

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 January 3, 2022 at 7:00 p.m. in the Municipal Building, 8330 Schantz Road, Breinigsville, PA 18031. Present were James M. Brunell, Chairman; Sunny Ghai, 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; Andrew V. Schantz, Esq., Solicitor; Michael Sitoski, Chief of Police, 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. *December 2, 2021*

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 December 2, 2021 meeting and approve them as presented. Seconded by Supervisor Rader. The motion passed 2-0 (Vice-Chairman Ghai – Abstain).

IV. PRESENTATIONS

A. *Introduction of K-9 Yara*

Chief Sitoski introduced K-9 Officer Malischewski and his new partner, K-9 Yara.

V. DISCUSSIONS & UPDATES

None

VI. ORDINANCES

None

VII. RESOLUTIONS

A. *Resolution #2022-01 – Adoption of 2022 Fee Schedule*

Mr. Ibach stated that the Township must adopt a Fee Schedule annually to impose any fees upon its residents and any other person or entity conducting business within the Township. Staff reviewed the schedule, and a few minor updates were made. The only changes to highlight are in Recreation, primarily the fees for Pickleball tournaments, as well as fees for additional pavilions, courts, and fields throughout the park system.

Motion by Supervisor Rader to adopt Resolution #2022-01, Upper Macungie Township's 2022 Fee Schedule. Seconded by Vice-Chairman Ghai. The motion passed unanimously.

VIII. MOTIONS

A. *Authorizing Bank Depository for Real Estate Tax Proceeds*

Mr. Koller stated that the Tax Collector has requested to open a new checking account at Peoples Security Bank to receive the Real Estate Tax proceeds from the Township. Per the Tax Code this must be authorized by the Board of Supervisors. She also requests authorization to close the account at the existing bank, New Tripoli Bank.



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Motion by Supervisor Rader to authorize the UMT Tax Collector to open a checking account at Peoples Security Bank for the collection and disbursement of Township Real Estate Taxes, and to close the existing account with New Tripoli Bank. Seconded by Chair Brunell. The motion passed unanimously.

B. *Authorizing the Liquidation of Excess Township Equipment for 2022*

Mr. Faust stated that each year the Township sells used excess equipment for which replacement equipment has been received. The items are listed for bid and would be brought back to the Board for final approval.

Motion by Chairman Brunell to authorize the Director of Public Works to liquidate any excess township equipment, with the approval of the Township Manager. Seconded by Supervisor Rader. The motion passed unanimously.

C. *Authorizing the Purchase of Fire Department Apparatus*

Mr. Christ stated that the replacement of unit #2521, which is a 1995 tanker and has been repaired three times already and has multiple plumbing leaks, is part of the Township's Fire Apparatus Capital Plan and is scheduled for replacement in 2023. Build time is 16-17 months. By issuing a purchase order prior to January 27, 2021, the Township will save 6.5% on the overall cost and an additional metal surcharge of approximately \$12,000. The local dealer will also document the purchase as a Demo Unit saving the Township an additional \$30,000.00. No payment is required at this time, just a purchase order.

Motion by Vice-Chairman Ghai to authorize the purchase of a new tanker to replace the current unit #2521 from Pierce Manufacturing as specified by Fogelsville Fire Company for Upper Macungie Township at a cost of \$449,119.00. Seconded by Supervisor Rader. The motion passed unanimously.

D. *Authorizing Advertisement of an Ordinance for a New Non-Uniform Defined Contribution Pension Plan*

Mr. Koller stated that Staff is requesting to advertise an ordinance to create a new Defined Contribution Pension Plan for Non-Uniform employees. There are positives for the Township in that costs are limited to a certain percentage of payroll, and for the employee, DC plans are portable, can be rolled over into a future plan, and the employee has their own investment account, which they control the investment options for.

Motion by Chairman Brunell to authorize the advertisement of an Ordinance creating a new Non-Uniform Defined Contribution Pension Plan. Seconded by Vice-Chairman Ghai. The motion passed unanimously.

E. *Authorizing Advertisement of an Ordinance Updating the Uniform Pension Plan*

Mr. Koller stated that the new Police Collective Bargaining Agreement which took effect on January 1, 2022 includes a Deferred Retirement Option Plan for certain members. The Pennsylvania Municipal Retirement System (PMRS) sets forth the requirements which are incorporated into the Township's Uniform Pension Plan by ordinance.

Motion by Chairman Brunell to authorize the advertisement of an Ordinance updating the Uniform Pension Plan. Seconded by Supervisor Rader. The motion passed unanimously.

