letter from BIA to Kay requesting a timeline to complete the improvements, Kay's response, the most current punch list for the development, and a portion of the Agreement outlining the 24-month time period.

V. **Financial Impact:**

N/A

VI. **Recommendations:**

Council should discuss options which will be identified by the Solicitor at the meeting.



5420 Crackersport Road, Allentown, PA 18104

610.398.0904 610.481.9098

barryisett.com

Date: May 1, 2026
Project #: 399923.006

Brett Slivka
Kay Builders, Inc.
5930 Hamilton Blvd, Suite 10, Allentown, PA 18106

**RE: KAY BUILDERS, INC.
FIELDS AT BROOKSIDE – MACUNGIE**

Dear Mr. Slivka,

The executed Development & Financial Security Agreement for the Fields at Brookside specifies a construction time period of 24 months for all improvements to be used by the public or residents. We note that the expiration of that time period is set to occur on May 20, 2026 and many public improvements remain incomplete. Additionally, the construction schedule submitted to the Borough on August 1st, 2025, has not been followed.

Please provide a revised construction schedule and updated completion dates for the following outstanding items associated with the above-referenced project:

- Remaining sections of the interior asphalt walking path
- Exterior 8' asphalt walking path.
- Handicap ramp installations associated with walking paths.
- Emergency access road, including regrading of access road along southern property boundary to prevent storm runoff from leaving the site
- Regrading of the swale along the western property boundary
- Street trees
- Chain link fencing along the basin
- Split rail and board-on-board fencing along path
- Streetlights
- Irrigation system
- Concrete curb and sidewalk repairs. Repair and replacement locations will be determined during a joint walkdown by Barry Isett and Kay Builders. All identified repairs must be completed prior to installation of the wearing course.
- HOP improvements along Willow Lane (SR 3003)
- Property pins and monument installation

Memo

- Base repairs
- Wearing course installation.
- As-builts for all completed lots.

The Borough and the Borough Engineer must be notified 48 hours prior to starting work on any outstanding improvements.

Please submit the requested information no later than Wednesday, May 13, 2026. If the information is not received within this timeframe, the Borough will proceed with enforcement of the Agreement as necessary.

1 Additionally, the Borough will be placing an item on the Council Agenda for May 18, 2026 at 7:30 p.m. to discuss the status of the above-mentioned items. Representatives from Kay Builders are requested to attend this meeting to discuss the project status, and, if they so choose, request an extension to the Development Agreement to complete the outstanding improvements.

Note: This letter is not a formal punch list and should not be considered a comprehensive list of all outstanding work required by the Borough.

Respectfully,



Joshua Fry, PE
Borough Engineer
Barry Isett & Associates

CC: Kalman Sostarecz, Borough Manager
Pat Armstrong, Esq., Borough Solicitor
Matt Rieger, PE, Project Manager

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Memo

The Fields at Brookside

Boro of Macungie
Mr. John Brown, Borough Manager
21 Locust Street
Macungie, PA 18062

May 1, 2026

RE: Fields at Brookside – Improvements Agreement Extension

Mr. Brown,

Kay Brookside, LLC, is requesting a time extension to complete the improvements for the Fields at Brookside according to our updated schedule, attached for review.

As per discussions with the Township Engineer, please place our request for a 1-year extension to May 20, 2027 on the Board of Supervisors' Agenda for the May 18, 2026 meeting for the board to act upon.

Please let me know if you have any questions or concerns regarding this request.

Thanks for your support with this matter!



Richard M. Koze, Jr, Owner
The Fields at Brookside

Email CC- John Brown- Boro of Macungie
Joshua Fry-Barry Isett & Assoc. Boro Engineer
Patrick Armstrong-Boro Solicitor



Performance Security Estimate

Values based on The Fields at Brookside Engineers Opinion of Probable Cost, Revised February 1, 2023, as prepared by Colliers Engineering & Design

Project Name: Fields at Brookside
 Security Release No.: 5
 Municipality: Borough of Macungie
 Date: 10/28/2025

