

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

The Board of Commissioners met on May 18, 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

Vice President Ward called the meeting to order at 6:02 p.m.

2. PLEDGE TO THE FLAG

3. ROLL CALL

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

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

5. ANNOUNCEMENTS & PRESENTATIONS – None

6. HEARINGS & APPROVALS

6.1. Resolution 2023-30 – RESOLUTION AUTHORIZING THE TOWNSHIP OF LOWER MACUNGIE TO JOIN WITH OTHER PENNSYLVANIA LOCAL GOVERNMENT ENTITIES AND SCHOOL DISTRICTS AS A SETTLOR OF THE PENNSYLVANIA SCHOOL DISTRICT LIQUID ASSET FUND FOR THE PURPOSE OF INVESTING FUNDS ON A POOLED BASIS WITH FUNDS OF OTHER PENNSYLVANIA LOCAL GOVERNMENT ENTITIES AND SCHOOL DISTRICTS

This was discussed at the April Workshop and was tabled on May 4<sup>th</sup>. The Resolution allows for a short-term investment / checking account.

**Motion by Commissioner Beitler, seconded by Commissioner Shoemaker, to approve Resolution 2023-30. There were 3 ayes. Motion carried.**

7. PUBLIC COMMENT ON NON-AGENDA TOPICS

7.1. Dennis Seman, 1375 Heather Circle West, noted that an ordinance is needed to keep basketball hoops out of the right of way. He said basketball should be played in Township parks. Mr. Seman also noted that both Whitehall Township and Hanover Township banned all wood burning outside. He has requested this ban in LMT since 2012 and said it's needed for clean air.

7.2. George Kane, 2996 Macungie Road, read a statement on behalf of his wife, Elizabeth, and his neighbor, Jon Ulicny, which noted that stormwater management is needed in his area. He said there's a history of flooding and have documented with pictures and videos that they will share with the Township. He also expressed concerned with the proposed land development, Cove at Millbrook, and the possibility of increased flooding. They requested an engineering study for remediation. Vice President Ward encouraged them to continue to speak with staff.

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

8. COMMUNICATIONS

- 8.1. Willet Thomas, Former LMT Senior President – Letter of thanks for information on website and YouTube Channel.
- 8.2. Dania Kessler, 5259 Greenlawn Drive – Statement of Interest for Parks and Recreation Advisory Committee.
- 8.3. Heather Shirk, 7520 Catalpa Drive – Statement of Interest for the Library Board.
- 8.4. Dennis Seman, 1375 Heather Circle West – Concern for basketball hoops in the right of way and burning of wood outside.

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

10. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

**Motion by Commissioner Beitler, seconded by Commissioner Shoemaker, to approve the May 4, 2023 minutes as drafted. There were 3 ayes. Motion carried.**

11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

- 11.1. Mr. Beitel reviewed the May 18, 2023 Bill List, which is always available to view on the Township’s website prior to the meeting.

01	General Fund	\$427,891.42		33	Open Space Fund	
08	Sewer Fund	\$563,009.37		35	Liquid Fuels	
19	Debt Service Fund			37	Developers Impact	
30	Capital Projects Fund	\$22,924.38		01	Payroll	\$156,866.18
32	Federal Grants Fund			36	Developers Escrow	\$26,967.88
				<b>Total Funds</b>		<b>\$1,197,659.23</b>

**Motion by Commissioner Beitler, seconded by Commissioner Shoemaker, to approve the May 18, 2023 Bill List as drafted. There were 3 ayes. Motion carried.**

12. DEPARTMENTAL MATTERS

12.1. **Engineering**

- 12.1.1. Engineer’s Project Status Report: 1) Bids were received for the MS4 projects and for the bridge rehab project. 2) A pre-bid meeting was held for the Public Works Roof project and several contractors attended. 3) Facilities Director, Stan Cupp, has been working with Joao & Bradley Construction to connect the Township Building to public water. 4) There is progress with the Sauerkraut Lane Extension; the railroad crossing equipment is installed and the road is paved from Spring Creek Road to Quarry Road. There was also a lot of progress with easement agreements near Rt. 100. 5) There was a meeting with Hillside School in regards to the grant for a pathway along their property. They will take the information back to their Board.

In regards to Mr. Kane’s public comment, staff has engaged Mr. Cicak, Mr. Jones and the Water Resource Officer, Zach Graves, since the concerns were raised at the last Planning Commission. The area will be reviewed and will be discussed in detail at a future workshop; possibly in June. The Cove at Millbrook project has provided an extension until the end of summer to review the matter.

12.2. **Planning**

- 12.2.1. Resolution 2023-33 – A RESOLUTION REDUCING THE FINANCIAL SECURITY FOR THE SCHAEFER RUN COMMONS SUBDIVISION AND LAND DEVELOPMENT, NOW KNOWN AS HAMILTON WALK

**Motion by Commissioner Beitler, seconded by Commissioner Shoemaker, to approve Resolution 2023-33. There were 3 ayes. Motion carried.**

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

- 12.2.2. Resolution 2023-34 – RESOLUTION RENAMING SERVICE ROAD ONE TO CHARCOAL DRIVE

**Motion by Commissioner Beitler, seconded by Commissioner Shoemaker, to approve Resolution 2023-34. There were 3 ayes. Motion carried.**

- 12.2.3. Planner's Report: 1) An updated Official Map will be reviewed by the Planning Commission and then will be brought to the Board. 2) The June Planning Commission meeting will review the projects of Spring Creek Estates, Raising Cane's and Top Golf. 3) Three projects along Hamilton Blvd. are being recorded and we will see construction thereafter.

12.3. **Solicitor**

- 12.3.1. Solicitor's Report – No Report

12.4. **Township Manager**

- 12.4.1. Manager's Report: 1) An Executive Session for pending litigation is needed. 2) The May Workshop agenda only has three items. It was decided to cancel the Workshop and add the three items to the June 1<sup>st</sup> meeting. 3) We will submit a permit to PPL for street banners.

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. Park and Recreation Committee Vacancy (Application Deadline June 10<sup>th</sup>)  
 13.1.7. Annex Roof Project (Award June 1<sup>st</sup>)  
 13.1.8. Bridge Rehabilitation Project (Bids Due May 11<sup>th</sup>)  
 13.1.9. MS4 Projects (Bids Due May 12<sup>th</sup>)  
 13.1.10. Traffic Signal Applications (TE-160) for Signal Timing Modifications on Rt. 100 at Alburdis Road, Gehman Road & Willow Lane (Awaiting Review)  
 13.1.11. Accepting a Deed of Dedication for the Property Located at 1900 Mill Creek Road from the Lehigh County Authority (Awaiting Environmental Review)

13.2. **New Business** – None

14. BOARD OF COMMISSIONERS REPORT

- 14.1. The next Board Workshop is May 22, 2023 at 6 p.m. was cancelled.  
 14.2. The next Board Regular Meeting is June 1, 2023 at 6 p.m.

15. EXECUTIVE SESSION

- 15.1. An Executive Session was held after the meeting to discuss pending litigation.

16. ADJOURNMENT

Vice President Ward adjourned the meeting at 6:25 p.m.

Bruce Beitel  
Township Manager

Renea Flexer  
Asst. Township Manager/Secretary  
May 24, 2023