F. *Authorizing Memorandum of Understanding with Township Manager*

Mr. Ibach stated that the Memorandum of Understanding he has with the Township is for a two-year period; the current MOU expires January 3, 2022, and he has worked with the Board to enter into a new agreement effective through January 2, 2024.



Motion by Chairman Brunell to authorize the execution of a renewal of a Memorandum of Understanding with Township Manager Robert R. Ibach, Jr. for the period of January 3, 2022 through January 2, 2024. Seconded by Supervisor Rader. The motion passed unanimously.

G. *Appointing Craig Wagner as Full-Time Public Works Employee*

Mr. Faust stated that the Township advertised for a Road Crew Laborer position and received six applicants. Interviews were held and he recommends the appointment of Craig Wagner, who is the most qualified and best fit for the position.

Motion by Supervisor Rader to appoint Craig Wagner as Full-Time Road Crew Laborer effective January 3, 2022 at a rate of \$22.22 per hour. Seconded by Vice-Chairman Ghai. The motion passed unanimously.

H. *Appointing Bret Spangler as Part-Time Public Works Employee*

Mr. Faust stated that Bret Spangler has offered to assist the Public Works Department with snow plowing during the winter and grass cutting during the warmer months on a part-time basis.

Motion by Chairman Brunell to appoint Bret Spangler as Part-Time Public Works Laborer at a rate of \$10.50 per hour, pending all clearances and background checks. Seconded by Supervisor Rader. The motion passed unanimously.

I. *Authorizing the Police Department to Proceed with Processes for Hiring New Officers*

Chief Sitoski stated that three new patrol officer positions are included in the 2022 budget with two scheduled in January, which is when the consortium testing list is available. He would like permission to begin the interview process and offer conditional offers of employment should the applicants be successful. He would request their appointment by the Board at a future meeting.

Motion by Supervisor Rader to authorize the Police Department to proceed with the processes required to hire new police officers, and to authorize conditional offers of employment to qualified police candidates, pending interviews, background checks, and clearances. Seconded by Vice-Chairman Ghai. The motion passed unanimously.

J. *Appointing Representatives to Upper Macungie Township Community Fund*

Mr. Ibach stated that Sean Gill had been serving on the board of the Upper Macungie Township Community Fund as a designated official from the Board of Supervisors; however, since he is no longer a Supervisor, he cannot fill that role. As he has been involved with the Community Center project since the beginning and has knowledge of the project and organization, as well as a very good background in local youth sports, he would make a valuable contribution to their Board of Directors as a citizen.

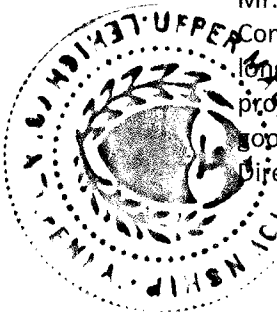
Motion by Chairman Brunell to appoint Sean Gill to the Upper Macungie Township Community Fund Board of Directors. Seconded by Supervisor Rader. The motion passed unanimously.

K. *Authorizing Fire Protection Agreement with Lowhill Township*

Mr. Christ stated that there has been an agreement with Lowhill Township since 2007 to provide fire services through the Fogelsville Fire Company at a rate of \$500.00 per call. Discussions have been had with Lowhill to come to a new agreement at a rate of \$1,000.00 per call; the agreement has been reviewed by Staff and the Township Solicitor.

Motion by Chairman Brunell to authorize the Township Manager to execute a Fire Protection Agreement between Lowhill Township and Fogelsville Volunteer Fire Company. Seconded by Supervisor Rader. The motion passed unanimously.

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IX. BOARD AND STAFF REPORTS

A. Treasurer

The total bills from all funds for December 2021 was \$1,811,694.13. Further details appear in the December Treasurer's Report.

Motion by Chairman Brunell to pay the bills for December 2021 in the amount of \$1,811,694.13 as well as a transfer of \$153,615.00 from Fund 05 to Fund 01. Seconded by Supervisor Rader. The motion passed unanimously.

B. Recreation Board

Ms. Matula stated that Kid's Noon Years Eve was just held the day before and it was very successful. Further details appear in the December Recreation Department Report.

C. Community Development

Mr. Martocci discussed the Planning Commission and Zoning Hearing Board meetings which occurred in December, and those planned for January coming up. He stated that there are currently ten plans being tracked through various stages of approval either before the Planning Commission or Board of Supervisors. He also highlighted a new section of the monthly report which lists the Residential and Nonresidential Developments currently approved or under construction. Additionally, the department issued 69 permits in December, 31 of which were building permits, and an additional 13 permits for new structures. Further details appear in the December Community Development Report.

