

**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 September 3, 2020 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; David Alban, Township Engineer; Andrew V. Schantz, Esq., Solicitor; Michael Sitoski, Interim Chief, UMTPD; Scott Faust, Public Works Director; Bruce Koller, Finance Director; Peter Christ, Director, Bureau of Fire; 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. He then asked for a moment of silence in recognition of Makala Ashmar upon her passing.

**II. MINUTES****A. *August 6, 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 August 6, 2020 meeting and approve them as presented. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**III. PRESENTATIONS**

None

**IV. DISCUSSIONS & UPDATES**

None

**V. ORDINANCES****A. *Ordinance #2020-10 – Brandywine Circle Speed Limit***

Mr. Alban stated that a resident complaint was received regarding speeding concerns along Brandywine Circle. A speed limit of 25 miles per hour may be established without an engineering and traffic study since the roadway is a local road and within a residential district.

**Motion by Supervisor Rader to approve Ordinance #2020-10 establishing a 25 mile per hour speed limit on Brandywine Circle. Seconded by Vice-Chairman Gill. The motion passed unanimously. BE IT RESOLVED, Ordinance #2020-10 is hereby adopted.**

**VI. RESOLUTIONS****A. *Resolution #2020-23 – Docket #1999 – Weilers Road Townhouses – Waiver Requests***

Mr. Alban stated that waivers for this project were initially proposed in 2006 but the plan has changed significantly since then. There are nine current waiver requests which the UMT Planning Commission did review and recommend for approval at their meeting of August 19, 2020. Mr. Alban outlined each of the nine waiver requests individually as they are listed in the August 17, 2020 review letter of Keystone Consulting Engineers, and Mr. Bud Newton of Newton Engineering provided input for each as well. Each waiver was considered separately, as follows:

**Motion by Chairman Brunell to deny waiver request #1 regarding driveway width. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**Motion by Supervisor Rader to deny waiver request #2 regarding centerlines. Seconded by Chairman Brunell. The motion passed unanimously.**



**Motion by Supervisor Rader to deny waiver request #3 regarding Right-of-Way and Cartway widths. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**Motion by Chairman Brunell to deny waiver request #4 regarding horizontal curve centerline radii. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**Motion by Supervisor Rader to deny waiver request #5 regarding centerline grade. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**Motion by Chairman Brunell to table waiver request #6 regarding utility easements. Seconded by Supervisor Rader. The motion passed unanimously.**

**Motion by Supervisor Rader to deny waiver request #7 regarding landscape plan seal. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**Motion by Chairman Brunell to approve waiver request #8 regarding tree plantings. Seconded by Supervisor Rader. The motion passed unanimously.**

**Motion by Chairman Brunell to table waiver request #9 regarding Belgian Block curbing. Seconded by Supervisor Rader. The motion passed unanimously.**

**B. Resolution #2020-24 – Docket #1884 – Schaefer Run Commons Waiver Requests**

Mr. Martocci stated that Newton Engineering, on behalf of the developer, requested two waivers which were recommended for approval by the UMT Planning Commission at their meetings on July 15<sup>th</sup> and August 19, 2020. The first waiver is requesting to use High-Density Polyethylene Pipe in place of Rigid Concrete Pipe on HOA owned property.

**Motion by Chairman Brunell to approve waiver request #1 regarding HDPEP. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

Mr. Martocci stated that the second request is to utilize Belgian Block curbing in place of plain cement curbing on privately owned roads.

**Motion by Supervisor Rader to approve waiver request #2 regarding Belgian Block curbing. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**C. Resolution #2020-25 – Sewage Planning Module – 440 Oldt Road Single-Family Dwelling**

Manager Ibach stated that a Sewage Planning Module has been prepared to update the Township's Act 537 Sewage Facilities Plan for a single-family dwelling. It's been reviewed by Keystone Consulting Engineers who recommends its approval.

**Motion by Chairman Brunell to approve Resolution #2020-25, amending the Township's Sewage Facilities Plan. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**VII. MOTIONS**

**A. Awarding of Bid – Refuse & Recycling Contract for Years 2021-2023**

Manager Ibach stated that the Township's current contract with Waste Management is expiring at the end of this year and a bid was advertised for a new three-year contract, with two optional extension years. Bids were received from three firms and the low bidder is Whitetail Disposal of Perkiomenville, PA. Mr. Tom Steng of Waste Management spoke regarding their services and said that it was a pleasure working with Upper Macungie Township and he will ensure a smooth transition. Mr. Ibach stated that he concurs, Waste Management was good to work with as well.

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**Motion by Chairman Brunell to award the Refuse and Recycling base bid to Whitetail Disposal in the amount of \$5,839,267 for a three-year term with options to renew. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

Solicitor Schantz stated that a second motion is requested to allow he and staff to develop a contract with Whitetail Disposal for the performance of the work to be completed.

