

**COOPERSBURG BOROUGH COUNCIL**  
**Regular Meeting Minutes**  
**November 21, 2017**

The meeting of the Coopersburg Borough Council was held on Tuesday, November 21<sup>st</sup>, 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, Greenland, Pica, Poot, Snyder, Thrapp, Solicitor Capehart, and Engineer Erdman.

**AGENDA**

**The Agenda was ordered adopted without objection.**

**PUBLIC COMMENT**

Kat Moyer, Library Representative, requested that Council reconsider giving the Southern Lehigh Public Library a 5% increase to the annual contribution. There was further discussion regarding the library's services, need for an increase, and Council's desire to assist the library financially.

**CONSENT AGENDA**

A Motion was made by Pica and seconded by Thrapp to receive the Monthly Reports (Financial Statements, Quarterly Pension Statement, Council Information, Police report, Vehicle roster, and Zoning Report), and approve the previous meeting minutes from October 17, 2017. **The Consent Agenda was approved by a vote of 7-0.**

**ACTION ITEMS**

1. A Motion was made by Poot and seconded by Pica to approve the second reading of the 2018 Borough Budget. Balascak made a Motion to amend the budget by increasing line item 456 by \$1,008 and decreasing line item 430 by \$1,008. This Motion would move funds from the Road Materials budget and increase the annual contribution to the library. **The Motion to amend the Budget was approved by a vote of 7-0.** Balascak stated that there were three main revenue streams for the Borough, real estate taxes, earned income taxes, and utilities. Balascak indicated that the revenue projections were higher because of two new developments being built in the Borough, Stone Harvest Estates and Oxford Ridge Estates. There was further discussion regarding line item 405 (Administrative staff costs/salaries), comparable municipal employee pay rates, below average pay vs. above average results (chart in official record), and medical insurance increases. Thrapp expressed her concern regarding any continuing increases. Hovis stated that he was supportive of the staff, but wanted to know when increases would end. There was further discussion regarding the current police contract, tax collector, and general budget items. **The Motion to approve the 2018 Borough Budget with the modification passed by a vote of 7-0.**

**REPORTS OF COMMITTEES**

1. Infrastructure
  - a. Council Member Balascak reported that the committee was reviewing the West State Street sewer concerns, laterals, main line, and other septic/I&I issues. The average daily flow for the Borough has increase over the last 3 years. The committee will be aggressively pursuing I&I repairs in 2018.
  - b. Council Member Balascak reported that the Water Authority has completed their 2018 Budget, exercised the valves and hydrants, and finished the plumbing to blend Well #3.
  - c. Council Member Balascak stated that the West Fairmount curbing was complete and the blacktop repairs have started. Leaf collection is continuing, and the compost site is no longer open extended hours.
2. Public Safety/Governmental Relations
  - a. Matthew Rehrig, Fire Company President, stated that the Fire Company would be selling Christmas trees and

will have a short Tree Lighting ceremony on December 2<sup>nd</sup>.

- b. Council Member Balascak inquired if the Public Safety Committee had applied for a grant from the Justice Department. No further information was known at the time, but the Manager will research this grant.

3. Administration and Finance

- a. Council President Felch stated that an RFP for Engineering and Code Enforcement was included in Council's packets and was moved from "Unfinished Business". No action was taken, but the RFP should be reviewed and considered by the committee. After the Administration Committee reviews it, it will move to the Infrastructure Committee for comment.

**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

**UNFINISHED BUSINESS**

1. Municipal Parking will remain on the Agenda.
2. RFP for Engineering/Code Enforcement will be reviewed by the Admin/Finance Committee and added to a future Agenda Item.

**ADJOURNMENT**

Council Member Balascak made a motion to adjourn which was seconded by Felch. The meeting adjourned at 8:04 PM.

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Timothy Paashaus – Borough Manager

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John Felch, Jr. – Council President