

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

The Board of Commissioners met on March 18, 2021 via Zoom.com, an online audio/video meeting due to the Coronavirus pandemic. Prior to the regular meeting, the continued Conditional Use Hearing was held for the Macungie Manor project. The Hearing began on January 7, 2021 and then was continued on January 21<sup>st</sup>, February 18<sup>th</sup> and again this evening.

The continued hearing began at 6:04.

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.

**Motion by Commissioner Higgins, seconded by Commissioner Robert, to close the conditional use hearing on the application of Abra Development 10 LP (a/k/a “Macungie Manor”) for the property located at 900 South Hillview Road, Allentown, PA, and to take the matter under advisement. There were 5 ayes. Motion carried.**

The hearing concluded at 6:58 p.m.

The Board’s decision for the Macungie Manor conditional use application will be issued before April 30, 2021. An Executive Session will be held after tonight’s business meeting to discuss the conditional use application and possible land acquisition.

1. CALL MEETING TO ORDER

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

2. PLEDGE TO THE FLAG

3. ROLL CALL

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

5.1. The continuation of the Macungie Manor Conditional Use hearing was held at 6 p.m. this evening.

6. HEARINGS & APPROVALS – None

7. PUBLIC COMMENT ON NON-AGENDA TOPICS

7.1. John Semonich, 6119 Timberknoll Drive, asked where can he find the tax revenue generated for the property where Macungie Manor is proposed. Mr. Beitel noted that the current tax revenue is on the county assessment website, but at this time we do not know the assessment of the proposed buildings.

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8. COMMUNICATIONS

8.1. Tim Pickel, Planning Commission – Letter of resignation due to moving out of LMT.

**Motion by Commissioner Robert, seconded by Commissioner Higgins, to regretfully accept the resignation of Tim Pickel from the Planning Commission. There were 5 ayes. Motion carried.**

8.2. Nicole Floramo, 5320 Townsquare Drive – Statement of Interest for multiple groups.

8.3. Jake Thieman, 2172 Autumn Ridge Road – Urging the Commissions to keep the community pool open.

9. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS – None

10. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

**Motion by Commissioner Robert, seconded by Commissioner Higgins, to approve the March 4, 2021 minutes as drafted. There were 5 ayes. Motion carried.**

11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

11.1. Mr. Beitel reviewed the March 18, 2021 Bill List.

General Fund	\$296,009.17	37	Developers Impact	
Sewer Fund	\$10,809.90	01	Payroll	\$146,755.95
Capital Projects Fund	\$79,945.17	36	Developers Escrow	\$26,031.02
Liquid Fuels	\$31,008.62		<b>Total Funds</b>	<b>\$590,559.83</b>

**Motion by Commissioner Robert, seconded by Commissioner Higgins, to approve the March 18, 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. Resolution 2021-10 – A RESOLUTION REDUCING FINANCIAL SECURITY FOR THE STONE HILL MEADOWS PHASE 2 FINAL SUBDIVISION AND LAND DEVELOPMENT

**Motion by Commissioner Robert, seconded by Commissioner Higgins, to approve Resolution 2021-10. There were 5 ayes. Motion carried.**

12.2.2. Planner’s Report – None

12.3. **Solicitor**

12.3.1. Solicitor’s Report 1) Reminded the Board of the Executive Session following this meeting.

12.4. **Township Manager**

12.4.1. 2021 Pool Season Update – Staff continues to look into a safe and responsible way to open the pool this summer. A draft agreement with a company to run the pool will be in the March Workshop agenda with hopes to approve in April.

12.4.2. Manager’s Report – None

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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. Revision of Language for Recreation Fee in Lieu of Dedication (Review Draft Ordinance at March Workshop)
    - 14.1.5. Bids for Ultra-Thin and Micro Surfacing Projects and (Bid Opening April 22<sup>nd</sup>)
    - 14.1.6. Bids for Fog Seal and Crack Seal Projects (Bid Opening March 18<sup>th</sup>)
    - 14.1.7. Bids for Line Striping and Equipment Rental (Bid Opening March 19<sup>th</sup>)
    - 14.1.8. Bids for Sewer Relining and Manhole Rehab Project (Bids Opened on March 9<sup>th</sup>)
  - 14.2. **New Business** – None
  
15. BOARD OF COMMISSIONERS REPORT – None
  
16. PUBLIC COMMENT – None
  
17. EXECUTIVE SESSION
  - 17.1. An Executive Session was held immediately following this meeting to discuss Macungie Manor and property acquisition.
  
18. ADJOURNMENT

President Beitler adjourned the meeting at 7:13 p.m.

Bruce Beitel  
Township Manager

Renea Flexer  
Asst. Township Manager/Secretary  
March 23, 2021