D. Engineer

Mr. Alban provided updates on the Rt. 100 Traffic Adaptive Signals, Rt. 100 Betterment project, Route 863 stop sign sight distance, an updated on the Tilghman Street No Parking areas, and the Schantz and Krocks Road intersection. Mr. Shohn Montano stated that there was a significant vehicle crash at the intersection of Hickory and Snowdrift Roads and asked if anything could be done about the intersection; Chief Sitoski addressed his comments. Mr. Montano also stated that the Olde Towne Emergency Vehicle Access has issues with people driving through it as well as parking; Mr. Christ stated he will contact the Property Manager for the development. Further details appear in the December Engineer's Report.

E. Police

Chief Sitoski stated that No Shave November was a success, so they continued it into December, and will extend for one more month into January. He further addressed the fatal vehicle crash at Hickory and Snowdrift. Additional details appear in the December Police Department Report.

871	Total Calls for Service
21	Reportable MVAs
37	Non-Reportable MVAs
11	Private Property MVAs
16	Criminal Arrest (Misdemeanor/Felony)
5	Non-Traffic Citations (Summary)
143	Traffic Citations
2	Parking Tickets
17	Written Warnings
97	False Alarms
0	Arsons
3	Assaults
1	Burglaries
12	Disturbing the Peace



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2	Drug/Alcohol Violations
7	DUI Offenses
13	Fraud Crimes
0	Homicides
0	Motor Vehicle Thefts
0	Robberies
2	Sex Offenses
8	Thefts
7	Vandalism/Criminal Mischiefs
7	Vehicle Break-In/Thefts
0	Weapon Offenses

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F. Fire/EMS

Mr. Christ stated that Amazon again donated \$5,000 for the three fire departments to purchase stuffed animals for the Santa runs, which is the same amount they've donated for many years – the funds don't go as far as they used to. Further details appear in the December Bureau of Fire Report.

G. Public Works

Mr. Faust had nothing to add. Further details appear in the December Public Works Department Report.

H. Secretary

Mr. Sostarecz stated that an Executive Session was held at 5:00 p.m. on January 3, 2022 and the topics were Personnel and Legal Matters.

I. Manager

Mr. Ibach stated that the Trail & Connectivity Study will be kicking off in the next few months.

J. Solicitor

Solicitor Schantz stated that he thanks the Board for the reappointment as Township Solicitor and thanks Sean Gill for his past service and looks forward to working with Supervisor Ghai moving forward.

K. Board

i. Chairman Brunell

Nothing to add.

ii. Supervisor Rader

Nothing to add.

iii. Vice-Chairman Ghai

Mr. Ghai thanked everyone for their help in the transition to his new role and he looks forward to working with Staff and Consultants. He also requested to look into Engineering Costs – Mr. Ibach stated that he could collect pricing sheets from engineering firms and pass along the data to the Board.



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X. PUBLIC COMMENT/COURTESY OF THE FLOOR

Mr. Sean Gill asked Supervisor Ghai regarding his Facebook Pages as well as whether he supports warehouses. Supervisor Ghai replied that he does support them in appropriate zones such as a tiered LI District. Mr. Gill then asked the Board if there's a plan for the Iron Run Motel; Mr. Martocci stated that the Zoning Officer and Code Enforcement have been working on it and there is a plan. Mr. Gill stated that there are again too many vehicles parked at Kuhnsville Auto; Mr. Martocci stated that he will have the Zoning Officer follow up with them again.

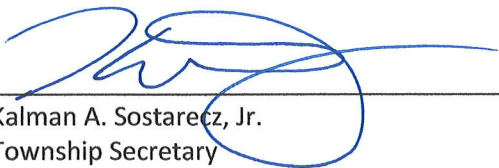
Mr. Doug Gerner, on behalf of the Fogelsville Fire Company, thanked the Board for their support. He also inquired about the Nursery Street one-way survey; Mr. Ibach stated that the Engineer has been developing options for staff consideration and a survey to the residents will be coming in the near future.

Ms. Marilyn Leiby asked when Glenlivet Drive will be reopened. Mr. Martocci stated that the developer had indicated it would be by the end of the year – he will check with them as to its status.

XI. ADJOURNMENT

There being no other business, **Chairman Brunell made a motion to adjourn the meeting at 8:00 p.m. Seconded by Supervisor Rader. The motion passed unanimously.**

Submitted by:



Kalman A. Sostarecz, Jr.
Township Secretary





