

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
Monday, June 3, 2024
REGULAR MEETING MINUTES
7:30 P.M.

Council Members:

Ron Karboski
Greg Hutchison
Barry Bloch
Todd Ritter
Robert Rozak
Carl Sell
John Yerman (via phone)
Ronald Conrad
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. Report
 - b. Lighted crosswalk signs
 - i. ARLE signs – diamond signs with LED lighting around the sign
 - ii. John Brown spoke with the Borough Manager in Emmaus who commented they prefer the diamond crosswalk since it is much more visible to traffic.
 - iii. Solar Power vs Regular Power – TELCO stated cost is the same for each. If the Borough chooses to go to Solar Power the units cost more money but there is less installation cost. Hard Wire costs less for the equipment but costs more to connect the power.
 - iv. Recommendation from BIA is the lighted crosswalk with Solar Power.
 - v. Council is agreeable to BIA recommendation. BIA will put together a plan and a formal resolution and will bring it back to the Council at a future meeting.
2. Public Comment
 - a. Public
 - i. *Carlos Castro 167 Aspen Lane* – Multiple issues regarding Stonehill Meadows
 1. Broken Lights with wires exposed
 2. Asphalt not finished
 3. Construction on the sidewalks in the common area is incomplete
 4. Landscaping is not being maintained
 5. Information will be passed to the engineer and will be handled.
 - b. Council Members
 - i. None
3. Presentations/Guest Speakers
 - a. None
4. Complaints, Petitions, and Appeals
 - a. 225 S Walnut Appeal of Final Determination of Sidewalk/Curb Replacement (see 10.b)

MOTIONS: 060324-A / 060324-B / 060324-C / 060324-D / 060324-E / 060324-F / 060324-G / 060324-H / 060324-I / 060324-J

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5. Approval of Minutes

a. May 20, 2024

- i. President Karboski asked that on the 2nd page, number 11 Young Land Development Plan Approval read that President Karboski made a motion to table the Land Development Plan approval until the revised plans are ready for review.
- ii. On the last page letter F – Permits Violations and Penalties – Add a sentence stating that Attorney Armstrong has been advised to review and provide feedback
- iii. President Karboski made a motion to approve the minutes to reflect the corrections. Councilman Rozak seconded the motion. Motion passed unanimously. (060324-A)

6. Financial Agenda

- a. Treasurer's report – pending
- b. Approval of Unpaid Bills Detail report
 - i. Vice President Hutchison made a motion to approve the unpaid bill for \$4,526.24. Councilman Rozak seconded the motion. Motion passed unanimously. (060324-B)

7. Correspondence

- a. Emmaus Public Library Director's Report

8. Reports

- a. Macungie Institute Manager Quarterly Report
 - i. April 15, July 15, October 21
- b. Zoning Monthly Update (2nd meeting of the month)
- c. Solicitor
- d. Mayor
 - i. Memorial Day celebrations
 1. Mayor Conrad thanked everyone who participated in the celebration. There was a large turnout. Multiple Council members attended, 15 people met at the Fire Department and were escorted by Sgt. Kocher and Officer Santago to the Memorial Park. PA Representative Ryan Mackenzie and PA Congresswoman Susan Wild gave heartfelt speeches. Tom Affelbach Commander of the Lehigh County Office of Veterans Affairs and Commander of the Macungie VFW 9264 also spoke of friends who gave it all. Mayor Conrad also thanks Dale Eck for all the hard work put into the celebration.
 - ii. Macungie Police Department Update (2nd meeting of the month)
 1. Police Intern Program 2024
 - a. Sgt. Kocher briefed the council on the program that was initiated by Mayor Cordner. The Intern Program in the past was through Kutztown University and a network within Kutztown University. The Intern Program is strictly volunteer work. The candidate must meet all requirements of the program.
 - b. There is currently someone interested in the program who is not affiliated with the university but is in the ROTC Program.

