

BOARD OF SUPERVISORS

The monthly meeting of the Board of Supervisors of Upper Macungie Township was held on April 5, 2018, 7:00 PM, in the Municipal Building, 8330 Schantz Road, Breinigsville, PA 18031. Those present were Chairman, James M. Brunell; Vice-Chairman, John P. "Sean" Gill; Supervisor, Kathy A. Rader; Township Engineer, J. Scott Stenroos; Director of Community Development, Daren Martocci; Solicitor, Andrew V. Schantz, Esq.; Township Manager, Robert R. Ibach; Township Secretary, Ashley Godshall; Bureau of Fire Director, Grant Grim; Director of Public Works, Scott Faust; Recreation and Events Coordinator, Lynn Pigliacampi; and Chief Edgardo Colón of the UMTPD.

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

MINUTES - Chairman Brunell stated the minutes of the previous meeting of March 1, 2018 would not be read unless there was some objection. **Upon a motion by Chairman Brunell, seconded by VC Gill and unanimous, it was agreed to waive the reading of the minutes of the previous meeting of March 1, 2018 and approve the minutes as presented.**

PRESENTATIONS

DISCUSSIONS & UPDATES

Fire Company Meetings – Manager Ibach asked the Board how they would like to proceed with the Fire Company meetings going forward. Director Grim suggested meeting individually with each of the fire companies again.

ORDINANCES

RESOLUTIONS

MOTIONS

Appoint Cindy Yaskowski as Assistant Township Secretary – At the recommendation of Solicitor Schantz, Chairman Brunell made a motion, seconded by Supervisor Rader and unanimous to appoint Cindy Yaskowski as the Assistant Township Secretary beginning April 6, 2018 through December 31, 2018.

Authorize Signing of Werley Road PennDOT Agreement – Steve Lampmann from Sal Lapio Homes addressed the Board and agreed someone from Sal Lapio Homes will be at the next BOS meeting to update the Board on the Werley Road Culvert progress. At the recommendation of Manager Ibach, **Chairman Brunell made a motion, seconded by VC Gill and unanimous, to authorize the signing of the Werley Road Agreement with PennDot.**

Public Comment:

Gia Raffaelli (Metropolitan Development Group, Inc.) – expressed concerns that the culvert will not be ordered by the next meeting. Keystone Consulting Engineers (KCE) is currently reviewing the submittals, which will be returned to Mr. Lampmann next week, and Mr. Lampmann will be moving forward with the culvert at that time. Mr. Lampmann agreed to co-sign the Schlouch, Inc. contract with Metropolitan Development Group, Inc. after his submittals are approved.

Approve New Recreation Program: Safe Sitter – After some discussion and at the recommendation of Coordinator Pigliacampi, **Supervisor Rader made a motion, seconded by VC Gill and unanimous, to approve the recommendation from the Recreation Board for a new partnership with the Nanny Loft in which Upper Macungie Township would co-host one or more Safe Sitter classes at Independent Park, contingent upon the approval of Solicitor Schantz on all relevant legal issues.**



Approve Recreation Board By-Laws Amendments – At the recommendation of Coordinator Pigliacampi, Supervisor Rader made a motion, seconded by VC Gill and unanimous, to approve the Amendments to the Recreation Board By-Laws: notably, the change of the meeting date to the third Thursday of each month, and the change to the attendance policy.

Verizon & PPL Right-of-Way Easements – At the recommendation of Manager Ibach and Solicitor Schantz, Chairman Brunell made a motion, seconded by Supervisor Rader and unanimous, to authorize the Township Manager to sign utility easement agreements with Verizon and PPL Electric Utilities, contingent upon the review and approval of the documents by the Township Solicitor.

Construction Manager Contract for Recreation Center – removed from agenda per Township Manager.

Authorize KCE to Complete Tapping Fee Study – At the recommendation of Manager Ibach, Supervisor Rader made a motion, seconded by VC Gill and unanimous, to authorize KCE to undertake a Sanitary Sewer System Tapping Fee Impact Study in an amount not to exceed \$11,532.00.

