MACUNGIE BOROUGH COUNCIL
MEETING MINUTES
General Business Meeting
Monday, October 5, 2026 - 7:30 P.M.

I. Call to Order – Pledge of Allegiance

The Macungie Borough Council meeting was called to order on October 5, 2026 at 7:30 p.m. at the Macungie Institute, 510 E. Main Street, Macungie, PA 18062. In attendance were Carl Sell, Jr., President; Stan Landis, Vice President; Greg Hutchison, Member; Megan Sell, Member; Greg Reinbold, Member; Lynette Sell, Member; Tom Ashelman, Member; Bob Sell, Jr., Mayor; Patrick Armstrong, Esq., Solicitor; Joshua Fry, Borough Engineer; and Kalman Sostarecz, Jr., Borough Manager.

President Sell opened the meeting and asked all present to join him in reciting the Pledge of Allegiance to the Flag of the United States of America.

II. Announcement of Executive Sessions

Mr. Sostarecz announced that an executive session was held on October 5, 2026 at 6:30 p.m. regarding legal and personnel matters.

III. Approval of Minutes

A. September 21, 2026

Motion by President Sell to approve the minutes of September 21, 2026, seconded by Vice President Landis. Motion passed unanimously.

IV. Financial Reports

A. Approval of Paid Bills Detail Report in the Amount of $42,098.06

Mr. Ashelman asked if the cleaning bill is monthly, and what it includes. Mr. Sostarecz stated that it is monthly and it includes Borough Hall, Macungie Institute, and the Public works facility.

Motion by President Sell to approve the bills in the amount of $42,098.06, seconded by Mr. Reinbold. Motion passed unanimously.

V. Correspondence

A. Lower Macungie Fire Department Q3 2026 Report

VI. Reports

A. Jerry Simpson, PCPA – Police Consultation Update

Mr. Simpson commented on the PA Chiefs search for a new Chief; a meeting he held with the Officer in Charge and Mayor regarding scheduling. Mr. Ashelman asked about their final report – Mr. Simpson stated that a draft would be made available in November and will be finalized in December. They will speak to Council about staffing and budget sooner than that in an upcoming meeting. Mr. Hutchison asked from what areas the Chiefs of Police candidates are coming from – Mr. Simpson stated that most are local or regional in Eastern PA. Vice President Landis asked what the steps will be in the hiring process – Mr. Simpson stated that the resume's will be accepted until October 23rd, at which time an audit team reviews and grades them, then ten are chosen by the Council to be invited to the video interview stage. From the video stage six are moved on to the exercise stage which will be conducted by assessors from the PA Chiefs, after which time a report is generated and provided to Council. Council chooses three or four individuals to conduct in person interviews. President Sell asked when the Civil Service Commission would get involved – Mr. Simpson stated that it's the Council decision whether or not they involve the Commission.

B. Borough Engineer

Mr. Fry reviewed his written report. Vice President Landis commented on the start date of larger Hickory Street Bridge and Church Street project, as well as the overgrown vegetation near the bridge and asked that it be looked into. He also commented on a mailbox post that's in the middle of the sidewalk near the Mavis Tire development. Mr. Fry stated they will look into the issues. Mr. Hutchison commented on the MS4 report. President Sell asked about the Lehigh Street Bridge – Mr. Fry stated that PennDOT lists the bridge on their inventory and inspects it; he will request their inspection reports. Ms. Megan Sell commented on the additional documents that were submitted regarding the Lumber Street project.

Wendy Horn, resident, commented on the potential paper alley known as Green Street behind her property, Ordinance #96 from 1931, and asked the Council to stay the Lumber Street project approval. Solicitor Armstrong stated that a condition was put into the conditional approval that the dispute between the property owners over the paper street is handled to the satisfaction of the Borough prior to the plans being released for recording.

