

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
December 15, 2015

The meeting of the Coopersburg Borough Council was held on Tuesday, December 15th, in Council Chambers at Borough Hall and called to order by Council President Felch at 7:00 p.m.

OPENING CEREMONIES

No Opening Ceremony.

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

AGENDA

The Agenda was ordered approved with the addition of a brief report from the Comprehensive Planning Team.

PUBLIC COMMENT

Brennen Harding, Fire Department Chief, introduced himself to Council and was thanked by Council for his continued leadership and improvement of the Fire Department.

CONSENT AGENDA

A Motion was made by Pica and seconded by Thrapp to receive the Monthly Financial Statements, receive the Monthly Reports (Council information, Police report, Vehicle roster, Fire Report), and approve the Previous Meeting Minutes from November 17, 2015. **Consent Agenda passed by a vote of 6-0.**

ACTION ITEMS

1. A Motion was made by Pica and seconded by Thrapp to approve Ordinance 652 adopting the 2016 Borough Budget for fiscal year January 1 through December 31, 2016. **Ordinance 652 passed by a vote of 6-0.**
2. A Motion was made by Pica and seconded by Thrapp to approve Ordinance 653 fixing salaries, bonds, and duties of Borough Officials, Appointees, and Employees for fiscal year January 1 through December 31, 2016. Balascak proposed a change in appointing the Zoning Officer. There was further discussion regarding the option to amend the ordinance, appoint a new officer, and clarification that the appointees work at the pleasure of Council. Council wishes to review the appointment further before taking action and will move the subject from Old Business to the regular Agenda at a future Council meeting. **Ordinance 653 passed by a vote of 6-0.**
3. A Motion was made by Pica and seconded by Thrapp to approve Ordinance 654 establishing the Real Estate Tax Rate at 5.4mils for fiscal year January 1 through December 31, 2016. Manager Paashaus stated that the current Council should be commended for accomplishing several positive actions that benefit the Borough greatly and doing so without having to raise taxes. **Ordinance 654 passed by a vote of 6-0.**
4. A Motion was made by Balascak and seconded by Pica to approve Resolution 2015-16 dedicating up to \$50,000.00 as a short term loan to the Coopersburg Municipal Authority for the purpose of a Water Main Replacement on 9th Street and West Station Avenue. Balascak stated that the Municipal Authority has had a shortfall in finances due to several sizable debts of capital improvements in 2015, and the Authority will repay any loan with the first or second quarter water revenues. **Resolution 2015-16 passed by a vote of 6-0.**
5. A Motion was made by Pica and seconded by Thrapp to accept the resignation of Council Member Mack with gratitude. Felch stated that Mack served as Mayor for many years, filled a vacancy when needed, and has served as a Council Member for 2 years. **The Motion was passed by a vote of 6-0.**

PUBLIC COMMENT (LATE)

Three residents from Hillside Drive arrived to the meeting after the Public Comment portion of the Agenda and requested a status of the Cooper Farms Subdivision. Erdman stated that the project had a number of issues including safety concerns, road access issues, sidewalk improvements, and other waiver requests. There has not been another submission to Council for review and therefore no action was on the Agenda. There was further discussion regarding the access on Hillside Drive known as Freedom Way, safety concerns, the number of houses on cul-de-sac, and traffic improvements. Felch stated that the plan was in flux and that future meetings will be held to review any future, changed plans.

REPORTS OF COMMITTEES

1. Infrastructure

- a. Council Member Balascak reported that the committee held an additional meeting on November 24th for the purpose of reviewing the Cooper Farms Subdivision, Cooper Farms Waiver requests, safety issues, the S&L Development Lot-line Adjustment, and the Oxford Ridge Subdivision. All projects are under further review. Balascak reported that the Oxford Ridge Subdivision was notified that the committee would NOT recommend the Borough assuming responsibility for any drainage retention for the subdivision. The committee authorized Keystone Consulting to provide an in-depth storm water study for South Main Street from State Street to Thomas or Charles Street. Balascak stated that the engineer was reviewing the request by the Comprehensive Planning Team to move the Main Street centerline. There was further discussion regarding the safety concerns about moving the line, the process with Penn-Dot, and parking issues. Balascak reported that the MS4 permit report was reviewed and that improvements to the Borough information would be taking place in 2016.
- b. Water – Council Member Balascak stated that the Authority accepted the bid for the Well #1 Property on Station Avenue, and that they are pursuing a loan for funding capital improvements. The Authority’s 5 year plan has moved “securing the reservoir” and “repairing the reservoir roof” to high priority items. Balascak stated that the water line installation on 9th Street and West Station Avenue was complete.
- c. Septic – Council Member Balascak reported that Upper Saucon Township’s Sewer Engineer, Karl Schreiter, established a sewer EDU Connection Plan allocating an additional 100 EDUs to the Borough. This amount will cover all proposed and future developments. The Manager will meet with Upper Saucon to establish an agreement for these EDUs.

2. Public Safety/Governmental Relations

- a. Mayor Hovis stated that the Caroling and Tree Lighting event went well on Sunday night, the Police renovation was nearing completion, and the Fire Company was continuing to provide good communication with Council. Balascak requested information regarding the potential replacement of the Fire Company’s Brush Truck. Rehrig, representative of the Fire Company, stated that they are currently reviewing their finances in regards to the replacement of the vehicle.

3. Administration and Finance

- a. Council President Felch stated that a communication was received from the Tax Collector with a return address of Lititz, PA. According to Borough Code, the Tax Collector must reside in the Borough of Coopersburg to hold the elected position. There was further discussion regarding what direction Council should pursue, how to establish residence, and how strong of a pursuit is needed in this situation. Council directed Solicitor Alpert to have correspondence with the Tax Collector to inquire status.

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: Engineer Erdman stated that both Cooper Farms and Oxford Ridge Subdivisions were working on revised plans for submission.

3. Borough Manager: No additional report.

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 be moved to the regular Agenda.

NEW BUSINESS

1. Council President Felch gave an update regarding the Comprehensive Planning Committee and the application for a Multi-modal Transportation Grant for the Streetscape Plan. This grant would enable the Streetscape Plan to begin Phase 1.
2. Council President Felch opened a discussion regarding a replacement for the vacant Council position as a result of Mack's resignation. Council has 30 days to appoint a new Council member. There was further discussion regarding the continuity of committee work, November's election results, public advertisement, and the desirable criteria for a Council member. Council directed the Manager to advertise the vacancy and invite any applicants to the January 4th Reorganization Meeting. The Manager was instructed to invite the runner-ups in the November election for consideration.

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Pica. The meeting was adjourned at 8:10 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President