

**General Business Meeting**  
**January 3, 2023**

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**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, 2023, at 7:00 p.m. in the Municipal Building, 8330 Schantz Road, Breinigsville, PA 18031. Sunny Ghai, Chairman (via phone); Kathy A. Rader, Vice-Chairwoman; James M. Brunell, Supervisor; Robert R. Ibach, Jr., Township Manager; Kalman A. Sostarecz, Jr., Assistant Township Manager and Director of Community Development; Jazmin Vazquez, Township Secretary; Andrew V. Schantz, Esq., Solicitor; Michael Sitoski, Chief, UMTPD; Peter Christ, Director, Bureau of Fire; Dave Alban, Township Engineer; Scott Faust, Public Works Director; Bruce Koller, Finance Director; Mike Kukitz, Recreation Manager; and Daren Martocci, Planning Consultant.

Vice -Chairwoman Rader opened the meeting and asked all present to join her in reciting the Pledge of Allegiance to the Flag of the United States of America.

**II. ADDITIONS/DELETIONS TO THE AGENDA**

Mr. Sostarecz requested that Resolution B, regarding Trexler Pointe be removed from the agenda.

**Motion by Supervisor Brunell to remove under Section VII, item B - Resolution 2023-02. Seconded by Chairman Ghai. Motion passes unanimously.**

**III. MINUTES**

**A. *December 1, 2022***

Vice-Chairwoman Rader stated that he would dispense with the reading of the minutes of the previous meeting unless there was an objection.

**Motion by Vice-Chairwoman Rader to waive the reading of the minutes of the December 1, 2022, meeting and approve them as presented. Seconded by Chairman Ghai. The motion passed unanimously.**

**IV. PRESENTATIONS**

None

**V. DISCUSSIONS & UPDATES**

**A. *Docket #1867 Coldwater Crossings and Docket #1909 Schaefer Run West – Completion of Punch***

Mr. Sostarecz stated that there has been progress on these two projects and recommends that a six-month extension be granted until June 30, 2023, to complete the items that are pending on the punch list. This extension would be conditioned upon the complete submission of a planning application for changes to Waterbury Court by February 13, 2023. Mr. Alban mentioned that this extension would allow the developer to not only complete the punch list, but also submit the plan that has been requested.

**Motion by Supervisor Brunell to authorize an extension of time to June 30, 2023, to complete the remaining improvements for Docket #1867 – Coldwater Crossings and Docket #1909 – Schaefer Run West, conditioned upon the submission of a complete planning application for changes to Waterbury Court by February 13, 2023. Seconded by Vice-Chairwoman Rader. The motion passed unanimously.**

**VI. ORDINANCES**

**A. *Ordinance #2023-01 – Stop Signs***

Mr. Alban stated that this update would be to update the two-way and one-way stops, adding new ones and removing old ones that are no longer being used.

Motion by Vice- Chairwoman Rader to adopt Ordinance #2023-01 amending Chapter 15 of the Township of Upper Macungie Code of Ordinances establishing two-way stop intersections on certain streets located within the Township. Seconded by Supervisor Brunell. The motion passed unanimously.

**B. Ordinance #2023-02 – Sewers & Sewage Disposal Updates**

Mr. Ibach stated that the updates to the ordinance are needed to reflect changes in the invoicing procedures for sewer; improvements in sewer meter management; and moving items from our ordinance into our fee schedule resolution.

**Motion by Supervisor Brunell to adopt Ordinance #2023-02, amending Chapter 18 of the Township of Upper Macungie Code of Ordinances to reflect changes in invoice procedures, sewer meter management and relocating fees into the fee schedule. Seconded by Chairman Ghai. The motion passes unanimously.**

**C. Ordinance #2023-03 – Solid Waste Disposal Updates**

Mr. Ibach stated that the updates to the ordinance are needed to reflect changes in the invoicing procedures for refuse and recycling and moving items from our ordinance into the fee schedule resolution.

