

I. CALL TO ORDER – PLEDGE TO THE FLAG

The General Business Meeting of the Board of Supervisors of Upper Macungie Township was called to order on December 6, 2018 at 7:00 p.m. in the Municipal Building, 8330 Schantz Road, Breinigsville, PA 18031. Present were James M. Brunell, Chairman; John P. "Sean" Gill, Vice-Chairman; Kathy A. Rader, Supervisor; Robert R. Ibach, Jr., Township Manager; Kalman Sostarecz, Township Secretary; Daren J. Martocci, Director of Community Development; Dave Alban, Township Engineer; Andrew V. Schantz, Esq., Solicitor; Edgardo Colón, Chief of Police, UMTPD; Grant Grim, Director, Bureau of Fire; Scott Faust, Public Works Director, and Bruce Koller, Finance Director.

Chairman Brunell 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. MINUTES**A. *November 1, 2018 & November 28, 2018***

Chairman Brunell stated that the minutes of the previous two meetings would not be read unless there was an objection.

Motion by Chairman Brunell to waive the reading of the minutes of both November 1, 2018 and November 28, 2018 and approve them as presented. Seconded by Vice-Chairman Gill. The motion passed unanimously.

III. PRESENTATIONS

None

IV. DISCUSSIONS & UPDATES**A. *Fogelsville Storm Water Update***

Chairman Brunell stated that staff researched the hydrology of the area and performed calculations which revealed that if a larger pipe were to be installed, it would have a minor impact during a "two-year" storm, and no impact on a "ten-year" storm. Additionally, the problem would not be eliminated, but rather be relocated further downstream and that all affected property owners would need to sign off on it. Additionally, the alley is not Township property, but private. Solicitor Schantz stated that his research did not reveal any documentation surrounding the installation of the existing pipes. Chairman Brunell stated that because a large portion of the water is runoff from nearby Jaendl farmland, if that property is developed in the future, required Stormwater Management facilities in association with the land development would possibly help alleviate the issue. Although the Board would love to be able to help solve the problem, unfortunately it is not possible. The Board took no action and the matter is considered closed.

The Board recessed at 7:22 p.m. and reconvened at 7:26 p.m.

V. ORDINANCES

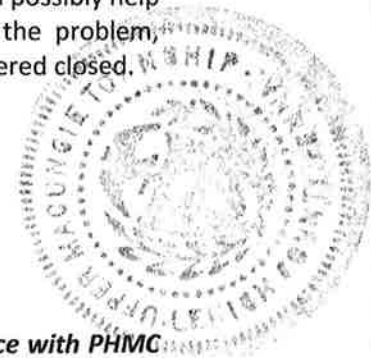
None

VI. RESOLUTIONS**A. *Resolution #2018-44 – Authorizing Disposition of Township Records in Accordance with PHMC Guidelines***

Manager Ibach stated that this is an annual item that is presented to purge old Township records per the Pennsylvania Historical and Museum Commission's guidelines.

Motion by Vice-Chairman Gill to approve Resolution #2018-44 to dispose of Township records following the schedules and procedures of records as set forth in the Municipal

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Records Manual. Seconded by Supervisor Rader. The motion passed unanimously. BE IT RESOLVED, Resolution #2018-44 is hereby approved.

B. Resolution #2018-45 – Authorizing Submittal of an Application for Traffic Signal Approval for the Intersection of Mill Creek Road and Grange Road

Mr. Alban stated these two resolutions can be combined into one motion as they are both for similar items in which the traffic signals for two intersections on Mill Creek Road, one at Grange Road and one at Uline Way, are being added to the Adaptive Control System.

Motion by Chairman Brunell to approve Resolution #2018-45 and Resolution #2018-46 authorizing the Township Manager to submit an Application for Traffic Signal Approval for the intersections of Mill Creek Road and Grange Road, and Mill Creek Road and Uline Way. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolution #2018-45 and Resolution #2018-46 are hereby approved.

C. Resolution #2018-46 – Authorizing Submittal of an Application for Traffic Signal Approval for the Intersection of Mill Creek Road and Uline Way

Combined with Item B above.

D. Resolution #2018-50 – Jenstar Properties, Inc. – 632 Grammes Lane – Docket #2255 – Preliminary/Final Land Development Plan Approval

Mr. Martocci stated that the Planning Commission recommended approval of this item at their meeting on November 21, 2018.

Motion by Vice-Chairman Gill to approve Resolution #2018-50 granting waivers and Preliminary/Final Land Development approval to Docket #2255, 632 Grammes Lane, conditioned upon staff and engineering review letters dated December 6, 2018. Seconded by Chairman Brunell. The motion passed unanimously. BE IT RESOLVED, Resolution #2018-50 is hereby approved.

E. Resolution #2018-51 – Robert & Shawn Keller – 10952 Folk Road – Lot Line Adjustment – Docket #2263 – Preliminary/Final Subdivision Plan Approval

Mr. Martocci stated that the Planning Commission recommended approval of this item at their meeting on November 21, 2018.

