

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
February 21, 2017

The meeting of the Coopersburg Borough Council was held on Tuesday, February 21st, 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, Snyder, Thrapp, Solicitor Capehart, and Engineer Erdman. Council Members Pica and Poot were absent.

AGENDA

The Agenda was adopted as written without any objection.

PUBLIC COMMENT

Robert Stets, 771 W Fairmount Street, was present to discuss the curbing project on W Fairmount Street. There was discussion regarding the depth of curbing, curb reveal, and grade of the new roadway. Stets stated that his curbing was acceptable and is unwilling to replace it (letter sent in January 2017). Balascak stated that the curbing would need to be replaced if it did not meet the requirements for the new road and grade. Erdman will review the measurements and plan in order to report back to Council.

CONSENT AGENDA

A Motion was made by Snyder and seconded by Greenland to receive the Monthly Reports (Monthly Financial Reports, Annual Pension Statement, Police report, Vehicle roster, and Fire Report), and approve the previous meeting minutes from January 17, 2017. Erdman stated that the Zoning Report was not present due to the lack of any Zoning applications. **The Consent Agenda passed by a vote of 5-0.**

ACTION ITEMS

1. A Motion was made by Snyder and seconded by Greenland to approve temporary traffic restrictions on multiple Borough roads for the Annual Coopersburg 5k on May 27th. **Resolution 2017-3 passed by a vote of 5-0.**
2. A Motion was made by Balascak and seconded by Snyder to allow the Community Outreach Benefit Banner across Main Street. **Resolution 2017-4 passed by a vote of 5-0.**
3. A Motion was made by Snyder and seconded by Thrapp to allow the Coopersburg Community Day Banner across Main Street. **Resolution 2017-5 passed by a vote of 5-0.**
4. A Motion was made by Greenland and seconded by Balascak to allow the Coopersburg Halloween Parade Banner across Main Street. **Resolution 2017-6 passed by a vote of 5-0.**
5. A Motion was made by Balascak and seconded by Thrapp to deny the request by Southern Lehigh Living Memorial Park to waive the minimum utility charges from the former VFW building. Balascak stated that Council has historically denied these requests. There was further discussion regarding the danger of setting a precedent for other waivers, the future needs of the property, and the minimum fixed costs for utilities. **The Motion passed by a vote of 5-0.**
6. A Motion was made by Thrapp and seconded by Snyder to accept the resignation of Linda Minarik from the Saucon Rail Trail Commission with thanks. **The Motion passed by a vote of 5-0.**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Septic: Council Member Balascak stated that 11 sewer laterals on W State Street were in need of repair by the Public Works Department. There was further discussion regarding main line lining and the order of repairs. The Committee will review the project and give a directive. Balascak reported that the portable sewer meters were currently being repaired and will be placed prior to the spring rain season.
 - b. Highway: Council Member Balascak stated that the Public Works Department has several jobs lined up for the next few months and requested a monthly work report. There was further discussion regarding the

number of labor hours needing to be filled, future work scheduled, and oversight. Balascak reported that the stream under the W Fairmount Street Bridge needs to have sediment cleared. Erdman stated that no permit was needed if the work stayed within 50 feet of each side of the bridge.

A Motion was made by Balascak and seconded by Thrapp to require Turkey Hill gas station to purchase a sewer EDU. There was further discussion regarding their overage, reporting on moratorium properties, potential fines, and 2 available EDU's. **The Motion passed by a vote of 4-1 (Greenland = Nay).**

- c. Water: Council Member Balascak reported that the blending of water at well #3 is moving forward to alleviate the naturally occurring arsenic level in the water. Balascak stated that the farm house at the reservoir property will have a new lease by the beginning of May. Balascak reported that the Water Authority appropriated funds to complete the main line replacement on all of N 7th Street and Stopp Lane using the Borough staff.
 - d. Compost Site: There was a discussion regarding the compost site, current overall costs, the possibility of moving it to another location, closing the site completely, controlling abuse, video surveillance, and gate upgrades. The Manager will finalize cost estimates for the site and possible upgrades.
2. Public Safety/Governmental Relations
 - a. Matthew Rehrig, fire company representative, stated that the fire company was able to secure funding from their bank to purchase and equip a 2016 4-door GMC pickup truck for a multipurpose response vehicle.
3. Administration and Finance
 - a. Council President stated that the Committee is reviewing personnel needs and policies. There was further discussion regarding the challenge of supervision, the Public Works Department being a team of equals, chain of command, and communication. Balascak stated that the tax payers are the bosses, Council answers to them, and "time is money". There was further discussion regarding misuse of work time, extended breaks, overall benefit package, time off, and a possible plan of correction as people transition in their careers. Further information will be discussed and provided by the Admin Committee.

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: Engineer Erdman stated Cooper Farms is being held up by the Freedom Drive roadway, and Oxford Ridge appears to have new activity with a likely start date in the next few months.
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.

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting was adjourned at 8:16 PM.

Timothy Paashaas – Borough Manager

John Felch, Jr. – Council President