Item	Description	Unit	Quantity	Unit Price	Amount	Estimated %		Value of		Incompleted Improvements
						of Work Completed	To Date	Work Completed		
								This Period	To Date	
1	SITE CLEARING									
A	Clearing Site - Scrub	AC	1	\$1,500.00	\$ 1,500.00	100.00%	\$0.00	\$1,500.00	\$0.00	\$0.00
B	Clearing Site - Woods	AC	1	\$6,850.00	\$ 6,850.00	100.00%	\$0.00	\$6,850.00	\$0.00	\$0.00
C	Tree Removal	EA	1	\$100.00	\$ 100.00	100.00%	\$0.00	\$100.00	\$0.00	\$0.00
				Subtotal=	\$ 8,450.00					
2	SITE DEMOLITION									
A	Pavement Removal	CY	2,700	\$19.50	\$ 52,650.00	100.00%	\$0.00	\$52,650.00	\$0.00	\$0.00
B	Inlet Removal	EA	3	\$600.00	\$ 1,800.00	100.00%	\$0.00	\$1,800.00	\$0.00	\$0.00
				Subtotal=	\$ 54,450.00					
3	EARTHWORK									
A	Site Excavation	CY	32,000	\$3.55	\$ 113,600.00	100.00%	\$0.00	\$113,600.00	\$0.00	\$0.00
B	Strip/Stockpile Topsoil	CY	21,377	\$3.15	\$ 67,337.55	100.00%	\$0.00	\$67,337.55	\$0.00	\$0.00
C	Respread Topsoil	CY	21,377	\$5.62	\$ 120,136.74	40.00%	\$48,055.50	\$84,097.12	\$36,041.62	\$36,041.62
				Subtotal=	\$ 301,076.29					
4	SITE IMPROVEMENTS									
A	8" Asphalt Trail	SY	5,962	\$12.00	\$ 71,544.00	10.00%	\$7,154.40	\$7,154.40	\$64,389.60	\$64,389.60
B	Emergency Access Path	SY	1,756	\$25.00	\$ 43,900.00	0.00%	\$0.00	\$0.00	\$43,900.00	\$43,900.00
C	Concrete Curb (6" x 8" x 18")	LF	5,821	\$15.00	\$ 87,315.00	10.00%	\$8,731.50	\$2,389.00	\$34,926.00	\$34,926.00
D	Dense graded Aggregate (6")	TON	4,020	\$25.00	\$ 100,500.00	100.00%	\$0.00	\$100,500.00	\$0.00	\$0.00
E	Superpave Asphalt Mixture Design HMA Base (3.5")	TON	2,200	\$85.00	\$ 187,000.00	100.00%	\$0.00	\$187,000.00	\$0.00	\$0.00
F	Superpave Asphalt Mixture Design HMA Wearing (1.5")	TON	1,000	\$90.00	\$ 90,000.00	0.00%	\$0.00	\$0.00	\$90,000.00	\$90,000.00
G	Painted Crosswalk	EA	6	\$150.00	\$ 900.00	0.00%	\$0.00	\$0.00	\$900.00	\$900.00
H	Painted "STOP"	EA	4	\$125.00	\$ 500.00	0.00%	\$0.00	\$0.00	\$500.00	\$500.00
I	Traffic Control Signs	EA	46	\$170.00	\$ 7,820.00	0.00%	\$0.00	\$0.00	\$7,820.00	\$7,820.00
J	Chain Link Fence	LF	2,012	\$25.00	\$ 50,300.00	0.00%	\$0.00	\$0.00	\$50,300.00	\$50,300.00
K	6' Board on Board Fence	LF	3,825	\$14.00	\$ 53,550.00	0.00%	\$0.00	\$0.00	\$53,550.00	\$53,550.00
L	4' Split Rail Fence	LF	3,870	\$12.00	\$ 46,440.00	0.00%	\$0.00	\$0.00	\$46,440.00	\$46,440.00
M	Flush Curb	LF	1,450	\$18.50	\$ 26,825.00	20.00%	\$5,365.00	\$16,095.00	\$10,730.00	\$10,730.00
N	ADA Curb Ramp	EA	15	\$1,500.00	\$ 22,500.00	0.00%	\$0.00	\$0.00	\$22,500.00	\$22,500.00
O	Tack Coat	SY	5,280	\$0.25	\$ 1,320.00	0.00%	\$0.00	\$0.00	\$1,320.00	\$1,320.00
P	Stop Bars	EA	3	\$150.00	\$ 450.00	0.00%	\$0.00	\$0.00	\$450.00	\$450.00
Q	Chain Link Gates	EA	2	\$2,500.00	\$ 5,000.00	0.00%	\$0.00	\$0.00	\$5,000.00	\$5,000.00