**Motion by Chairman Brunell to authorize the Township Solicitor to draft a contract with Whitetail Disposal and to authorize the Township Manager to execute it. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**B. *Authorizing Preparation and Advertisement of an Ordinance Updating UMT Code Chapter 20 – Solid Waste***

Manager Ibach stated that the Township's current Solid Waste Ordinance is out of date and in need of modification. He would like authorization to have the Township Solicitor and staff draft and advertise an Ordinance for passage prior to the end of the year.

**Motion by Vice-Chairman Gill to authorize the preparation and advertisement of an ordinance updating Chapter 20 – Solid Waste, of the Township of Upper Macungie Code of Ordinances. Seconded by Supervisor Rader. The motion passed unanimously.**

**C. *Appointing Donna Flisak as Full-Time Utility Billing Clerk***

Mr. Koller stated that 16 resumes were received for the vacant position and Ms. Flisak was the most qualified and best fit for the position.

**Motion by Vice-Chairman Gill to make a final offer of employment to Donna Flisak as Full-Time Utility Billing Clerk effective September 8, 2020 at the rate of \$15.90 per hour. Seconded by Chairman Brunell. The motion passed unanimously.**

**D. *Approving Minimum Municipal Obligation***

Mr. Koller stated that Act 205 requires the Board of Supervisors be informed each year of the Minimum Municipal Obligation for the Township's pension plans. Costs are partially offset by PA State Aid of approximately \$522,000.00.

**Motion by Supervisor Rader approve the Minimum Municipal Obligation of \$638,436.00 for the Non-Uniform Pension Plan, and \$229,208.00 for the Police Pension Plan, for the year 2021. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**E. *Approving Upper Macungie Township Employee Handbook***

Manager Ibach stated that the Township's Employee Handbook has been updated extensively and was reviewed by the Township's Labor Solicitor.

**Motion by Chairman Brunell to approve the Upper Macungie Township Employee Handbook as presented. Seconded Supervisor Rader. The motion passed unanimously.**

**F. *Authorizing Purchase of Rescue Truck from Rosenbauer America, LLC for Trexlertown Fire Co.***

Mr. Christ stated that at last month's meeting it was requested that it be researched whether refurbishment of the old rescue truck, which is over 26 years old, would be feasible. Two quotes for that work were received which total 80% of the cost of a new vehicle. He recommends the purchase of a new vehicle at this time, and funds were budgeted for this year.

**Motion by Vice-Chairman Gill to authorize the purchase of a rescue truck from Rosenbauer America, LLC as specified by Good Will Fire Company #1 of Trexlertown for Upper Macungie Township in the amount of \$878,434.00. Seconded by Supervisor Rader. The motion passed unanimously.**

**G. Authorizing Purchase of Vibratory Roller for Public Works Department**

Mr. Faust stated that their current roller, a 2010 model, has been having constant issues which causes changes in work schedules. He recommends the purchase of new roller with Liquid Fuels funds. They would receive a trade-in value of \$12,000.00.

**Motion by Chairman Brunell to authorize the purchase of a Dynapac Roller from Best Line at a cost of \$26,799.12. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**H. Authorizing Sale of Public Works Vehicles to Weisenberg and Lowhill Townships**

Mr. Faust stated that Weisenberg and Lowhill Townships would like to purchase two older trucks.

**Motion by Chairman Brunell to authorize the sale of the 2003 Mack Single Axle Dump Truck with Plow & Spreader to Weisenberg Township at a price of \$40,000.00 and the 2012 Ford F-350 Utility Truck and Plow to Lowhill Township at a price of \$18,000.00. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**I. Authorizing Disposition of Used Police Department Winter Coats**

Interim Chief Sitoski stated that the department has attempted to sell old PD winter coats using Municibid but no bids were received. The department would now like to donate them.

**Motion by Supervisor Rader to authorize the disposition of used Police Department winter coats. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**J. Authorizing Advertisement of a Conditional Use Hearing**

Mr. Martocci stated that Krocksville Produce Stand has submitted a request for Conditional Use which requires a Public Hearing to be held by the Board.

**Motion by Supervisor Rader to authorize the advertisement of a Public Hearing on October 1, 2020 at 6:30 p.m. related to the Conditional Use Application for Krocksville Produce Stand. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**K. Authorizing New Recreation Program – Art in the Park**

Ms. Matula stated that the Parks and Recreation Board would like to hold an Art in the Park event in September of 2021 at Grange Park in which local artists of all genres would be invited to showcase their art. There would be music and food, and local art organizations would be invited.

**Motion by Supervisor Rader to authorize an Art in the Park event in September 2021 at Grange Park. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**VIII. BOARD AND STAFF REPORTS**

**A. Treasurer**

The total bills from all funds for August 2020 was \$2,394,082.05

**Motion by Chairman Brunell to pay the bills for August 2020 in the amount of \$2,394,082.05. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

**B. Recreation Board**

Ms. Matula stated that Movies in the Park were held drive-in style and everyone was spread out due to COVID-19 concerns. Jim and Sean both offered congratulations on how smoothly the events went. Further details appear in the August 2020 Recreation Department Report.

