

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
August 20, 2013

The meeting of the Coopersburg Borough Council was held on Tuesday, August 20th, in Council Chambers at Borough Hall. The meeting was called to order by Council President Felch at 7:00 p.m.

OPENING CEREMONIES

No opening ceremonies.

Roll call was taken by Manager Paashaus. Also present were Mayor Mack, Council Members Balascak, Lundy, Nalichowski (arrived late), Walters, Solicitor Gittinger, and Engineer Erdman. Council Members Minarik, Greenland, and Jr. Council Member Hewins were absent.

AGENDA

A Motion was made by Balascak and seconded by Lundy to accept the Agenda with an addition of Action Item “f” regarding a payment to SWERP, Inc. **The Agenda passed by a vote of 5-0.**

PUBLIC COMMENT

No Public Comment.

CONSENT AGENDA

A Motion made by Walters and seconded by Balascak to receive the Monthly Financial Statements, receive the Monthly Reports (Council information, Police Report & Vehicle Roster), receive the Second Quarter Pension Reports, and approve the Previous Meeting Minutes from July 16, 2013. The following statement was added to the Agenda: “If any Council Member wishes to debate or discuss an item on the Consent Agenda, it will be removed and docketed just prior to adjournment. Such requests must be made when the Consent Agenda is presented”. **Consent Agenda passed by a vote of 5-0.**

ACTION ITEMS

- a. Trick-or-Treat in the Borough was set for Friday, October 25, 2013 from 6:00 PM to 8:00 PM. This was confirmed to be the same night as Upper Saucon. **Approved by consensus.**
- b. Council President Felch introduced Tina Roseberry from SSM Group, Inc. In his introduction, Felch stated that Comprehensive Planning Team recommends contracting with SSM for planning services related to preparing an analysis of the Borough’s current zoning. Roseberry stated her prior experience and answered questions regarding the process and analysis. There was further discussion regarding the PEL report, education, landlord – tenant concerns, and a final deliverable report. A Motion was made by Balascak and seconded by Lundy to Contract with SSM Group, Inc. using Tina Roseberry for Phase I of a professional planning service related to reviewing and revising the Borough’s Zoning Code at a cost of \$3,600.00. **Motion passed by a vote of 5-0.**
- c. A Motion was made by Balascak and seconded by Walters to approve payment #2 for Professional Services & Inspection of the 2013 Sanitary Sewer System Rehabilitation Project from ARRO Consulting, Inc. in the amount of \$2,090.00. **Motion passed by a vote of 5-0.**
- d. A Motion was made by Nalichowski and seconded by Balascak to approve Ordinance #642 establishing a handicap parking space in the first block of South Second Street. **Ordinance #642 passed by a vote of 5-0.**
- e. A Motion was made by Balascak and seconded by Lundy to approve Resolution 2013-8 adopting

the Lehigh Valley 2013 Hazard Mitigation Plan. **Motion passed by a vote of 5-0.**

- f. A Motion was made by Balascak and seconded by Walters to approve the final payment for Contract "C" to SWERP, Inc. for the 2013 Sanitary Sewer System Rehabilitation Project in the amount of \$21,855. **Motion passed by a vote of 5-0.**

REPORTS OF COMMITTEES

1. Infrastructure

- a. Septic – Council Member Balascak reported that the Borough has had heavy rain and no alarms have sounded at the metering station. Balascak also asked about the status of any Flow Data. No new data has been necessary.
- b. Highway – Council Member Balascak reported that the Landis Street Storm Sewer project was delayed due to PPL not moving power lines from an old utility pole. Balascak raised a discussion regarding the extension of sidewalk on the south-west side of West State Street. The discussion consisted of sidewalk and curb requirements, method of installation, speed control on West State Street, and other public safety concerns. The Solicitor will research the requirements for residents to finish the sidewalk.
- c. A Motion was made by Balascak and seconded by Lundy to post a Stop Sign at the intersection of Carpenter Alley and South Fourth Street heading east. The solicitor stated that the state vehicle code does not require a stop sign on alleys, yet vehicles still need to stop. **Motion passed by a vote of 5-0.**
- d. A Motion was made by Balascak and seconded by Walters to have the solicitor prepare the proper documents and take the steps needed to vacate Chestnut Alley east of Rt 309. There was further discussion regarding concern over the long-term impact of vacation, and how it would benefit the requestor. Felch stated that it was a positive vacation request but had reservations due to permanency. **The Motion was rescinded by Balascak and the second was rescinded by Walters for further research.**
- e. Water – Council Member Balascak reported that there were 568 water meters installed to date.

2. Public Safety

- a. Mayor Mack reported that the police chief search committee had met, set criteria, and advertised the future position in the Morning Call. There was further discussion surrounding the process and involving law enforcement experienced individuals in the interview process.
- b. Mayor Mack reported that there has not been any progress on the EMS building renovations.
- c. Council Member Balascak requested a status on the Electronic Speed Board. It was reported that the board was in disrepair and would be added to Unfinished Business for future meetings.

3. Government Relations

- a. MECAB – Council Member Nalichowski reported that MECAB will not be meeting until the last Wednesday of September at Wilson Borough.

4. Administration and Finance

- a. Council President Felch stated that the Admin Committee had begun Budget discussions for 2014.

REPORTS OF PROFESSIONAL ADVISORS

1. Jr. Council: Not Present
2. Solicitor: No Report
3. Engineer: No Report
4. Borough Manager: Manager Paashauss reminded Council that the next Committee Workshop

would be in October, due to the Labor Day holiday in September. The October 7th Workshop would include a budget hearing for all individuals and organizations that the Borough supports financially. The manager will request their attendance. Paashaus reminded council that the Halloween Parade was scheduled for October 13th at 3:00 PM with a rain date the following Sunday and all members of Council were invited to participate. Paashaus requested Council's approval to move funds from the general fund to an existing investment account. Council confirmed that no action was necessary to do this transfer to an existing account.

UNFINISHED BUSINESS

1. Rails to Trails – Remains on Agenda.
2. Consolidation of the Compost Site – Remains on Agenda
3. Ambulance Building – Remains on Agenda

NEW BUSINESS

1. Council Member Nalichowski requested an update on the Pinebrook property. There was no material update besides having multiple meetings with the developer. The zoning consultation contracted earlier in the meeting would help with this concern.

ADJOURNMENT

Council Member Lundy made a motion to adjourn which was seconded by Balascak. The meeting was adjourned at 8:54 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President