

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

The Board of Commissioners met on June 1, 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	Absent
Ron R. Beitler, Commissioner	Present
Maury G. Robert, Commissioner	Present
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 – None

7. PUBLIC COMMENT ON NON-AGENDA TOPICS

7.1. Dennis Seman, 1375 Heather Circle West, noted that he’s opposed to burning of wood outside. He’s also opposed to allowing portable basketball hoops in the right of way and that one permanent hoop was allowed. He provided newspaper articles to be forwarded to the Board regarding the person who was allowed to have the permanent hoop.

8. COMMUNICATIONS

8.1. Jonathan Ulicny, 3101 Macungie Road – Requests assistance with storm water. The agenda packet included the Township response letter. Staff will be meeting with the residents and will provide an update at a future workshop.

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 18, 2023 minutes as drafted. There were 4 ayes. Motion carried.

11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

11.1. Mr. Beitel reviewed the June 1, 2023 Bill List, which is always available to view on the Township’s website prior to the meeting.

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01	General Fund	\$294,592.84		33	Open Space Fund	\$25.81
08	Sewer Fund	\$16,679.35		35	Liquid Fuels	
19	Debt Service Fund			37	Developers Impact	
30	Capital Projects Fund	\$11,992.70		01	Payroll	\$166,041.24
32	Federal Grants Fund			36	Developers Escrow	\$55,787.85
				Total Funds		\$545,119.79

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve the June 1, 2023 Bill List as drafted. There were 4 ayes. Motion carried.

12. DEPARTMENTAL MATTERS

12.1. Engineering

12.1.1. Consideration of Bids for the Bridge Rehabilitation Project – This project was to paint the bridges on Smith Lane, in Camp Olympic Park and the bridge on Ash Lane. The one bid received of \$753,000 is much higher than expected and far exceeds the \$285,310 budgeted. It is recommended to deny the bid received.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to reject all bids for the Bridge Rehabilitation Project. There were 4 ayes. Motion carried.

12.1.2. Consideration of Bids for the MS4 Project – This is to rehabilitate the swales at Wild Cherry and on Princeton Road and naturalize a basin in Harvest Fields. Five bids were received and it is recommended to award to the lowest bidder, which is in line with the budget for the projects.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to award the 2023 MS4 Projects to Lawrence Site Contractors in the amount of \$174,728.25. There were 4 ayes. Motion carried.

12.1.3. Engineer’s Report: 1) Bids for the roof on the Public Works building are due on June 8th.

12.2. Planning

12.2.1. Planner’s Report: 1) The June Planning Commission agenda includes Raising Cane’s and Lehigh Valley Town Center (Topgolf). 2) Several land developments are being recorded. 3) Home Depot is nearing completion and then construction will begin on the out buildings.

12.3. Solicitor

12.4. Resolution 2023-35 – RESOLUTION TO ACCEPT FROM THE COUNTY OF LEHIGH, PENNSYLVANIA A DEED OF DEDICATION FOR A 1.16 ACRE PARCEL OF LAND LOCATED AT 1900 MILL CREEK ROAD, ADJACENT TO THE LITTLE LEHIGH CREEK, TO BE USED EXCLUSIVELY FOR OPEN SPACE, RECREATION AND PARKLAND

This property housed a former pump station for Lehigh County Authority and runs adjacent to creek. A Phase 1 environmental study was completed and there were no environmental impacts found for the site.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve Resolution 2023-35. There were 4 ayes. Motion carried.

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12.4.1. Solicitor's Report

12.5. **Township Manager**

12.5.1. Consideration of Park Memorial Request for Bruce D. Trotter at Municipal Complex – Request for a tree and plaque. This was reviewed and recommend by staff. Commissioner Beitler spoke very highly of Mr. Trotter, who was a teacher and coach when he was in school.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve the Park Memorial Request for Bruce D. Trotter. There were 4 ayes. Motion carried.

12.5.2. Manager's Report: 1) The pool opened Memorial Day weekend and will be open weekends until school closes, then will be open daily. 2) An Executive Session is needed after the meeting for pending litigation.

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 10th)

13.1.7. Annex Roof Project (Bids Due June 8th)

13.1.8. Traffic Signal Applications (TE-160) for Signal Timing Modifications on Rt. 100 at Albutis Road, Gehman Road & Willow Lane (Awaiting Review)

13.2. **New Business – None**

14. BOARD OF COMMISSIONERS REPORT

14.1. The next Board Regular Meeting is June 15, 2023 at 6 p.m.

14.2. The next Board Workshop is June 26, 2023 at 6 p.m.

15. EXECUTIVE SESSION

15.1. An Executive Session was held immediately after the meeting for pending litigation.

16. ADJOURNMENT

President Higgins adjourned the meeting at 6:14 p.m.

Bruce Beitel
Township Manager

Renea Flexer
Asst. Township Manager/Secretary
June 7, 2023