

**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 August 1, 2019 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 A. Sostarecz, Jr., 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; Bruce Koller, Finance Director; and Lynn Matula, Recreation & Events Coordinator.

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. *July 11, 2019***

Chairman Brunell stated that he would dispense with the reading of the minutes of the previous meetings unless there was an objection.

**Motion by Chairman Brunell to waive the reading of the minutes of the July 11, 2019 meeting and approve them as presented. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**III. PRESENTATIONS****A. *Matrix Consulting Group – Overview of Report on Police Department Staffing and Operations***

Manager Ibach reviewed highlights from the Matrix Consulting Group's study of the police department.

**IV. DISCUSSIONS & UPDATES****A. *Lehigh Motor Inn***

Mr. Martocci stated that the Township issued citations to Minu Desi, the owner of Lehigh Motor Inn, for several violations at the property, and that there was a thirty-day period of time before it would go before the magistrate. Mr. Desai's attorney, Andrew Hoffman, stated that Mr. Desai was out of the country, and provided an update that the NPDES permit was issued, an agreement with LCA was reached, cost estimates were developed, and plans were being signed. They expect Marriott's decision on the property on August 6<sup>th</sup> and they are working on easements. Chairman Brunell stated that the building is still standing and is a major problem in the township; it should have been torn down long ago. Mr. Hoffman stated that there were never any promises made as to a date it would be taken down by. Vice-Chairman Gill stated that Mr. Desai came before the Board six years ago with plans to take it down, and action needs to be taken now.

**B. *Cetronia Road Traffic Concerns***

Mr. Alban stated that a formal request to place additional signage in the PennDOT right-of-way has been submitted to their traffic studies unit for review; we are awaiting a response.

**C. *Blue Barn Road Swale***

Mr. Alban stated that a site plan has been completed and staff is reviewing it. The swale is in the Township's right-of-way and it can be piped; a cost estimate is being developed. Chairman Brunell asked that an estimated cost also be developed to maintain it over a period of ten years including cutting it and removing debris.

**D. Breinigsville Road Drainage Issue**

Mr. Martocci stated that the flood plain does encroach on the area, but it is either the HOA's or individual property owners who are responsible for the maintenance. He is working with Ms. Wagner who lives in the area and brought it to the Board's attention the previous month.

**V. ORDINANCES**

**A. Ordinance #2019-05 – Subdivision and Land Development Ordinance (SALDO) Update**

Mr. Martocci stated that a public hearing was held prior to this meeting to hear testimony on the proposed ordinance which updates SALDO. The updates are primarily clerical in nature and to bring the ordinance up to modern standards which are currently being followed. It was reviewed favorably by the Lehigh Valley Planning Commission.

**Motion by Chairman Brunell to approve Ordinance #2019-05. Seconded by Vice-Chairman Gill. The ordinance passed unanimously. BE IT RESOLVED, Ordinance #2019-05 is hereby approved.**

**B. Ordinance #2019-06 – Motor Vehicles & Traffic: Stop Intersections**

Attorney Schantz stated that this ordinance ordains stop signs at the intersections of Penn Drive/Sycamore Road and Krocks Road/Sawgrass Drive/Short Hill Lane. Keystone Consulting Engineers evaluated both intersections and found that multi-way stops are warranted.

**Motion by Chairman Brunell to approve Ordinance #2019-06. Seconded by Vice-Chairman Gill. The ordinance passed unanimously. BE IT RESOLVED, Ordinance #2019-06 is hereby approved.**

**VI. RESOLUTIONS**

**A. Resolution #2019-42 – Docket #2266 – Merry Lane – Lot Line Adjustment – Preliminary/Final Plan Approval**

Mr. Martocci stated that the Upper Macungie Township Planning Commission reviewed the application at their July 17, 2019 meeting and recommended its approval and the granting of waivers and deferrals as outlined in KCE's letter of July 15, 2019.

**Motion by Supervisor Rader to approve Resolution #2019-42, granting Preliminary/Final Approval to Docket #2266, 5526 & 5530 Merry Lane Lot Line Adjustment Plan, conditioned on Staff and Engineering review letters dated July 15, 2019, and to grant Waiver #'s 2, 3, 7, and 9 and Deferral #'s 12 & 13 as outlined in KCE's letter of July 15, 2019. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolution #2019-42 is hereby approved.**

**B. Resolution #2019-43 – Sewage Planning Module – Mill Creek Hotel**

Manager Ibach stated that this resolution is required by the PA DEP to submit a modification to the Township's official sewage facilities plan for the proposed Mill Creek Hotel. The application has been reviewed by Keystone Consulting Engineers who recommends its adoption.

**Motion by Chairman Brunell to approve Resolution #2019-43, amending the Township's Official Sewage Facilities Plan for the proposed Mill Creek Hotel. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolution #2019-43 is hereby approved.**

**C. Resolution #2019-44 – Township Fee Schedule Update**

Ms. Matula stated that several additions and updates have been made to the Recreation Fee Schedule including ballfield rentals, tournament pricing, and open space rental.

