

## BOARD OF SUPERVISORS

The monthly meeting of the Board of Supervisors of Upper Macungie Township was held on November 1, 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, Dave Alban; Solicitor, Andrew V. Schantz, Esq.; Township Manager, Robert R. Ibach; Assistant Township Secretary, Cindy Yaskowski; Bureau of Fire Director, Grant Grim; Director of Public Works, Scott Faust; Finance Director, Bruce Koller; Lt. Michael J. Sitoski of the UMTPD; and Recreation & Events Coordinator Lynn P. Matula.

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 meetings of October 4, 2018; October 16, 2018; October 23, 2018; and October 30, 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 meetings and approve the minutes as presented.**

### **PRESENTATIONS**

***Budget 2019*** – Finance Director Koller presented the proposed 2019 UMT Budget, and explained 19 funds with 7 revenue sources that total \$34,288,119 and 7 expense sources that total \$32,473,689. There will be no tax increase and no increase in Sewer or Refuse/Recycling Fees. The budget will be posted on the Township website for the public to review. Final Supervisors' approval of the budget is scheduled for their next Board meeting on December 6, 2018. In the future, Chairman Brunell would like to see more residents attend the budget planning meetings.

**A motion was made by Chairman Brunell, seconded by VC Gill and unanimous, to proceed with advertising the 2019 UMT Budget.**

### **DISCUSSIONS & UPDATES**

**Fogelsville Storm Water Report** – Manager Ibach asked for direction from the Board regarding an ongoing situation involving storm water flooding properties along Main Street in Fogelsville. The diameter of a section of pipe in a private alley goes from a 30" round to an 18" x 29" elliptical back to a 30" round which causes restriction and creates water to overflow into the alley. Resident Robert Burns (8035 Main Street) presented the Board with pictures of the flooding and requested help in alleviating this problem. Supervisor Rader confirmed that in 1989 the Township had installed pipe and this has been an ongoing problem for many years. Chairman Brunell is concerned that replacing the pipes at this location might move the problem down to another property and possibly set a precedent for fixing private land issues. Solicitor Schantz can research whether there are any easements on record or any indication if it was a private or public project. Engineer Alban said he would need to do calculations of the existing inlets and of larger sized inlets to know the volume involved. Also, St. John's Lutheran Church would need to fix a possible contributing factor of their runoff not flowing into their culvert.

- **Chairman Brunell made a motion, seconded by Supervisor Rader and unanimous, to authorize Keystone Consulting Engineers and Solicitor Schantz to further research this matter and report back at the December meeting with more information.**

**ORDINANCES -- None****RESOLUTIONS**

**Resolution #2018-41 - Adopt Lehigh Valley 2018 Hazard Mitigation Plan** - RESOLUTION TO ADOPT THE LEHIGH VALLEY 2018 HAZARDOUS MITIGATION PLAN. At the recommendation of Manager Ibach and upon a motion by Chairman Brunell, seconded by VC Gill and unanimous, **BE IT RESOLVED**, Resolution #2018-41, is hereby approved.

**MOTIONS**

**Authorize signing Fire Recovery Service Agreement** – Shawn Meder of PA Fire Recovery Service (PAFRS) explained and answered questions regarding the billing services that would be performed by his company. After discussion and at the recommendation of Director Grim, **Chairman Brunell made a motion, seconded by VC Gill and unanimous, to authorize the Township Manager to sign a Billing Agreement with PA Recovery Service to bill for Fire and Emergency Incidents in the Township.**

- **Chairman Brunell requested that Director Grim find out from the Fire Chiefs where the collected revenue will be directed and memorialize those funds.**

**Approve Fire Police Assistance - Faith Church Tree Lighting event on Nov. 30, 2018** – At the recommendation of Director Grim, Supervisor Rader made a motion, seconded by VC Gill and unanimous, to provide fire police assistance to Faith Church at 6528 Hamilton Boulevard on November 30, 2018, for their Christmas Tree Lighting event.

