

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 October 7, 2021 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, Chief, UMTPD; Peter Christ, 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. ADDITIONS/DELETIONS TO THE AGENDA

None

III. MINUTES**A. *August 31, 2021 & September 2, 2021***

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

Motion by Chairman Brunell to waive the reading of the minutes of the August 31, 2021 and September 2, 2021 meetings and approve them as presented. Seconded by Supervisor Rader. The motion passed unanimously.

IV. PRESENTATIONS

None

V. DISCUSSIONS & UPDATES

None

VI. ORDINANCES**A. *Ordinance #2021-10 – Administration and Government Updates***

Mr. Sostarecz stated that this update is primarily housekeeping and incorporates the actual meeting time of the Board of Supervisors, updates the compensation of Supervisors which is set by the Second Class Township Code based upon population, and deletes Part 3 in its entirety, which referred to the creation of the Upper Macungie Township Authority.

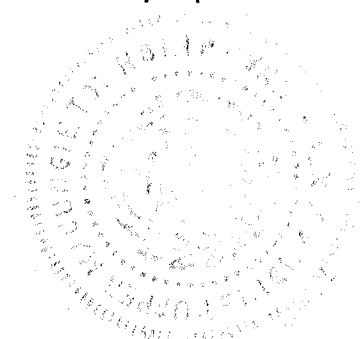
Motion by Chairman Brunell to adopt Ordinance #2021-10, amending Chapter 1, Administration & Government, of the Township of Upper Macungie Code of Ordinances. Seconded by Vice-Chairman Gill. The motion passed unanimously.

B. *Ordinance #2021-11 – Vacation of Lehr Street*

Mr. Martocci stated that the owners of two residential properties that abut a portion of Lehr Street have requested its vacation by the Township as the current right-of-way includes a shared driveway and they would like to improve and maintain it. Solicitor Schantz stated that a Public Hearing was held earlier this evening and no objectors appeared.

Motion by Supervisor Rader to adopt Ordinance #2021-11, vacating an unopened 5,780.32 square foot portion of Lehr Street, south of Main Street in Fogelsville. Seconded by Vice-Chairman Gill. The motion passed unanimously.

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VII. RESOLUTIONS

A. Resolution #2021-35 – Docket #2313 – Members 1st Federal Credit Union, 1431 Nursery Street – Preliminary/Final Subdivision & Land Development Plan

Mr. Martocci stated that the applicant proposes the subdivision of Lot #4 of the Lehigh Hills Development, a seven-acre corner parcel, and the construction of an approximately 3,000 square foot financial institution. At their meeting of August 18, 2021, the Upper Macungie Township Planning commission reviewed and made a recommendation of approval on the land development plan as well as associated waivers and deferrals.

Motion by Chairman Brunell to approve Resolution #2021-35 – Docket #2313 – Members 1st Federal Credit Union, granting Preliminary/Final Minor Subdivision & Land Development Approval, and granting Waiver #'s 1, 2, and 5, and Deferral #'s 3 and 4; all conditioned on Staff and Engineering review letters dated August 16, 2021. Seconded by Vice-Chairman Gill. The motion passed unanimously.

B. Resolution #2021-36 – Docket #2329 – Werst Lot Line Adjustment Plan

Mr. Martocci stated that the applicant proposes to move existing lot lines to create "Lot #1" and consolidate it into an existing lot addressed as 464 Mountain View Court. At their meeting of September 15, 2021, the Upper Macungie Township Planning Commission reviewed and made a recommendation to grant final approval to the plan.

Motion by Supervisor Rader to approve Resolution #2021-36 for Docket #2329 – Werst Lot Line Adjustment Plan, granting Final Approval conditioned on Staff and Engineering review letters dated September 13, 2021. Seconded by Vice-Chairman Gill. The motion passed unanimously.

C. Resolution #2021-37 – Docket #2299 – Hidden Meadows Phase 3, 600 Werley Road – Sewage Facilities Planning Module

Mr. Alban stated that a planning module was prepared for Hidden Meadows Phase 3, was reviewed by staff and consultants, and is ready for action.

Motion by Vice-Chairman Gill to approve Resolution #2021-37 amending the Township's Official Sewage Facilities Plan for Hidden Meadows Phase 3. Seconded by Chairman Brunell. The motion passed unanimously.