Motion by Vice-Chairman Gill to approve Resolution #2019-44, updating the Township's Fee Schedule. Seconded by Supervisor Rader. The motion passed unanimously. BE IT RESOLVED, Resolution #2019-44 is hereby approved.

#### VII. MOTIONS

##### A. *Authorizing Hiring of Public Works Assistant Team Leader*

Manager Ibach requested this item be tabled until a future meeting.

##### B. *Appointing Third-Party Code Inspectors*

Manager Ibach stated that the Township advertised a Request for Proposals for third-party inspection agencies and five firms submitted proposals. The top four scoring firms were interviewed which produced the recommended three firms.

**Motion by Supervisor Rader to authorize the Township Manager to execute a Professional Services Agreement with Keycodes Inspection Agency, CodeMaster Inspection Services, and Barry Isett & Associates, Inc., for the purpose of providing Commercial/Residential Building Code Inspection, Zoning, and Code Compliance and related services. Seconded by Chairman Brunell. The motion passed unanimously.**

##### C. *Awarding of Bid for 2019 Sanitary Sewer Main Line Cured-in-Place Pipe Lining Project*

Manager Ibach stated this bid comprised four entities including the Townships of Upper Macungie, Lower Macungie, and Salisbury, as well as the Coplay-Whitehall Sewer Authority. There were a total of four bidders with bids ranging from \$1,052,509.20 to \$2,140,441.25 – the low bidder was Insituform, a company that has been used in the past and we have been pleased with. The Upper Macungie portion of the contract is \$118,147.90.

**Motion by Chairman Brunell to award the 2019 Sanitary Sewer System Rehabilitation Project, Contract "C", for Cured-in-Place Pipe Line to Insituform Technologies, LLC of Chesterfield, MO in the amount of \$118,147.90. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

##### D. *Authorizing Additional Work on Adams Road Interchange Point-of-Access Study*

Manager Ibach stated that the Township is currently engaged with private business partners to complete a Point of Access Study for a possible interchange at Adams Road and Interstate 78. PennDOT has requested the study be expanded to include a concept review of the interchange at Route 100 and I-78. The Township funding this additional work will keep the project moving.

**Motion by Chairman Brunell to allow the Township Manager to execute an agreement with Alfred Benesch & Company to proceed with the supplemental conceptual design required by PennDOT for the Adams Road Interchange Point of Access Study in the amount of \$34,898.00, to come from the Traffic Fund. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

##### E. *Authorizing Renewal of Township Insurance Policy*

Mr. Koller stated that the proposal from insurance broker Brown & Brown is to insure the township against all liabilities except Worker's Compensation. Their proposal of \$158,189.00 would be effective from July 15, 2019 through July 15, 2020.

**Motion by Supervisor Rader to accept the insurance proposal from broker Brown & Brown of Lehigh Valley at the rate of \$158,189.00 to insure the Township from the period of July 15, 2019 through July 15, 2020. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**F. Authorizing Township Internal Controls Policy Creation**

Manager Ibach requested this item be tabled until a future meeting.

**G. Rescinding Award of Bid for 2002 Gator 6X4**

Mr. Faust stated that the buyer of this equipment has not responded and requests the board to rescind the award so it can be rebid.

**Motion by Chairman Brunell to rescind the award of the 2002 Gator 6X4 to Danny Ferretti and to re-bid it. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**H. Establishing 2019 Trick-or-Treat Date**

Ms. Matula stated that Upper Macungie's Trick-or-Treat night is always the Friday before Halloween, the same day the Parkland Elementary Schools have their parades and parties.

**Motion by Vice-Chairman Gill to approve October 25, 2019 from 6:00 – 8:00 p.m. as Trick-or-Treat night in Upper Macungie Township, with a Rain Date of October 26<sup>th</sup>. Seconded by Supervisor Rader. The motion passed unanimously.**

**I. Approving New Recreation Program – Pickleball Lessons**

Ms. Matula stated that Dottie Kelly, a Certified Professional Pickleball Registry Instructor, would like to use Blue Barn and Grange Parks to teach lessons. The program would be a trial for 2019, and re-evaluated in February 2020 by the Rec Board.

**Motion by Vice-Chairman Gill to approve a beginner Pickleball instruction program for all ages on UMT Pickleball courts. Seconded by Supervisor Rader. The motion passed unanimously.**

**J. Approving Recreation Social Media Accounts**

Ms. Matula stated that the Rec Board would like Twitter and Instagram accounts for UMT Recreation to reach residents who use those platforms.

**Motion by Chairman Brunell to approve the creation of UMT Parks & Recreation social media accounts to promote Recreational programs and events, following the policies and procedures of the Township. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**K. Approving Fire Police Requests for Assistance**

Mr. Grim stated that Community Fire Company of New Tripoli and Faith Church of Lower Macungie has requested Fire Police assistance at their events.