**Motion by Supervisor Brunell to adopt Ordinance #2023-03, amending Chapter 18 of the Township of Upper Macungie Code of Ordinances to reflect changes in invoice procedures, sewer meter management and relocating fees into the fee schedule. Seconded by Vice-Chairwoman Rader. The motion passes unanimously.**

**VII. Resolutions**

**A. Resolution 2023-01 - Adoption of 2023 Fee Schedule**

Ms. Vazquez stated that the Township must adopt a Fee Schedule annually to impose the fees upon its residents and any other person or entity conducting business within the Township.

**Motion by Vice- Chairwoman Rader to adopt Resolution #2023-01 – Upper Macungie Townships 2023 Fee Schedule. Seconded by Supervisor Brunell. Motion passes unanimously.**

**B. Resolution 2023-02 – Docket #2304 Trexler Pointe, Weilers & Schaefer Run Road – Preliminary Land Development Plan.**

Resolution was removed from the agenda.

**VIII. Motions**

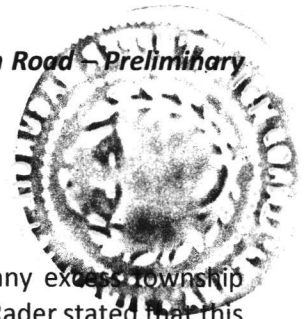
**A. Authorizing the Liquidation of Excess Township Equipment for 2023.**

Mr. Faust stated that he requested a motion to be passes to liquidate any excess township equipment with the approval of the Township Manager. Vice- Chairwoman Rader stated that this is a “housekeeping” ordinance, if a need arises to liquidate township equipment, this may happen with the approval of the Township Manager.

**Motion by Supervisor Brunell to authorize the Director of Public Works to liquidate any excess township equipment with the approval of the Township Manager. Seconded by Vice-Chairwoman Rader. Motion passes unanimously.**

**B. Authorizing Township Solicitor to Attend the Zoning Hearing Board.**

Mr. Sostarecz stated that there was a Special Exception Application received for 110 PA Route 100 LLC. This was for the proposed warehouse that is permitted with a special exception; however, the Zoning Officer denied the application due to the way the lot is currently being used. The appeal for this decision will go before the Zoning Hearing Board and it is requested that the



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Township Solicitor attend the meeting on January 11, 2023, to support the opinion given by the Zoning Officer. Solicitor Schantz stated that his presence at the meeting would be limited to support the opinion of the Zoning Officer.

**Motion by Supervisor Brunell to authorize the Township Solicitor to Attend the Zoning Hearing Board meeting on January 11, 2023, as an interested party for the appeal of 110 PA Route 100 LLC. Seconded by Chairman Ghai. Motion passes unanimously.**

**C. Authorizing Health Insurance Copay Holiday for Township Staff.**

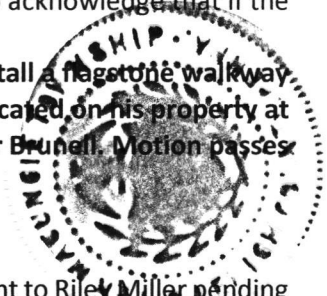
Mr. Ibach stated that township employees contribute a 12.5 % copay to health care based on annual billing; however, the Township does receive a dividend if our claims are low, and the employees continue to pay list price. Mr. Ibach requests that 12.5% of the dividend received be returned to our employees and in the form of a copay holiday where for four pay periods out of the year (2023) they will not have to contribute to their health insurance. Vice-Chairwoman Rader stated that the copay holiday is well deserved for staff as they are one of the best staffs in the state and stay ahead of the curve.

**Motion by Vice- Chairwoman Rader to suspend employee health care contributions for a total of four pay periods in 2023. Seconded by Supervisor Brunell. Motion passes unanimously.**

**D. Authorizing Sewer Easement Encroachment at 7946 Hamilton Boulevard.**

Mr. Ibach stated that he recommends a motion to allow Mr. Fred Patton to install a flagstone walkway from his house to his garage that will run through an Upper Macungie Township Sanitary Sewer Easement located on his property at 7946 Hamilton Boulevard. This requires permission from the Board of Supervisors. The homeowner should sign the policy to acknowledge that if the Township must access this area, it will be restored to turf conditions.