Performance Security Estimate

Values based on The Fields at Brookside Engineers Opinion of Probable Cost, Revised February 1, 2023, as prepared by Colliers Engineering & Design

		Project Name: <u>Fields at Brookside</u>		Security Release No.: <u>5</u>		Municipality: <u>Borough of Macungie</u>		Date: <u>10/28/2025</u>		
Item	Description	Unit	Quantity	Unit Price	Amount	Estimated %		Value of		
						of Work Completed		Work Completed		
						This Period	To Date	This Period	To Date	
R	Concrete Pads	SF	80	\$12.00	\$ 960.00	100.00%	100.00%	\$960.00	\$960.00	\$0.00
Subtotal= \$					796,824.00					
5	SOIL EROSION CONTROL									
A	Erosion Control Mat	SY	22,900	\$3.50	\$ 80,150.00	100.00%	100.00%	\$0.00	\$80,150.00	\$0.00
B	Wash Rack	EA	2	\$3,000.00	\$ 6,000.00	100.00%	100.00%	\$0.00	\$6,000.00	\$0.00
C	Inlet Protection	EA	73	\$250.00	\$ 18,250.00	100.00%	100.00%	\$0.00	\$18,250.00	\$0.00
D	Rock Construction Entrance	EA	1	\$5,000.00	\$ 5,000.00	100.00%	100.00%	\$0.00	\$5,000.00	\$0.00
E	Silt Fence	LF	1,934	\$4.50	\$ 8,703.00	100.00%	100.00%	\$0.00	\$8,703.00	\$0.00
F	Silt Sock	LF	3,977	\$3.50	\$ 13,919.50	100.00%	100.00%	\$0.00	\$13,919.50	\$0.00
G	Sediment Control Basin Outlet Structure	EA	2	\$3,500.00	\$ 7,000.00	100.00%	100.00%	\$0.00	\$7,000.00	\$0.00
H	Rip Rap (12" thick)	SY	50	\$60.00	\$ 3,000.00	100.00%	100.00%	\$0.00	\$3,000.00	\$0.00
Subtotal= \$					142,022.50					
6	ELECTRIC									
A	Backfill/Excavate Trench	LF	4,109	\$9.00	\$ 36,981.00	100.00%	100.00%	\$0.00	\$36,981.00	\$0.00
B	1" Conduit	LF	4,109	\$10.00	\$ 41,090.00	100.00%	100.00%	\$0.00	\$41,090.00	\$0.00
Subtotal= \$					78,071.00					
7	GAS									
A	Backfill/Excavate Trench	LF	2,790	\$9.00	\$ 25,110.00	100.00%	100.00%	\$0.00	\$25,110.00	\$0.00
B	2" Gas Line	LF	2,790	\$20.00	\$ 55,800.00	100.00%	100.00%	\$0.00	\$55,800.00	\$0.00
Subtotal= \$					80,910.00					
8	STORM DRAINAGE									
A	18" RCP	LF	262	\$55.00	\$ 14,410.00	100.00%	100.00%	\$0.00	\$14,410.00	\$0.00
B	18" HDPE	LF	3,594	\$51.00	\$ 183,294.00	100.00%	100.00%	\$0.00	\$183,294.00	\$0.00
C	24" RCP	LF	763	\$68.00	\$ 51,884.00	100.00%	100.00%	\$0.00	\$51,884.00	\$0.00
D	24" HDPE	LF	1,189	\$64.00	\$ 76,096.00	100.00%	100.00%	\$0.00	\$76,096.00	\$0.00
E	30" HDPE	LF	452	\$72.00	\$ 32,544.00	100.00%	100.00%	\$0.00	\$32,544.00	\$0.00
F	36" HDPE	LF	557	\$82.00	\$ 45,674.00	100.00%	100.00%	\$0.00	\$45,674.00	\$0.00
G	Connection to Existing Manhole	EA	1	\$1,000.00	\$ 1,000.00	100.00%	100.00%	\$0.00	\$1,000.00	\$0.00
H	Storm Manhole	EA	9	\$3,500.00	\$ 31,500.00	100.00%	100.00%	\$0.00	\$31,500.00	\$0.00
J	Type "M" Inlet	EA	31	\$2,500.00	\$ 77,500.00	100.00%	100.00%	\$0.00	\$77,500.00	\$0.00
J	Type "C" Inlet	EA	45	\$3,000.00	\$ 135,000.00	100.00%	100.00%	\$0.00	\$135,000.00	\$0.00
K	Outlet Control Structure	EA	3	\$6,000.00	\$ 18,000.00	100.00%	100.00%	\$0.00	\$18,000.00	\$0.00
L	Flared End Section	EA	3	\$750.00	\$ 2,250.00	100.00%	100.00%	\$0.00	\$2,250.00	\$0.00