**Hire Kalman Sostarecz, Jr. as Township Secretary/Executive Assistant, effective November 13, 2018** – At the recommendation of Manager Ibach, Chairman Brunell made a motion, seconded by Supervisor Rader and unanimous, to hire Kalman Sostarecz, Jr. as Township Secretary/Executive Assistant, at a yearly rate of \$57,553.60, effective as of November 13, 2018.

**Appoint Kalman Sostarecz, Jr. as Township Secretary, effective November 13, 2018** – At the recommendation of Manager Ibach, Chairman Brunell made a motion, seconded by Supervisor Rader and unanimous, to appoint Kalman Sostarecz, Jr. as Upper Macungie Township Secretary, effective as of November 13, 2018.

**Approval of Recommendation for next steps regarding the Capital Campaign** – At the recommendation of Coordinator Matula, Supervisor Rader made a motion, seconded by VC Gill and unanimous, to hire **Convergent Nonprofit Solutions for full-time program management for the length of the campaign (anticipated to be 10 months) with the option to decrease to half-time management at any point during the engagement, with the fulltime management being \$24,500 per month plus travel costs.**

**Comments:**

**Chairman Brunell** stated that the framework for the 501(c)(3) should be set up in the 10 month time period.

**Andrea Russell** (1638 Fieldstone Street) – referring to the Feasibility Study, she stated that greater than 60% of the interview base was corporate and they want a recreation center. The Township needs to capitalize on the momentum of the campaign.

***Approval to advertise Farmer's Market Bid*** – At the recommendation of Manager Ibach, Supervisor Rader made a motion, seconded by VC Gill and unanimous, to approve the Farmer's Market bid be advertised.

***Approval for new Dog Training Program at the Dog Parks*** – At the recommendation of Manager Ibach, VC Gill made a motion, seconded by Supervisor Rader and unanimous, to recommend the Township hold a one-day dog training session in 2019 at the Route 100 Dog Park, regarding "Dog Park Behavior" and conducted by Passion for Paws Dog Training.

***Approval to prepare bid for sale of Independent Park and to advertise bid*** – Manager Ibach explained the justifications for selling Independent Park including that it cannot serve the needs as the Township Recreation building and that it operates at a loss of \$50,000 to \$55,000 per year. After much discussion, Supervisor Rader made a motion, seconded by Chairman Brunell and unanimous, to allow staff to prepare bid documents and advertise the bid for the sale of Independent Park, 150 Independent Road, Breinigsville PA 18031, with a minimum bid of \$1,500,000.00 and that the monies must go back into the Recreation Fund.

Accept Werley Road Improvements – Removed from agenda.

***Intent to Appoint Township Auditing Firm*** – At the recommendation of Manager Ibach, Chairman Brunell made a motion, seconded by VC Gill and unanimous, to intend to appoint Maillie, LLC as Township Auditing firm of the 2018 fiscal year, to be advertised at least 30 days in advance of the official appointment at the Reorganization Meeting in January.

## REPORTS

***Treasurer's Report – Bruce Koller:*** Director Koller reported that October's total bills from all funds \$3,325,668.69. Total transfers – \$0.00. A motion was made by Chairman Brunell, seconded by Supervisor Rader and unanimous, to pay the October bills, totaling \$3,325,668.69.

***Recreation Board Report*** – Recreation Board member Andrea Russell reported on numerous programs, including the Photo Scavenger Hunt, Barktoberfest and the indoor sports programs. The Holiday Show is 6:00 PM on December 7 at Independent Park and the Kids' Noon Year's Eve is December 30 at Goodwill Fire Company in Trexlertown from 10:30 AM to 1:30 PM. *Further details in the October Recreation Board Report.*

***Community Development Report – Manager Ibach*** reported that during the month of October, 110 permits were issued; 0 Plumbing License; and 7 Electric Licenses. To allow enough time for a Conditional Use Hearing for the ATAS property located at 8369 Main Street, Fogelsville, there will be a special hearing night on November 28, 2018 at 6:30 PM. The next Zoning Hearing Board meeting is 6:30 PM on November 14, 2018 at the Township Building. *Further details in the October Community Development Report.*

