

MACUNGIE BOROUGH COUNCIL  
MEETING MINUTES  
Monday, July 1, 2024  
REGULAR MEETING MINUTES  
7:30 P.M.

Council Members:

Ron Karboski  
Greg Hutchison  
Barry Bloch  
Todd Ritter  
Robert Rozak  
Carl Sell  
John Yerman  
Ronald Conrad (absent)  
Pat Armstrong  
John Brown

Mayor:

Solicitor:

Borough Manager:

President Karboski called tonight's meeting to order at 7:30 pm.

1. Barry Isett Engineering
  - a. No report
2. Public Comments
  - a. Public – none
  - b. Council Members
    - i. Councilman Rozak requested a follow-up with the accumulated trash in the open area at BT Stonehill.
3. Presentation/Guest Speaker
  - a. None
4. Complaints, Petitions, and Appeals
  - a. None
5. Approval of Minutes
  - a. President Karboski requested the additional language be added to the June 17, 2024, meeting minutes under New Business letter D(ii) to include the Multimodal grant as a 30% match, the ARLE grant as a zero (0%) match
  - b. Vice President Hutchison noted under New Business letter F(i) change it from Vice-President to read President Karboski.
  - c. Vice President Hutchison made a motion to approve the minutes to reflect the changes. Councilman Ritter seconded the motion. Motion passed unanimously. (070124-A)
6. Financial Agenda
  - a. Treasurer's report (seconded meeting of the month)
  - b. Approval of Paid Bills Detail report
    - i. Vice President Hutchison made a motion to approve the paid bill for \$66,173.30. Councilman Rozak seconded the motion. Motion passed unanimously. (070124-B)
7. Correspondence
  - a. PSAB Monthly Municipal Pension Report
  - b. Zoning Hearing Board Notice for July 10, 2024
  - c. Carole Christman Koch- Hometown Heros Program
    - i. President Karboski asked that this item be on the agenda for the next meeting.

MOTIONS: 070124-A / 070124-B / 070124-C / 070124-D / 070124-E / 070124-F / 070124-G

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- ii. President Karboski made a motion to have Councilman Bloch gather information on this program on behalf of the council. Vice President Hutchison seconded the motion. Motion passed unanimously. (070124-C)

8. Reports

- a. Macungie Institute Manager Quarterly Report
  - i. April 15, July 15, October 21
- b. Zoning Monthly Update Report (seconded meeting of the month)
- c. Solicitor
  - i. Solicitor Armstrong is still working on a draft ordinance for Recreational vehicles parked on roadways.
- d. Mayor
  - i. Macungie Police Department Update (seconded meeting of the month)
- e. Borough Manager
  - i. 2023 and 2024 Budget Transfers are completed.
  - ii. The Borough received notice; it was awarded a \$ 75,000 CDBG grant. Grant requires 30% match. Grant is intended to improve the final section of sewer lines. The actual award will be in early 2025.
  - iii. Public Works will take on the Bump-out project. The total for materials will be around 15 to 20 thousand dollars.
  - iv. A three-month update was provided to the council on Code Enforcement/Zoning/Rental
    - 1. Permits
      - a. 2021 – 160 permit applications were received.
      - b. 2022 – 200 permit applications were received.
      - c. 2023 – 251 permit applications were received.
      - d. Projected permits to be issued in 2024 – 440.
    - 2. Rental inspections began in the first week of June.
      - a. Approximately 20 inspections will be done a month.
    - 3. Code Enforcement and how to develop a plan will be discussed with Joe Peterson.

9. Unfinished Business

- a. None

10. New Business

- a. Administration request to upgrade utility software
  - i. The current software is not efficient and slow-moving.
  - ii. Annual cost for gWorks is \$7,020.00
  - iii. Councilman Sell made a motion to approve upgrading the utility software. Councilman Bloch seconded the motion. Motion passed unanimously. (070124-D)
- b. Administration request to purchase 2100 Vector Jetter VIN # 2FZAASAKX3AK26586 for sewer line maintenance. Price not to exceed \$25,000.
  - i. Lower Macungie Township is selling the equipment
  - ii. Currently Public Works borrows or has aid from Lower Macungie Township or Lehigh County Authority.
  - iii. Vice President Hutchison made motion to approve the purchase of the 2100 Vector Jetter. Councilman Rozak seconded the motion. Motion passed unanimously. (070124-E)
- c. Administration proposal for Race Street Stormwater Upgrade

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- i. Public Works suggests the project be contracted out.
- ii. Total cost to complete is estimated to be @ \$41,000
- iii. BIA will have put out an RFP due to projected costs of project
- iv. Several questions were raised regarding the project
- v. Project will be added to the July 15 2024 agenda

11. Amendment of the agenda

- a. President Karboski made a motion to amend the agenda to include the resignation of EMI Tim Keller. Vice President Hutchison seconded the motion. Motion passed unanimously. (070124-F)
- b. President Karboski made a motion to accept the resignation of EMI coordinator Tim Keller effective immediately. Councilman Ritter seconded the motion. Motion passed unanimously. (070124-G)

12. Executive Session

- a. Legal, Personnel, Real Estate
  - i. The public portion of the meeting concluded at 9:00 pm and went into executive session.
  - ii. Executive session ended at 9:30 pm.

13. Action as a result of executive session

- a. None

14. Adjournment

- a. President Karboski made a motion to adjourn. Vice President Hutchison seconded the motion. Motion passed unanimously. (070124-H)

Respectfully Submitted

*Ashley Rinker*

Administrative Assistant