

**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 May 14, 2020 at 7:33 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; David Alban, Township Engineer (via telephone); Andrew V. Schantz, Esq., Solicitor; Edgardo Colón, Chief of Police, UMTPD; Scott Faust, Public Works Director; Bruce Koller, Finance Director (via telephone); Peter Christ, Fire Inspector; and Lynn Matula, Recreation & Events Coordinator (via telephone).

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.

Due to technical difficulties with the livestream of the meeting, a five-minute recess was taken, and the meeting restarted at 7:38 p.m.

Mr. Sostarecz stated that an Executive Session was held prior to the meeting at 6:00 p.m., the topic was personnel, and a Board Member may wish to make a motion as a result of the session.

**Motion by Chairman Brunell to approve the separation agreement between Upper Macungie Township and Grant Grim. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**II. MINUTES****A. April 2, 2020**

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

**Motion by Chairman Brunell to waive the reading of the minutes of the April 2, 2020 meeting and approve them as presented. Seconded by Supervisor Rader. The motion passed unanimously.**

**III. PRESENTATIONS****IV. DISCUSSIONS & UPDATES****A. Retirement of Edgardo Colón, Chief of Police**

Chairman Brunell stated that Chief Colón had submitted his letter of intent to retire from the UMTPD effective May 22, 2020. Chief Colón was the department's first Chief of Police, appointed in 2012 to help set up the department. He previously served with the Pennsylvania State Police for 21 years, and is also a veteran of the United States Marine Corps. The Board thanked him for his service and congratulates him on his retirement. He will be invited back to a future meeting for a more formal ceremony after the Coronavirus pandemic has eased.

**V. ORDINANCES****VI. RESOLUTIONS****A. Resolution #2020-12 – Recognizing Peace Officers Memorial Day**

Chief Colón read the resolution which recognizes and honors peace officers for their bravery, dedication, and heroism.

**Motion by Supervisor Rader to approve Resolution #2020-12, recognizing May 10<sup>th</sup> through 16<sup>th</sup> as National Police Week, and May 15, 2020 as Peace Officers Memorial Day in Upper Macungie Township. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolution #2020-12 is hereby adopted.**

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**B. Resolution #2020-13 – Docket #2173 – NFI Real Estate, LLC – Lehigh Valley West Industrial Park – Final Land Development & Lot Consolidation Plan Approval**

Mr. Martocci stated that the plan complies with the UMT Subdivision and Land Development Ordinance and Zoning Ordinance. The UMT Planning Commission reviewed and made recommendations on it at their meeting of February 19<sup>th</sup>, and it is ready for action by the Board. Mr. Jim Caffrey of 318 McBride Lane stated that he was displeased with this project and does not feel it should be approved or have even gotten to this point.

**Motion by Chairman Brunell to approve Resolution #2020-13, granting Final Land Development and Lot Consolidation Plan Approval to Docket #2173 – NFI Real Estate, LLC, Lehigh Valley Industrial Park West, Lots 5 & 7-11, conditioned upon comments found in Staff and Engineering Review Letters dated February 17, 2020. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolution #2020-13 is hereby adopted.**

**C. Resolution #2020-14 – Sewage Planning Module – Laurel Field Phase 5**

Mr. Sostarecz stated that the Sewage Planning Module for the project Laurel Field Phase 5 has been prepared and reviewed by the Township Engineer and is ready for action by the Board.

**Motion by Chairman Brunell to approve Resolution #2020-14, amending the Township's Official Sewage Facilities Plan for Laurel Field Phase 5. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolution #2020-14 is hereby adopted.**

**D. Resolution #2020-15 – Application for Traffic Signal Approval – Tilghman St & Snowdrift Rd**

**E. Resolution #2020-16 – Application for Traffic Signal Approval – Tilghman St & Windsor Dr**

Mr. Alban stated that the mentioned intersections are being modified to include a right turn lane on Mill Road onto Tilghman Street, and a radius improvement on Snowdrift to accommodate the truck turning movements.

**Motion by Chairman Brunell to approve Resolutions #2020-15 and #2020-16, authorizing the Township Manager to submit an Application for Traffic Signal Approval for the mentioned intersections. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Resolutions #2020-15 and #2020-16 are hereby adopted.**

**VII. MOTIONS**

**A. Ratification of Public Works Collective Bargaining Agreement**

Manager Ibach stated that the current agreement expired on April 30, 2020, and given the current pandemic, the bargaining unit has agreed to a one-year agreement retroactive to May 1, 2020. It includes a 3% average wage increase.

**Motion by Chairman Brunell to approve the tentative Collective Bargaining Agreement between Upper Macungie Township and the International Brotherhood of Electrical Workers Local 375, representing the Public Works Department employees. Seconded by Supervisor Rader. The motion passed unanimously.**

**B. Appointing Township Staff Members to Vacant Positions on an Interim Basis**

Manager Ibach stated that three positions have become open due to the retirement of Chief Colón and resignation of Fire Director Grant Grim. The Township needs to remain prepared to respond to emergency situations and current employees will help to provide a seamless transition to continue with Township operations until permanent replacements can be appointed.

