

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
August 16, 2016

The meeting of the Coopersburg Borough Council was held on Tuesday, August 16th, 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, Pica, Poot, Thrapp, Engineer Erdman, and Solicitor Alpert. Council Member Snyder was absent.

AGENDA

A Motion was made by Pica and seconded by Thrapp to approve the Agenda with the addition of an authorization of payment and the removal of Action Item #2 (Curb Specification Modification). Felch stated that there will be a short Executive Session dealing with a personnel matter later in the meeting. **The Agenda was approved with modifications by a vote of 6-0.**

PUBLIC COMMENT

No Public Comment.

CONSENT AGENDA

A Motion was made by Pica and seconded by Thrapp receive the Monthly Reports (Council information, Police report, Vehicle roster, Fire Reports, Zoning Report), and approve the Previous Meeting Minutes from July 19, 2016. Balascak requested the removal of the monthly financial reports to review later in the meeting. **Consent Agenda passed by a vote of 6-0 (without the Monthly Financial Reports).**

ACTION ITEMS

1. A Motion was made by Poot and seconded by Pica to give final approval to Ordinance 655 restricting parking on E Charles Street and adding a handicap parking space at 236 E State Street. **Ordinance 655 passed by a vote of 6-0.**
2. Removed from the Agenda
3. A Motion was made by Balascak and seconded by Greenland to approve a payment to National Water not to exceed \$64,712.00 for their CDBG work. The Manager will work with the Engineer to resolve any issues prior to making the payment. **Resolution 2016-20 passed by a vote of 6-0.**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Septic – Council Member Balascak stated that there were several issues with the CDBG work including a late start, missing paperwork, a sewer backup with damage to 2 residences, and insurance claim concerns.
 - b. Highway – Council Member Balascak stated that work was scheduled to improve E Charles Street and Horse Alley over the next several weeks. Balascak requested a status on Freedom Drive (near Cooper Farms). Currently the Manager will be pursuing a meeting with the residents. There was further discussion regarding “Implied Acceptance”, the percentage of the space being maintained by the Borough, and the benefit for utility access.

Council Member Balascak stated that a letter was sent to the residents on W Fairmount Street explaining that it was their responsibility to replace their curbing and the deadline was June 30,

2017. Robert Stets, 771 W Fairmount Street, was present and asked several questions. There was further discussion regarding the necessity of curb replacement, the deterioration of the street, curbing requirements, and the history of the project to date. Balascak clarified that the road will be replaced in 2018, and the residents are responsible to get a contractor to replace their sections of curbing. The curb specifications are still under review by the committee. At this time, no changes have been made to the current specifications.

- c. Water – Council Member Balascak stated that the Water Authority owes approximately \$80,000 to the Borough and is working on a plan to pay back the debt.

2. Public Safety/Governmental Relations

- a. No additional report.

3. Administration and Finance

- a. A Motion was made by Poot and seconded by Pica to approve a payment to Keystone Consulting Engineers in the amount of \$4,750 for Inspection Services on the CDBG project. **The Motion passed by a vote of 6-0.**

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: No additional report.
3. Borough Manager: Manager Paashaus stated that the Borough Hall generator was no longer in service and was irreparable. Borough Hall needs a generator for emergency purpose and this will need to be replaced as soon as possible.

UNFINISHED BUSINESS

1. Compost site will remain on the Agenda.
2. Municipal Parking will remain on the Agenda.
3. RFP for Engineering/Zoning/Code Enforcement will remain on the Agenda.

FROM THE CONSENT AGENDA

1. Council Member Balascak requested further review and clarification of the Monthly Financial Reports. There was further clarification regarding several expense line items including 409 Building and Maintenance, 430 Highway Department, and 486 Insurance. Manager Paashaus gave further explanation of these items. Balascak stated his appreciation for the Budget being on track for 2016. There was further discussion regarding Capital Improvements, one-time expenses, a rainy day fund, and the quarterly pension report. A Motion was made by Balascak and seconded by Poot to receive the Monthly Finance Reports including the quarterly pension report, subject to annual audit. **The Motion passed by a vote of 6-0.**

EXECUTIVE SESSION

Council went into an Executive Session regarding a personnel matter at 7:57 PM.

Council returned to normal session at 8:19 PM.

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting was adjourned at 8:20 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President