Performance Security Estimate

Values based on The Fields at Brookside Engineers Opinion of Probable Cost, Revised February 1, 2023, as prepared by Colliers Engineering & Design

Project Name: Fields at Brookside
 Security Release No.: 5
 Municipality: Borough of Macungie
 Date: 10/28/2025

Item	Description	Unit	Quantity	Unit Price	Amount	Estimated %		Value of		Incompleted Improvements
						of Work Completed		Work Completed		
						This Period	To Date	This Period	To Date	
M	Irrigation System	LS	1	\$150,000.00	\$150,000.00	0.00%	\$0.00	\$0.00	\$150,000.00	
N	Wet Detention Basins	LS	1	\$250,000.00	\$250,000.00	100.00%	\$0.00	\$250,000.00	\$0.00	
SANITARY										
A	Sanitary Manhole	EA	23	\$5,000.00	\$115,000.00	100.00%	\$0.00	\$115,000.00	\$0.00	
B	Doghouse Manhole	LF	1	\$7,500.00	\$7,500.00	100.00%	\$0.00	\$7,500.00	\$0.00	
C	4" SAN PVC	LF	4,290	\$28.00	\$120,120.00	100.00%	\$0.00	\$120,120.00	\$0.00	
D	8" SAN PVC	LF	3,569	\$52.00	\$185,588.00	100.00%	\$0.00	\$185,588.00	\$0.00	
E	Clean Out	EA	66	\$350.00	\$23,100.00	100.00%	\$0.00	\$23,100.00	\$0.00	
F	Connection to Existing System	EA	1	\$2,900.00	\$2,900.00	100.00%	\$0.00	\$2,900.00	\$0.00	
G	Pressure Testing	LS	1	\$3,000.00	\$3,000.00	100.00%	\$0.00	\$3,000.00	\$0.00	
H	Video Inspection	LF	3,569	\$1.25	\$4,461.25	0.00%	\$0.00	\$0.00	\$4,461.25	
Subtotal= \$ 461,669.25										
10 WATER										
A	Hydrants	EA	7	\$4,200.00	\$29,400.00	100.00%	\$0.00	\$29,400.00	\$0.00	
B	12" x 12" x 10" Tapping Sleeve and Valve	EA	1	\$10,000.00	\$10,000.00	100.00%	\$0.00	\$10,000.00	\$0.00	
C	8" DJP Water Main	LF	5,114	\$69.00	\$352,866.00	95.00%	\$0.00	\$335,222.70	\$17,643.30	
D	6" DJP Water	LF	3,390	\$61.00	\$206,790.00	100.00%	\$0.00	\$206,790.00	\$0.00	
E	8" Gate Valve	EA	17	\$1,400.00	\$23,800.00	95.00%	\$0.00	\$22,610.00	\$1,190.00	
F	Connection to Existing System	EA	2	\$8,500.00	\$17,000.00	50.00%	\$0.00	\$8,500.00	\$8,500.00	
G	Pressure Testing	LS	1	\$6,900.00	\$6,900.00	75.00%	\$0.00	\$5,175.00	\$1,725.00	
Subtotal= \$ 646,756.00										
11 LANDSCAPING/LIGHTING										
A	Ornamental Tree (2-1/2" caliper)	EA	71	\$350.00	\$24,850.00	0.00%	\$0.00	\$0.00	\$24,850.00	
B	Seeding & Mulching	SF	550,000	\$0.25	\$137,500.00	25.00%	\$34,375.00	\$68,750.00	\$68,750.00	
Subtotal= \$ 162,350.00										
Subtotal Items 1 through 11 \$3,801,731.04										
10% Contingency \$380,173.10										
Construction Subtotal \$4,181,904.14										
Act 247 Coverage (@10% of Subtotal) \$418,190.41										
Engineering & Layout (@5% of Subtotal) \$209,095.21										
						\$104,641.40	\$3,055,844.27	\$745,886.77		
						\$10,464.14	\$305,584.43	\$74,588.68		
						\$115,105.54	\$3,361,428.70	\$820,475.45		
						\$11,510.55	\$336,142.87	\$82,047.54		
						\$5,755.28	\$168,071.43	\$41,023.77		