**Motion by Supervisor Rader to appoint Lieutenant Michael Sitoski as Interim Chief of Police, Fire Inspector Peter Christ as Interim Director Bureau of Fire, and Township Manager Robert Ibach as Emergency Management Coordinator, until such time as a permanent replacement can be appointed. Seconded by Chairman Brunell. The motion passed unanimously.**

**C. Authorizing Hiring of Police Patrolman to Fill Vacant Position**

Chief Colón stated that there is an existing vacancy due to the resignation of Officer Rhoads in February. He recommends the appointment of Kyle S. Wehr of Maxatawny, PA to fill the position. Kyle is a member of the U.S. Army's Military Police Detachment, attended Lackawanna Police Academy, and has been working as a full-time officer in Lykens Borough, Dauphin County.

**Motion by Supervisor Rader appoint Kyle S. Wehr as a Police Patrolman for the UMTPD at a rate of \$32.46 per hour effective Tuesday, May 26, 2020. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**D. Authorizing Inter-Municipal Cooperation with Townships of Lower Macungie, South Whitehall, and North Whitehall**

Manager Ibach stated that our Public Works Department has been cooperating with the PW Departments in Lower Macungie, South Whitehall, and North Whitehall for many years, and given the current circumstances, the Managers have been discussing ways to supplement their assistance, and would like the ability to respond to help each other with formal recognition by their respective Boards.

**Motion by Vice-Chairman Gill to allow the UMT Public Works Department to cooperate with and provide mutual assistance to the PW Departments of Lower Macungie, South Whitehall, and North Whitehall Townships in the form of vehicles, equipment, materials, services, and manpower should situations arise whereby the cooperating Townships request assistance due to emergencies, disasters, shortages, and/or other situations where the Director of Public Works or the Township Manager determines, in their discretion, that providing such assistance or services will not over-burden their Department or Township. Seconded by Supervisor Rader. The motion passed unanimously.**

**E. Awarding of Bid – Rabenold Pump Station Improvements/Sewage Pump Replacement**

Mr. Alban stated that a bid was advertised for the Rabenold Pump Station Improvements/Sewage Pump Replacement project and four bids were received ranging from \$86,440.00 to \$192,920.00. Keystone Consulting Engineers has not worked with the low bidder, PSI Pumping Solutions, so they performed a background check on them and received many good comments about their work; therefore, they recommend the contract be awarded to them.

**Motion by Supervisor Rader to award the Rabenold Pump Station Improvements/Sewage Pump Replacement project to PSI Pumping Solutions, Inc. at a cost of \$86,440.00. Seconded by Vice-Chairman Gill. The motion passed 2-1 (Chairman Brunell – No).**

**F. Authorizing Execution of Agreement for Information Technology Consulting Services**

Mr. Sostarecz stated that the agreement with the Township's current IT Consultant, SSI, is coming to an end at the beginning of June. There have been increasing concerns over the past several years with the level of service they provided, so proposals have been obtained from them and three other firms. Manager Ibach and Mr. Sostarecz met with each of the firms and reviewed their proposals. Quotes range from \$3,287.22 per month to \$4,702.00 per month. They are recommending a one-year agreement be entered into with Infradapt, LLC due to their experience and knowledge in the industry; they are also a Township-based business and would be able to respond to our facilities very quickly if needed. A second agreement would be needed to purchase firewall hardware up-front at a one-time cost of \$7,060.00.

**Motion by Supervisor Rader to authorize the execution of a twelve-month agreement with Infradapt, LLC to provide Information Technology Consulting Services at a cost not to exceed \$4,349.50 per month, with an initial setup fee for the same amount; additionally, a second agreement for the purchase and installation of new Firewall hardware to facilitate their services at a cost not to exceed \$7,060.00; both agreements to be drafted to the satisfaction**

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of the Township Manager and Solicitor. Seconded by Vice-Chairman Gill. The motion passed unanimously.

**G. Authorizing Staff to Study, Prepare, and Advertise an Ordinance Restricting Truck Traffic on Russett Road**

Mr. Alban stated that the Township has received several complaints of tractor trailer trucks turning onto Russett Road from Blue Barn Road. Staff would like to perform an engineering evaluation to determine its suitability of a truck restriction.