Motion by Supervisor Rader to approve Resolution #2018-51 granting waivers and Preliminary/Final Land Development approval to Docket #2263, 10952 Folk Road, conditioned upon staff and engineering review letters dated December 6, 2018. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolution #2018-51 is hereby approved.

VII. MOTIONS

A. Advertising the Reorganization and General Business Meeting Date of January 7, 2019

Manager Ibach stated that per the Second-Class Township Code, the reorganization meeting must occur on the first Monday of January, and the regular meeting would occur following it.

Motion by Supervisor Rader to authorize advertisement of the Reorganization and General Business Meeting to occur on Monday, January 7, 2019 at 7:00 p.m. Seconded by Chairman Brunell. The motion passed unanimously.

B. Authorizing Township Manager to Execute Contract with Lehigh and Northampton Transportation Authority (LANTA) for Bus Shelters

°Manager Ibach explained that LANTA is renegotiating their contracts with all municipalities and that the previous contract with Upper Macungie is over twenty years old. The contract would only

cover existing bus shelters and the advertising on them, for which the Township receives approximately \$1,000.00 per year.

Motion by Chairman Brunell to authorize the Township Manager to execute a contract with LANTA regarding the terms and revenue sharing of bus shelters located within the Township, pending the agreement is satisfactory to the Township Solicitor. Seconded by Supervisor Rader. The motion passed unanimously.

C. Authorizing Draw on Letter of Credit for Pulte Homes, LLC

Mr. Alban stated that within the Whispering Farms development there are missing improvements and the developer has not been responsive. Mr. Martocci stated that the last action by the developer was more than eighteen months prior. Solicitor Schantz stated that he sent a certified letter which provided sixty days for them to respond, and they did not. \$15,048.00 is needed to complete the missing storm sewer improvements and \$14,410.00 to complete the landscaping berm. Chairman Brunell asked that an estimate be developed for other unfinished items.

Motion by Supervisor Rader to draw upon the \$30,000 Letter of Credit, #18113921, for Pulte Homes, LLC to complete the missing improvements. Seconded by Vice-Chairman Gill. The motion passed unanimously.

D. Authorizing Fire Police Assistance at Wreaths Across America, Resurrection Cemetery, Krocks Rd

Mr. Grim stated that Fire Police assistance has been requested at this event to handle the traffic flow from the large number of volunteers.

Motion by Chairman Brunell to approve Fire Police assistance at Wreaths Across America to be held at Resurrection Cemetery, Krocks Rd on December 15, 2018, from approximately 11:00 a.m to 2:00 p.m. Seconded by Supervisor Rader. The motion passed unanimously.

E. Authorizing Stray Animal Assistance Agreement with The Sanctuary at Haafsville for the Year 2019

Chief Colón stated that an agreement has been in place with this facility for several years and they have a good relationship with the Township. Stray animals are dropped off there by UMTPD Police Officers and there are two kennels on site for our PD to use.

Motion by Chairman Brunell to authorize the Township Manager to execute an agreement with The Sanctuary at Haafsville to provide Stray Animal Assistance for the year 2019 at a cost of \$5,500.00. Seconded by Vice-Chairman Gill. The motion passed unanimously.

F. Authorizing Extension of Time for Uline Building Second Phase – 800 Uline Way – Docket #2120

Mr. Martocci stated that the developer has requested an extension of time to complete construction of an approved 600,000 square foot addition of an existing building.

Motion by Vice-Chairman Gill to extend the time period for Docket #2120, 800 Uline Way, for the construction of the 600,000 square foot building addition until December 31, 2021. Seconded by Supervisor Rader. The motion passed unanimously.

G. Awarding Bid for the Low Pressure Sanitary Sewer Improvements for Daniel Street & Werley Rd

Manager Ibach stated that this project went out to bid and received six responses ranging from \$92,543.06 to \$289,946.00. Keystone Consulting Engineers recommends awarding the bid to the lowest bidder, Empire Wrecking.

Motion by Chairman Brunell to award the Low Pressure Sanitary Sewer Line Extensions Bid in the amount of \$92,543.06 to Empire Wrecking as recommended by Keystone Consulting Engineers pending all documentation and references are provided to the satisfaction of the Township Engineer and Manager. Seconded by Vice-Chairman Gill. The motion passed unanimously.

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H. Awarding Bid for the Sanitary Sewer Lateral Rehabilitation for the Oakland Park Area

Manager Ibach stated that this project went out to bid and received ten responses ranging from \$246,726.03 to \$927,043.00. Keystone Consulting Engineers recommends awarding the bid to the lowest bidder, Eagle Contracting, Inc.

Motion by Chairman Brunell to award the 2018 Sanitary Sewer Lateral Rehab Bid in the amount of \$246,726.03 to Eagle Contracting, Inc. as recommended by Keystone Consulting Engineers pending all documentation and references are provided to the satisfaction of the Township Engineer and Manager. Seconded by Vice-Chairman Gill. The motion passed unanimously.