D. Resolution #2021-38 – Docket #2321 – Upper Macungie Township Community Center, 340 Grange Road – Ratification of Planning Commission Approval

Solicitor Schantz stated that because the applicant for this project is the Board of Supervisors, the final approving body is the Upper Macungie Township Planning Commission. They took action to approve the project at their public meeting on September 15, 2021, and it would now be appropriate for the Board to accept their decision and ratify it through a Resolution.

Motion by Chairman Brunell to approve Resolution #2021-38 for Docket #2321 – Upper Macungie Township Community Center, accepting the conditions of approval and ratifying the conditional approval of the Upper Macungie Township Planning Commission. Seconded by Supervisor Rader. The motion passed unanimously.

E. Resolution #2021-39 – Docket #2321 – Upper Macungie Township Community Center – Sewage Facilities Planning Module

Mr. Alban stated that a planning module was prepared for the Upper Macungie Township Community Center, it was reviewed by staff and consultants, and is ready for action.

Motion by Supervisor Rader to approve Resolution #2021-39 amending the Township's Official Sewage Facilities Plan for the Upper Macungie Township Community Center. Seconded by Vice-Chairman Gill. The motion passed unanimously.

- F. Resolution #2021-40 – Supplemental Appropriations to the 2021 Budget – American Rescue Plan**
Mr. Ibach stated that the Township received \$1,318,884.41 in American Rescue Plan funds earlier this year and to expend any of them, they must first be added to the current budget. A resolution has been drafted to appropriate additional funds to the General, Sewer, and Stormwater Maintenance Funds.

Motion by Vice-Chairman Gill to approve Resolution #2021-40, providing for supplemental appropriations to the 2021 Budget from the American Rescue Plan Funding. Seconded by Chairman Brunell. The motion passed unanimously.

- G. Resolution #2021-41 – Parkland Fields Subdivision – Additional Street Lights**

Mr. Martocci stated that a petition was received from the residents of Parkland Fields Subdivision, Phase V, requesting the installation of streetlights. PPL will not install the lights without authorization from the Board of Supervisors. Mr. Marty Hetrick asked what style lights would be installed. Mr. Martocci stated it would be a similar style to the rest of the development.

Motion by Vice-Chairman Gill to approve Resolution #2021-41, authorizing additional streetlights for portions of the Parkland Fields Subdivision. Seconded by Supervisor Rader. The motion passed unanimously.

VIII. MOTIONS

- A. Authorizing Advertisement of a Public Hearing and Ordinances Updating Chapter 22 – Subdivision & Land Development and Chapter 27 – Zoning of the Township Code**

Mr. Martocci stated that staff has been preparing ordinances to update Chapter 22 and Chapter 27 of the Township Code. Prior to consideration of adoption a Public Hearing must be held. Staff recommends the hearings be held on two separate days prior to the November and December General Business Meetings.

Motion by Chairman Brunell to authorize the advertisement of an Ordinance and Public Hearing updating Chapter 27 – Zoning on Thursday, November 4, 2021 at 6:30 p.m. and an Ordinance and Public Hearing updating Chapter 22 – Subdivision & Land Development on Thursday, December 2, 2021 at 6:30 p.m. Seconded by Vice-Chairman Gill. The motion passed unanimously.

- B. Authorizing Ratification of Collective Bargaining Agreement with UMTPD Officers Association**

Manager Ibach stated that an agreement was reached with the UMTPD Officers Association that would be in effect through the end of 2023. Vice-Chairman Gill stated he was on the negotiating committee and commends the officers who were involved in the meetings as they were upfront and reasonable throughout, which resulted in a very smooth process.

Motion by Vice-Chairman Gill to authorize the ratification of the Collective Bargaining Agreement with the Upper Macungie Township Police Officers Association, with a two-year term expiring on December 31, 2023. Seconded by Supervisor Rader. The motion passed unanimously.

- C. Appointing Members to the Agricultural Security Area Advisory Committee**

Manager Ibach stated that the Township's Comprehensive Plan has agriculture and open space preservation as important goals, along with the balance of preserving the community, which includes the rural character of the western side of the Township. Creating an Agricultural Security Area Advisory Committee would allow members to reach out to potential landowners to place their property into Agricultural Security. Three residents submitted resumes for inclusion.

Motion by Chairman Brunell to create an Agricultural Security Area Advisory Committee and naming the following volunteers to the committee: John Landis, John Script, III, and Andrew Schopf. Seconded by Vice-Chairman Gill. The motion passed unanimously.