Tim Romig, business owner, commented on the potential paper alley known as Green Street, the documents that have been found by the homeowners at the Lehigh County Courthouse, and he feels that the Council needs to take action. Mr. Romig also commented on the appraisals being conducted for the Hickory Street Bridge as well as the outlet structure in the creek that is a safety issue. He commented on the Mavis Tire sidewalk construction project, that he has spoken with PennDOT officials, and feels that BIA is not overseeing the project properly. Mr. Fry stated that as the Borough Engineer he can only enforce the Borough's Ordinances and the Development Agreement; PennDOT enforces their rules and regulations.

Karen Billger, resident, asked why there has been no movement on the South Walnut project; Mr. Fry stated that does not know and has not gotten a construction schedule from the developer.

Jeff Hartmann, resident, commented on the Borough's oversight when he had his sidewalk replaced years ago.

C. Council

None

D. Mayor

Mayor Sell commented on upcoming events at Macungie Memorial Park and the Halloween Parade.

E. Solicitor

None

F. Borough Manager

None

VII. Old Business

A. Fields at Brookside – Kay Builders Proposed Alterations

Mr. Sostarecz stated that Kay Builders had presented to Council earlier in the year some alterations to their final plan as requested by residents. Council asked the applicant to prepare a sketch plan outlining all of the requested changes. Solicitor Armstrong stated that there is no formal action required by Council at this point and the applicant would need to come back with a formal application for a Revised Final Plan which would need to go through the planning process.

Jordan Woods, of Colliers Engineering representing Kay Builders, presented the sketch plan which shows removal of a portion of the walking trail, removal of fencing, and installation of alternate fencing and a walking trail along the access road.

Mr. Hutchison commented on the fencing material; Mr. Woods stated that the fencing being proposed is as solid vinyl privacy fence. The fence would be owned and maintained by the HOA. Matt Hoerner from Kay Builders stated that the homeowners, the HOA, and Brookside Country Club are on board with the plan.

Solicitor Armstrong stated that it is also proposed that the pedestrian easement be removed from the portion of the walking path that is being removed from the plan.

Amanda Robbins, resident, commented on the gates that were installed for the emergency access easement. They are very large and industrial looking – she asked that something is done to make it more aesthetically pleasing. Mr. Hoerner stated that they can look into it.

Ben Parupalli, resident, commented on people driving on the access path and walking on the path in the middle of the night. Mr. Ashelman asked if signs were posted. Mr. Parupalli stated they had not yet but were planning on it.

Council had no object to the sketch plans and Kay Builders would proceed with engineered plans for submission at a future date.

VIII. New Business

A. Authorizing Conditional Offer of Employment for Public Works Employee

Mr. Sostarecz stated that the Public Works Department has had an unfilled position for a number of years and with a couple of potential retirements coming up, it's important to hire someone soon to begin a training period. The Borough received several applications and the person being recommended to fill the position at this time, Jaden Weida, has experience in several areas of work that he would be completing. He would be able to begin work almost immediately. Mr. Hutchison asked if he would obtain any certifications; Mr. Sostarecz stated that in his interview he did show interest in obtaining a water certification. President Sell asked if he has his CDL; Mr. Sostarecz stated he does not but would be required to obtain one. The starting rate would be $26.00 per hour which is comparable to surrounding municipalities and he would be covered by the Collective Bargaining Agreement. A discussion ensued regarding his obtaining the CDL and how the training would be paid for; the topic is not addressed in the CBA. Mr. Sostarecz stated that he will obtain additional information on the cost of the CDL and bring it back to the next meeting with a recommendation on how to proceed.

Motion by President Sell to table the item to the next meeting, seconded by Vice President Landis. Motion passed unanimously.

B. Resolution #2026-19 – Council Agenda Policy & Meeting Code of Conduct

Mr. Sostarecz stated that Council has been discussing different aspects of how meetings are conducted, including public comment periods, how agendas are created, and other items. He has developed a draft policy for Council to discuss and revise as necessary, and a new draft can be brought back to a future meeting for adoption. Solicitor Armstrong stated that he has gone through the draft and has recommended changes, which he outlined for Council.