**Motion by Vice- Chairwoman Rader to allow Mr. Fred Patton to install a flagstone walkway through an Upper Macungie Township Sanitary Sewer easement located on his property at 7946 Hamilton Boulevard, Trexlertown PA. Seconded by Supervisor Brunell. Motion passes unanimously.**



**E. Authorizing Final Offer of Employment to Police Candidate**

Chief Sitoski stated that he would like to extend a final offer of employment to Riley Miller pending the successful completion of all background checks and clearances. This is one of the two vacancies that opened in 2022 and is fully funded in the budget.

**Motion by Vice- Chairwoman Rader to provide a final offer of employment to Riley Miller pending successful completion of all background checks and clearances. Seconded by Chairman Ghai. Motion passes unanimously.**

**F. Authorizing Replacement of Administrative Fleet Vehicle**

Mr. Faust stated that he recommends a motion to replace a 2018 Ford Fusion with a 2022 left over Ford Escape at a cost of \$30,310.00.

**Motion by Supervisor Brunell to authorize the purchase of a 2022 Ford Escape form Manderbach Ford at a cost of \$30,310.00 to replace the administrative fleet vehicle. Seconded by Chairman Ghai. Motion passes unanimously.**

**G. Authorizing Agreement for Station 56 Facility Cleaning**

Mr. Christ stated that the motion would allow to enter an agreement with Celebrity Facility Solutions, LLC. For the cleaning of the administrative areas at Station 56 at an annual cost of \$4,680.00. Mr. Ibach mentioned that this contract was previously handled by Cetronia Ambulance Corps., and the Township will now assume this cost will help with their funding.

Motion by Supervisor Brunell to authorize agreement for Station 56 facility cleaning in the amount of \$4,680.00 from Celebrity Facility Solutions, LLC. Seconded by Vice-Chairman Rader. Motion passes unanimously.

**IX. BOARD AND STAFF REPORTS**

**A. Treasurer**

The total bills from all funds for December 2022 was \$1,774,346.50. Further details appear in the December Treasurer's Report.

**Motion by Supervisor Brunell to pay the bills for December 2022 in the amount of \$1,774,346.50. Seconded by Chairman Ghai. The motion passed unanimously.**

**B. Secretary**

Ms. Vazquez stated that an Executive Session was held at 5:30 p.m. on January 3, 2023, and the topic was Personnel.

**C. Board of Supervisors**

Vice-Chairwoman Rader congratulated the Upper Macungie Police Department for reaching their ten-year anniversary of service to the community. This milestone was reached on December 31<sup>st</sup> at 6:00 p.m.

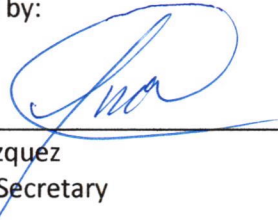
**X. PUBLIC COMMENT/COURTESY OF THE FLOOR**

Mr. Bo Erickson from D.R. Horton stated that they were on the agenda for a resolution but have given the Township an extension. They believe that they will be back before the Board for the February meeting to obtain final approval for Trexler Pointe. Comments that have been received are being addressed and should be far enough along to obtain conditional final approval in February. Vice-Chairman Rader suggested that the plan be submitted as soon as possible to allow for revisions by township staff. Supervisor Brunell suggested that a spreadsheet of all comments and what has been done to address them be kept helping facilitate the information on what has been done to the people that will be reviewing the plan.

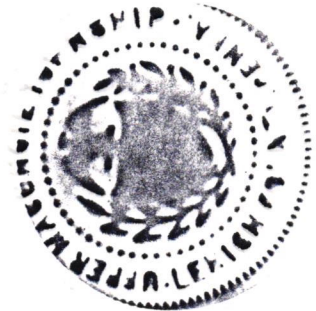
**XI. ADJOURNMENT**

There being no other business, Vice-Chairwoman Rader made a motion to adjourn the meeting at 7:28 p.m. Seconded by Supervisor Brunell. The motion passed unanimously.

Submitted by:



Jazmin Vazquez  
Township Secretary



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