

BOARD OF SUPERVISORS

The monthly meeting of the Board of Supervisors of Upper Macungie Township was held on March 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, Chief Edgardo Colon, 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.

Secretary Rader introduced **LEHIGH COUNTY EXECUTIVE TOM MULLER.**

PUBLIC COMMENTS - NONE

PRESENTATION Mr. Jay King and Atty. Seigfried asked to address the Board. They request a change in the Zoning Map for an area along the west side of Route 100 in the area of the new Weis Market. After review, upon a motion by Secretary Rader, seconded by Chairman Brunell and unanimously approved the proposed changes in the Zoning Map are referred to the Planning Commission for review and recommendation. Chairman Brunell asked Solicitor Schantz to prepare two ordinances to be considered, an ordinance to include 6 lots and an ordinance for one lot for the zoning change.

ORDINANCES - NONE

RESOLUTIONS

Resolution #2014-4 - Docket #2131 - Dan's Auto Repair - Lot Consolidation/Land Development Plan. Engineer Haas described the project including a 2,688 sq ft building addition for auto repair with access to Werley Road. The plan has been recommended for approval by the Planning Commission. Upon a motion by V-C Ashmar, seconded by Chm. Brunell and unanimously approved it is RESOLVED that RESOLUTION #2014-4, "A RESOLUTION OF THE BOARD OF SUPERVISOR OF UPPER MACUNGIE TOWNSHIP APPROVING DOCKET #2014-4, THE LOT CONSOLIDATION/LAND DEVELOPMENT PLAN, AS SHOWN ON PLANS OF LIBERTY ENGINEERING, DATED 1/11/13, PROJECT 12171, LAST REVISED 11/26/13, SHEETS 1 THRU11, IS HEREBY ADOPTED BY THE BOARD OF SUPERVISORS OFUPPER MACUNGIE TOWNSHIP".

Resolution #2014-5 - Docket #1910 - Trexler Fields Twin Homes Project LLC - 6th Recording - Engineer Haas described the scope of this Resolution. The Plan has been recommended for approval by the Planning Commission. Upon a motion by Sec. Rader, seconded by V-C Ashmar and unanimously approved, it is RESOLVED that RESOLUTION #2014-5 "A RESOLUTION OF THE BOARD OF SUPERVISORS OF UPPER MACUNGIE TOWNSHIP APPROVING DOCKET 2014-5. THE DEVELOPMENT PLAN FOR 28 LOTS AS SHOWN ON PLANS OF BARRY ISETT & ASSOC. DATED 10/10/05, LAST REVISED 6/11/08 IS HEREBY ADOPTED BY THE BOARD OF SUPERVISORS OF UPPER MACUNGIE TOWNSHIP".

MOTIONS

Bid Awarding Fogelsville Dam Breach - Engineer Haas repored that six bids had been received February 4th, 2014 for the Dam Breach project ranging from a low of \$98,398.30 to a high of 383,002.96. He recommends the low bid of Rutledge Excavating Inc. of Tyler Hill, Pa. be accepted at \$98,398.30. Upon a motion by Sec. Rader, seconded by V-C Ashmar and unanimously approved the low bid of Rutledge Excavating of Tyler Hill, Pa. for the Fogelsville Dam Breach of \$98,398.30 is hereby accepted, contingent upon permits received from DEP and the Army Corps of Engineers.

Bid Awarding Hassen Creek - Stream Restoration - Engineer Haas reported that three bids had been received February 4, 2014 for the Hassen Creek - Stream Restoration project ranging from a low of

\$98,231.65 to a high of \$202,849.00. He recommends the low bid of Rutledge Excavating Inc. of Tyler Hill, Pa. be accepted at 98,231.65. Upon a motion by V-C Ashmar, seconded by Sec. Rader and unanimously approved the low bid of Rutledge Excavating of Tyler Hill, Pa. for the Hassen Creek Stream Restoration project of \$98,231.65 is hereby accepted, contingent upon permits received from DEP and the Army Corps of Engineers.