Council members discussed various changes to the draft that they recommended. Mr. Ashelman commented on maintaining audio recordings on the website indefinitely. Vice President Landis commented on the public comment period and the ability of the public to ask questions and receive

answers if possible. He also commented on adding items to the agenda during the meeting. Mr. Hutchison commented on maintaining the public comment period at the end of the meeting and rules of decorum during the meeting. Mr. Ashelman commented on the other committees and boards of the Borough and an agenda item for a report on their actions be given during the meeting. Ms. Megan Sell commented on adding items to future agendas.

Karen Billger, resident, commented on residents being able to ask questions during the public comment period and being able to get answers to questions.

Jeff Hartmann, resident, commented on the public comment period and the need to increase three minutes to five minutes. He also stated that the audio files should be kept indefinitely.

Terry Buss, resident, commented that the Council is elected to represent the citizens.

President Sell stated that he feels the public comment period should be toward the end of the agenda as it is now, so that important business items are taken care of first. Ms. Megan Sell stated that she would rather people not have to wait through an entire meeting just to make a comment during the public comment period.

Motion by Mr. Hutchison to table, seconded by President Sell. Motion passed unanimously.

C. Discussion on Hometown Heroes Banner Program Updates

Mr. Sostarecz stated that the Hometown Heroes Banner Program guidelines were developed two years ago and it would be a good time to review the policies and procedures. It has been discussed that the banners remain up year round, which is definitely possible.

Mr. Hutchison stated he would like to see American flags also put up on the same poles, on the opposite side. Ms. Megan Sell and President Sell commented on our ability to add additional flags. Mr. Sostarecz stated that we are limited by PPL and PennDOT regulations, but he will look into if there are additional poles that could be used, or if it could be placed on both sides of the pole. Mr. Sostarecz will research some of the rules and regulations and come back with a proposed policy. In the meantime, he will instruct Public Works to not remove the flags that are currently up.

Motion by Ms. Megan Sell to table, seconded by Mr. Reinbold. Motion passed unanimously.

D. Authorizing Disbursement of Municipal Pension State Aid

Mr. Sostarecz stated that annually the Borough must make a deposit of the Minimum Municipal Obligation into the two Defined Benefit Pension Plans. The Borough has received it's 2026 State Aid allocation of $78,513.72 for the Police Pension Plan, and $26,171.23 for the Non-Uniform Pension Plan.

Motion by Mr. Ashelman to authorize a deposit into the Police Pension Plan of the State Aid amount of $78,513.72, and the Employer Contribution of $70,517.28, totaling $149,031.00; and a deposit into the Non-Uniformed Defined Benefit Pension Plan of the State Aid amount of $26,171.23, and the Employer Contribution of $5,509.77, totaling $31,681.00, which will satisfy the Borough's 2026 Minimum Municipal Obligation, seconded by President Sell. Motion passed unanimously.

IX. Public Comment on Non-Agenda Items

Brender Decker, resident, commented on the potential paper street, Green Street, and what Council is going to do about it. Solicitor Armstrong repeated that there is a condition that the applicant must satisfy prior to the plans being recorded.

Jeff Hartmann, resident, commented on the potential paper street, Green Street, and that the Borough's search for records should have included the County records as well. He also commented on the Fields at Brookside and that the resolution seems good for everyone.

Ricky Moyer, resident, commented on the potential paper street, Green Street, and that if the Borough allows the plan to be recorded it is liable.

Tim Romig, business owner, commented on responding and getting along with the audience during the meeting, Right to Know requests, decorum during meetings, and the potential paper street, Green Street.

Terry Buss, resident, commented on grant funds through Senator Coleman.

Wendy Horn, resident, commented on the potential paper street, Green Street, and a recorded survey that shows that pin markers were found.

X. Adjournment

President Sell made a motion to adjourn the meeting at 10:04 p.m., seconded by Vice President Landis. Motion passed unanimously.

Respectfully Submitted,

Kalman A. Sostarecz, Jr.
Borough Secretary