

MACUNGIE BOROUGH COUNCIL  
MEETING MINUTES  
Monday October 6, 2025  
REGULAR MEETING MINUTES  
7:30 P.M.

Council Members:

Ron Karboski  
Greg Hutchison  
Todd Ritter  
Robert Rozak  
Carl Sell  
John Yerman  
Megan Sell  
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 Report
  - a. No report
2. Announcements
  - a. None
3. Public Comment
  - a. Public
    - i. Gene Huttie 113 Brookfield Drive raised issue of bushes at corner of Main Street and Brookfield Drive growing into the public walk way; also along the railroad guard rails. He tried calling Borough Hall but no one responded.
  - b. Council Member
4. Presentations/Guest Speakers
  - a. Allison Floray Emmaus Public Library budget presentation. Budget request of \$ 24, 554 for 2026.
5. Complaints, Petitions, and Appeals
  - a. None
6. Approval of Minutes
  - a. September 15, 2025
    - i. Councilman Ritter made motion to approve minutes; Councilman Rozak seconded. Motion passed unanimously (100625-A).
7. Financial Agenda
  - a. Treasurer's Report (2<sup>nd</sup> meeting of the month)
  - b. Approval of Paid Bills Detail report
    - i. Councilman C. Sell made a motion to approve the bills report as presented \$56,910.69. Councilwoman M Sell seconded the motion. Motion passed unanimously. (10062025-B)
8. Correspondence
  - a. UGI Project notification Macungie Ambulance Monthly Report
  - b. Emmaus Borough Compost use changes for 2026
    - i. Council asked for clarification of t/l fee schedule.
  - c. PSAB MRT Monthly Report
  - d. Lower Macungie Fire Department 3Q2025 Report
  - e. Vincenzo Evola-Salvatore's Pizzeria Macungie-Poplar Street Tree (see 14 (j))

MOTIONS 10062025-A /10062025-B /10062025-C / 10062025-D / 10062025-E / 10062025-F / 10062025-G / 10062025-H / 10062025-I /10062025-J /10062025-K/ 10062025-L/10062025-M/10062025-N/10062025-O/10062025-P/10062025-Q/10062025-R/10062025-S/10062025-T/10062025-U/

MACUNGIE BOROUGH COUNCIL  
MEETING MINUTES  
Monday October 6, 2025  
REGULAR MEETING MINUTES  
7:30 P.M.

f. Macungie Ambulance Monthly Report

9. Reports

- a. Macungie Institute Manager Quarterly Report
  - i. April 15, July 15, Oct 21
- b. Zoning Monthly Update Report (2<sup>nd</sup> meeting of the month)
  - i. No report.
- c. Solicitor
  - i. Nothing to report that is not already on agenda.
- d. Macungie Police Department (2<sup>nd</sup> meeting of the month)
- e. Mayor
- f. Borough Manager

10. Unfinished Business

- a. None

11. New Business

- a. Consideration for any and all advertisements for Borough of Macungie Manager Position.
  - i. Councilman Yerman made a motion to approve. Councilman C Sell seconded the motion. Motion passed unanimously. (10062025-C)
- b. Keystone Municipal Solutions engagement agreement for Interim Management Services at the fee of \$125 per hour.
  - i. Councilman Yerman made a motion to approve. Councilman Rozak seconded the motion. Motion passed unanimously. (10062025-D)
- c. Management Recruiters of Lancaster, also know as MRI Network engagement agreement for Interim Management Services at the fee of 25% of a candidate's total first year compensation, including base salary, viable scheduled allowances and estimated commissions, where applicable.
  - i. Councilman Rozak made a motion to approve. Councilman Yerman seconded the motion. Motion passed unanimously. (10062025-E)
  - ii.
- d. Resolution 2025-08 reducing police officers' contributions to the uniformed pension plan for the year 2026.
  - i. Act 30 requires that any reduction or elimination of a member contribution be authorized on an annual basis by ordinance or resolution.
    - 1. Councilman Rozak made a motion to table until CAB/negotiations are completed. Councilman Yerman seconded the motion. Motion passed unanimously. (10062025-F)
  - ii.
- e. Pension State Aid is \$106,650.70 for 2025.
  - i. To the Police pension plan deposit of \$79,988.03 of state aid and the \$62,110.97 Borough contribution to satisfy the police 2025 MMO of \$142,099.
    - 1. Councilman Yerman made a motion to approve. Councilman C Sell seconded the motion. Motion passed unanimously. (10062025-G)
  - ii. To the Non-uniformed defined benefit plan deposit of \$26,662.67 of state aid and of \$30,615.33 of remaining Borough contribution to satisfy the non-uniformed defined benefit plan's 2025 MMO of \$57,278.
    - 1. Councilman Yerman made a motion to approve. Councilman C Sell seconded the motion. Motion passed unanimously. (10062025-H)

MOTIONS 10062025-A /10062025-B /10062025-C / 10062025-D / 10062025-E / 10062025-F / 10062025-G / 10062025-H / 10062025-I /10062025-J /10062025-K/ 10062025-L/10062025-M/10062025-N/10062025-O/10062025-P/10062025-Q/10062025-R/10062025-S/10062025-T/10062025-U/

MACUNGIE BOROUGH COUNCIL  
MEETING MINUTES  
Monday October 6, 2025  
REGULAR MEETING MINUTES  
7:30 P.M.

