

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

The Board of Commissioners met on April 6, 2023 for a regular meeting. The meeting was held both via Zoom.com, an online audio/video meeting, and at the Township Building, 3400 Brookside Road, Macungie, PA 18062.

1. CALL MEETING TO ORDER

President Higgins called the meeting to order at 6:01 p.m.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Brian P. Higgins, President	Present
Richard V. Ward, Vice President	Present
Ron R. Beitler, Commissioner	Present
Maury G. Robert, Commissioner	Present
Brian L. Shoemaker, Commissioner	Present
Bruce Beitel, Township Manager	Present
David Brooman, Township Solicitor	Present
Renea Flexer, Asst. Manager/Secretary	Present
Nathan Jones, Director of Planning	Present via Zoom
Bryan McAdam, Township Engineer	Present

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

5. ANNOUNCEMENTS & PRESENTATIONS

- 5.1. An Executive Session was held on March 27th after the Board’s Workshop to discuss land acquisition, pending litigation and personnel.
- 5.2. A moment of silence was held for Rudy Fischl, Planning Commission Member, who lost his life after a battle with esophageal cancer.
- 5.3. Proclamations were presented to Thomas Deily for his 12 years of service on the Parks and Recreation Board and to Liza Gantert for her 13 years of service on the Parks and Recreation Board, where she served as President for 7 years.

6. HEARINGS & APPROVALS – None

7. PUBLIC COMMENT ON NON-AGENDA TOPICS – None

8. COMMUNICATIONS

- 8.1. Frederick Waage, 1937 Maplewood Lane – Statement of Interest for multiple boards.

9. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS

- 9.1. Consideration to Fill Both Vacancies on the Planning Commission – At the March Workshop, the Board felt it made sense to fill the unexpected vacancy since they were already in the process of interviewing to fill one other vacancy; instead of collecting applications for 60 days as noted in the Appointment Policy.
- 9.2. Planning Commission Vacancies: Appoint One with a Term to Expire January 1, 2024 and Appoint One with a Term to Expire January 1, 2026

Motion by Commissioner Ward, seconded by Commissioner Beitler, to appoint Ozias Moore to a vacancy on the Planning Commission with a term to expire January 1, 2024. There were 5 ayes. Motion carried.

Commissioner Robert made a motion to appoint Ryan Kennedy, but the motion was not seconded.

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

Motion by Commissioner Ward, seconded by Commissioner Beitler, to appoint Martine Minninger to a vacancy on the Planning Commission with a term to expire January 1, 2026. There were 5 ayes. Motion carried.

10. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve the March 16, 2023 minutes as drafted. There were 5 ayes. Motion carried.

11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

11.1. Mr. Beitel reviewed the April 6, 2023 Bill List, which is always available to view on the Township’s website prior to the meeting.

01	General Fund	\$674,282.19	33	Open Space Fund	
08	Sewer Fund	\$22,171.08	35	Liquid Fuels	\$281.42
19	Debt Service Fund		37	Developers Impact	
30	Capital Projects Fund	\$3,880.00	01	Payroll	\$161,672.69
32	Federal Grants Fund		36	Developers Escrow	\$59,180.62
				Total Funds	\$921,468.00

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve the April 6, 2023 Bill List as drafted. There were 5 ayes. Motion carried.

12. DEPARTMENTAL MATTERS

12.1. Engineering

12.1.1. Consideration of the Following Bid Awards: all were within budget

12.1.1.1. 2023 Sanitary Sewer Relining Project

Motion by Commissioner Robert, seconded by Commissioner Ward, to award the 2023 Sanitary Sewer Relining Project to SWERP in the amount of \$438,683.60. There were 5 ayes. Motion carried.

12.1.1.2. Ultra-Thin Bonded Wearing Course

Motion by Commissioner Robert, seconded by Commissioner Ward, to award the Ultra-Thin Bonded Wearing Course Project to Asphalt Maintenance Solutions in the amount of \$266,932.22. There were 5 ayes. Motion carried.

12.1.1.3. Micro Surfacing

Motion by Commissioner Robert, seconded by Commissioner Ward, to award the Micro Surfacing Project to Asphalt Maintenance Solutions in the amount of \$250,558.19. There were 5 ayes. Motion carried.

12.1.1.4. Chip Seal/Quick Set Fog Seal

Motion by Commissioner Robert, seconded by Commissioner Ward, to award the Chip Seal/Quick Set Fog Seal Project to Asphalt Maintenance Solutions in the amount of \$321,371.50. There were 5 ayes. Motion carried.