D. Authorizing Purchase of Video Equipment for Meeting Room

Mr. Sostarecz stated that the Board previously requested that it be researched whether streaming meetings of the Board over the internet would be feasible and what the best method to do so would be. The Township has previously worked with Entertainment Services Group who is a specialist in the field and provided the technology which is currently in the meeting room. They have proposed the addition of a camera which would be mounted to the back wall of the room and integrated into the current audio system and control panel. Mr. Sostarecz recommended the purchase and would present a draft policy on streaming to the November board meeting.

Motion by Chairman Brunell to authorize the use of American Rescue Plan funds to purchase video equipment for the meeting room from Entertainment Services Group at a cost of \$5,340.38. Seconded by Vice-Chairman Gill. The motion passed unanimously.

E. Authorizing Purchase of Pipe Materials for Blue Barn Road

Mr. Faust stated that the problem of standing water and high weeds has been ongoing along Blue Barn Road. The Board previously requested him to obtain a quote to pipe the swale so water would pass through easier which would make maintaining it much easier. He proposes the purchase of the pipe materials, and the Public Works Department would handle the installation.

Motion by Vice-Chairman Gill to authorize the use of American Rescue Plan funds to purchase pipe materials for Blue Barn Road from Ferguson Waterworks at a cost not to exceed \$130,000.00. Seconded by Chairman Brunell. The motion passed unanimously.

F. Awarding of Bid for Secondary Winter Salt Supplier

Mr. Faust stated that the Township purchases salt from the statewide COSTARS contract; however, we participate in the LVCPC group bid for a secondary salt supplier in case the main COSTARS vendor is not able to deliver what we need.

Motion by Supervisor Rader to award the bid for the Secondary Winter Salt Supplier to Eastern Salt Company, Inc. at a cost of \$73.00 per ton. Seconded by Vice-Chairman Gill. The motion passed unanimously.

G. Awarding of Contract for Public Works Building Addition

Mr. Faust stated that the current Public Works office area does not provide sufficient space for all the staff. The proposed addition will allow space for Team Leader workstations and the filing of records and maps. The project was originally proposed in the 2020 budget; however, COVID made it impossible to schedule the work and the project was carried into the 2021 budget.

Motion by Chairman Brunell to award a contract to Pioneer Pole Buildings in the amount of \$90,703.00 for the expansion of the office area of the Public Works Garage. Seconded by Vice-Chairman Gill. The motion passed unanimously.

H. Authorizing Request for Special Fire Police Assistance

Mr. Christ stated that he has received a request from the Emmaus Police Department to provide assistance for traffic control at the Emmaus Borough Halloween Parade to be held on October 16th with a rain date of October 17th.

Motion by Vice-Chairman Gill to authorize Special Fire Police assistance for traffic control with the Emmaus Police Department for the Emmaus Borough Halloween Parade on October 16th with a rain date of October 17th. Seconded by Chairman Brunell. The motion passed unanimously.

VIII. BOARD AND STAFF REPORTS

A. *Treasurer*

The total bills from all funds for September 2021 was \$2,0041,996.42. Further details appear in the September Treasurer's Report.

Motion by Chairman Brunell to pay the bills for September 2021 in the amount of \$2,004,996.42. Seconded by Vice-Chairman Gill. The motion passed unanimously.

B. *Recreation Board*

Ms. Matula provided an update on Barktoberfest as well as the Fall Newsletter. Further details appear in the September Recreation Department Report.

C. *Community Development*

Mr. Martocci discussed the Planning Commission and Zoning Hearing Board agendas which occurred in September, and those planned for October coming up. He stated that there are currently nine plans being tracked through various stages of approval either before the Planning Commission or Board of Supervisors. Additionally, the department issued 102 permits in September, 52 of which were building permits, and an additional 7 permits for new structures. Further details appear in the September Community Development Report.

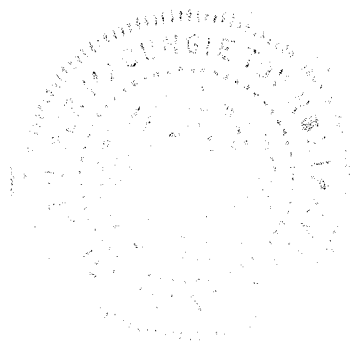
D. *Engineer*

Mr. Alban provided updates on the Rt. 100 Traffic Adaptive, Rt. 100 Betterment, Schantz Road Roundabout, and the intersections of Krocks Road and Schantz Road, and Independence Road and Schantz Road. Further details appear in the September Engineer's Report.

