

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

The Board of Commissioners met on November 4, 2021 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 Beitler called the regular meeting to order at 7:02 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. 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)

4.1. Agenda Item 12.4.2, Consideration for Funding Request, was handled after Item 6.3, Resolution 2021-55.

5. ANNOUNCEMENTS & PRESENTATIONS – None

6. HEARINGS & APPROVALS

6.1. Consideration to Authorize the Solicitor to Draft and Advertise an Ordinance Setting the Earned Income Tax Rate – With the voter's approval of the referendum for .15% Earned Income Tax increase for Open Space, it's necessary to authorize the ordinance draft and advertisement to meet the deadline to adopt it on December 2<sup>nd</sup> to notify the DCED.

**Motion by Commissioner Higgins, seconded by Commissioner Robert, to authorize the Solicitor to draft and advertise an ordinance setting the Earned Income Tax rate. There were 5 ayes. Motion carried.**

6.2. Resolution 2021-54 – RESOLUTION AUTHORIZING THE CONVEYANCE OF CERTAIN REQUIRED RIGHT-OF-WAY FROM THE TOWNSHIP TO THE TOWNSHIP FOR THE CONSTRUCTION OF THE EXTENSION OF SAUERKRAUT LANE AND REALIGNMENT OF QUARRY ROAD

This is for road right of ways needed from lands owned by the Township for the Sauerkraut Lane extension.

**Motion by Commissioner Higgins, seconded by Commissioner Ward, to approve Resolution 2021-54. There were 5 ayes. Motion carried.**

6.3. Resolution 2021-55 – RESOLUTION AUTHORIZING CERTAIN TEMPORARY EASEMENTS RELATING TO THE CONSTRUCTION OF THE EXTENSION OF SAUERKRAUT LANE AND REALIGNMENT OF QUARRY ROAD

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This is for a temporary construction easement and grading easement which is necessary for the construction of the Sauerkraut Lane extension.

**Motion by Commissioner Higgins, seconded by Commissioner Robert, to approve Resolution 2021-55. There were 5 ayes. Motion carried.**

**7. PUBLIC COMMENT ON NON-AGENDA TOPICS**

7.1. Dennis Seman, 1375 Heather Circle West, noted that Congresswoman Susan Wild told him he has a constitutional right to express concerns to higher authority. He read information from the EPA stating that burning wood in homes during the winter is more pollutant than smoking cigarettes. He feels this is a health concern that shouldn't be ignored and LMT should ban all outdoor woodburning.

**8. COMMUNICATIONS**

8.1. Christopher Sacchi, Chair of the EAC – Notice of Ted Wells resignation from the Environmental Advisory Council.

**Motion by Commissioner Higgins, seconded by Commissioner Ward, to regretfully accept the resignation of Ted Wells from the EAC. There were 5 ayes. Motion carried.**

**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 October 21, 2021 minutes as drafted. There were 5 ayes. Motion carried.**

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

11.1. Mr. Beitel reviewed the November 4, 2021 Bill List.

01	General Fund	\$460,403.09	37	Developers Impact	
08	Sewer Fund	\$6,476.05	01	Payroll	\$148,953.24
30	Capital Projects Fund	\$1,259.63	36	Developers Escrow	\$55,714.24
35	Liquid Fuels	\$43,607.83		<b>Total Funds</b>	<b>\$716,414.08</b>

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

**12. DEPARTMENTAL MATTERS**

**12.1. Engineering**

12.1.1. Engineer's Report: 1) Work continues on the 2021 sanitary sewer slip lining project. 2) Both the Gehman Road Bridge and the Community Center Roof Repair projects are out to bid. The pre-bid meeting today for the Community Center went well and the pre-bid meeting for the bridge is November 5<sup>th</sup>.

