

## BOARD OF SUPERVISORS

The monthly meeting of the Board of Supervisors of Upper Macungie Township was held on February 6, 2014, in the Municipal Building at 7:00 P.M. Those present were Chairman James M. Brunell, Vice-Chairman Samir P. Ashmar, Secretary Kathy A. Rader, Solicitor Andrew Schantz, Township Engineers Dean Haas and Scott Stenroos, Treasurer Barry Moyer, Lt. Peter Nickischer, Fire Commissioner Grant Grim, DPW Director Scott Faust and Assistant Secretary Owen M. Bastian.

Chairman Brunell opened the meeting and asked all present to join him in the Pledge of Allegiance to the flag of the United States.

Chairman Brunell stated that the minutes of the previous meeting would not be read unless there was some objection. Upon motion by Chairman Brunell, seconded by Vice-Chairman Ashmar and unanimously approved it was agreed to dispense with the reading of the minutes of the previous meetings, minutes are approved.

**PUBLIC COMMENTS** - NONE**ORDINANCES**

**Ordinance #2014-1** - Ordinance amending prohibited parking areas on certain streets - Solicitor Schantz reports this ordinance has been recommended by the UMPD for the safety of township residents. Shoulders are too narrow for parking in some areas. Upon a motion by Sec. Rader, seconded by VC Ashmar and unanimously approved it is **RESOLVED** that **ORDINANCE #2014-1 "AN ORDINANCE OF THE TOWNSHIP OF UPPER MACUNGIE, LEHIGH COUNTY, PENNSYLVANIA, AMENDING CHAPTER 15 (MOTOR VEHICLES AND TRAFFIC), PART 3 (PARKING REGULATIONS) OF THE CODE OF ORDINANCES OF THE TOWNSHIP OF UPPER MACUNGIE AMENDING PROHIBITED PARKING AREAS ON CERTAIN STREETS LOCATED WITHIN UPPER MACUNGIE TOWNSHIP; SAID REQUIREMENTS BEING SET FORTH MORE FULLY IN THE BODY OF THIS ORDINANCE" DULY ADOPTED** this 6th day of February, 2014, by the Board of Supervisors of Upper Macungie Township in lawful session duly assembled.

**Ordinance #2014-2** - Ordinance amending traffic regulations establishing maximum speed limits on certain streets - Upon a motion by VC Ashmar, seconded by Sec. Rader and unanimously approved it is **RESOLVED** that **ORDINANCE #2014-2 "AN ORDINANCE OF THE TOWNSHIP OF UPPER MACUNGIE, LEHIGH COUNTY, PENNSYLVANIA, AMENDING CHAPTER 15 (MOTOR VEHICLES AND TRAFFIC), PART 2 (TRAFFIC REGULATIONS) OF THE CODE OF ORDINANCES OF THE TOWNSHIP OF UPPER MACUNGIE, AMENDING STOP INTERSECTIONS ESTABLISHED ON CERTAIN STREETS LOCATED WITHIN UPPER MACUNGIE; SAID REQUIREMENTS BEING SET FORTH MORE FULLY IN THE BODY OF THIS ORDINANCE" DULY ADOPTED** this 6th day of February, 2014, by the Board of Supervisors of Upper Macungie Township in lawful session duly assembled.

**Ordinance #2014-3** - Ordinance amending stop intersections established on certain streets - Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved it is **RESOLVED** that **ORDINANCE #2014-3 "AN ORDINANCE OF THE TOWNSHIP OF UPPER MACUNGIE, LEHIGH COUNTY, PENNSYLVANIA, AMENDING CHAPTER 15 (MOTOR VEHICLES AND TRAFFIC), PART 2 (TRAFFIC REGULATIONS) OF THE CODE OF ORDINANCES OF THE TOWNSHIP OF UPPER MACUNGIE, AMENDING STOP INTERSECTIONS ESTABLISHED ON CERTAIN STREETS LOCATED WITHIN UPPER MACUNGIE TOWNSHIP; SAID REQUIREMENTS BEING SET FORTH MORE FULLY IN THE BODY OF THIS ORDINANCE" DULY ADOPTED** this 6th day of February, 2014, by the Board of Supervisors of Upper Macungie Township in lawful session duly assembled.

**RESOLUTIONS**

**Resolution #2014-2** - Resolution authorizing the submission of an application for traffic signal preemption at Route 100 & Mohr Lane/Hill Top Road Engineer Stenroos explained that this resolution adds the preemption signal device to the intersection. Upon a motion by VC Ashmar, seconded by Chm. Brunell and unanimously approved Sec. Rader is hereby authorized and directed to submit an application for Traffic Signal approval to the Pennsylvania Department of Transportation and to sign the application on behalf of Upper Macungie Township.