Performance Security Estimate

Values based on The Fields at Brookside Engineers Opinion of Probable Cost, Revised February 1, 2023, as prepared by Colliers Engineering & Design

Project Name: The Fields at Brookside
 Security Release No.: 5
 Municipality: Borough of Macungie
 Date: 10/28/2025

Item	Description	Unit	Quantity	Unit Price	Amount	Estimated %		Value of		Incompleted Improvements
						of Work Completed	To Date	This Period	To Date	
	Borough Inspection (@5% of Subtotal)				\$209,095.21			\$5,755.28	\$168,071.43	\$41,023.77
	TOTAL Security to be posted				\$836,380.83			\$23,021.11	\$672,285.73	\$164,095.08
	GRAND TOTAL				\$5,018,284.97			\$138,126.65	\$4,033,714.43	\$984,570.53

Submitted By (Developer): _____ Date: _____
 Certification Reviewed By: _____ Date: _____
 Approval Recommended By: _____ Date: _____

Gross Value Completed: \$4,033,714.43
 Less Retainage (15%): \$605,057.16
 Net Value Completed: \$3,428,657.27
 Minimum Security Amount: \$842,742.75
 Net Value Previously Completed: \$3,311,249.63
 Net Value completed this period: \$117,407.64
 Total Security remaining: \$1,589,627.70

MACUNGIE BOROUGH

DEVELOPMENT AND FINANCIAL SECURITY AGREEMENT

THIS AGREEMENT, dated this 20 day of May A.D., 2024, is made by and between the **BOROUGH OF MACUNGIE**, a Borough in the Commonwealth of Pennsylvania, with offices at 21 Locust Street, Macungie, Lehigh County, Pennsylvania 18062 (hereinafter referred to as "Borough").

A N D

KAY BROOKSIDE, LLC, with offices at 5930 Hamilton Boulevard, Suite 10, Allentown, Pennsylvania, 18106, its successors and assigns (hereinafter referred to as "Developer"), legal owner of a parcel of land located along Willow Lane, Macungie Borough, Lehigh County, Pennsylvania, known as Lehigh County PIN No. 547461778385-1 and holder of easement rights over lands located at 901 Willow Lane, Macungie Borough, Lehigh County, Pennsylvania, and 3324 Brookside Road, Lower Macungie Township, Lehigh County, Pennsylvania, known as Lehigh County PIN Nos. 547471299863-1 and 547491163822-1 pursuant to the "Preliminary/Final Subdivision Plan for Kay Builder" said plan being prepared by Colliers Engineering and Design and recorded at Lehigh County Instrument Number 2022030182 (the "Subdivision Plan"; the three parcels are collectively hereinafter referred to as "Property"); and more fully described on the subdivision and land development plan for the Property, said plan being prepared by Colliers Engineering and Design, entitled "Major Subdivision Plans for Kay Builders, The Fields at Brookside" dated August 11, 2021, last revised May 11, 2023, and consisting of 57 sheets (hereinafter referred to collectively as the "Plan").

{01162311v2}

The aforesaid costs set forth in Exhibit "B" are estimates of the costs to complete the Improvements. Developer agrees that it will complete the Improvements in accordance and in compliance with the Plan and in a manner acceptable to the Borough at Developer's own expense regardless of what the costs will be.

Developer further agrees that it shall pay all costs for the completion of construction of this Project in accordance with the Plan and this Agreement regardless of what the costs might be, but in the event that any such costs or expenses have been omitted from Exhibit "B", such costs or expenses shall remain the sole obligation of Developer to complete the same, in accordance with good engineering practice, the Plan and Borough Ordinances in a manner and form acceptable to the Borough.

Developer acknowledges and agrees that no permits will be issued by the Borough for work on this Project until adequate Borough-approved financial security is provided by Developer to guarantee the proper and complete construction of Improvements and compliance with this Agreement, and after Developer complies with all conditions of the March 10, 2022 conditional approval letter from Borough, including securing all requisite outside agency permits and approvals.