E. *Police*

Chief Sitoski stated that "Support UMTPD" yard signs are still being sold, and the fundraiser has raised over \$4,000 which were distributed to the families of the victims of the Wawa shooting tragedy. He also stated that "No-Shave November" is coming up, and to check the department's Facebook Page for details on how to donate. Additional details appear in the September Police Department Report.

955	Total Calls for Service
23	Reportable MVAs
37	Non-Reportable MVAs
9	Private Property MVAs
18	Criminal Arrest (Misdemeanor/Felony)
23	Non-Traffic Citations (Summary)
372	Traffic Citations
6	Parking Tickets
36	Written Warnings
98	False Alarms
0	Arsons
3	Assaults
1	Burglaries
6	Disturbing the Peace
4	Drug/Alcohol Violations
10	DUI Offenses
22	Fraud Crimes
0	Homicides
2	Motor Vehicle Thefts
0	Robberies



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0	Sex Offenses
5	Thefts
3	Vandalism/Criminal Mischiefs
0	Vehicle Break-In/Thefts
0	Weapon Offenses

F. Fire/EMS

Mr. Christ stated that all three fire departments have begun using the new Emergency Reporting system to enter incidents; Mr. Jacque Creamer thanked Pete for all the assistance and for getting everyone acclimated to the new system. Mr. Christ also stated that Fire Prevention Week is October 3rd – 9th and the Bureau of Fire will be visiting multiple daycares and sent a fire prevention video to the elementary schools for viewing in the classroom. Further details appear in the September Bureau of Fire Report.

G. Public Works

Mr. Faust stated that the Rain Barrel event was held and 44 barrels were picked up. The Township will plan for additional events in the future. Mr. Paul McNemar thanked the Public Works Department for their work on the Russett Road drainage. Further details appear in the September Public Works Department Report.

H. Secretary

Mr. Sostarecz stated that the Board of Supervisors held an Executive Session on September 26, 2021 at 10:00 a.m. where the subject was labor negotiations, and on October 7, 2021 at 5:45 p.m. when the subject was litigation. Additionally, he reminded everyone that the Township's Budget Meetings are scheduled for 5:00 p.m. on October 12th, 19th, and 26th in the large meeting room.

I. Manager

Manager Ibach stated that the Township's Act 537 Plan, which was just given an interim approval, will now begin to undergo a full review for a long-term approval which would last 25 years.

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

Mr. Charles Deprill wished to thank the Police Department and Fire Departments for their assistance in the annual motorcycle ride that he coordinates. The ride has raised over \$20,000 throughout the years for substance abuse treatment.

Mr. Robert Martin presented a petition signed by approximately thirty residents asking to know the reason the ballot drop box was removed from the Township Administration building's lobby, and that

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it be allowed back for future elections. Supervisor Rader and Mr. Sostarecz stated several reasons why the drop box is not a good fit for the Township’s lobby – the primary reason is that it is a very small lobby and the layout is not conducive for the drop box to be in the room and still allow other business to be conducted. Upper Macungie is a very busy Township and the amount of people passing through the lobby on a regular basis is high – adding the drop box the previous two elections proved to be very challenging with long lines out the door and regular business being interrupted, among several other detrimental effects. Supervisor Rader invited Mr. Martin to view the lobby following the meeting.

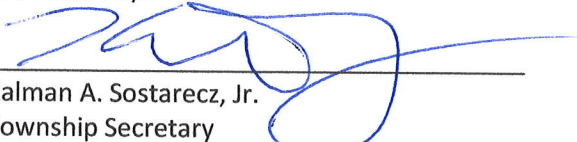
Mr. Charlie Smith questioned the status of paving at Memorial and Blue Barn Road, and of the proposed Readington Farms development.

Ms. Phyllis Krause presented a petition signed by approximately thirty-six residents who believe that a meeting should be held to determine the best use of the proposed Community Center. Chairman Brunell stated that many meetings have been held over many years, with a lot of public input solicited throughout, including by citizen surveys. Mr. Bruce Krause stated he was opposed to the planned roundabout and that it would be detrimental to the traffic in the area. Mr. Alban stated that the roundabout is shown to improve traffic and pedestrian conditions on Grange Road based on their studies. Manager Ibach stated that the plans of the roundabout at Grange Park would be posted on the Township’s website.

X. ADJOURNMENT


There being no other business, **Chairman Brunell made a motion to adjourn the meeting at 9:08 p.m. Seconded by Vice-Chairman Gill. The motion passed unanimously.**

Submitted by:



Kalman A. Sostarecz, Jr.
Township Secretary





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