Vacation of portions of Helen Drive & Oak View Drive - Solicitor Schantz reported that a public hearing had been held earlier this evening and it is now appropriate to prepare required ordinances and advertise for action on the vacations. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved the Solicitor was authorized to proceed with required ordinances.

New Ford Escape, Backhoe, and Pickup Truck - After much discussion and the Ford Escape will be held for the UMT Authority meeting agenda. A motion was made by VC Ashmar, seconded by Chairman Brunell and unanimous, to authorize the purchase of a new Ford F-350 pickup truck for public works, with the sale or trade-in of \$9,500, for a Ford F-350 utility truck. The new truck is available on the COSTARS program and will not exceed \$30,000 with the trade-in or sale price.

Resignation and Replacement of Officer Pamela Mathias - Chief Colon announced the resignation of Officer Mathias effective April 2, 2014. Upon a motion by V-C Ashmar, seconded by Chm. Brunell and unanimously approved the resignation of Officer Pamela Mathias is hereby accepted and Chief Colon is hereby authorized to hire a replacement to the position.

PennDOT Transportation Alternatives Program (TAP) - Engineer Steneroos described the TAP program. The Transportation Alternatives Program (TAP) provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities. The Grange Road Park Pedestrian improvements could be included. The project has a preliminary construction estimate of \$50,000 to \$60,000. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved the Township will apply for funds under the TAP program.

Grant Programs - Engineer Haas reported on Grants Programs DCNR and Act 13 Grants, all due in April and June of 2014. He described four (4) projects which could be eligible, Splash Park at Grange Road Park, Grange Road Park Athletic Fields, Breinigsville Park Athletic Fields and Breinigsville Trails. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved Township Engineers are hereby authorized to apply for grants for the four (4) projects reviewed.

Transport of PPL Transformers - Engineer Steneroos reported that PPL will be transporting large transformers into the Township, in April and in May. They will be using 75 ft. long trailers with 12 axles at a speed of approximately 5 mph. More information on this at a future meeting.

Fire Apparatus Use Agreement/Ownership - Chm. Brunell - Most all of the emergency vehicles used by the Fire Companies are titled to the Township. He recommends an agreement be prepared between the Fire Companies and the Township concerning the use of the equipment. Upon a motion by Chm. Brunell, seconded by V-C Ashmar and unanimously approved the Solicitor is asked to investigate an agreement between the Fire Companies and the Township concerning use of the equipment.

Appointment of Township Manager Search Committee - Chm. Brunell - The search for a Township Manager has begun. Upon a motion by Chm. Brunell, seconded by V-C Ashmar and unanimously approved the following persons are hereby appointed to the Search Committee Joseph Corcoran, Philip DelVecchio, Charles Deprill, Christopher Englebert, Karen Tamerler plus the three Supervisors and consultant David Woglom..

Upon a motion by Chm. Brunell, seconded by Sec. Rader and unanimously approved Solicitor Schantz is to draw up an ordinance establishing the position of Township Manager.

Appointment of Recreation Board Members (2) vacancies. - Chm. Brunell reported that there are two (2) vacancies on the Recreation Board. Upon a motion by Sec. Rader, seconded by Chm. Brunell, with VC Ashmar voting NO, the following two persons are appointed to the Recreation Board, Katie Shade and Jocelyn Pattishall.

Lehigh Wheelman Association March Training Series - Sec. Rader reported on request of the bicycle group to use roads in the William Penn Business Center on weekends in March. PW Department reported that due to the harsh winter the roads still have a lot of residue left on them and may not be safe for cycles to use. Upon a motion by Sec. Rader, seconded by V-C Ashmar and unanimously approved the request of Lehigh Wheelmen to use road in William Penn Business Center for March practices is denied due to condition of roads.