7. TIME FOR COMPLETION/IMPROVEMENTS

Developer acknowledges that the time for completion of construction of the Improvements, unless otherwise specified herein below, is twenty-four (24) months from the date of the execution of this Agreement. In the event that Improvements are not completed by said date, unless otherwise extended by the Borough, Borough, upon twenty days' notice to cure, may use the financial security provided for herein towards the completion of said Improvements or may take such further action as

{01162311v2}

set forth in this Agreement to guarantee said completion. THE PARTIES AGREE THAT TIME IS OF THE ESSENCE.

8. DAMAGE TO BOROUGH ROADS

Any damage to any Borough road, which damage is caused by construction traffic or traffic related to construction at or for the Project shall immediately be repaired by Developer at its sole expense and to the satisfaction of the Borough Engineer upon receipt of notice from the Borough.

9. FINANCIAL SECURITY

A. Developer and Borough agree that Developer shall be obligated to provide the Borough with financial security in the amount of Five Million Eighteen Thousand Two Hundred Eighty-Four Dollars and Ninety-Seven Cents (\$5,018,284.97) to guarantee the proper installation and completion of the Improvements (hereinafter referred to as “Escrow”). Said financial security shall be established through a Letter of Credit issued by the Bank. Developer agrees that said Escrow shall be held until certification of final completion of the Improvements as described on the Plan and in this Agreement, subject to Developer’s right to reduce the amount of Escrow as set forth below.

B. Borough and Developer recognize and agree that construction and acceptance of the water supply and service system is subject to the review and approval of the Macungie Borough Authority. The parties hereto agree that, for the convenience of the Developer, financial security for completion of the proposed water supply and service system improvements related to this Plan will be included in the total amount of security established herein, subject to the Macungie Borough Authority agreeing to the same, and that the Macungie Borough Authority is specifically included as a third party beneficiary to this Agreement to the extent necessary to enforce its rules and regulations and its agreements with Developer relating to the completion of the proposed water supply and

{01162311v2}



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: May 18, 2026

AGENDA ITEM: Authorizing Additional Engineering Services for Hickory Street Bridge Replacement

I. **Action/Motion to Be Considered:**

Motion to authorize a proposal from Barry Isett & Associates for additional engineering work related to the Hickory Street Bridge Replacement in the amount of \$17,180.00.

II. **Reason Why This Issue Needs Consideration:**

A stormwater pipe currently under Hickory Street is undersized and in very poor condition. It would be ideal to replace the pipe in conjunction with the bridge construction. This will require additional engineering fees for design, update easement exhibits and descriptions, coordinate the easements, and prepare grant progress reports. If this additional pipe project is not completed at this time, doing so in the future would be significantly more costly as an independent project.

III. **Current Policy or Practice:**

Borough Council authorizes agreements for engineering services.

IV. **Other Background Information:**

See attached proposal from BIA.

V. **Financial Impact:**

There are additional funds allotted to the project that would sufficiently cover the additional expenses.

VI. **Recommendations:**

Pass the motion as presented.



📍 5420 Crackersport Road, Allentown, PA 18104
📞 610.398.0904 📠 610.481.9098
🌐 barryisett.com

Date: May 6, 2026
Project #: 399924.002

Sent via DocuSign to ksostarecz@macungie.pa.us

Client Name: Borough of Macungie
Attention: Kalman A. Sostarecz, Jr., Borough Manager
Address: 21 Locust Street, Macungie, PA 18062
RE: HICKORY STREET BRIDGE REPLACEMENT
Borough of Macungie, Lehigh County, Pennsylvania
Additional Engineering Services

Barry Isett & Associates, Inc. (Isett) appreciates the opportunity to provide this proposal for professional engineering services for the above-referenced project.

Description of Work:

Isett is providing Engineering Services for the South Church Street and Hickory Street Connection Project to the Borough of Macungie. Based on recent project development and correspondence with the Borough, additional services are now requested as outlined below.