12.1.2. Engineer’s Report – No further report

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

12.2. Planning

- 12.2.1. Resolution 2023-19 – A RESOLUTION REDUCING THE FINANCIAL SECURITY FOR THE SUBDIVISION OF LAND INTO FOUR LOTS HAVING ADDRESSES OF 5131 EAST TEXAS ROAD AND 5141 EAST TEXAS ROAD

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-19. There were 5 ayes. Motion carried.

- 12.2.2. Resolution 2023-20 – A RESOLUTION REDUCING AND TERMINATING THE FINANCIAL SECURITY FOR RECREATIONAL FEES FOR THE STONE HILL MEADOWS PHASE 2 SUBDIVISION AND LAND DEVELOPMENT

This is the last recreation release for Stone Hill Meadows.

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-20. There were 5 ayes. Motion carried.

- 12.2.3. Planner's Report: 1) The next Planning Commission meeting is April 11th at 6 p.m.

12.3. Solicitor

- 12.3.1. Resolution 2023-21 – RESOLUTION ACCEPTING DEDICATION OF A PARCEL OF PROPERTY ON ORCHARD ROAD FROM THE ESTATE OF FREDERICK J. JAINDL FOR THE INSTALLATION OF A PORTION OF PUBLIC ROAD AND FOR OTHER PUBLIC PURPOSES

As discussed at the March Workshop, the property located at 3411 Orchard Road was offered by the Estate of Fred Jaindl.

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-21. There were 5 ayes. Motion carried.

- 12.3.2. Resolution 2023-22 – RESOLUTION ACCEPTING DEDICATION OF A SANITARY SEWER AND GENERAL PUBLIC TRAIL ACCESS EASEMENT FROM DAVID M. JAINDL ON LOT 3 OF THE SPRING CREEK PROPERTIES SETTLEMENT SUBDIVISION

This dedication was part of the land development approval for the Mertztown Road Subdivision for a sanitary sewer and public trail easement across Lot 3.

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-22. There were 5 ayes. Motion carried.

- 12.3.3. Solicitor's Report – No further report

12.4. Township Manager

- 12.4.1. Resolution 2023-23 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER MACUNGIE TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, AMENDING THE SCHEDULE OF FEES AND CHARGES FOR PROGRAMS AND SERVICES

There are slight adjustments needed to the recreation fees.

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

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2023-23. There were 5 ayes. Motion carried.

12.4.2. Manager's Report: 1) An Executive Session is needed after the meeting.

13. OTHER BUSINESS

13.1. Old Business

- 13.1.1. Chapter 18 Sewers Amendment for Updates (To Be Drafted)
- 13.1.2. Chapter 27 Zoning Amendment, Lookback (To Be Drafted)
- 13.1.3. Update Lower Macungie Emergency Operation Plan (Being Drafted)
- 13.1.4. Chapter 15 Ordinance for Bridge Weights, Parking & Stop Signs (To be drafted)
- 13.1.5. Liberty Lane Rezoning Request (To Be Drafted)
- 13.1.6. Ordinance Amending the HE-Highway Enterprise Zoning District Pursuant to the Request from Landston Equities, LLC (Consider April 20th)
- 13.1.7. Community Center Expansion Public Improvements Completion (Bids Due April 17th)
- 13.1.8. Bridge Rehabilitation Project (Bids Due April 17th)
- 13.1.9. Accepting a Deed of Dedication for the Property Located at 1900 Mill Creek Road from the Lehigh County Authority (Awaiting Document from LCA)
- 13.1.10. Consider an Agreement with the Emmaus Aquatic Club for Pool Services (April 17th)
- 13.1.11. Consider Resolution for DCNR Grant Application (April 17th)
- 13.1.12. Approving a Deed of Dedication for Required Right-Of-Way at the Intersection of Quarry Road and S.R. Route 100 and a Temporary Grading Easement from Charles J. Miller Jr. in Connection with the Sauerkraut Lane Extension (Consider April 17th)

13.2. New Business – None

14. BOARD OF COMMISSIONERS REPORT

- 14.1. The next Board Regular Meeting is April 20, 2023 at 6 p.m.
- 14.2. The next Board Workshop is April 24, 2023 at 6 p.m.

15. EXECUTIVE SESSION

- 15.1. An Executive Session was held immediately after the meeting to discuss potential land acquisition.

16. ADJOURNMENT

President Higgins adjourned the meeting at 6:23 p.m.

Bruce Beitel
Township Manager

Renea Flexer
Asst. Township Manager/Secretary
April 17, 2023