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- c. The intern will be utilized for updated SOPs and attending the front desk along with answering the phone. The candidate will have ride-along programs and will be on a limited basis under Sgt. oversight.
 - e. Borough Manager
 - i. 2023 Budget Transfer
 - 1. To be completed by the end of the month.
 - ii. DPW 2024 Projects – Plan and Timeline
 - 1. Paving is a major project that is done yearly.
 - a. President Karboski asked that when the dates for paving are available to update council.
 - 2. Two large projects include
 - a. Collecting an inventory of water service lines in the Borough to identify lines that may be lead-based.
 - b. Water Main on Buttonwood the project is currently out for RFP. PWD will not be doing that actual project but will be doing the background work.
 - 3. Once timing and context are available more information will be provided.
9. Unfinished Business
 - a. Ordinance (Fines and Penalties)
 - i. Solicitor Armstrong is still working and reviewing the Code of Ordinances
 - ii. General catch-all in Chapter 1 that addresses Fines and Penalties.
 - iii. Solicitor Armstrong will follow up with Joe Peterson to see exactly what the concerns are and if there are any revisions or amendments that need to be addressed he will bring them back to council.
 - iv. President Karboski made a motion to table until Solicitor Armstrong fully reviews the fines and penalties. Councilmen Sell seconded the motion. Motion passed unanimously. (060324-C)
10. New Business
 - a. Kay Builder's security reduction #2
 - i. President Karboski made a motion to approve Kay Builders security reduction #2 for \$604,142.14. Vice President Hutchison seconded the motion. Motion passed unanimously. (060324-D)
 - b. 225 S Walnut Appeal of Final Determination of Sidewalk/Curb Replacement
 - i. Recommendation from the Planning Commission
 - 1. Mr. Jones (owner) was not in attendance at tonight's meeting.
 - 2. No comments from the public.
 - 3. Planning Commission passed motion to approve Mr. Jones's request remove current sidewalk and not have to replace the sidewalk. Ground to be regraded accordingly.
 - 4. Councilman Sell made a motion to approve the Planning Commission recommendation. Councilman Ritter seconded the motion. Motion passed unanimously. (060324-E)
 - c. DPW Purchase Request – Six (6) replacement concrete trash cans - \$2,888.00 from Tree Top Products

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- i. Councilman Ritter made a motion to approve the request of Public Works. Councilman Rozak seconded the motion. Motion passed unanimously. (060324-F)
 - d. Macungie Institute Coordinator – Letter of Resignation
 - i. President Karboski made a motion to accept Macungie Institute Coordinator Darlene Misselbeck’s letter of resignation with regrets as of June 28th. Councilman Bloch seconded the motion. Motion passed unanimously. (060324-G)
 - e. Discussion regarding bump-outs
 - i. DCED did not grant the Borough's request to use the leftover funds.
 - ii. Councilman Yerman suggested looking for other grant opportunities.
 - iii. Public Works previously showed a design, but no cost was set.
 - iv. President Karboski suggested meeting with DPW to review design/plan and update potential cost. We can have DPW begin the process and have one be a model, if acceptable expand to the other bump outs. Karboski asked that the Borough Manager to have Public Works put together some numbers and present it to the council.
 - f. Street Parking Ordinance Review
 - i. Trailers, Boats, Rvs, etc.
 - ii. President Karboski made a motion to table the topic until Solicitor Armstrong has time to review it. Vice President Hutchison seconded the motion. Motion passed unanimously. (060324-H)
- 11. Executive Session
 - a. There was an executive session held prior to the meeting to discuss personnel matters.
- 12. Action as a result of executive session
 - a. President Karboski made a motion to accept Police Officer Einfalt's letter of resignation with regret effective immediately. Vice President Hutchison seconded the motion. Motion passed unanimously. (060324-I)
- 13. Adjournment
 - a. Councilman Ritter made a motion to adjourn tonight’s meeting at 8:26 pm. Councilman Bloch seconded the motion. Motion passed unanimously. (060324-J)

Respectfully submitted,

Ashley Rinker

Ashley Rinker, Administrative Assistant