

**LOWER MACUNGIE TOWNSHIP BOARD OF COMMISSIONERS
MEETING MINUTES**

1. The Second Meeting of November of the Board of Commissioners of Lower Macungie Township was held on November 20, 2008 in the Township Building, 3400 Brookside Road, Macungie, PA 18062.
President K. Kline called the meeting to order at 7:00p.m.

2. After the pledge to the flag President K. Kline made the following announcements:

President Kline instructed Mary McKitrick, Acting Township Secretary, to acknowledge that the following people were present for the meeting:

President - E. Keller Kline III, Esq.
Vice-President- Deana M. Zosky - C.P.A.
Commissioner - Douglas Brown P.E.
Commissioner- William Spaide - *absent*
Commissioner- Julianna Timmcke
Township Engineer – William A. Erdman, P.E.
Township Solicitor - Blake C. Marles, Esq.
Acting Township Secretary- Mary McKitrick
Township Manager- Bruce Fosselman
Township Treasurer -Darryl Yothers
Director of Finance – Cassandra Williams

3. ANNOUNCEMENTS

- A. The following Boards have vacancies or appointments up in 2008

1. Building Code Board of Appeals
2. Planning Commission (Gene Davis has submitted a letter of resignation as a member of the Planning Commission-term expires 5-31-2010)
D. Zosky made a motion, seconded by D. Brown and passed by majority vote (4-0) to accept the resignation of Mr. Gene Davis. Mr. Fosselman to send a letter to thank Mr. Davis for all his hard work and commitment the Planning Commission.
Mr. Fosselman will advertise the vacancy on the township's web site.

- B. The Board of Commissioners scheduled an executive session at 5:00 pm to discuss Litigation and Union contract.

- C. D. Zosky announced that Lower Macungie Township received a grant from the D.C.N.R for a master site plan for Camp Olympic.

4. Public Hearing-Conditional Use Application of Lehigh County Authority for a conditional use review Section 702.3 and Article 21, Section 2129.1 and Section 2129.2 of the Lower Macungie Township Zoning Ordinance for the upgrading of equipment for the well-WL-8 facility (existing public water supply) located at 2495 Macungie Road, Macungie PA.

Motion to approve Lehigh County Authority’s request for a conditional use for Section 702.3 and Article 21, Section 2129.1 and Section 2129.2 of the Lower Macungie Township’s Zoning Ordinance for the upgrading of equipment for the well-WL-8 facility (existing public water supply) located at 2495 Macungie Road, Macungie PA

Mr. Preston, representing Lehigh County Authority, asked for a continuance due to the absence of Commissioner B. Spaide. Continued until December 4, 2008.

5. APPROVAL OF MINUTES OF PREVIOUS MEETING (S)
NONE

6. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

A. Bill List of and payrolls of 11/14/2008

01 General Fund \$199,656.66	35 Liquids Fuel \$17,709.00
08 Sewer Fund \$ 38,549.62	36 Developers Escrow Fund \$94,914.44
04 Solid Waste Fund \$196,682.15	37 Developers Impact Fund
19 Community Ctr. Fund	66 Earned Income Tax
30 Capital Projects Fund \$4,092.09	Total all Funds \$551,603.96

D. Zosky made a motion, seconded by J. Timmcke and passed by majority vote (4-0) to approve payment of bills and payroll as submitted

7. PUBLIC COMMENT ON NON-AGENDA TOPICS

- a) Mr. Knause, resident, a thank you for the work on the Leister Farm and asks that the quilt made by his wife’s family be found and presented to the Historical Society.
- b) Rob Hammil, resident, has a presentation on the Little Lehigh preservation. He would like to speak at the December 4, 2008 meeting.
- c) Janet Keim, resident, wants to thank the Board of Commissioners for improving the stream.

8. MOTION/RESOLUTIONS /ORDINANCES OF AGENDA ITEMS

A. MOTION

B. RESOLUTION 2008-46 Bond Reimbursement Resolution

D. Zosky made a motion, seconded to J. Timmcke and passed by majority vote (4-0) to approve Resolution 2008-46 Bond Reimbursement Resolution.

9. DEPARTMENTAL MATTERS

A. Planning / Engineering

1. J. Timmcke made a motion, seconded by D. Brown and passed by majority vote (4-0) to approve the application for an on lot sewage Disposal System Permit-6458 Mountain Road, owner Michael Seislove, subject to agreement and fees of a semi-annual testing of the well.
2. D. Brown made a motion, seconded by D. Zosky and passed by majority vote (4-0) to approve Resolution 2008-49 subject to the revision of the waivers as per the Board of Commissioners to AT Trexlertown East PA.
3. D. Zosky made a motion, seconded by D. Brown and passed by majority vote (4-0) to approve Resolution 2008-47 for the Goldco Partners lot line adjustment at 818 Krocks Court and 5731 Hamilton Blvd. With the following waivers or deferrals from SALDO 400/500 (The plans have been submitted as a preliminary/final plan submission, SALDO 741.6 (additional cart way width along both frontages), SALDO749.1749.5 (curb/sidewalk and bike path along both road frontages), SALDO 792.2.2-9 (street trees along the frontage of both lots).
4. D. Zosky made a motion, seconded by D. Brown and passed by majority vote (4-0) to approve Resolution 2008-48 to Lehigh Medical Arts Center. The preliminary/final land development and to approve the following waivers or deferrals for the following: SALDO 733.8 (all non-residential lots which generate in excess of 250 trips per day shall provide two points of access to a road designed to collector status), SALDO 749.1 (sidewalks along the frontage of Medical Center Circle), SALDO 400/500 (the plans have been submitted as preliminary/final plan submission), SALDO 799.2.2(street trees shall be located at fifty foot intervals along the road frontage).