REPORTS

Treasurer's Report - January Bills - General Fund \$927,768.76 Sewer Fund 91,573.84
Sec. Rader explained that \$595.00 reimbursement for her PSATS Conference registration for herself and Chm. Brunell is included in the General Fund bills and therefore she abstains from voting on that bill. Upon a motion by Chm. Brunell, seconded by V-C Ashmar and approved the Treasurer is authorized to pay the bills for the month of February, General Fund \$927,173.76 and Sewer Fund \$91,573.84. Upon a motion by Chm. Brunell, seconded by V--C Ashmar and approved the Treasurer is authorized to reimburse Sec. Rader for \$595.00 for registration deposit for the PSATS Conference.

Recreation Board Report - Sec. Rader reports that the Recreation Passport is available on the table.

Planning Commission Report - Engineer Haas reports that there was no action at the February meeting.

Upper Macungie Township Police Report - Chief Colon reporting:

Total calls for Service	734
Reportable crashes	32
Non-Reportable Crashes	69
Criminal Arrest (Misdemeanor/Felony)	13
Non-Traffic Citations (summary)	15
Traffic Citations	228
Parking Tickets	2
Written Warnings	71
False Alarms	109

Chief Colon cautioned about "SCAMS" being run in this area. Traffic problems are one of their major problems, he urged all residents to slow down. Residents putting snow in the streets is a problem, residents have no place to go with the snow when clearing their sidewalks. .

Berks/Lehigh Police Report - VC Ashmar - Maxatawny Township is not attending any meetings. They feel they have no financial obligations to the Commission. Actuaries must be hired to determine what each municipality's obligation is to the Commission.

Fire/EMS Report - V-C Ashmar reported for the month of February. Fire Inspections 26; Emergency responses, Station 8' 40; Station 25' 58; Station 56' 50; for a total of 148; EMS responses, Priority 1 (echo, delta, charlie) 75; Priority 2 (bravo) 56; Priority 3 (alpha) 71; Mutual Aid Required 3 for a total of 205.

Public Works Report - Director Faust reporting - During the recent snows the Township to date used 2,260 tons of salt and had over 1000 hours of overtime.

Zoning Report - Read by Chm. Brunell. The report of the Zoning Officer, Daren J. Martucci, for the month of February was received and showed 26 permits issued, 8 for New Residences, 6 for Residential additions/alterations and roofs, 0 for a new Commercial/Industrial Building, 7 for Commercial/Industrial additions/alterations, 5 Zoning Permits, 5 Electrical Licenses and 7 Plumbing Licenses.

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

Lehigh Tax Collection Committee Report - None

SUPERVISORS

Chairman Nothing

Vice-Chairman Nothing

Secretary Rader Executive Sessions:

February 18, 2014 at 2:15 & 2.45 PM - Personnel Issues

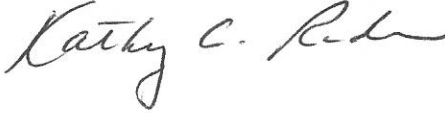
February 24, 2014 at 3:45 PM - Personnel Issues

March 3, 2014 at 3:00 PM - Personnel issues

PUBLIC COMMENT - NONE

Upon a motion by Chairman Brunell, seconded by VC Ashmar and unanimously approved the meeting was adjourned at 9:08 PM. The next regular meeting is April 3, 2014.

Kathy A. Rader, Secretary



BOARD OF SUPERVISORS

A public hearing was held by the Board of Supervisors of Upper Macungie Township at the Municipal Building, 8330 Schantz Road, Breinigsville, Pa., on March 6, 2014 at 6:30 P.M. Those present were Chairman James M. Brunell, Vice-Chairman Samar P. Ashmar, Secretary Kathy A. Rader, Solicitor Andrew Schantz, Township Engineer Dean Haas and Assistant Secretary Owen M. Bastian.