**Resolution #2014-3** - Resolution amending the UMT Emergency Operations Plan - Chm. Brunell made a motion to adopt Resolution 2014-3 - A Resolution by the Board of Supervisors of Upper Macungie Township amending the emergency operations plan of the Township of Upper Macungie, Lehigh County, Pennsylvania, Sec. Rader seconded the motion and it was unanimously approved.

#### **MOTIONS**

**Lafayette College Agreement** - Sec. Rader explained the agreement to the Board. The agreement between Lafayette College Robert B. and Helen S. Meyner Center for the study of State & Local Government and the Township hires the College to aid the Township in a search for a Township Manager. The Meyner Center services are provided at a rate of \$75 per hour. Meyner Center agrees that the total cost for its services will not exceed \$6,000. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved the Contract for Services between Lafayette College and Upper Macungie Township is hereby approved. .

**MBI HVAC Service Agreement** - Tabled

**Sale of Surplus Equipment** DPW Director Faust is taking an inventory of equipment in the Public Works Department. He has found some equipment no longer needed. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved Director Faust, at his discretion is hereby authorized to put out for public bid any equipment his department no longer uses.

**Community Oriented Policing Services (COPS) Grant** - This is a grant program for hiring, training and retaining police officers. Chief Colon would like to apply for said Grant. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved Chief Colon is hereby given permission to apply for a grant for the COPS program.

**Request to vacate a small portion of Helen Drive** - A request has been received to vacate a 50 foot wide plot of land once designated to be a portion of Helen Drive, located between 156 Forsythia Lane and 168 Forsythia Lane from Mr. & Mrs. Alexander Kowal and Mr. & Mrs. Jack Payne. Solicitor Schantz said this request could be included with the hearing for Heatherfield Commercial scheduled for March 6th at 6:30 PM. Upon a motion by Sec. Rader, seconded by VC Ashmar and unanimously approved the request to vacate a 50 ft wide plot of land once designated to be Helen Drive is hereby granted. Action on request to be taken at the March 6th hearing. Solicitor Schantz to draft an ordinance for consideration.

**Road name change** - A request has been received to change the name of Krocks Road, north of Schantz Road to Abigail Drive. Solicitor Schantz noted that an Ordinance would be required. Upon a motion by Secretary Rader, seconded by VC Ashmar and unanimously approved Solicitor is directed to prepare an ordinance changing the name of a portion of Krocks Road, north of Schantz Road to Abigail Drive.

**Recreation Brochure** - Sec. Rader reported that the draft copy of the new Recreation Brochure has been received and approved by the Recreation Board and is ready to go to print. After discussion Sec. Rader made a motion, seconded by VC Ashmar and unanimously approved to order 8,000 copies of the updated recreation brochure, at the cost of \$1,362.00 plus production costs.

**Fire Equipment update** - VC Ashmar reported that two pieces of equipment, tanker #2521 is 19 years old and aerial #831 is 15 years old. Both units are still in use. Upon a motion by VC Ashmar both units number 2521 and 831 are to be evaluated for cost to see what needs to be done to keep both units in good repair so they may continue service to UMT.

#### **REPORTS**

**Treasurer's Report** - Chm. Brunell presented the bills for the month of January totaling General Fund \$1,299,742.44 and Sewer Fund \$1,085,808.33. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved Treasurer Moyer is authorized to pay the bills for the month of January totaling General Fund \$1,299,742.44 and Sewer Fund \$1,085,808.33.

**Recreation Board Report** - Sec. Rader reported on the programs for 2014. A "Recreation Passport" brochure is available on the table in the back of the room.



**Planning Commission Report** - Engineer Haas reported - Only two items reviewed: #2120 Liberty at Mill Creek, new plans, No action. #1839 - New development with only 9 new homes in UMT. No action.

**Upper Macungie Township Police Report** - Lt. Peter Nickischer reporting:

Total calls for Service	732
Reportable crashes	22
Non-Reportable Crashes	59
Criminal Arrest (Misdemeanor/Felony)	6
Non-Traffic Citations (summary)	11
Traffic Citations	360
Parking Tickets	6
Written Warnings	46
False Alarms	86

He then described several incidents at local stores. Traffic problems are one of their major problems, he urged all residents to slow down.

