

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
May 17, 2016

The meeting of the Coopersburg Borough Council was held on Tuesday, May 17th, in Council Chambers at Borough Hall and called to order by Council President Felch at 7:05 p.m.

OPENING CEREMONIES

No Opening Ceremony

Roll Call was taken by Manager Paashaus. All present were Council Members Felch, Snyder, Pica, Poot, Thrapp, and Solicitor Alpert. Paashaus noted that Engineer Erdman, Balascak and Greenland were in a committee meeting elsewhere at the time of Roll Call. Mayor Hovis was absent.

AGENDA

The Agenda was ordered approved as written without objection.

PUBLIC COMMENT

Ruth Poole introduced herself and stated that she was looking to be the Borough's appointment to the Saucon Rail Trail Commission. Felch welcomed her and stated that her appointment was an action item on the Agenda.

CONSENT AGENDA

A Motion was made by Pica and seconded by Poot to receive the Monthly Financial Statements, receive the first quarter Pension Report, receive the Monthly Reports (Council information, Police report, Vehicle roster, Fire Reports – March & April, Zoning Report), and approve the Previous Meeting Minutes from April 19, 2016. **Consent Agenda passed by a vote of 5-0.**

ACTION ITEMS

1. A Motion was made by Thrapp and seconded by Poot to appoint Ruth Poole as the Borough's representative to the Saucon Rail Trail Commission. Poole stated that she lives in the Borough and was looking for a volunteer opportunity to grow her personal skills and improve the community.

Engineer Erdman, Balascak, and Greenland arrived at the meeting at 7:10 p.m. **The Motion passed by a vote of 7-0.**

2. Council Member Balascak requested to handle Agenda Action Item #3 before Action Item #2. A Motion was made by Balascak and seconded by Pica to approve a waiver request submitted by Cooper Farms Subdivision (Phase II) to allow more than 25 lots off of a cul-de-sac (SALDO 195-18.G(3)). Balascak stated that the issue questioned if a second full access road was needed or if an emergency access road was sufficient to allow for the waiver to be granted. There was further discussion regarding access points for a development, concern over safety, the distance between intersections, and future traffic issues. Representatives from Van Cleef Engineering stated that a full access, second entrance would create more of a hazard due to speed and sight distance. There was further discussion regarding options if the waiver was not approved, current traffic incidents, and fire equipment access. Felch clarified that the SALDO requirement was intended to be for emergency access to a development, and this was addressed by a full access road or an emergency access road. Manager Paashaus stated that emergency personnel met with the developer and stated that an emergency access would be sufficient for their equipment and suggested having a gate far enough away from West State Street to accommodate the largest fire truck. Engineer Erdman stated that future waivers would be presented to Council before a final plan can be accepted. **The waiver request was approved by a vote of 6-1 (Greenland = Nay).**

3. A Motion was made by Balascak and seconded by Pica to approve the Cooper Farms Subdivision (Phase II) Planning Module. Manager Paashaus stated that the Planning Module had been reviewed by the engineer, Lehigh Valley Planning Commission, and Upper Saucon Township. Engineer Erdman gave clarification the process for sewer capacity for a proposed development and that other approvals will come later (HOA's, maintenance agreements, etc). **The Motion passed by a vote of 7-0.** Tom Williams was present and asked when they could purchase the EDU's for Cooper Farms (Phase II). Erdman stated that they are set aside for the project and could be purchased at any time.
4. A Motion was made by Pica and seconded by Thrapp to approve Resolution 2016-13 appointing the Zoning Hearing Board members and terms. **The Resolution passed by a vote of 7-0.**
5. A Motion was made by Snyder and seconded by Poot to approve Resolution 2016-14 affirming the Deputy Tax Collector. There was clarification that this was affirming the Tax Collector's choice, and that the Deputy only serves when the Tax Collector is incapacitated. **The Resolution passed by a vote of 7-0.**
6. A Motion was made by Pica and seconded by Thrapp to approve Resolution 2016-15 allowing temporary traffic restrictions on parts of East State Street and Carpenter Alley for the purpose of the Fire Company's Carnival. The Carnival is moving back to the center of town, and the streets must remain open during the normal business day. **The Resolution passed by a vote of 7-0.**
7. A Motion was made by Balascak and seconded by Poot to approve Resolution 2016-16 accepting the conditions for a municipal lease from Lafayette Ambassador Bank. **The Resolution passed by a vote of 7-0.**
8. A Motion was made by Snyder and seconded by Pica to approve Resolution 2016-17 designating the Manager as Agent for an application to FEMA for financial assistance due to a disaster in January 2016. **The Resolution passed by a vote of 7-0.**
9. A Motion was made by Balascak and seconded by Snyder to approve the payment to Upper Saucon Township for the Sewer Treatment Plant operating costs in 2014/2015 sewer billing year in the amount of \$215,783.80. Balascak stated that the 23.2% of operating was in line with previous years and has improved due to the Borough's continued I&I work. **The Motion passed by a vote of 7-0.**
10. A Motion was made by Balascak and seconded by Pica to approve the payment to Upper Saucon Township for the Sewer Treatment Plant capital costs in 2014/2015 sewer billing year in the amount of \$61,403.56. The Borough's portion of capital costs is 20%. **The Motion passed by a vote of 7-0.**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Septic – Council Member Balascak stated that the CDBG pre-construction meeting will occur in early June and will line approximately 30 laterals. Paashaus stated that the agreement with Upper Saucon Township for the purchase of 100 additional EDU's was now being reviewed by the Township Manager.
 - b. Highway – Council Member Balascak stated that AMS completed crack-sealing on several roads and was preparing to Oil & Chip. The West Fairmount Curbing Project is ready to be publicly bid.
 - c. Water – Council Member Balascak stated that the Water Authority has drafted a response to the inter-connect agreement with Upper Saucon Township. There is a property maintenance issue at the Reservoir Property, and the Authority will be taking care of the concern. Greenland stated that several fire hydrants were flow tested and Ricki Snyder is getting the water layout plans to the Fire Company for their records.
2. Public Safety/Governmental Relations
 - a. No additional report.

3. Administration and Finance

- a. Council Member Balascak requested information regarding the pension plan and its associated fees. There was further discussion regarding the pension plans, that they are fully funded, state aid, and a future meeting with our pension representative from Uninvest.

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: No additional report
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 remain on the Agenda.

NEW BUSINESS

1. Council President Felch stated that the Comprehensive Planning Team reviewed three draft proposals for the Town Center Park.
2. Council Member Balascak stated that the Borough should have a formal Capital Improvement Plan. Although a draft plan exists, Council has not officially accepted it.

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting was adjourned at 8:25 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President