The purpose of the hearing is to accept testimony and public comment related to the vacation of a portion of Helen Drive (located between 156 and 168 Forsythia Lane), a portion of the westerly side of Blue Barn Road (from its intersection with Oak View Drive to Barn Swallow Lane (approximately) and a portion of the southerly side of Oak View Drive from its intersection with Blue Barn Road to a point approximately six hundred (600') feet west of said intersection). Said vacations being in accordance with the Second Class Township Code, 53 P.S. Sections 67304, 67305 (a) and (b) and 67311. Residents of the Township and affected property owners may appear at the public hearing and be heard.

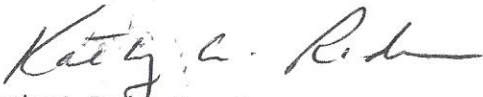
Solicitor Schantz explained that the hearing was being recorded by a court stenographer.

The first item reviewed was the vacation of a portion of Helen Drive. Engineer Haas explained the exact area to be vacated. Solicitor Schantz then asked for any comments from the public concerning the vacation. There were no comments.

Solicitor Schantz then proceeded with the second part of the hearing. The vacation of a portion of Oak View Drive. Engineer Haas explained the exact area to be vacated. Solicitor Schantz then asked for any comments from the public concerning the vacation. There were no comments.

The court stenographer's record will be available in the office of Secretary Rader. Solicitor Schantz then adjourned the hearing.

Kathy A. Rader, Secretary



BOARD OF SUPERVISORS

A special meeting of the Board of Supervisors of Upper Macungie Township was held on March 20, 2014 at 4:00 P.M. at the Municipal Building. Those present were Chm. James M. Brunell, V-C Samir P. Ashmar, Sec. Kathy A. Rader, Solicitor Andrew Schantz, Authority Manager Richard W. Henderson, DPW Scott Faust, Engineers Dean Haas and Scott Stenroos and Assistant Secretary Owen M. Bastian.

Purpose of meeting to discuss pending projects and establish position of township manager.

Chm. Brunell opened the meeting and asked all present to join him in the Pledge of allegiance to the Flag of the United States.

PRESENTATION - Lehigh Valley Wheelmen March Training Series - Appearing Sallie Urffer. She has visited the William Penn Business Center and found the roads acceptable for cycling. She is a sports official. After discussion, Upon a motion by Sec. Rader, seconded by VC Ashmar and unanimously approved the Lehigh Valley Wheelman Association is hereby permitted to use roads in the William Penn Business Center during the month of March with the condition that all legal papers and insurance be in order and approved by the Township Solicitor.

ORDINANCE - Ordinance #2014-4 - Establishing the Position & Duties of Township Manager - Solicitor Schantz reported that the ordinance has been advertised and is ready for adoption. Upon a motion by Sec. Rader, seconded by VC Ashmar and unanimously approved it is Resolved that ORDINANCE #2014-4 "AN ORDINANCE ESTABLISHING THE POSITION OF TOWNSHIP MANAGER; ESTABLISHING THE TERM OF OFFICE OF MANAGER; QUALIFICATIONS; BOND REQUIRED; COMPENSATION; RESPONSIBILITIES AND DUTIES THEREOF; RESTRICTIONS ON SUPERVISORS; DELEGATION OF MANAGER DUTIES; GENDER NEUTRAL TEXT AND SEVERABILITY CLAUSES. is hereby adopted by the Board of Supervisors of Upper Macungie Township.

RESOLUTIONS - Engineer Haas reported that there are four projects that may be eligible for State grants. He recommends the Township apply for all four. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved the Township Secretary is authorized to execute DCNR Grant Applications as follows:

Resolution #2014-06 - For Breinigsville Park West

Resolution #2014-07 - For Grange Road Park Athletic Fields, Phase 2, Stage 1

Resolution #2014-8 - For Grange Road Park Splash Park

Resolution #2014-9 - For Pathways, Breinigsville Neighborhood, Schaefer Run

MOTIONS - **Software Upgrade to Windows 7** - Manager Henderson reported that the computer system should be updated from XP to Windows 7. It may be a problem to work on the system during business hours. This must be checked into. Upon a motion by VC Ashmar, seconded by Chm. Brunell and unanimously approved Manager Henderson given permission to update the computer system.