I. Authorizing Township Manager to Execute Contract with AACE Security for Installation of Access Control System

Manager Ibach stated that currently the exterior doors to the Township Admin building are controlled by physical keys which is not ideal. The proposed system would be electronic and allow tighter controls, as well as issuing temporary codes, and keeping track of who enters the building. It is a much safer system.

Motion by Chairman Brunell to authorize the Township manager to execute a contract with AACE Security to purchase an access control system for the five (5) Administration Building entrance doors in the amount of \$9,175.00. Seconded by Supervisor Rader. The motion passed unanimously.

VIII. BOARD AND STAFF REPORTS

A. Treasurer

Mr. Koller reported that the total bills from all funds for November 2018 was \$2,376,713.98 and there was a transfer of \$625,00.000 from Fund 08 to Fund 18.

Motion by Chairman Brunell to pay the bills for November 2018 in the amount of \$2,376,713.98. Seconded by Vice-Chairman Gill. The motion passed unanimously.

B. Recreation Board

Manager Ibach stated that the Parks & Recreation Board heard a presentation from Ballantine Group which proposed to bring special events to the Township, specifically Grange Park. The Parks & Rec Board will continue to discuss and make a future recommendation to the Board of Supervisors. Further details appear in the November Recreation Board Report.

C. Community Development

Mr. Martocci reported that during the month of November, 92 Building and Zoning Permits, 2 Plumbing Licenses, and 5 Electric Licenses were issued. He discussed the upcoming Planning Commission meeting agenda as well as the need to schedule a Conditional Use Hearing for Monday, January 9, 2019 at 6:30 p.m. Vice-Chairman Gill requested that Mr. Martocci reach out to Minu Desai at the Lehigh Motor Inn to obtain an update on their progress. Further details appear in the November Community Development Report.

D. Engineer

Mr. Alban reported that the Rt. 100 Traffic Adaptive has been resubmitted to PennDOT, the District Office completed their review, and it has been forwarded to the Central Office for their review and approval. Further details appear in the November Community Development Report.

E. Police

Chief Colón reported that No Shave November was very successful, that the coat drive will continue into early January, and that Sergeant Schlegel and Officer Shedaker were awarded the

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"Top Gun" award by the PA DUI Association. Further details appear in the November UMTPD Report.

958	Total Calls for Service
39	Reportable MVAs
58	Non-Reportable MVAs
9	Private Property MVAs
28	Criminal Arrest (Misdemeanor/Felony)
4	Non-Traffic Citations (Summary)
501	Traffic Citations
15	Parking Tickets
149	Written Warnings
111	False Alarms
0	Arsons
1	Assaults
4	Burglaries
22	Disturbing the Peace Crimes
7	Drug/Alcohol Violations
20	DUI Offenses
10	Fraud Crimes
0	Homicides
1	Motor Vehicle Thefts
0	Robberies
0	Sex Offenses
9	Thefts
4	Vandalism/Criminal Mischiefs
2	Vehicle Break-In/Thefts
0	Weapon Offenses



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F. Fire/EMS

Mr. Grim reported that there were 49 Fire Inspections in November and they will be able to complete the remaining balance for 2018 in December. There were a total of 129 Emergency Responses: Fogelsville = 40; Trexlertown = 42; UMT Station 56 = 47. Further details appear in the November Bureau of Fire Director's Report.

G. Public Works

Mr. Faust reported that the crew lost three days of leaf collection due to the winter storm; however, they have caught up and will be completing it on December 7th. Further details appear in the November Public Works Report.

H. Secretary

Two Executive Sessions were held: November 28, 2018 at 7:37 p.m. regarding labor issues, and on December 6, 2018 at 6:02 p.m. regarding legal matters.

I. Manager

Manager Ibach reported that due to an advertising issue, a Special Meeting has been scheduled for Thursday, December 27, 2018 at 3:00 p.m. for the Board to consider adoption of the 2019 Budget. Additionally, that Senator Pat Browne's office has decided to maintain an office location at our Township Building. Further details appear in the November Township Manager's Report.

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J. Board

- i. Chairman Brunell**
Nothing to add.

- ii. Vice-Chairman Gill**
Nothing to add.

- iii. Supervisor Rader**
Nothing to add.

IX. PUBLIC COMMENT/COURTESY OF THE FLOOR

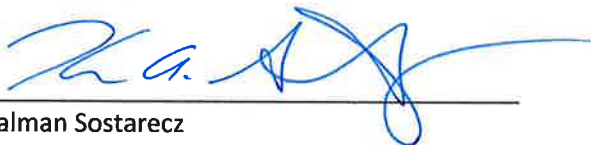
Ms. Peg Konnich stated that a pond on Newtown Road has been overflowing. Mr. Martocci explained that it is an infiltration pond for Lehigh County Authority, and the greater than usual amount of rain this year caused it to overflow during heavy rain.

Mr. Paul McNemar stated that at the intersection of Blue Barn and Schantz Road there are builder signs and weeds that are blocking the site triangle.

X. ADJOURNMENT

There being no other business, **Chairman Brunell made a motion to adjourn the meeting at 8:20 p.m. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

Submitted by:



Kalman Sostarecz
Township Secretary

