

MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
Monday, March 17, 2025
REGULAR MEETING MINUTES
7:30 P.M.

Council Members:

Ron Karboski
Greg Hutchison
Barry Bloch (absent)
Todd Ritter
Robert Rozak (absent)
Carl Sell
John Yerman (via phone)
Ronald Conrad
David Keightly
John Brown

Mayor:

Solicitor:

Borough Manager:

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

1. Barry Isett Report
 - a. None
2. Public Comment
 - a. Public
 - i. None
 - b. Council Members
 - i. None
3. Presentations/Guest Speakers
 - a. None
4. Complaints, Petitions, and Appeals
 - a. None
5. Approval of Minutes
 - a. March 3, 2025
 - i. President Karboski requested a change in the previous minutes under New Business Letter i-vi to read "President Karboski commented that the sidewalk proposed is too close to the existing crosswalks."
 - ii. President Karboski made a motion to approve the minutes with the correction requested. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-A)
6. Financial Agenda
 - a. Treasurer's Report (2nd meeting of the month)
 - i. January 2025 – revised
 1. President Karboski made a motion to approve the January 2025 Treasurer's report. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-B)
 - ii. February 2025
 1. President Karboski made a motion to approve the February 2025 treasurer's report, noting the report is ytd January-February 2025. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-C)
 - b. Approval of Paid Bills Detail report
 - i. Councilman Sell requested to view the invoice for John Ashcraft.

MOTIONS: 031725-A / 031725-B / 031725-C / 031725-D / 031725-E / 031725-F / 031725-G / 031725-H / 031725-I / 031725-J / 031725-K

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- ii. President Karboski made a motion to approve the bill for \$255,351.68. Councilman Sell seconded the motion. Motion passed unanimously. (031725-D)

7. Correspondence

- i. Macungie Ambulance Monthly Report
- ii. PSAB – Municipal Retirement Trust Monthly Report February 2025
- iii. Congressman Ryan Mackenzie – Office location update
- iv. Robert Ibach Upper Macungie Township – Organizational meeting of Station 57

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)
 - i. Councilman Sell asked when the report would be completed for the MVFD Facility.
- c. Solicitor
 - i. None
- d. Macungie Police Department Update (2nd meeting of the month)
 - i. President Karboski commented it was a busy month for the officers with 195 dispatches 109 of them are traffic related.
 - ii. Sgt. Kocher mentioned the department received a \$2,000 grant for aggressive driving through NIHTSA to use for driving characteristics.
- e. Mayor
 - i. None
- f. Borough Manager
 - i. Currently waiting for the equipment for the 5th Lighted Pedestrian Crosswalk signal should arrive early May 2025.
 - ii. Public Works will meet with the Borough Manager on 3/18/2025 to update bump-out improvement plans.
 - iii. Public Works Garage – There is no exact dollar amount for the cost of heating the new building. Manager Brown commented that it would be more efficient than what is currently there.

9. Unfinished Business

- i. Bill Reiss Letter 2/20/2025 – Sewer bill relief request
 - 1. Lehigh County Authority agreed to waive the Borough's fee; therefore, Mr. Reiss's request is granted.
 - 2. Vice President Hutchison made a motion to approve the Sewer bill for \$914.04. Councilman Ritter seconded the motion. Motion passed unanimously. (031725-E)

10. New Business

- i. ARLE Grant Application – Phase II Pedestrian Lighted Signals
 - 1. Approval for BIA to apply for a grant
 - a. President Karboski made a motion to allow BIA to apply for the ARLE Grant for the four different areas as discussed. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-F)
 - b. Streets to be applied for
 - i. S. Church St and W. Chestnut St
 - ii. N Walnut St and Green St

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- iii. N Chestnut St and Green St
- iv. Chestnut St and Sycamore St
- ii. Main Street Commons, Phase I – Embassy Bank Maintenance Security Release #2 - \$86,946.84.
 - 1. President Karboski made a motion to release the \$86,946.84. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-G)
- iii. South Walnut Street Land Development – request for approval
 - 1. Joe Renko – Engineer and Victor Scomillio Esq. for South Walnut Street Land Development were in attendance along with the owner of the development, Dominic Villani. Attorney Scomillio pointed out that the manhole is included in the plan for the section covering the easement to facilitate sewer line repairs and maintenance.
 - 2. Solicitor Armstrong provided a copy of the easement and written review. The owner of the development and the Borough both understand that the owner would be responsible for the Borough’s full cost associated with asphalt removal, replacement, and repair within the easement.
 - 3. President Karboski made a motion to approve a waiver from SALDO § 305- 9A, which requires a final plan to be submitted after approval of the preliminary plan. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-H)
 - 4. President Karboski made a motion to approve a waiver from SALDO § 305- 29A.A (10)(a), which requires a sidewalk along South Walnut Street. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-I)
 - 5. President Karboski made a motion to approve the land development approval as outlined in the BIA 2/28/2025 letter. Vice President Hutchison seconded the motion. Motion passed unanimously. (031725-J)
- b. John Yerman Pedestrian Crossing Email
 - i. Councilman Yerman requested Church St and W Chestnut St. be looked at as a possibility for the ARLE Grant Application.
 - ii. See New Business (i)(1)

11. Executive Session

- i. Legal, Personnel, Real Estate

12. Action as a result of executive session

- a. None

13. Adjournment

- a. Vice President Hutchison made a motion to adjourn tonight’s meeting at 9:10 pm. President Karboski seconded the motion. Motion passed unanimously. (031725-K)

Respectfully Submitted

Ashley Rinker

Administrative Assistant