Kenneth W. Molony - Vice-Chairman Ashmar made a motion to enter into a Separation Agreement with Kenneth Molony with an end date of June 6, 2014, and, Mr. Molony's responsibilities are to be re-allocated to the new Township Manager and others. Motion was seconded by Chairman Brunell and unanimously approved. Vice-Chairman Ashmar stated that with the coming of a Township Manager job descriptions of the Township staff should be studied.

Gerald Schueck - VC Ashmar reports that Mr. Schueck is also retiring. VC Ashmar feels the Township needs some policy when employees retire. Mr. Schueck retiring was tabled until written confirmation is received.

Parkland Community Library - Sec. Rader reports that the Parkland Community Library would like to use the building at Independent Park between 9:30 AM and 12:30 PM once a week during the summer without a charge. After review by the Supervisors Chm. Brunell made a motion, seconded by VC Ashmar and unanimously approved it was decided that the request should be forwarded to the Recreation Board for recommendation

UMT Police Pension Consultant - Chm. Brunell reported on the need for a Pension Consultant. The consultant would find the fund liability and direct technical actuary services. He recommends Mr. Charles B. Friedenbergs. Mr. Friedenbergs is the same actuary being used by the Berks Lehigh Regional Police Commission. Upon a motion by Chm. Brunell, seconded by Sec. Rader and unanimous, a request for scope of services and costs will go out to Mr. Feiedenisbergs.

Police Cars for Sale - DPW Faust reports on offer for 2 police vehicles, one of \$10,000 and one of \$10,500 from the Jim Thorpe PD. He recommends rejecting both offers. VC Ashmar recommends stripping the vehicles and advertising them for sale. After discussion, upon a motion by VC Ashmar, seconded by Chm. Brunell and unanimously approved it was agreed to strip the vehicles for sale, and advertise for bids from the general public.

WORK SESSION ITEMS - (basic review process and items discussed)

1. Zoning Ordinance and Codified ordinance update (reprinting current regulations). After discussion all agreed for the need of more discussion between the Supervisors and other officials.

2. SALDO update (reprinting current regulations) In progress

3. ZONING UPDATES

- a. KRE Lehigh Hills lot 5 apartments
- b. Village Zoning overlay
- c. Petition for map change Jay King
- d. Process and administration
- e. Update to address - solar - lighting - towers Above items discussed and upon motion by Sec. Rader, seconded by VC Ashmar and unanimously approved to update and clean up the Zoning Ordinance.
- f. There was much discussion regarding the updating of the present Zoning Ordinance. Upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved, the Zoning Ordinance will be completely reviewed for update.

4. SALDO REVISIONS

- a. Process and administration
- b. Updates for boundary road upgrade fees - process preliminary final and record land development plans to coordinate with DEP NPDES process - update construction specifications After items discussed and upon a motion by Sec. Rader, seconded by Chm. Brunell and unanimously approved to update and clean up the SALDO regulations.

5. COMPREHENSIVE PLAN

- a. Traffic - CIP closeout - current needs and future needs discussed - Reporting is Scott Stenroos - the last Comprehensive Plan was made in 1992, it's time for an update.

6. RECREATION PROJECTS -

- a. Grants for projects to be submitted April 15 - support letters
- b. Project updates and authorization - Independent Park - Grange Road Park - Fogelsville Dam
- c. SPYA Building
- d. Parkland Library

SUPERVISORS

CHAIRMAN - Nothing more

VICE-CHAIRMAN - Nothing more

SECRETARY - The UMT Auditors report has been received and is in the Office of the Secretary.

Upon motion by Secretary Rader, seconded by Chm. Brunell and unanimously approved the special meeting was adjourned at 7:08 PM.

Kathy A. Rader, Secretary

