

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
March 20, 2018

The meeting of the Coopersburg Borough Council was held on Tuesday, March 20th, in Council Chambers 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 Felch, Balascak, Craig, Dietz, Ellenberger, Poot, Thrapp, Solicitor Capehart, Engineer Erdman and Jr. Councilperson Craig.

AGENDA

A Motion was made by Craig and seconded by Dietz to approve the Agenda with 2 changes – Add Resolution 2018-13 to Action Item #7 and to discuss item “b” of Unfinished Business during the Administration and Finance report. **The Agenda was approved as modified by a vote of 7-0.**

PUBLIC COMMENT

No Public Comment

CONSENT AGENDA

Council received the Monthly Reports (Monthly Financial Statements, Council Information, Police report, Police Vehicle Roster, and Zoning Report), and approve the previous meeting minutes from February 20, 2018. **The Consent Agenda was approved by a vote of 7-0.**

ACTION ITEMS

1. A Motion was made by Thrapp and seconded by Craig to approve the MTF grant application and approve the manager to sign documents. **Resolution 2018-12 was approved by a vote of 7-0.**
2. A Motion was made by Craig and seconded by Thrapp to approve the CDBG grant application and approve the manager to sign documents. **Resolution 2018-11 passed by a vote of 7-0.**
3. A Motion was made by Thrapp and seconded by Craig to accept the retirement notice of Kenneth Ritter with appreciation. Paashaus explained the next steps for hiring a replacement to the Public Works Department. **The Retirement/Resignation with appreciation passed by a vote of 7-0.**
4. A Motion was made by Balascak and seconded by Thrapp to approve the payment to Upper Saucon Township for Sewer Treatment Plant operating costs in the 2016/2017 Sewer-Billing Year for a total of \$296,206.21. **The Motion passed by a vote of 7-0.**
5. A Motion was made by Balascak and seconded by Thrapp to approve the payment to Upper Saucon Township for Sewer Treatment Plant capital costs in the 2016/2017 Sewer-Billing Year for a total of \$108,422.44. **The Motion passed by a vote of 7-0.**
6. A Motion was made by Craig and seconded by Thrapp to approve contracting Urban Research & Development Corporation to prepare a new Borough Zoning Ordinance and Map, not to exceed \$19,100.00. There was further discussion regarding the involvement of the Zoning Hearing Board members, the process that the Comprehensive Planning Team used to select URDC, LVPC’s involvement, the current zoning concerns, and the MPC. Council was concerned about the lack of choices in consultants and requested to have a larger selection to analyze in future situations. **The Motion passed by a vote of 7-0.**
7. A Motion was made by Thrapp and seconded by Poot to approve the full-time police officers’ contributions to the Police Pension Fund, as suggested by the State Attorney General. **Resolution 2018-13 passed by a vote of 7-0.**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Septic – Council Member Balascak stated the Public Works Department has located a substantial leak on the

main sewer line, parallel to Main Street that needs immediate repair. There was further information regarding infiltration, lateral leaks, flow from Valley Manor, and the daily flow percentage increasing. The Borough used 28.4% of the sewer plant's operational costs in 2016/2017. This is concerning.

- b. Water – Council Member Balascak stated that the Authority will be reviewing the lease for the farm tenants. The current tenants will be moving out by the end of June. Council authorized the Engineer to release escrow amounts for developers as the improvements are completed. Balascak stated that AC Schultes will be maintaining the well pumps.
- c. Highway – Council Member Balascak stated the schedule for the West Fairmount Street reconstruction project. This project will be completed by mid-summer.

2. Public Safety/Governmental Relations

- a. No additional report.

3. Administration and Finance

- a. Council Member Poot requested to discuss the possibility of an RFP for Engineering, Zoning, and Code Enforcement. This item has been on the Unfinished Business section of the Agenda for several years. There was further discussion regarding the idea of getting proposals for all 3 services bundled or separate, high costs of the professional services, and the experience of the current consultants. No action was taken.

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.
2. Engineer: No additional report.
3. Borough Manager: No additional report.
4. Junior Councilperson: No additional report.

NEW BUSINESS

1. Council Member Balascak stated that the Compost Site will be open extended hours, beginning in April.

UNFINISHED BUSINESS

1. Municipal Parking will remain on the Agenda.
2. RFP for Engineering/Zoning/Code Enforcement will remain on the Agenda.

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