

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
January 17, 2017

The meeting of the Coopersburg Borough Council was held on Tuesday, January 17th, 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, Snyder, Thrapp, Solicitor Sarah Murray (filling in for Capehart), and Engineer Erdman.

AGENDA

A Motion was made by Pica and seconded by Poot to adopt the Agenda as printed. **The Agenda was adopted by a vote of 7-0.**

PUBLIC COMMENT

No Public Comment.

CONSENT AGENDA

A Motion was made by Pica and seconded by Snyder to receive the Monthly Reports (Monthly Financial Reports, Police report, Vehicle roster, Fire Report, Zoning Report), and approve the previous meeting minutes from December 20, 2016. Balascak requested to remove the Council Information Report for further discussion later in the meeting. **The Consent Agenda (excluding the Council Information Report) passed by a vote of 7-0.**

ACTION ITEMS

1. A Motion was made by Pica and seconded by Balascak to give final approval to the Paashaus/Yaich subdivision (lot-line adjustment). Felch stated that this plan was reviewed through the normal Borough process but noted that the subdivision involved the Manager. **Resolution 2017-1 was passed by a vote of 7-0.**
2. A Motion was made by Snyder and seconded by Poot to appoint the members of the Coopersburg Municipal Authority and their corresponding terms. Felch stated his appreciation for the continued service from Balascak on the Authority. **Resolution 2017-2 was passed by a vote of 7-0.**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Council Member Balascak reviewed numerous agenda items from the Committee meeting on January 2nd including the following:
 - Mertz Property – Invited to the next meeting for further discussion.
 - EDUs – 74 EDUs are available from Upper Saucon, and the Borough should expect to purchase these in 2016 for \$3,140 each.
 - Chapter 94 Report – The Engineer will complete this by early February.
 - Escrow Ordinance – The Committee is reviewing the need for an Escrow Ordinance. The Engineer expressed concern regarding reimbursement for engineer and legal review fees for developers. The Borough does not have a current issue but should consider this to prevent future problems.
 - Sewer Specs – The Committee is reviewing the Upper Saucon Sanitary Sewer Specs and will make a recommendation for vote in a future meeting. Felch requested them electronically for review.
 - Portable Sewer Meters – The Committee is reviewing what locations to monitor.
 - MS4 – Erdman stated that the PRP estimate was given to the Manager and the project would follow a schedule in order to reduce the possibility of unneeded work and expense. Greenland stated that the MS4 information from PennDot was difficult to interpret and find answers.
 - County Letter – The Committee is requesting to have Solicitor Capehart send a notice to the County regarding the Borough's subdivision process. This will prevent situations similar to the North 7th Street Subdivision issue.

- PPL Encroachment – PPL sent a notice regarding an extra review for permits to prevent encroachments to their easements. No action was necessary.
- Cooper Farms – No further information beyond the continued need to acquire rights to Freedom Drive.
- Oxford Ridge – The Engineer and Solicitor are reviewing all agreements. The Planning Module was completed by Upper Saucon, and development is expected to begin in 2017.
- Turkey Hill – Turkey Hill exceeds their allocated water use. They may need to purchase an additional EDU.
- Water Authority – The Authority will plan on installing new water lines on North 7th Street and Stopp Lane in 2017. The Authority has completed their 2017 Budget.
- State Street – The Public Works Department is reviewing any possible sewer lateral repair on West State Street and is hoping to accomplish any repairs before starting the water line project.

2. Public Safety/Governmental Relations

- a. No additional report.

3. Administration and Finance

- a. No additional report

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: Engineer Erdman stated that the Zoning Report denial was a conversion of a garage into an apartment on Landis Street.
3. Borough Manager: Manager Paashaus stated that the Engineer had provided the Borough with an estimate for the PRP MS4 information. The estimate was \$28,000, and the committee will review this at their next meeting. Paashaus stated that updates to the curb and sidewalk ordinance will be handled in an upcoming meeting.

UNFINISHED BUSINESS

1. Council Member Snyder requested to add the Compost Site to the main Agenda in a future meeting. Snyder stated that this could alleviate costs to the Borough and requested to remove it from Old Business.
2. Balascak asked if the TAP grant could be used to purchase parking. Felch stated that the current funding would not cover parking but would not be out of the question in the future. Municipal Parking will remain on the Agenda.
3. RFP for Engineering/Zoning/Code Enforcement will remain on the Agenda.

Council President Felch stated that the Borough was awarded \$938,856.00 from the state in TAP funding for improvements to Station Avenue and Main Street. Felch publicly thanked several people involved in the application including Ken Mohr. There was further discussion regarding improvements, location, and matching money. A Motion was made by Balascak and seconded by Pica to accept the Council Information Report that was previously removed from the Consent Agenda. **The Motion passed by a vote of 7-0.**

ADJOURNMENT

Council Member Snyder made a motion to adjourn which was seconded by Balascak. The meeting was adjourned at 7:44 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President