

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
April 18, 2017

The meeting of the Coopersburg Borough Council was held on Tuesday, April 18th, in Council Chambers at Borough Hall and called to order by Council President Felch at 7:00 p.m.

OPENING CEREMONIES

The Pledge of Allegiance was recited.

Roll Call was taken by Manager Paashaus. All present were Mayor Hovis, Council Members Felch, Balascak, Greenland, Poot, Snyder, Thrapp, Solicitor Capehart, and Engineer Erdman. Council Member Pica was absent.

AGENDA

The Agenda was adopted as written without any objection.

PUBLIC COMMENT

Joseph Ellenberger, 326 S 9th St, questioned if the next scheduled meeting would be canceled due to the conflict with the election primary. The Manager stated that the meeting would be held as scheduled in the same building. However, it would likely be relocated to the Borough Office.

CONSENT AGENDA

A Motion was made by Poot and seconded by Snyder to receive the Monthly Reports (Council Information, Police report, Vehicle roster, and Zoning Report), and approve the previous meeting minutes from March 21, 2017 and April 3, 2017. The Monthly Financial Reports and Audit Report were removed by Balascak for discussion later in the meeting.

The Consent Agenda (without the Audit and Finance Reports) passed by a vote of 6-0.

ACTION ITEMS

1. A Motion was made by Balascak and seconded by Snyder to approve the payment to Upper Saucon Township for its Sewer Treatment Plant operational costs for the 2015/2016 Sewer-Billing Year at a total of \$259,379.07.
The Motion passed by a vote of 6-0.
2. A Motion was made by Balascak and seconded by Greenland to approve the payment to Upper Saucon Township for its Sewer Treatment Plant capital costs for the 2015/2016 Sewer-Billing Year at a total of \$51,087.23. **The Motion passed by a vote of 6-0.**
3. A Motion was made by Balascak and seconded by Poot to approve the Oxford Ridge Planning Module. Erdman stated that this was a formal process required by DEP to approve the sewer module. **The Motion passed by a vote of 6-0.**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Council Member Balascak gave the following summary items from the committee meeting:
 - Sewer – Upper Saucon Township assisted the Borough by TV'ing the sewer lines on West State Street. Several issues were uncovered and it will be reviewed by the committee. The Flo-Totes have been fixed and the committee will be reviewing what sewer lines should be monitored.
 - Water – The Authority voted to replace the outdated, problematic, mobile terminal reader for a cost of \$9,875.00. The Authority is waiting for the DEP blending permit at Well #3 and the final design for the water line on 7th Street and Stopp Lane. A new lease is being reviewed for the farmhouse at the reservoir property, and the grant application for the reservoir roof was denied. The Public Works department has started cleanup work at the reservoir property.
 - W Fairmount Curbing – Several residents from W Fairmount were present at the committee meeting to discuss the curbing project. Paul Mattiola is taking the lead to line up a contractor to do the whole project. The Borough will not get involved beyond replacement of driveway aprons, yards, and extend the timeframe for completion. Balascak stated that the curbing must be completed this year. Snyder stated that Council should be proactive with future curbing and road projects.
 - Mertz Vacation – The committee met with Mr. Mertz regarding his request to vacate a borough right-of-

way. The committee believes that the Borough should retain the paper street and suggested that Mr. Mertz should design a plan to put the garage improvement somewhere else on his property, outside of the right-of-way. The Manager will draft a letter to respond to the resident's request.

- Pinebrook Manor – The committee reviewed 2 plans, the original approved plan and an as-built plan. The committee and engineer recommends to have the bollards placed at the exit to Tilghman Street, that Council should approve the additional parking on the as-built plan, that the contractor should complete the original landscaping plan, and construct a sidewalk connecting the existing sidewalk to the parking areas. Erdman communicated these statements to the developer.
- MS4 – Balascak reviewed the current timeframe for permit renewal and the beginning of the Pollution Reduction Plan. A map has been developed by the engineer to show the storm sewer, outfalls, and zones for reduction. This plan is very costly, and to implement the plan will be a hardship on the Borough. Balascak stated that he will be voicing his concern to Representative Simmons regarding this unfunded mandate from the state. Felch stated that as Vice President of Council, Balascak could speak on behalf of Council regarding the MS4 concerns.

2. Public Safety/Governmental Relations

- a. Council Member Balascak thanked the committee and police for their diligence to prohibit vehicles from parking on sidewalks. There was further discussion regarding narrow roads and no parking areas.

3. Administration and Finance

- a. No additional report.

REPORTS OF PROFESSIONAL ADVISORS

- 1. Solicitor: No additional report.
- 2. Engineer: Engineer Erdman stated that the current development projects were progressing.
- 3. Borough Manager: No additional report.

UNFINISHED BUSINESS

- 1. Municipal Parking will remain on the Agenda.
- 2. RFP for Engineering/Code Enforcement will remain on the Agenda.

NEW BUSINESS

Council Member Balascak requested further information regarding the 2016 Audit. The Manager will provide the detail of specific numbers to Balascak (completed immediately after the meeting). Felch stated that the Auditor met with the Administration and Finance committee to review the audit. The Auditor stated that it was a "clean audit" and that they are happy with the Borough's financial procedures and financial health. A Motion was made by Poot and seconded by Greenland to approve the 2016 Financial Audit by Loch, Elsenbaumer, and Newton. **The Motion passed by a vote of 6-0.** Balascak stated that his questions about the monthly finance reports were answered by the Audit discussion. A Motion was made by Balascak and seconded by Poot to receive the monthly financial reports for March. **The Motion was passed by a vote of 6-0.**

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting adjourned at 7:50 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President