- f. Performance Pipelining Inc, Payment application for Locust Street sewer lining:
  - i. Payment #1 \$30,360.04
    - 1. Councilman Yerman made a motion to approve. Councilman C Sell seconded the motion. Motion passed unanimously. (10062025-I)
  - ii. Payment #2 \$ 107,105.96
  - iii. Councilman Yerman made a motion to approve. Councilwoman M Sell seconded the motion. Motion passed unanimously. (10062025-J)
- g. Auditor General Notification 2025 Volunteer Fire Relief Association(s) (VFRA funding \$ 21,863.36
  - i. Approval to forward \$21, 863.36to Wescosville Volunteer Firefighters Relief Association per agreement-section B. Terms of Agreement (3).
    - 1. Councilman Yerman made a motion to approve. Councilman Rozak seconded the motion. Motion passed unanimously. (10062025-K)
- h. 2025-03 AN ORDINANCE OF MACUNGIE BOROUGH, LEHIGH COUNTY, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES OF MACUNGIE BOROUGH BY AMENDING CHAPTER 81, SALARIES AND COMPENSATION, ARTICLE I, MAYOR AND COUNCIL, BY INCREASING THE COMPENSATION OF EACH COUNCIL MEMBER AND THE MAYOR IN SECTION 81-1
  - i. Draft to be presented at October 20<sup>th</sup> meeting for approval to advertise
- i. Authorization of letter to be sent to the Members of Stone Hill Meadows HOA
  - i. President Karboski made a motion to approve. Councilman C Sell seconded the motion. Motion passed unanimously. (10062025-L)
- j. Vincenzo Evola-Salvatore's Pizzeria Macungie-Poplar Street tree
  - i. President Karboski made a motion to table until October 20<sup>th</sup> meeting giving solicitor time to research tree ordinance; tree planting timing/responsibility. Councilman C Sell seconded the motion. Motion passed unanimously. (10062025-M)
- k. Macungie Holiday request for donation of \$ 1600.00 per 2025 approved budget.
  - i. Request as presented does not meet Resolution 2023-01 requirements.
  - ii. Councilman Rozak made a motion to remove from agenda. Councilman Yerman seconded the motion. Motion passed unanimously. (10062025-N)
- l. Angela Faidley Halloween Parade donation request of \$ 1500.00 per 2025 approved budget.
  - i. Councilman Hutchison made a motion to deny until more information provided per Resolution 2023-01. Councilman Yerman seconded the motion. Motion passed unanimously. (10062025-O).

12. Executive Session

- a. Legal, Personnel, Real Estate
  - i. Council went into executive session at 8:55PM and returned at 9:18 PM.
  - ii. Did not adjourn meeting anticipating action to be taken after executive session.

13. Action as a result of executive session

- a. Motion made by Ron Karboski to amend the agenda to create four temporary hiring committees to act on behalf of Council, seconded by Robert Rozak, unanimous vote to approve the amending of the agenda. (10062025-P)

MOTIONS 10062025-A /10062025-B /10062025-C / 10062025-D / 10062025-E / 10062025-F / 10062025-G / 10062025-H / 10062025-I /10062025-J /10062025-K/ 10062025-L/10062025-M/10062025-N/10062025-O/10062025-P/10062025-Q/10062025-R/10062025-S/10062025-T/10062025-U/

MACUNGIE BOROUGH COUNCIL  
MEETING MINUTES  
Monday October 6, 2025  
REGULAR MEETING MINUTES  
7:30 P.M.

- b. Motion made by Ron Karboski to create a clerk position screening committee to include Ron Karboski and Megan Sell, motion seconded by John Yerman, unanimous vote to approve the clerk position screening committee. (10062025Q)
- c. Motion made by Ron Karboski to create a Borough Manager position screening committee to include John Yerman and Robert Rozak, motioned seconded by John Yerman, unanimous vote to approve the Borough Manager position screening committee. (10062025-R)
- d. 4.) Motion made by Ron Karboski to create a 1st phase clerk interview committee to include Ron Karboski and Carl Sell, motion seconded by John Yerman, unanimous vote to approve the 1st phase clerk interview committee. (10062025-S)
- e. Motion made by Ron Karboski to create a 1st phase Borough Manager interview committee to include Ron Karboski and Carl Sell, motion seconded by John Yerman, unanimous vote to approve the 1st phase Borough Manager interview committee. (10062025-T)

14. Adjournment

- a. Councilman Yerman made a motion to adjourn at 9:25 PM. Councilman C Sell seconded the motion. Motion passed unanimously. (09022025-U).

Respectfully Submitted

John A Brown

Borough Manager