

**COOPERSBURG BOROUGH COUNCIL**  
**Regular Meeting Minutes**  
**February 16, 2016**

The meeting of the Coopersburg Borough Council was held on Tuesday, February 16<sup>th</sup>, 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 Balascak, Felch, Greenland, Snyder, Pica, Poot, Thrapp, Engineer Erdman, and Solicitor Alpert.

**AGENDA**

**The Agenda was ordered approved without objection.**

**PUBLIC COMMENT**

No Public Comment

**CONSENT AGENDA**

Felch Moved to receive the Monthly Reports (Council information, Police report, Vehicle roster, Fire Report, and Zoning Report), and approve the Previous Meeting Minutes from January 19, 2016 and February 1, 2016. Balascak requested to remove the financial reports. **The Consent Agenda passed without the financial reports by a vote of 7-0.**

**ACTION ITEMS**

1. A Motion was made by Pica and seconded by Thrapp to appoint Kristina Bealer as the Borough Tax Collector for the remainder of the vacant term. Pica stated that the Administration Committee interviewed two qualified applicants for the position and thanked both interested parties. Balascak stated that Bealer has done a good job as the Municipal Authority Treasurer and endorsed the appointment. **Kristina Bealer was appointed as the new Tax Collector by a vote of 7-0.**
2. A Motion was made by Pica and seconded by Thrapp to approve the designation of emergency medical services coverage to the Borough. **Resolution 2016-2 passed by a vote of 7-0.**
3. A Motion was made by Thrapp and seconded by Snyder to temporarily restrict traffic on multiple Borough roads for the purpose of having the 11<sup>th</sup> Annual Coopersburg 5k on May 28, 2016. **Resolution 2016-3 passed by a vote of 7-0.**

**REPORTS OF COMMITTEES**

1. Infrastructure
  - a. Septic – Council Member Balascak stated that the committee had an extensive meeting on February 1<sup>st</sup> regarding the price of sewer EDU's from Upper Saucon Township, the CDBG work and schedule, and the updated total remaining EDU count for the Borough.
  - b. Highway – Council Member Balascak reported that the Public Works Department handled the record snowfall well, and that the West Fairmount curb project will be having a pre-construction planning meeting for affected residents. Balascak stated that the MS4 Stormwater Program will continue with public, staff, and Council education. The committee is working through an outline of requirements and guidelines. Balascak stated that Municipal Authority is dealing with an issue regarding the East Station Avenue Bridge utility relocation. A Motion was made by Greenland and seconded by Balascak to waive the intersection grading requirement of 4% for the Oxford Ridge Subdivision where Oxford Ridge Circle meets Oxford Ridge Court. The grade will be 6%. Erdman clarified that this was a waiver of a SALDO requirement and a safety issue. **The Motion passed by a vote of 7-0.**

- c. Water – Council Member Balascak reported that the Well #1 property was completely sold and transferred to the new owner, the inter-municipal agreement was continuing to be worked on, the Municipal Authority has drafted a 5 year capital improvement plan, and that Neal Kern has retired as the Authority Engineer. There was discussion regarding a gift for Kern, and the committee will give it consideration. Balascak stated that the Municipal Authority Financial Audit was nearing completion for the 2015 fiscal year.

2. Public Safety/Governmental Relations

- a. Mayor Hovis reported that the Police Station Renovation was almost complete.

3. Administration and Finance

- a. No additional report.

**REPORTS OF PROFESSIONAL ADVISORS**

1. Solicitor: No additional report.
2. Engineer: No additional report.
3. Borough Manager: Manager Paashaus stated that there was in-depth research done regarding the costs of liability insurance for the Borough. Two different proposals were reviewed and the current provider has dropped their 2016 premium significantly. There was further discussion regarding insurance costs, coverage, and the future cost of Workman’s Comp insurance. The Borough will remain with HA Thompson for liability insurance but will review Workman’s Comp before its renewal in May.

**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.

**NEW BUSINESS**

Council Member Balascak requested clarification on the monthly financial reports. Paashaus stated that the Borough is in good financial standing with a significant amount of debt paid off in 2015. There was further discussion regarding lowering debt, pension solvency, and future MS4 costs. A Motion was made by Pica and seconded by Poot to receive the monthly finance reports (Balance Sheet, P&L Summary, and Annual Pension Reports). **The Motion passed by a vote of 7-0.**

**ADJOURNMENT**

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting was adjourned at 7:40 PM.

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Timothy Paashaus – Borough Manager

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John Felch, Jr. – Council President