

COOPERSBURG BOROUGH COUNCIL

Regular Meeting Minutes

May 19, 2015

The meeting of the Coopersburg Borough Council was held on Tuesday, May 19th, in the Office of the Borough Manager at Borough Hall and called to order by Council President Felch at 7:00 p.m.

OPENING CEREMONIES

No opening ceremonies.

Roll call was taken by Manager Paashaus. All present were Mayor Hovis, Council Members Balascak, Felch, Greenland, Mack, Pica, Thrapp, Solicitor Alpert, and Engineer Erdman. Council Member Lundy was absent.

AGENDA

The agenda was ordered adopted without any changes or objections.

PUBLIC COMMENT

John Katzbeck, 42 S Main Street, was present to discuss safety concerns at the intersection of Station Avenue and South Main Street. Katzbeck stated that many people cross the street at this intersection and there are major safety and speed concerns. Katzbeck stated that he had put his own signage up to slow vehicles down, but the signs were removed. Balascak stated that both streets were owned by the State, and Penn-Dot would need to be involved with any changes to permanent signage. Mack stated that the Police Department could move the Speed-boards to that intersection in order to slow traffic down. Thrapp stated that children should not be crossing a busy street to get on the bus, and that Katzbeck could notify the school district to correct this issue. Felch stated that the safety concerns were well taken and appreciated. The Comprehensive Plan would address these concerns in the future, and it will take some time. There was further discussion regarding the visual concerns of Katzbeck's personally owned signage, the cost of correct road markings, the increase of business and traffic, the ability for large trucks to make the turn safely, and other potential solutions to the safety concern.

CONSENT AGENDA

A Motion was made by Thrapp and seconded by Pica to receive the Monthly Reports (Council information, Police report, Vehicle Roster, Fire Report), and approve the Previous Meeting Minutes from January 20, 2015. Balascak requested to pull the Financial Reports and discuss them at the end of the meeting. **Consent Agenda without the Financial Reports passed by a vote of 6-0.**

ACTION ITEMS

1. A Motion was made by Pica and seconded by Thrapp to approve the payment to the Commonwealth of Pennsylvania in order to payoff Infrastructure Loan #P78000074-303 in the amount of \$184,830.56. **The Motion passed by a vote of 6-0.**
2. Council President Felch opened a discussion regarding the advertisement of an RFP for engineering, zoning, and code enforcement. Felch stated that the Borough has had varying degrees of success with the current zoning contractor. Felch stated that he had full respect for Erdman and his history with the Borough, but also thinks it is prudent to evaluate any long term contract and possibly re-bid. There was discussion regarding if the current contract was binding, and it was clarified that the contractors can be changed by council. Balascak stated several points about the Borough being in good standing with finances and operations. Balascak continued by stating that Erdman has been a central part of the Borough's success over many years. Erdman has orchestrated financing; sewer improvements, given support during legal battles, and has always been dedicated to the Borough along with Keystone's other staff members. Felch stated that he

echoes every word that Balascak spoke. There was further discussion regarding municipal engineering, and the differences between building code enforcement, zoning, and engineering. Hovis stated that zoning and building needs to be addressed and the contractor is not doing a proper job. There was further discussion regarding a “fresh set of eyes”, Erdman’s continued plan of working, and that an RFP may not actually be required to change professional advisors. No Action was taken at this time.

3. A Motion was made by Mack and seconded by Thrapp to contract DBI Services to install road markings and paint on RT309 at a total cost of \$9,760.50. Felch stated that Borough Staff needs to run these actions past the appropriate committee before having Council vote on the issue. **The Motion passed by a vote of 6-0.**
4. A Motion was made by Thrapp and seconded by Pica to allow the hanging of a banner across Main Street, supporting United Friends School. There was discussion regarding the banner and its relevance to the Borough, setting a precedent for future unrelated business advertising, that United Friends School was a private charter school, that the banner request was brought to Council by a zoning hearing board member – Greg Callow, and that Council should consider banners that are for the Borough Community Only. **The Motion was defeated by a vote of 0-6.**

REPORTS OF COMMITTEES

1. Infrastructure

- a. Septic – Council Member Balascak reported that the CDBG project is moving forward and the preconstruction meeting is being scheduled. Balascak stated that this season has been very dry, resulting in an inability to locate I&I issues due to low monitoring.
- b. Highway – Council Member Balascak reported that the proposed storm sewer project on Stopp Lane is being delayed due to the location of a Water Main. The Water Main will need to be relocated before any construction can occur. There was further discussion regarding other projects for the Public Works department and the need to fill 200 man hours of work per week. Manager Paashaus asked Council to consider the extension of the Saucon Rail Trail and the construction of the Trolley Line Trail as part of their work this summer.
- c. Water – Council Member Balascak reported that the Authority sent a letter to the Fire Company regarding criteria for using the water system during fire practices. There was further discussion regarding the letter’s delivery method, the Authority’s preferences, if the Borough has sufficient water for a large fire, and the partnership with the Authority and the Fire Company. Balascak stated the Authority is applying for a \$200,000 Line of Credit for Capital Improvements.
- d. Council Member Balascak reported that the Committee met with representatives from Betty Lou’s Pantry regarding the potential of the food pantry building a new facility. They will work with a local engineer to put together a plan for development. Balascak stated the Committee also met with representatives from the Oxford Ridge Development. They will need to put together a final plan and a sewer planning module. Thrapp asked if there was any further information regarding Brinley Court, and there is nothing further at this time.

2. Public Safety/Governmental Relations

- a. Mayor Hovis stated that the Police Station Bid is being finalized and advertised later this month. Hovis stated that the Police Department covered Upper Saucon Township, so that their officers could attend a funeral for one of their deceased patrolman. Felch reported that he attended a ceremony last week for Police Officer’s Memorial Week. Chief Struss was present at the ceremony that honored his wife, an Allentown Captain, with an award for bravery. Council was appreciative of the Police Department and the Fire Department for their continued service to the Borough and its residents.

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: No additional report.

FINANCIAL REPORTS REMOVED FROM CONSENT AGENDA

There was discussion regarding the current balances in the general fund, paying off the Infrastructure Loan, the Pensions being in “good shape”, and the Liquid Fuels audit. A Motion was made by Balascak and seconded by Thrapp to receive the Financial Reports (Balance Sheet, P&L Summary YTD, Pension Annual Reports, Pension Quarterly Reports, and 2013 Liquid Fuels Audit). **The Motion passed by a vote of 6-0.**

UNFINISHED BUSINESS

1. Compost site will remain on the Agenda.
2. Municipal Parking will remain on the Agenda.

NEW BUSINESS

1. Council was reminded that the Coopersburg 5k was this coming Saturday, May 23rd.

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting was adjourned at 8:21 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President