**C. Community Development**

Mr. Martocci stated that regarding the Parkland Fields Driveways, several residents are withdrawing their appeals. He would like authorization to refund as much of their application fee as possible, minus any advertising costs that were already incurred. Supervisor Rader stated that this would be a one-time occurrence and should not set a precedent.

**Motion by Chairman Brunell to authorize the return of as much application fees as possible. Seconded by Supervisor Rader. The motion passed unanimously.**

The department issued 149 permits in August, 77 of which were building permits, and an additional 6 permits for new structures. Further details appear in the August Community Development Report.

**D. Engineer**

Mr. Alban stated that the repair of equipment at the Rt. 100 Traffic Adaptive project is ongoing following the lightning strike. Further details appear in the August Engineer's Report.

**E. Police**

Interim Chief Sitoski stated that due to COVID-19, National Night Out will not be held in person, but the department is looking to put together some type of program. Additionally, interviews were held for the vacant Police Department Clerk position and he recommends an offer of employment be made to Renata Brito da Silva at a rate of \$15.90 effective September 21<sup>st</sup>.

**Motion by Vice-Chairman Gill to extend a conditional offer of employment to Renata Brito da Silva for the Full-Time Police Clerk position at a rate of \$15.90 per hour effective September 21, 2020, pending successful completion of all background checks and clearances. Seconded by Chairman Brunell. The motion passed unanimously.**

Additional details appear in the August Police Department Report.

975	Total Calls for Service
21	Reportable MVAs
43	Non-Reportable MVAs
5	Private Property MVAs
27	Criminal Arrest (Misdemeanor/Felony)
11	Non-Traffic Citations (Summary)
260	Traffic Citations
21	Parking Tickets
56	Written Warnings
84	False Alarms
0	Arsons
2	Assaults
1	Burglaries
18	Disturbing the Peace
16	Drug/Alcohol Violations
14	DUI Offenses
11	Fraud Crimes
0	Homicides
0	Motor Vehicle Thefts
0	Robberies
1	Sex Offenses
7	Thefts
2	Vandalism/Criminal Mischiefs
2	Vehicle Break-In/Thefts
0	Weapon Offenses

**F. Fire/EMS**

Mr. Christ stated that he is working with South Whitehall and North Whitehall Townships to provide fire prevention education remotely to the Parkland School District Schools. Further details appear in the August Bureau of Fire Report.

**G. Public Works**

Mr. Faust stated that he is requesting permission to soften the curve in Oldt Road and remove the stop sign as has been previously discussed. He'd like to complete this over the coming month as it would be a good time to do the work.

**Motion by Supervisor Rader to remove the stop sign on Oldt Road and soften the curve. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

Further details appear in the August Public Works Report.

**H. Secretary**

Mr. Sostarecz stated that the Board of Supervisors held an Executive Session on August 10, 2020 at 2:30 p.m. The topic was personnel. He also reminded everyone that the Special BOS Meetings at each of the three fire departments were coming up in September.

**I. Manager**

Manager Ibach stated that with the Applewood Pump Station project it was found that the Force Main is significantly deteriorated and is in need of repair. Estimates from the contractor indicate that the work should be between \$260,000.00 - \$280,000.00.

**Motion by Vice-Chairman Gill to authorize the repair of the Applewood Pump Station Force Main at a cost not to exceed \$280,000.00. Seconded by Chairman Brunell. The motion passed unanimously.**

**J. Solicitor**

Attorney Schantz stated that a decision on the Zoning Appeal of Americold was not yet received.

**K. Board**

**i. Chairman Brunell**

Nothing to add.

**ii. Vice-Chairman Gill**

Congratulates Gary Mattox on his appointment to Fire Chief.

**iii. Supervisor Rader**

Nothing to add.

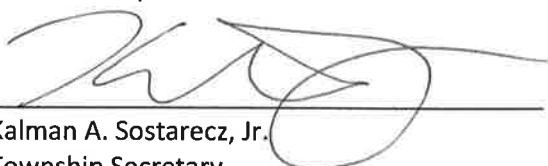
**IX. PUBLIC COMMENT/COURTESY OF THE FLOOR**

Mr. Shohn Montano stated that there are speed limit signs which are peeling off. Mr. Faust asked him to contact him to discuss their locations.

**X. ADJOURNMENT**

There being no other business, **Chairman Brunell made a motion to adjourn the meeting at 8:57 p.m. Seconded by Supervisor Rader. The motion passed unanimously.**

Submitted by:

  
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Kalman A. Sostarecz, Jr.  
Township Secretary



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