

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
January 19, 2016

The meeting of the Coopersburg Borough Council was held on Tuesday, January 19th, 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. Police Chief Struss was also present for the meeting.

AGENDA

The Agenda was ordered approved without objection.

PUBLIC COMMENT

Daniel McPhillips introduced himself as a certified public accountant. McPhillips has applied for a special exception from the Zoning Hearing Board to allow his practice to operate at 212 N Main Street in the Borough. The meeting is scheduled for January 28, 2016. There was discussion regarding the interior layout, entrances, and requesting support from Council. Felch stated that Manager Paashaus will attend the meeting and express Council's support of his application.

CONSENT AGENDA

A Motion was made by Pica and seconded by Poot 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 December 15, 2015 and January 4, 2016. **Consent Agenda passed by a vote of 7-0.**

SPECIAL PRESENTATION

Jeff Ott, Ott Consulting, and Fred Derby, Coopersburg Construction, gave a presentation on the Oxford Ridge Subdivision. The project has preliminary approval from 2002 and has become active again. There was further discussion regarding the plan, conditions for approval, the HOA, maintenance of the retention ponds, and the grading of intersections. Derby stated that the HOA documents would need to be reviewed by Council and that the association would oversee maintenance of the retention ponds, common areas, and any deed restrictions. A Motion was made by Balascak and seconded by Greenland to grant Conditional Final Approval for the Oxford Ridge Subdivision. The conditions are set forth in a letter from Keystone Consulting Engineers, dated October 20, 2015. **The Motion passed by a vote of 7-0.**

ACTION ITEMS

1. A Motion was made by Thrapp and seconded by Pica to accept the resignation of Susan Gibbs, Borough Tax Collector. **The Motion passed by a vote of 7-0.** The Administration Committee will review the next steps for appointment and make a recommendation to Council.
2. A Motion was made by Balascak and seconded by Thrapp to approve the sale of Right-of-Way and a Temporary Easement to Penn-Dot for the purpose of the East Station Avenue Bridge Project for \$6,300.00. **The Motion passed by a vote of 7-0.**
3. Sam Augustine, representative from JP Mascaro, gave a presentation on JP Mascaro as a company and its refuse bid proposal. JP Mascaro is the lowest responsible bidder in all 4 Option categories. Augustine advised Council on future cost increases and suggested that Council award the longest possible contract. There was further discussion regarding the costs of bonding, financial information, benefits of longer contracts, and the difference in cost from the current contract. Pica

and Balascak both stated that they were in support of Option 2 (5 year contract, twice a week pickup, and 2 option years). A Motion was made by Thrapp and seconded by Greenland to award the Refuse Collection and Recycling Contract to JP Mascaro for 5 years, plus 2 option years with twice a week pickup. **The Contract was awarded by a vote of 7-0.**

Michelle Hinkle, Thomas Street, stated that she was interested in taking over the Tax Collector position and was concerned about the length of time needed to appoint.

REPORTS OF COMMITTEES

1. Public Safety/Governmental Relations
 - a. Police Chief Struss gave an update on the police station, encouraging employee morale, new police vehicle, training updates, partnership with the Fire Company, and positive community support. Balascak requested information on the speed boards. Struss stated that they will be operational when the threat of inclement weather is over. Council expressed their appreciation for the Police and Fire Company.
2. Infrastructure
 - a. Septic – Council Member Balascak stated that the Solicitor will be sending a letter to The Inside Scoop and Turkey Hill to purchase EDU's due to both of their sewage overuse in 2015.
 - b. Highway – Council Member Balascak reported that the collection of Christmas trees was complete. Balascak stated that the Engineer and Committee recommend holding a public meeting regarding the curb replacement project on W Fairmount Street. Balascak will draft a letter inviting the residents.
 - c. Water – Council Member Balascak stated that the Water Authority is finalizing their 5 year capital plan which will include replacing the reservoir roof and several mainline replacements. Balascak stated that the Well #1 Property on Station Avenue was sold and will be finalized by the end of the week. Balascak reported that Neil Kern will be retiring in February as the Water Authority's Engineer. Kern has been in an advising capacity to the Borough for 44 years, and the Committee will work on ideas for a gift of recognition. Felch stated that Council's responsibility to provide certain necessities to the population is a very important task. Felch referenced the water issues taking place in Flint Michigan.
3. Administration and Finance
 - a. No additional report.

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: Engineer Erdman stated that the Station Avenue Bridge project has a possible issue with narrowing and lowering the bridge that may have an effect on the stream's water flow. A letter was drafted and sent to DEP and PennDot regarding the concern. Erdman gave an update on zoning regarding a shed permit and a replacement sign permit.
3. Borough Manager: Manager Paashauss stated that the Auditor has been working on the 2015 Audit since Monday and should be completed with his field work on Wednesday.

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. This will be monitored closely. Felch stated that he felt it was his error to process through complex decisions in a regular council meeting. It is more efficient to handle complex issues in a committee setting.

NEW BUSINESS

No new business.

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Thrapp. The meeting was adjourned at 8:12 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President