

COOPERSBURG BOROUGH COUNCIL
Regular Meeting Minutes
July 17, 2018

The meeting of the Coopersburg Borough Council was held on Tuesday, July 17th, 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 Paashaus. All present were Mayor Hovis, Council Members Felch, Balascak, Craig, Ellenberger, Poot, Thrapp, Solicitor Capehart, and Engineer Erdman. Council Member Dietz and Jr. Councilperson Craig were absent.

AGENDA

The Agenda was ordered adopted without objection.

PUBLIC COMMENT

A Boy Scout was present to earn his Communication and Citizenship Merit Badge.

CONSENT AGENDA

A Motion was made by Thrapp and seconded by Craig to receive the Monthly Reports (Monthly Financial Statements, Council Information, Police report, Police Vehicle Roster, and Zoning Report), and approve the previous meeting minutes from June 19, 2018. **The Consent Agenda was approved by a vote of 6-0.**

ACTION ITEMS

1. A Motion was made by Craig and seconded by Poot to approve the contract with Artefact for Historic Preservation Guidelines. There was further discussion regarding the costs, the grant award from the Pennsylvania Historical Museum Commission, the process of receiving proposals, and the current zoning update. Ellenberger questioned the “not to exceed” amount. A motion was made by Craig and seconded by Poot to amend the original Motion to include a total cost (\$15,000 plus reimbursables) in accordance with Artefact’s proposal, submitted January 25, 2018. **The Motion to Amend the original Motion passed by a vote of 6-0. The Amended Motion to approve contracting Artefact in accordance with their January 25, 2018 proposal passed by a vote of 6-0.**
2. A Motion was made by Balascak and seconded by Thrapp to approve the payment of \$91,272.46 to Recon Construction for their portion of work on West Fairmount Street. This final amount saved the Borough approximately \$9,000 due to the contractor not needing to deal with a portion of the contract regarding unstable base material. **The Motion passed by a vote of 6-0.**
3. A Motion was made by Poot and seconded by Balascak to approve the PA DCED MTF Grant application. Felch gave a summary of the application. **Resolution 2018-20 passed by a vote of 6-0.**

REPORTS OF COMMITTEES

1. Infrastructure
 - a. Highway – Council Member Balascak stated that Oil & Chipping was complete for 2018, and the West Fairmount Street reconstruction will be complete by the end of the week.
 - b. Water – Council Member Balascak stated that the Authority was working through several issues: The status of the reservoir property’s condition, the condition of the drainage easement along State Road, anticipating the results of a grant application for the repair of the reservoir roof, and the connection at Hillside and Freedom Drive for the new development. There was further explanation regarding the proposed work at Stone Harvest.
 - c. Septic – Council Member Balascak stated that the CDBG funding was pending but is likely to be awarded for \$163,000 for sewer rehabilitation. This work will be completed in 2019.

2. Public Safety/Governmental Relations
 - a. Matthew Rehrig, Fire Company President, stated that the Carnival was successful and thanked members of Council for participating.
3. Administration and Finance
 - a. No additional report.

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: Solicitor Capehart updated Council regarding the Mertz driveway license agreement. Felch requested information regarding 612 Locust Street. There was further discussion regarding Judicial Sales and how money is disbursed after a sale.
2. Engineer: Engineer Erdman stated that both major residential developments were continuing to move forward. Balascak stated that the security release for Stone Harvest was included in Council packets and dropped their security to \$885,149.53.
3. Borough Manager: No additional report.
4. Junior Councilperson: Not present. (Will be away until September)

EXECUTIVE SESSION

1. An Executive Session began at 7:37 PM regarding a Personnel Matter.
2. Council returned from Executive Session for regular business at 8:22 PM.

A Motion was made by Craig and seconded by Ellenberger to offer the position of Working Public Works Supervisor to applicant, Lawrence Carl. This position is Full-time, Exempt. The employment offer will begin with a salary of \$57,500.00 and increase to \$60,000.00 after Carl receives all needed licensing. **The Motion passed by a vote of 6-0.**

UNFINISHED BUSINESS

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

ADJOURNMENT

A Motion was made by Craig and seconded by Balascak to adjourn. The meeting adjourned at 8:23 PM.

Timothy Paashaus – Borough Manager

John Felch, Jr. – Council President