Authorize KCE to Bid 2018 Sanitary Sewer Manhole Rehabilitation and Mainline Pipe Lining – At the recommendation of Manager Ibach, Supervisor Rader made a motion, seconded by Chairman Brunell and unanimous, to allow KCE to prepare and advertise a joint municipal bid for the sanitary sewer manhole rehabilitation and mainline pipe lining.

Authorize Staff to Prepare & Advertise Sewer Ordinance Change – At the recommendation of Manager Ibach, Chairman Brunell made a motion, seconded by VC Gill and unanimous, to allow staff to prepare and advertise a change to the current Sanitary Sewer Ordinance to define ownership of a property's sanitary sewer lateral.

Award 2018 Polymer Modified Crack Seal Bid – At the recommendation of Director Faust, Supervisor Rader made a motion, seconded by Chairman Brunell and unanimous, to award the 2018 Polymer Modified Crack Seal Bid to Asphalt Maintenance Solutions, LLC in the amount of \$57,800.00.

Award 2018 Ultra Thin Friction Course Bid – At the recommendation of Director Faust, Chairman Brunell made a motion, seconded by Supervisor Rader and unanimous, to award Upper Macungie Township's portion of the 2018 Ultra Thin Friction Course Bid to Asphalt Maintenance Solutions, LLC in the amount of \$260,941.00.

Award 2018 Double Application Bituminous Seal Coat Bid – At the recommendation of Director Faust, Supervisor Rader made a motion, seconded by VC Gill and unanimous, to award the 2018 Double Application Bituminous Seal Coat Bid (Bid Total with Option 1) to Asphalt Maintenance Solutions, LLC in the amount of \$150,348.67.

Award 2018 Grass Cutting Bid – At the recommendation of Director Faust, Chairman Brunell made a motion, seconded by VC Gill and unanimous, to award the 2018 Grass Cutting Bid to Pennsylvania Lawn & Landscape, LLC in the amount of \$18,365.75.

Approve Sale of 2011 Dodge Charger – After some discussion, no action was taken.

Fire Police Request: St. Luke's Half Marathon – At the recommendation of Director Grift, Chairman Brunell made a motion, seconded by Supervisor Rader and unanimous, to provide fire police assistance to the City of Allentown for the St. Luke's Half Marathon on April 22, 2018.

REPORTS

Treasurer's Report – March: Total bills from all funds – \$1,480,010.28. Total transfers – \$0.00. A motion was made by Chairman Brunell, seconded by VC Gill and unanimous, to pay the March bills.

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Recreation Board Report – Lynn Pigliacampi: Coordinator Pigliacampi reported on some potential new programs, including a photo scavenger hunt and DIY workshops. They also discussed the restructuring of Friends of Upper Macungie Township Parks and Recreation, and a meeting will likely be scheduled on April 19th immediately following the Recreation Board meeting. *Further details in the March Recreation Board Report.*

Community Development Report – Daren Martocci: During the month of March, 127 permits were issued; 3 Plumbing Licenses; and 10 Electric Licenses. There was no Planning Commission meeting in March due to the snow storm. A Comprehensive Plan Work Session is scheduled for Thursday, April 12th at Independent Park. *Further details in the March Community Development Report.*

Township Engineer's Report – Scott Stenroos: Engineer Stenroos provided an update on the status of the several engineering issues, including an update on the Route 100 Quadrant Project (QRP). PennDot did not approve the requested flashing light on Nestle Way. The Schantz Road and Abigail Lane bus stop relocation went into effect on March 5th. *Further details in the March Township Engineer's Report.*

Public Comment:

Shohn Montano (1104 Tudor Dr.) – is concerned about the potholes north on Schantz Road prior to the I-78 ramp and the curbing on Schantz Road near Route 100. Engineer Stenroos will send a report into PennDot. Chief Colón also regularly reports road issues to PennDot.

