

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
Monday, June 16, 2025
REGULAR MEETING MINUTES
7:30 P.M.

Council Members:

Ron Karboski
Greg Hutchison
Todd Ritter (absent)
Robert Rozak
Carl Sell
John Yerman (via phone)
Megan Sell
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 Report

- a. Bump-outs – BIA is contacting a Landscape Architect to confirm pricing for the bump-outs, along with a 2-year maintenance contract.
- b. Locust St. Sidewalks – New Business (a,i)
- c. Zoning District Amendment – a list of all affected properties was given to the Solicitor
- d. PennDOT ARLE Grant – BIA is investigating the line-of-sight issues at S. Chestnut & Sycamore St.

2. Public Comment

- a. Public
 - i. Barb Levinson, representative of the Emmaus Public Library, reminded everyone about all the advantages of holding a library card.
- b. Councilman
 - i. Councilman Rozak commented that you cannot see the blinking crosswalk lights at Race Street during the day when the sun is out.
 - ii. President Karboski commented on a few topics
 - 1. Items to be added to the upcoming budget: Police Radios, Police Plate Readers, and Outreach Community Funds
 - 2. The Humane Society Contract needs to be reviewed.
 - 3. Knoxbox ordinance
 - 4. MVFD should not be utilizing the Borough's fire hydrant – letter will be sent from the Borough Manager
 - 5. Public Works – weeds along the curb on the street side need to be removed, lines on the Cotton Street need to be removed.
 - 6. Years of service recognition

3. Presentations/Guest Speakers

- a. None

4. Complaints, Petitions, and Appeals

- a. None

5. Approval of Minutes

- a. June 2, 2025

MOTIONS: 061625-A / 061625-B / 061625-C / 061625-D / 061625-E / 061625-F / 061625-G / 061625-H / 061625-I

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- i. Vice President Hutchison made a motion to approve the minutes as written. Councilman Rozak seconded the motion. Motion passed unanimously. (061625-A)

6. Financial Agenda

- a. Treasurer's Report (2nd meeting of the month)
 - i. Vice President Hutchison made a motion to approve the Treasurer's Report as presented. Councilman Sell seconded the motion. Motion passed unanimously. (061625-B)
- b. Approval of Paid Bills Detail report
 - i. Vice President Hutchison made a motion to pay the bills for \$54,080.40. Councilman Sell seconded the motion. Motion passed unanimously. (061625-C)

7. Correspondence

- a. Allison Floray – Emmaus Public Library Directors Report – April 2025
- b. Mary Nixon – Letter of interest Zoning Hearing Board
- c. Macungie Ambulance Monthly Report

8. Reports

- a. Macungie Institute Manager Quarterly Report
 - i. April 15, July 15, Oct 21
- b. Zoning Monthly Update Report (2nd meeting of the month)
- c. Solicitor
- d. Macungie Police Department (2nd meeting of the month)
- e. Mayor
- f. Borough Manager
 - i. Zoning Officer PT/FT
 - 1. Numerous applicants applied for the Part-time position. None of which suits the needs of the Borough.
 - 2. An application was submitted on Friday, June 13, 2025, but has yet to be vetted.
 - ii. Knox Box Ordinance – Commercial – None

9. Unfinished Business

- i. None

10. New Business

- a. BIA – Authorization to bid Locust St Sidewalk Project
 - i. President Karobski made a motion authorizing BIA to bid the Locust Street Sidewalk Project. Vice President Hutchison seconded the motion. Motion passed unanimously. (061625-D)
- b. Zoning Hearing Board – Mary Nixon letter of interest. Appointment
 - i. President Karboski made a motion to appoint Mary Nixon to the Zoning Hearing Board with a term expiring 3/31/2028. Vice President Hutchison seconded the motion. Motion passed unanimously. (061625-E)
- c. Resolution 2025-03 Lehigh County Promissory Note – P25 Radio Authorization
 - i. President Karboski made a motion to approve Resolution 2025-03. Vice President Hutchison seconded the motion. Motion passed unanimously. (061625-F)
- d. Authorization to hire Brian Sayre – Public Works Department, starting at \$24.00
 - i. Councilman Rozak requested that a 5-month review be performed and provided to the Borough Council.
 - ii. Councilman Rozak made a motion to hire Brian Sayre. Councilman Sell seconded the motion. Motion passed unanimously. (061625-G)

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- e. Celebration Fireworks Permit for fireworks display on July 6, 2025
 - i. Councilman Sell made a motion to approve the fireworks display at Brookside Country Club. Vice President Hutchison seconded the motion. Motion passed unanimously. (061625-H)

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 8:30 pm. Vice President Hutchison seconded the motion. Motion passed unanimously. (061625-I)

Respectfully Submitted

Ashley Rinker

Administrative Assistant