

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
January 16, 2018

The meeting of the Coopersburg Borough Council was held on Tuesday, January 16th, 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 Paashauss. All present were Mayor Hovis, Council Members Felch, Balascak, Craig, Dietz, Ellenberger, Poot, Thrapp, Solicitor Capehart, and Engineer Erdman.

AGENDA

A Motion was made by Dietz and seconded by Poot to approve the Agenda with 2 additions – Correspondence under New Business and an Action Item concerning the appointment of a Junior Councilperson. **The Agenda was approved as modified by a vote of 7-0.**

PUBLIC COMMENT

Nathan Brown, District 5 - County Commissioner, introduced himself and stated that he planned on attending Council meetings periodically.

CONSENT AGENDA

A Motion was made by Thrapp and seconded by Dietz to receive the Monthly Reports (Financial Statements, Council Information, Police report, Vehicle roster, and Zoning Report), and approve the previous meeting minutes from December 19, 2017 and January 2, 2018. **The Consent Agenda was approved by a vote of 7-0.**

ACTION ITEMS

1. A Motion was made by Poot and seconded by Thrapp to grant signature authority for PennDot's ECMS system. **Resolution 2018-1 was approved by a vote of 7-0.**
2. A Motion was made by Thrapp and seconded by Balascak to recognize Eagle Scout, Chris Fahy, and his contribution of preserving the historical, stained glass windows. Felch will present Fahy with the Resolution at the Historical Society's meeting on February 24th. **Resolution 2018-2 passed by a vote of 7-0.**
3. A Motion was made by Craig and seconded by Thrapp to appoint Robert VanIngen to the Saucon Rail Trail Commission. **The Motion passed by a vote of 7-0.**
4. A Motion was made by Thrapp and seconded by Dietz to appoint Carter Craig as a Junior Councilperson. Carter would participate in discussions without the ability to vote. **The Motion passed by a vote of 6-0 (Craig abstained).**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Septic – Council Member Balascak stated that the Borough would move forward with I&I work on West State Street. The Public Works Department would install cleanouts where needed and place the flow meters in new locations. There was further discussion regarding I&I, Brinley Court history, and sewer expenses.
 - b. Highway – Council Member Balascak stated that winter road maintenance is continuing.
 - c. Water – Council Member Balascak stated that the annual reconciliation with the Water Authority would occur after the Borough audit was complete. The Authority was pursuing a grant to repair the reservoir roof and replace several water mains. The Authority was concerned about the reservoir property tenant. They will be meeting with the tenant to resolve issues.
 - d. A Motion was made by Balascak and seconded by Craig to approve the escrow release request for Stone Harvest Estates (formerly Cooper Farms) in the amount of \$342,226.92. There was further discussion regarding the frequency of this type of request and their improvements agreement. **The Motion passed by a vote of 7-0.** Council agreed that future requests would be handled administratively by the Manager and

Engineer. Council will be notified of any security or escrow release in their information packets.

2. Public Safety/Governmental Relations
 - a. Mayor Hovis stated that the annual police report was in Council packets. There was an increase in traffic stops and commercial vehicle inspections. Hovis stated that three officers are trained to perform commercial inspections and other officers are interested. The Chief of Police will be invited to the next Council meeting.
3. Administration and Finance
 - a. No additional report

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: Engineer Erdman stated that the two development projects are moving forward.
3. Borough Manager: No additional report
4. Junior Councilperson: No additional report

NEW BUSINESS

1. Correspondence:
 - a. Council President Felch read a request for a PA1 Call proclamation regarding April being a “PA 811 Digging Month”. Council did not take action or make a proclamation.
 - b. Council President Felch stated that LVPC requested the Borough to participate in an update to the Lehigh Valley Hazard Mitigation Plan. A Motion was made by Craig and seconded by Thrapp to participate in the Hazard Mitigation Plan update. **The Motion passed by a vote of 7-0.**
 - c. Council President Felch stated that LVPC requested attendance to the Lehigh Valley General Assembly meeting on January 30th. Felch and Paashaus will attend.
2. Council President Felch stated that the Historical Society is currently working on a plan for remodeling Borough Hall and the historical museum. A draft plan and lease were given to Council Members for review. There was further discussion regarding the plans, opening the stage, anticipation of public involvement, the basement train display, handicap accessibility, and future use of the building. No action was taken.
3. Mayor Hovis requested information regarding a Zoning Ordinance and Map update. Felch stated that the Comprehensive Team requested proposals from two agencies regarding an update to the ordinance. There was further discussion regarding the hiring of consultants, the MPC, clarifying zoning definitions, redevelopment, and potential challenges to a zoning update. No action was taken.
4. Council Member Craig requested information regarding the status of the streetscape grants. Felch stated that Michael Baker International was currently working with Architerra for design and contracts for the TAP funded section of East Station Avenue. Proposals from MBI are anticipated to continue the work with the other MTF grants on Main Street and the Liberty Trolley Trail.

UNFINISHED BUSINESS

5. Municipal Parking will remain on the Agenda.
6. RFP for Engineering/Code Enforcement will be reviewed by the Admin/Finance Committee and added to a future Agenda Item.
7. Brinley Court Inter-municipal Agreement will be considered in February.

ADJOURNMENT

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting adjourned at 8:05 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President