**12.2. Planning**

12.2.1. Review Mertztown Road Residential Subdivision – The project, which is part of the Spring Creek Properties Settlement Subdivision, consists of 400 dwelling units; 268 single family dwellings and 132 townhomes. The townhomes have 24 visitor parking spaces and a trail system and a crushed stone trail. There is a generous amount of landscaping, which most will be used as BMP's. The

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Planning Commission recommends approval with some conditions. There will be a homeowners association that will be responsible for privately owned facilities and the greenway trail. A pipeline will be relocated. It was discussed to have a walking path along Locust Lane and will be looked into; this would be in place of the deferral Locust Lane. It was previously discussed that part of the project would be 55 and older. It was noted that the age restriction was in the settlement agreement, but at Mr. Jaindl's discretion. It was discussed that the roads would be private; the applicant said their intent was for public roads. The Township will be responsible to own and maintain a sewer pumping station as per the settlement agreement; LMT will need to contract with an entity to provide that service. Staff will need to look into the possibility for others to connect to the sewer system. The Board will consider this plan approval on November 18<sup>th</sup>.

12.2.2. Planner's Report – No report

12.3. **Solicitor**

12.3.1. Solicitor's Report – No report

12.4. **Township Manager**

12.4.1. Resolution 2021-56 – AUTHORIZING THE SALE OF PERSONAL PROPERTY

LMT has 13 various items to dispose of via an online auction via municibid.com. The reserves for the two mowers will be increased and prior to listing the vintage Mack Truck seat, LMT will check if it can be donated to the Mack Truck Museum.

**Motion by Commissioner Higgins, seconded by Commissioner Robert, to approve Resolution 2021-56. There were 5 ayes. Motion carried.**

12.4.2. Discussion and Possible Consideration for Funding Request for Proposal – With the successful referendum for an EIT increase for open space, the Township has identified potential lands to purchase. Consequently, it's necessary to seek and secure funding. Representatives from PFM prepared different funding options and a timeline to release the request for proposals (RFP) on November 5<sup>th</sup>, receive proposals on November 23<sup>rd</sup> and consider approval on December 16<sup>th</sup>. There was discussion on the amount that should be borrowed and how much the EIT increase will generate. Settlement of the bank loan could happen with this timeline on January 20, 2022.

**Motion by Commissioner Higgins, seconded by Commissioner Robert, to move forward with requests for funding proposals. There were 5 ayes. Motion carried.**

12.4.3. Manager's Report – No further report.

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.

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**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. Chapter 18 Sewers Amendment (To Be Drafted)
- 14.1.3. Chapter 23 Stormwater Amendment (To Be Drafted)
- 14.1.4. Chapter 27 Zoning Amendment, Lookback (To Be Drafted)
- 14.1.5. Parking Agreement for Wescosville Community Center (Possible Extension in December)
- 14.1.6. 2022 Fee Schedule (Consider January 3<sup>rd</sup>)
- 14.1.7. 3500 Brookside Road Conditional Use Hearing (By January 31<sup>st</sup>)
- 14.1.8. MS4 PRP Project – Brandywine (November Workshop)
- 14.1.9. Design Manual for 5G Small Wireless Facilities (Consider November 18<sup>th</sup>)
- 14.1.10. Community Center-Library Roof Repairs (Bid Opening November 15<sup>th</sup>)
- 14.1.11. Gehman Road Bridge Replacement (Bid Opening November 16<sup>th</sup>)
- 14.1.12. Resolution 2021-52 – Security Release for The Hills at Lock Ridge Phase 1A, Final Escrow Release (Tabled on October 21<sup>st</sup>)

**14.2. New Business**

- 14.2.1. Possible BOC Special Meeting on November 15<sup>th</sup> at 6 p.m. – The Board was in favor of the Special Meeting to review budget adjustments with the EIT increase.

**15. BOARD OF COMMISSIONERS REPORT – None**

**16. PUBLIC COMMENT**

- 16.1. Dennis Seman, 1375 Heather Circle West, confirmed with the Board that any vegetation that grows past the curb can cause a line of sight issue and can be in the way of trucks plowing. He said that stones from the street are pushed into the yard when the snow is plowed and also that his reflectors were knocked over from the snow. He mentioned a different type of machine that would be better to remove snow instead of plowing, but that machine is designed to use in cities where there's no place to put the snow.

**17. EXECUTIVE SESSION – None**

**18. ADJOURNMENT**

President Beitler adjourned the meeting at 8:15 p.m.

Bruce Beitel  
Township Manager

Renea Flexer  
Asst. Township Manager/Secretary  
November 10, 2021