Services Requested:

- A. Design Services to Install Proposed 18" Storm Pipe and Guiderail Changes.
 - 1. Revise Hickory Street Roadway and Erosion and Sedimentation Control Plans:
 - a. Install approximately 24 linear feet 18" HDPE storm pipe running parallel to Hickory Street and discharging through the southwest precast wingwall.
 - b. Install a flared end section at the pipe inlet.
 - c. Develop a profile for the proposed 18" storm pipe.
 - d. Abandon existing 14" CMP storm pipe.
 - e. Adjust guiderail configuration at the southwest corner of the bridge to avoid conflict with the asphalt swale.
 - f. Modify roadway and swale grading as needed to accommodate the new pipe installation.
 - g. Incorporate necessary E&S controls for pipe installation.
 - h. Add relevant construction details.

Authorization for Services

2. Revise Structural Plans to accommodate a pipe opening, including adding additional reinforcement bars in the precast wingwall.
 3. Submit Revised Designs to PennDOT for Approval. This task assumes one (1) round of PennDOT review comments.
- B. Update Easement Exhibits and Descriptions
1. Update the Temporary Construction and Permanent Easement Exhibits and Descriptions for Scot & Rebekah Kleppinger property, Lehigh County Parcel 54739744357.
 2. Update the Permanent Easement Exhibit and Description for Sarah Kleppinger property, Lehigh County Parcel 547397149326.
 3. Submit Revised Easement Exhibits and Descriptions to the Borough Manager and Solicitor.
- C. Easement Coordination Services
1. Coordinate with the Borough Manager, Solicitor, and Hickory Street property owners as needed to explain the project, address concerns, and respond to questions regarding the temporary construction easements and permanent easements required for the Hickory Street Bridge replacement.
- D. PennDOT MTF Grant Progress Reports
1. Prepare and submit Quarterly Progress Reports to PennDOT on behalf of the Borough to maintain compliance with the Multimodal Transportation Fund Grant requirements.

Exclusions:

1. The cost of reimbursable expenses that are in addition to the basic services will be itemized separately. Reimbursable expenses include postage, next day mail, preparation of materials for electronic transfer, reproductions, and construction prints.
2. Prior to performing tasks outside the scope of services, Barry Isett & Associates, Inc. will provide an estimate of the additional cost, based on our contracted hourly rate schedule, and will obtain approval from Borough. Examples of items outside the scope of work include additional meetings and tasks not specifically listed above.
3. Insurance coverage or limits (including professional liability insurance) requested in excess of that normally carried would be a reimbursable expense and itemized separately.
4. Digital information generated in the process of developing plans and specifications for this project is only for use in preparing said plans. Release of digital information to anyone not party to this agreement without prior, fair compensation constitutes a transfer of full liability to the releasing party.

Schedule:

Isett will initiate the requested services upon receipt of a signed Authorization.

Cost of Services:

Compensation will be based on the following task schedule on a Fixed Fee basis in accordance with our Standard hourly rates and billed monthly:

A. Design Services to Install Proposed 18" Storm Pipe and Guiderail Changes	\$12,110.00
B. Update Easement Exhibits and Descriptions	\$ 870.00
C. Easement Coordination Services	\$ 3,200.00
D. PennDOT MTF Grant Progress Reports	\$ 1,000.00

Authorization for Services

Sincerely,

Matthew Rieger, PE
Municipal Engineer

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Church_and_Hickory_Street\PROPOSAL\Add_Services_2026\Hickory_St_Bridge_Additional_Engineering_Services.docx (lt)

Authorization for Services



BOROUGH COUNCIL ISSUE BRIEFING

DEPARTMENT MANAGER: Kal Sostarecz, Borough Manager

MEETING DATE: May 18, 2026

AGENDA ITEM: Resident Request for Relief from Sewer Charges

I. Action/Motion to Be Considered:

Motion to reduce the Q1 2026 sewer usage charge, only, for 133 S Church Street to \$144.98.

II. Reason Why This Issue Needs Consideration:

The resident at 133 S Church Street admittedly had an exterior water leak over the winter, which resulted in a Q1 water flow of 106,661 gallons. The previous quarter was 19,076 gallons. As the water did not go through our sewer system, they are requesting a reduction of their sewer usage charge. I have calculated the charge as if it had been the same flow as Q4 2025 and that is \$144.98, instead of the \$810.63 which they were billed.

III. Current Policy or Practice:

Borough Council considers request for relief from utility bills.

IV. Other Background Information:

I have contacted Lehigh County Authority and they have confirmed that Council authorizes the reduction, we could also report the lower flows to them on our quarterly reporting.

V. Financial Impact:

N/A

VI. Recommendations:

Pass the motion as presented.