

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

The Board of Commissioners met for a regular meeting on January 21, 2021 via Zoom.com, an online audio/video meeting due to the Coronavirus pandemic.

1. CALL MEETING TO ORDER

President Beitler called the meeting to order at 7:01 p.m.

2. PLEDGE TO THE FLAG

|                     |  |         |
|---------------------|--|---------|
| 3. <u>ROLL CALL</u> | Ronald W. Beitler, President                   | Present |
|                     | Richard V. Ward, Vice President                | Present |
|                     | Ron R. Beitler, Commissioner                   | Present |
|                     | Brian P. Higgins, Commissioner                 | Present |
|                     | Maury G. Robert, Commissioner                  | Present |
|                     | Bruce Beitel, Township Manager                 | Present |
|                     | Renea Flexer, Asst. Township Manager/Secretary | Present |
|                     | Nathan Jones, Director of Planning             | Present |
|                     | David Brooman, Township Solicitor              | Present |
|                     | Bryan McAdam, Township Engineer                | Present |

4. AGENDA MODIFICATIONS (At Discretion of Board President) – None

5. ANNOUNCEMENTS & PRESENTATIONS

The meeting adjourned at 7:03 p.m. for the continuance of the following hearing.

6. HEARINGS & APPROVALS

6.1. Continued Conditional Use Hearing for Macungie Manor Project – Solicitor Brooman explained the conditional use procedure. The virtual hearing was transcribed by a stenographer and a concierge managed the zoom meeting to ensure the proper handling of exhibits and parties.

The Hearing recessed at 8:58 p.m. for an Executive Session via telephone conference to discuss a date to continue the Hearing. The Hearing reconvened at 9:10 p.m.

The next witness provided testimony.

The Hearing adjourned at 9:25 p.m. and will be continued on February 18, 2021 at 6 p.m.

The regular meeting of the Board of Commissioners resumed at 9:27 p.m.

7. PUBLIC COMMENT ON NON-AGENDA TOPICS – None

8. COMMUNICATIONS

8.1. Carl Best, Zoning Officer – Year End Report for 2020.

9. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS

9.1. Appointment of Environmental Advisory Council Chair – The EAC provided a recommendation for Mr. Sacchi.

**Motion by Commissioner Higgins, seconded by Commissioner Ward, to Appoint Christopher Sacchi as Chair of the Environmental Advisory Council. There were 5 ayes. Motion carried.**

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**10. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)**

**Motion by Commissioner Higgins, seconded by Commissioner Robert, to approve the January 7, 2021 minutes as drafted. There were 5 ayes. Motion carried.**

**11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL**

11.1. Mr. Beitel reviewed the January 21, 2021 Bill List.

|                       |              |    |                    |                     |
|-----------------------|--------------|----|--------------------|---------------------|
| General Fund          | \$196,382.34 | 37 | Developers Impact  |                     |
| Sewer Fund            | \$561,316.18 | 01 | Payroll            | \$140,759.05        |
| Capital Projects Fund | \$10,642.23  | 36 | Developers Escrow  | \$23,787.22         |
| Liquid Fuels          | \$5,403.52   |    | <b>Total Funds</b> | <b>\$938,290.54</b> |

**Motion by Commissioner Robert, seconded by Commissioner Higgins, to approve the January 7, 2021 Bill List as drafted. There were 5 ayes. Motion carried.**

**12. DEPARTMENTAL MATTERS**

**12.1. Engineering**

12.1.1. Engineer's Project Status Report

**12.2. Planning**

12.2.1. Planner's Report – No Report

**12.3. Solicitor**

12.3.1. Solicitor's Report – No Report

**12.4. Township Manager**

12.4.1. Manager's Report: 1) The following will be discussed at the January 25<sup>th</sup> Workshop: the recreation dedication language, leaf collection bids and the abandoned and foreclosed property ordinance. 2) LMT sent out a call, text and email notification to those that will have their refuse collection day changed and Waste Management also sent a mailer.

**13. COMMITTEE REPORTS – No Committees have met individually since the last meeting. A workshop will be held on the 4<sup>th</sup> Monday of each month at 7 p.m., as needed.**

**13.1. Planning & Zoning (Ward, Robert)**

13.1.1. Workshop 4<sup>th</sup> Monday of the Month at 7 p.m.

**13.2. Budget & Finance (R.W. Beitler, R.R. Beitler)**

13.2.1. Workshop 4<sup>th</sup> Monday of the Month at 7 p.m.

**13.3. Public Works: Parks & Facilities (Higgins, Ward)**

13.3.1. Workshop 4<sup>th</sup> Monday of the Month at 7 p.m.

**13.4. General Administration (Robert, R.W. Beitler)**

13.4.1. Workshop 4<sup>th</sup> Monday of the Month at 7 p.m.

**13.5. Public Works: Roads & Sewers (R. R. Beitler, Higgins)**

13.5.1. Workshop 4<sup>th</sup> Monday of the Month at 7 p.m.

**14. OTHER BUSINESS**

**14.1. Old Business**

14.1.1. Crossing Guard Agreement with EPSD (Notified of No Cost Sharing)

14.1.2. Comprehensive SALDO Amendment (Being Drafted)

14.1.3. Grease Trap Ordinance (Being Drafted)

14.1.4. Abandoned/Foreclosure Property Ordinance (Review at January Workshop)

14.1.5. Revision of Language for Recreation Fee in Lieu of Dedication (Review at January Workshop)

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14.1.6. Jaindl Offer of Land behind Heritage Heights-1551 Weilers Road (Consider February 4<sup>th</sup>)

14.1.7. Leaf Collection Bid (Review at January Workshop)

14.2. **New Business** – None

15. BOARD OF COMMISSIONERS REPORT

15.1. The Board will hold a Workshop on January 25<sup>th</sup> via Zoom. The link will be posted on the website on January 22<sup>nd</sup>.

16. PUBLIC COMMENT – None

17. EXECUTIVE SESSION – None

18. ADJOURNMENT

President Beitler adjourned the meeting at 9:35 p.m.

Bruce Beitel  
Township Manager

Renea Flexer  
Asst. Township Manager/Secretary  
January 26, 2021