***Township Engineer's Report – Dave Alban:*** Engineer Alban reported that applications for the Route 100 Traffic Adaptive have been submitted to PennDOT and usually respond in a month. He expects that by early spring the contract bids will go out. Also, Werley Road is open since the culvert and roadway widening have been completed. *Further details in the October Township Engineer's Report.*

**Upper Macungie Township Police (UMTPD) Report – Lt. Sitoski:** The UMTPD is participating in “No Shave November” with donations this year going to Crime Victims Council of the Lehigh Valley and the Lehigh Valley Children’s Hospital. There is a donation link on the police department facebook page. *Further details in the October UMTPD Report.*

828	Total Calls for Service
19	Reportable MVAs
43	Non-Reportable MVAs
10	Private Property MVAs
26	Criminal Arrest (Misdemeanor/Felony)
12	Non-Traffic Citations (summary)
266	Traffic Citations
26	Parking Tickets
128	Written Warnings
73	False Alarms
1	Arsons
2	Assaults
3	Burglaries
17	Disturbing the Peace Crimes
9	Drug/Alcohol Violations
10	DUI Offenses
12	Fraud Crimes
0	Homicides
2	Motor Vehicle Thefts
0	Robberies
0	Sex Offenses
9	Thefts
7	Vandalism/Criminal Mischiefs
4	Vehicle Break-in/Thefts
0	Weapons Offenses

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**Fire/EMS Report – Bureau of Fire Director Grim:** October Fire Inspections – 71. Emergency responses: Station 8 – 47; Station 25 – 33; Station 56 – 49; Total of 129. There was 1 new member for Station 25 for the month of October. Director Grim reported that the 90 inspections that need to be done will be completed by the end of the year. *Further details in the October Bureau of Fire Director’s Report.*

**Public Works Report – Scott Faust:** *Further details in the October Public Works Report.*

**Assistant Township Secretary’s Report – Cindy Yaskowski**

- Executive Sessions were held at 8:20 PM on October 16, 2018 regarding personnel issues; at 7:55 PM on October 23, 2018 regarding legal issues; at 7:52 on October 30, 2018 regarding legal and land issues and on November 1, 2018 at 6:40 PM regarding personnel and legal issues.

**Township Manager’s Report** – Nothing to add.

**Supervisors: Chairman BRUNELL** – Nothing to add.

**Supervisors: Vice Chairman GILL** – Nothing to add.

**Supervisors: Supervisor RADER –**

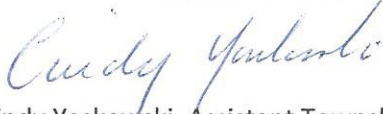
- Reported that the Township received a Certificate of Recognition from Pennsylvania Senators for receiving a 2018 Lehigh Valley Planning Commission Award. The Township received a *LVPC Open Space or Land Preservation Project* – Honoree Project award from the Lehigh County Farmland Preservation Program 2017-2019. Supervisor Rader explained that the Township makes up the difference from what the state pays farmers for their land and the appraised value of their land. Since 2016, Upper Macungie Township has helped farmers preserve more than 187 acres of farmland, for a grand total of over 932 acres that are preserved.
- The annual tree lighting will be held at 6:00 PM on December 2, 2018 at Fogelsville Church Street Park in Fogelsville.

**PUBLIC COMMENTS/COURTESY OF THE FLOOR**

**John Landis** (172 Arrowhead Lane) – questioned what was being built at Jaindl's property near the intersection of Arrowhead Lane and Schantz Road. There are three sewer lines that cross the street from the new school on Twin Pond Road and he wanted to know if it was approved. Chairman Brunell and Solicitor Schantz explained it was approved years ago and the Township is not paying for the sewer lines that cross the street.

**Dale Horst** (8486 Scenic View Dr) – questioned if the property was zoned for single use housing and where the access will be located. Manager Ibach will meet with Mr. Horst to look at the development plans and confirm that it is planned for 3 single family homes with access from Arrowhead Road.

There being no other business, **upon a motion by Chairman Brunell, seconded by VP Gill and unanimous, the meeting is adjourned at 8:58 PM.**



Cindy Yaskowski, Assistant Township Secretary

