

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

Council Members:

Ron Karboski
Greg Hutchison
Todd Ritter
Robert Rozak (by phone until 7:26 pm)
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. Joshua Fry with Barry Isett and Associates spoke at tonight's meeting regarding the flooding at the Fields at Brookside Development.
- b. Barry Isett was informed on July 1st of the flooding. On July 2nd they observed the site and reviewed the areas where the flooding occurred. BIA concluded that the flooding was caused by a combination of two factors.
 - i. Inlet Bypass - the final wearing course has not yet been placed on the roadways
 - ii. Reduced Inlet Capacity - Temporary filter bags were installed at each drainage inlet, reducing their flow capacity, limiting the volume of storm water the system could accept. There was also sediment and debris in the roadway before the storm which inhibit flow via filter bags.
- c. BIA recommended the following to the Fields at Brookside developer to prevent future flooding events while the project is under construction.
 - i. Construct eyebrows to prevent stormwater from bypassing the inlets that are not at the low points.
 - ii. Sweep the streets regularly and remove sediment buildup/debris from the roadways.
 - iii. Make sure inlet filter bags are maintained or replaced according to the manufacturer's recommendation.
- d. BIA commented that with the recommendations in place, it should prevent future flooding.
- e. Council asked the following be addressed:
 - i. Swale calculations be confirmed; determine if depth is sufficient.
 - ii. Re-graded emergency road be away from Ridings toward Brookside property and final pathway be installed.

f.

2. Public Comment

- a. Todd Rutledge of 325 Surrey Place was present at tonight's meeting. He was accompanied by numerous residents of the Ridings at Brookside, all of whom had concerns regarding the flooding that occurred on their properties.
 - i. Rutledge requested Kay clean any debris along the row of properties affected by the flooding.
- b. Comments and concerns were addressed in Barry Isett's report.

MOTIONS: 070725-A / 070725-B / 070725-C / 070725-D / 070725-E / 070725-F / 070725-G / 070725-H / 070725-I / 070725-J

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3. Presentations/Guest Speakers

- a. None

4. Complaints, Petitions, and Appeals

- a. Councilman Sell expressed concern regarding UGI doing work on Locust St. and closing the roads without giving notice. President Karboski requested Borough Manager contact UGI.

5. Approval of Minutes

- a. June 16, 2025
 - i. Vice President Hutchinson made a motion to approve the minutes as written. Councilman Rozak seconded the motion, and it passed unanimously. (070725-A)

6. Financial Agenda

- a. Treasurer's Report (2nd meeting of the month)
- b. Approval of Paid Bills Detail report
 - i. Vice President Hutchinson made a motion to pay the bills for \$131,632.71. Councilman Sell seconded the motion, and it passed unanimously. (070725-B)

7. Correspondence

- a. None

8. Reports

- a. Macungie Institute Manager Quarterly Report
 - i. April 21, July 7, Oct 21
 - 1. For April, May, and June total income was \$8,848.26
 - 2. Continuing contracts for 2025 include Wawa, drama, Boy Scouts, and Historical Society.
 - 3. Upcoming events include book club pinnacle, Zumba children's story and craft time, and the ongoing hometown hero banner program.
- b. Zoning Monthly Update Report (2nd meeting of the month)
- c. Solicitor
- d. Macungie Police Department Update (2nd meeting of the month)
- e. Mayor
- f. Borough Manager
 - i. PT Code Enforcement – advertisement will be corrected and readvertised.
 - ii. Vice President Hutchinson asked Manager Brown how we would preserve the original land charter that was found at Town Hall. More information to follow.
 - iii. Councilman Yerman sent an e-mail to the council and borough manager regarding the backup on Church St. while paving was occurring on Mountain Rd. The police were sent to investigate the traffic holdup; however, traffic was moving smoothly.
 - iv. The water sewer truck is still in queue on where to house it during the winter.
 - v. President Karboski and the council request a project list from the public works department. Councilman Rozak and Councilman Yerman are interested in the public works new building committee.

9. Unfinished Business

- a. None

10. New Business

- a. Macungie police association CBA notification letter.
 - i. Councilman Carl Sell, Megan Sell, and Rosak expressed interest in being on the committee.

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- ii. President Karboski made a motion to table until the next meeting. Councilman Rozak seconded the motion. Motion passed unanimously. (070725-C)
- b. Bump out parking restriction ordinance
 - i. Councilman Carl Sell made a motion to table the ordinance. Councilman Rozak seconded the motion. Motion passed unanimously. (070725-D)
- c. Rezoning ordinance
 - i. Solicitor Armstrong commented that the title of the map should be adjusted for clarity by BIA.
 - ii. Councilman Rozak made a motion authorizing Solicitor Armstrong to submit the rezoning ordinance to the Lehigh Valley Planning Commission and the Borough of Macungie Planning Commission for review. Councilman Yerman seconded the motion. Motion passed unanimously. (070725-E)
- d. DPW 5th Employee offer
 - i. President Karboski made a motion to retract the offer. Councilman Yerman seconded the motion. Motion passed unanimously. (070725-F)
- e. Employee recognition
 - i. President Karboski stated he will continue to come up with ideas.
- f. Alley Set Backs
 - i. Solicitor Armstrong will review other borough and municipality ordinances.
 - ii. The Borough manager will work with BIA to come up with a project cost for mapping each alley width, identification of Borough ROW/easement and demarcation of alleys with boundary width issues/setbacks and line of sight issues.
 - iii. President Karboski made a motion to table until more information is provided. Vice President Hutchinson seconded the motion. Motion passed unanimously. (070725-G)
- g. Curb Weed Program
 - i. Borough Manager will follow up with Public Works.
 - ii. President Karboski made a motion to remove this item from the agenda. Councilman Carl Sell seconded the motion. Motion passed unanimously. (070725-H)
- h. Animal Control Dog Contract
 - i. Councilman Rozak will provide information on additional animal control resources.
 - ii. Solicitor Armstrong will review the current contract.
 - iii. President Karboski made a motion to table until Solicitor Armstrong reviews and more information is provided. Vice President Hutchinson seconded the motion. Motion passed unanimously. (070725-I)

11. Executive Session

- i. Legal, Personnel, Real Estate

12. Action as a result of executive session

13. Adjournment

- a. Councilman Sell made a motion to adjourn tonight's meeting at 10:16 PM. Vice President Hutchinson seconded the motion, and it passed unanimously. (070725-J)

Respectfully Submitted

Ashley Rinker

Administrative Assistant

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