**Motion by Chairman Brunell to authorize the Township Engineer to prepare an engineering evaluation and for the Township Solicitor to prepare and advertise an Ordinance for the restriction of truck traffic on Russett Road; and for the erection of signs prohibiting them immediately while we are pursuing the Ordinance, even if they are not enforceable until after it is adopted. Seconded by Supervisor Rader. The motion passed unanimously.**

**H. Authorizing Sale of 2008 Leaf Vac**

Mr. Faust stated that the 2008 Leaf Vacuum Machine is not used and South Whitehall Township would like to purchase it for \$8,750.00. The purchase has been approved by their Board of Commissioners.

**Motion by Vice-Chairman Gill to authorize the sale of the 2008 Leaf Vacuum Machine to South Whitehall Township in the amount of \$8,750.00. Seconded by Supervisor Rader. The motion passed unanimously.**

**VIII. BOARD AND STAFF REPORTS**

**A. Treasurer**

The total bills from all funds for April 2020 was \$2,664,205.63.

**Motion by Vice-Chairman Gill to pay the bills for April 2020 in the amount of \$2,664,205.63. Seconded by Supervisor Rader. The motion passed unanimously.**

**B. Recreation Board**

Ms. Matula stated that the Recreation Board meeting in April as well as all scheduled events were cancelled due to the Coronavirus. Further details appear in the April Recreation Report.

**C. Community Development**

Mr. Martocci stated that due to the Coronavirus, there were no Planning Commission on Zoning Hearing Board meetings held in April, and they will likely not occur in May either. The department issued 110 permits in April, 62 of which were building permits, and an additional 6 permits for new structures. Further details appear in the April Community Development Report.

**D. Engineer**

Mr. Alban stated that due to the Coronavirus delays, a new change order for the Rt. 100 Traffic Adaptive project will be needed for a time extension. Telco installed a replacement radar unit, but a second unit was found to be malfunctioning and was sent back for and will be reinstalled as soon as possible. It was found that the malfunctions were due to waterproofing which is being corrected. Regarding the Rt. 100 Betterment Project, PennDOT contractors have begun work on Segment 1 and detours will be in place in June – completion is expected in October. Further details appear in the April Engineer's Report.

**E. Police**

Chief Colón stated that his department assisted the U.S. Secret Service and the Pennsylvania State Police with protection for the President of the United States upon his visit to a business in our

Township. Everyone worked well together, and he received many compliments on the professionalism of our officers. Additionally, the department is currently undergoing Re-Accreditation with the Pennsylvania Chiefs of Police Association. Further details appear in the April Police Department Report.

687	Total Calls for Service
10	Reportable MVAs
19	Non-Reportable MVAs
3	Private Property MVAs
6	Criminal Arrest (Misdemeanor/Felony)
8	Non-Traffic Citations (Summary)
22	Traffic Citations
0	Parking Tickets
2	Written Warnings
72	False Alarms
0	Arsons
3	Assaults
1	Burglaries
14	Disturbing the Peace
1	Drug/Alcohol Violations
3	DUI Offenses
5	Fraud Crimes
0	Homicides
1	Motor Vehicle Thefts
0	Robberies
0	Sex Offenses
9	Thefts
4	Vandalism/Criminal Mischiefs
3	Vehicle Break-In/Thefts
0	Weapon Offenses

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**F. Fire/EMS**

Mr. Christ thanked the Board for entrusting him with the role of Interim Fire Director. He stated that there were two new members added to Station #56. Further details appear in the April Bureau of Fire Report.

**G. Public Works**

Mr. Faust stated that there is mulch available at the compost center and they will be loading it on Saturdays and Sundays from 9am to 1pm. Further details appear in the April Public Works Report.

**H. Secretary**

Mr. Sostarecz stated that there were Executive Sessions of the BOS held on the following dates, the topics for each was Personnel: April 13, 2020 at 2:00 p.m.; April 20, 2020 at 9:00 a.m.; April 22, 2020 at 3:15 p.m.; and April 29 at 2:30 p.m.

**I. Manager**

Nothing to add.

**J. Solicitor**

Solicitor Schantz stated that the Americold appeal was continued to June 15<sup>th</sup> due to Coronavirus.



**K. Board**

**i. Chairman Brunell**

Thanked the Fire Departments and Police Department for their assistance with the President's visit, and again congratulated Chief Colón on his retirement.

**ii. Vice-Chairman Gill**

Nothing to add.

**iii. Supervisor Rader**

Nothing to add.

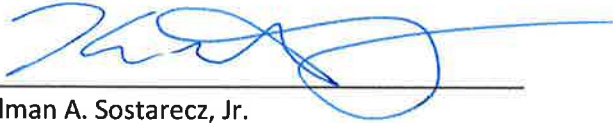
**IX. PUBLIC COMMENT/COURTESY OF THE FLOOR**

None.

**X. ADJOURNMENT**

There being no other business, **Supervisor Rader made a motion to adjourn the meeting at 8:41 p.m. Seconded by Chairman Brunell. The motion passed unanimously.**

Submitted by:



Kalman A. Sostarecz, Jr.  
Township Secretary