**Motion by Vice-Chairman Gill to approve Fire Police to provide assistance for the Community of New Tripoli 3<sup>rd</sup> Annual Guns and Cash Bash on Saturday, September 28<sup>th</sup> from 4:00 – 9:00 p.m., and the Annual Tree Lighting at Faith Church on Friday, December 6<sup>th</sup> from 4:00 – 9:30 p.m. Seconded by Chairman Brunell. The motion passed unanimously.**

**VIII. BOARD AND STAFF REPORTS**

**A. Treasurer**

The total bills from all funds for July 2019 was \$2,085,745.32

**Motion by Chairman Brunell to pay the bills for July 2019 in the amount of \$2,085,745.32. Seconded by Supervisor Rader. The motion passed unanimously.**

**B. Recreation Board**

Ms. Matula stated that there are 42 students registered for tennis lessons and the last Movies in the Park is on August 9<sup>th</sup> at Grange Park. Further details appear in the July Recreation Report.

**C. Community Development**

Mr. Martocci stated that a waiver request was just received for Hidden Meadows Phase 1C for their sanitary sewer as they encountered rock. More information is needed, and it would be a request at a future meeting. The department issued 244 permits in July, which is another record amount; however, approximately fifty of them were for hail damage. They also issued nine licenses during the month. Further details appear in the July Community Development Report.

**D. Engineer**

Mr. Alban stated that the Rt. 100 Traffic Adaptive contracts have been signed and the contractor will begin construction soon, with a completion date by the end of the year. Also, the Land Development plans for the Community Center have been completed and we are currently in the technical review phase. Further details appear in the July Engineer's Report.

**E. Police**

Chief Colón stated that National Night Out is coming up on August 6<sup>th</sup> and it's going to be another great event. Targeted Motor Carrier Enforcement was conducted on Rt. 222 from the Berks Line through Lehigh County and 53 tractor-trailers were stopped resulting in 30 citations, 11 warnings, and 2 vehicles being placed out-of-service. Finally, that the department had their second Drug Recognition Expert certified. Further details appear in the July UMTPD Report.

922	Total Calls for Service
21	Reportable MVAs
43	Non-Reportable MVAs
12	Private Property MVAs
21	Criminal Arrest (Misdemeanor/Felony)
15	Non-Traffic Citations (Summary)
322	Traffic Citations
39	Parking Tickets
71	Written Warnings
113	False Alarms
0	Arsons
1	Assaults
1	Burglaries
15	Disturbing the Peace
5	Drug/Alcohol Violations
19	DUI Offenses
7	Fraud Crimes
0	Homicides
1	Motor Vehicle Thefts
0	Robberies
0	Sex Offenses
9	Thefts
1	Vandalism/Criminal Mischiefs
2	Vehicle Break-In/Thefts
0	Weapon Offenses

**F. Fire/EMS**

Mr. Grim reported that the Sam Adams Cornhole Tournament netted a donation of approximately \$640.00; PA Recovery has collected \$5,215.00 from insurance companies through the first half of the year, and we just learned that a \$25,000.00 reimbursement will be coming as a result of the

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lengthy response to the fire at Global Harvest. Further details appear in the July Bureau of Fire Director's Report.

**G. Public Works**

Mr. Faust stated that the Breinigsville Walking Bridge foundation has been installed and the bridge is scheduled for delivery on August 7<sup>th</sup>. Further details appear in the July Public Works Report.

**H. Secretary**

Mr. Sostarecz stated that the Board of Supervisors conducted one Executive Session which was held on August 1, 2019 at 6:47 p.m. and the topic was Personnel.

**I. Manager**

Manager Ibach stated that the Susquehanna Municipal Trust performed a Safety Audit on the Township and their results were very good. Additionally, the Lehigh Valley Economic Development Corporation will be giving a brief presentation to the Board at a meeting later in the year.

**J. Solicitor**

Nothing to add.

**K. Board**

**i. Chairman Brunell**

Nothing to add.

**ii. Vice-Chairman Gill**

Nothing to add.

**iii. Supervisor Rader**

Nothing to add.

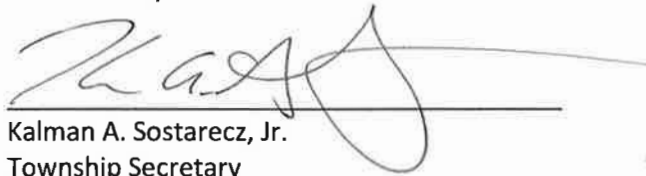
**IX. PUBLIC COMMENT/COURTESY OF THE FLOOR**

Mandy of Ruppssville Road stated that parking is a problem on Ruppssville Road, the signage for Rt. 222 should be moved to a better location which makes more sense, and the Ruppssville Road street sign is missing.

**X. ADJOURNMENT**

There being no other business, **Supervisor Rader made a motion to adjourn the meeting at 9:16 p.m. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

Submitted by:

  
Kalman A. Sostarecz, Jr.  
Township Secretary