Upper Macungie Township Police (UMTPD) Report – Chief Edgardo Colón: Chief Colón reported the UMTPD monitored Nursery Street to address the speeding concerns and the Lanta bus route on that road: no major issue was found. UMTPD is utilizing an electronic billboard and moving it to various locations in the Township to emphasize certain traffic safety issues. UMTPD is participating in the Lehigh County CRASH collaborative pilot program with other municipalities in the area. A study was conducted on crash data for railroad crossings and a meeting will be held May 17th to address the results. There is currently legislation pending in Pennsylvania to lift various truck restrictions and meetings will be scheduled to address the potential impact on UMT. A conditional offer has been made to a potential UMTPD officer, and he may be presented at the next BOS meeting. *Further details in the March UMTPD Report.*

977	Total Calls for Service
21	Reportable MVAs
42	Non-Reportable MVAs
13	Private Property MVAs
22	Criminal Arrest (Misdemeanor/Felony)
15	Non-Traffic Citations (summary)
462	Traffic Citations
28	Parking Tickets
128	Written Warnings
129	False Alarms
0	Arsons
3	Assaults
1	Burglaries
16	Disturbing the Peace Crimes
12	Drug/Alcohol Violations
7	DUI Offenses
6	Fraud Crimes
0	Homicides
2	Motor Vehicle Thefts
1	Robberies
0	Sex Offenses
2	Thefts
3	Vandalism/Criminal Mischiefs



- 1 Vehicle Break-in/Thefts
- 0 Weapons Offenses

Fire/EMS Report – Bureau of Fire Director Grim: March Fire Inspections – 71. Emergency responses: Station 8 – 38; Station 25 – 35; Station 56 – 44; Total of 117. There are no new members for the month of March. Director Grim thanked VC Gill and Uline for the donation that was made to the Fire Companies. An announcement will be made regarding the donation in a future newsletter. Lutron Electronics, Inc. made a \$6000 donation to the Fire Companies. Bridgestone Tires made a donation of two tires to the Trexlertown Fire Station for Rescue 2541 and are intending to donate four more to the Fogelsville Station as well. *Further details in the March Bureau of Fire Director’s Report.*

Public Works Report – Scott Faust: Mulch loading will occur during the month of May. *Further details in the March Public Works Report.*

Township Manager’s Report – Manager Ibach reported that the Township, the Conservation District, and Lehigh County Authority will be hosting a Rain Barrel workshop on April 21st from 9-9:30am and 10-10:30am at Independent Park. The Township was required to do two studies regarding stormwater and a copy of these studies are available at the Township for review and public comment for approximately two more weeks.

Supervisors: Chairman BRUNELL – Nothing to add.

Supervisors: Vice Chairman GILL – Nothing to add.

Supervisors: Supervisor RADER – Nothing to add.

Township Secretary’s Report

- Executive Session was held at 5:45pm on April 5, 2018 regarding legal and personnel issues.

PUBLIC COMMENTS/COURTESY OF THE FLOOR

Susan Brown (8685 Lockwood Rd) – is concerned about recycling household chemicals, electronic items, and hazardous materials. She provided Manager Ibach with some information about recycling in her previous residence in Florida.

Phil Armstrong (Lehigh County Executive) – introduced himself and encouraged coordination and cooperation between the municipalities and the Lehigh County. The County will also be producing a newsletter in the near future. VC Gill has concerns about County bias regarding the perceived “wealthier” municipalities:

Matt MacConnell (6073 Clauser Rd) – is a local engineer working on a proposal for a wetland along Clauser Road that he would like to bring before the Board in the future. Manager Ibach will get in touch with Mr. MacConnell.

There being no other business, **upon a motion by Chairman Brunell, seconded by VC Gill and unanimous, the meeting is adjourned at 8:29 PM.**

Ashley A. Godshall

Ashley A. Godshall, Township Secretary