5. Time Extension Letters

- D. Zosky made a motion, seconded by D. Brown and passed by majority vote (4-0) to approve the following time extensions:
- a. Lehigh Medical Arts Center- Dec 19, 2008-if not approved tonight
 - b. AT Trexlertown East PA- Dec 31, 2008- if not approved tonight
 - c. Goldco-Jan 5, 2009 -if not approved tonight
 - d. LCA well #12-Dec 18,2008
 - e. Trexler Senior Living Center-Jan 15, 2009
 - f. Smithwell/Sweetwood Drive Final Subdivision-Feb 5, 2009
 - g. Gorton 5 Lot Subdivision Preliminary-Feb 9, 2009
 - h. Wescosville Elementary Final Plan Extension-Feb 11, 2009
 - i. LCA addition and renovation 1053 Spruce Street-Feb 28, 2009
 - j. Pipeline Petroleum Inc Subdivision-Feb 28, 2009, Mr. Fosselman to inquire about their intension on moving forward with this project.

- k. Trexlertown FC Associates-Preliminary-Feb 28, 2009
- l. Well #8 – Dec 5, 2009

A. Solicitor

1. Maintaining grass in right of way (usually reverse frontages)-see enclosed ordinance from Blake Marles.
Mr. Marles, Township Solicitor, to advertise ordinance.

B. Manager's Report

1. Property Maintenance Contract- West End Associates.
J. Timmcke made a motion, seconded by D. Zosky and passed by majority vote (4-0) to appoint West End Associates to handle the property maintenance on the township owned properties.
2. Open Records Act- Motion to appoint Lee Lichtenwalner as "Open Records Officer" and Mary McKitrick as "Assistant Open Records Officer" as required by The Right to Know Law.
J. Timmcke made a motion, seconded by D. Zosky and passed by majority vote (4-0) to appoint Lee Lichtenwalner and Mary McKitrick as: Open Records Officer and Assistant Officer required by The Right To Know Law.
3. 2009 Preliminary Budget.
Additional meetings will be scheduled for the 2009 budget. They will be,
December 4, 2008
December 11, 2008
December 18, 2008
4. Job Description/Business Plan.
J. Timmcke made a motion, seconded by D. Zosky and passed by majority vote (4-0) to hire the Davison Group to proceed with providing the township with job descriptions and organizational review and recommendations. The cost is not to exceed \$40,000 and will be a three (3) month project starting in December 2008.

C. Hiring Public Works Employee

Steven Fry was hired in the Public Works Department as a full time employee.
Start date will be December 8, 2008.

10. OTHER BUSINESS

A. Old Business

1. David Jaindl-Leister Farm
Deferred until December 4, 2008

2. Reminder-Dec 4th – Continuation of Conditional Use Hearing and Preliminary plan Review for Trexlertown Shopping Center.

B. New Business

1. D. Zosky made a motion, seconded by J. Timmcke and passed by majority vote (4-0) to authorize the township to work with Lehigh County Conservation District review natural resource ordinances free of charge. Beginning in January.
2. K. Kline made a motion, seconded by D. Zosky and passed by majority vote (4-0) to appoint Keystone Code Consulting as alternate code enforcement officer (Fire House).
3. Beaumont at Brookside petition of street lights. Postponed for not having enough required signatures on petition. (73% is required and only 70% was received)
4. Approval of Office Employees Collective Bargaining Agreement
J Timmcke made a motion, seconded by D. Zosky and passed by majority vote (4-0) to approve the Office Employees Collective Bargaining Contract.

11. BOARD OF COMMISSIONERS REPORT

J. Timmcke attended a Public Safety Commission meeting and commended the commission for working very hard on the issues the board has sent to them.

Recommendations from the Public Safety Commission, regarding hunting on Township property, were received too late for the Board of Commissioners to review.

J. Timmcke requests that the Public Safety Commission review the issue on the hunting on township property.

The Public Safety Commission reviewed the Hunting Safety issue and found that no further action is required. If a resident notices any unusual happenings the resident is to try to get the hunters license number and report to the State Gaming Commission.

The Public Safety Commission also reviewed the request of the Macungie Ambulance Corps to become the sole response team for Lower Macungie Township and Ms. Timmcke requests that they are on the agenda for December 4, 2008.

12. ADJOURNMENT

The meeting adjourned at 10 p.m.

Mary I. McKitrick
Acting Township Secretary

BOC:mim

These minutes were approved during the March 19, 2009 BOC Meeting.