**Berks/Lehigh Police Report** - VC Ashmar - The January 20th meeting was canceled, no quorum, and was rescheduled for January 29th. Maxatawny Township had no representation. PMRS (Pennsylvania Municipal Retirement System) should have information on the BLRP pension shortfall by March or April. The municipalities' liability must be compiled by the percentage of responsibility for every given year. The Commission will then hire a forensic actuary to complete the report. Still no word on the affects bargaining. Surplus assault rifles must be turned over to the federal agency, ATF (Alcohol, Tobacco & Firearms). Next meeting will be February 17th at 7 PM at Station 56.

**Fire/EMS Report** - FC/EMC Grim reported for the month of January. Fire Inspections 54; Emergency responses, Station 8 had 40; station 25 had 50; station 56 had 50; for a total of 140; EMS responses, Priority 1 (echo, delta, charlie had 95; Priority 2 (bravo) had 78; Priority 3 (alpha) had 85; Mutual Aid Required had 2 for a total of 260. Mr. Jeff Grim of Fogelsville Fire Co. asked if generator project could be expedited, it may be needed with the types of storm we are having. Chief Jacque Creamer of Fogelsville Fire Co. asked that residents help keep the fire hydrants area open.

**Public Works Report** - Director Faust reporting - Several residents complimented Mr. Faust for a job well done under these winter conditions. The salt supply is running low. Have a problem with residents shoveling snow back in streets after roads plowed and parked cars often slow down the plows.

**Zoning Report** - Read by Chm. Brunell. The report of the Zoning Officer, Daran J. Martucci for the month of January, was received and showed 43 permits issued, 19 for New Residences, 8 for Residential additions/alterations and roofs, 1 for a new Commercial/Industrial Building, 6 for Commercial/Industrial additions/alterations, 9 Zoning Permits, 16 Electrical Licenses and 9 Plumbing Licenses.

No Zoning Appeals were heard by the Zoning Hearing Board of Adjustment in January of 2014.

**Lehigh Tax Collection Committee Report - None**

**SUPERVISORS**

**Chairman** Nothing

**Vice-Chairman** Nothing

**Secretary Rader** Executive Sessions:

January 16, 2014 at 2.45 PM - Personnel Issues

January 16, 2014 at 7:15 PM - Personnel Issues

January 31, 2014 at 5:30 PM - Personnel issues

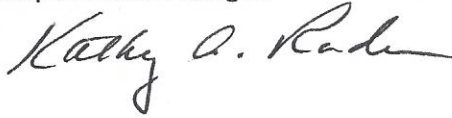
**PUBLIC COMMENT**

Joe Corcoran - questioned status of the Lehigh Motor Inn - Solicitor said citations were issued but no action to date; also Parkland Farms, public road improvements to start in spring.



Upon a motion by Chairman Brunell, seconded by Secretary Rader and unanimously approved the meeting was adjourned at 8:25 PM. The next regular meeting is March 6, 2014, special meeting February 13 at 4:00 PM to adopt the 2014 budget.

Kathy A. Rader, Secretary



BOARD OF SUPERVISORS  
February 13, 2014

A special meeting of the Board of Supervisors was held this date at 4 PM, at the Municipal Building. Those present were Chairman James M. Brunell, VC Samir P. Ashmar, Secretary Kathy A. Rader, and Treasurer, Barry L. Moyer. The purpose of the meeting is to consider and, if deemed appropriate, adopt the revised 2014 Township Budget and to consider any other business that may come before the Board; and, if appropriate, to take any necessary related action.

Chairman Brunell opened the meeting and asked all present to join him in the Pledge of Allegiance to the flag of the United States.

Members of the public present: William Brunell and J. Sean Gill

**RESOLUTION – 2014-04** – The revised 2014 Township Budget has been duly advertised and open for public inspection since January 29, 2014 and is now ready for action. Upon a motion by Chairman Brunell, Seconded by VC Ashmar and unanimously approved, be it resolved that the revised 2014 Budget is approved with no tax increases.

**MOTION – 2014 Increases for Non-Union, Full-time Administrative Employees** – The 2014 Budget provides for a 2 % wage increase for all non-union, full-time administrative employees. This raise would be retroactive back to the beginning of this year. Upon a motion made by Secretary Rader, seconded by Chairman Brunell and unanimous, the raises were approved.

**DISCUSSIONS:**

- Feasibility of wage increases for part-time administrative employees.
- Cross training of employees.

**SUPERVISORS COMMENTS:**

Chairman Brunell – NONE

Vice Chairman Ashmar – NONE

Secretary Rader – Reported an Executive Session on Thursday, February 13, 2014 at 10:30 AM – Personnel Issue

**PUBLIC COMMENT – NONE**

Motion to adjourn meeting by Chairman Brunell, Seconded by Secretary Rader and unanimous, the meeting is adjourned at 4:32 PM.

Kathy A. Rader  
Secretary

