

**COOPERSBURG BOROUGH COUNCIL**  
**Regular Meeting Minutes**  
**March 19, 2019**

The meeting of the Coopersburg Borough Council was held on Tuesday, March 19<sup>th</sup>, 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 Balascak, Dietz, Ellenberger, Felch, Poot, Thrapp, Solicitor Capehart, and Engineer Erdman. Council Member Craig was absent.

**AGENDA**

**The Agenda was ordered adopted as written, without objection.**

**PUBLIC COMMENT**

**CONSENT AGENDA**

A Motion was made by Thrapp and seconded by Dietz to receive the Monthly Reports (Monthly Financial Statements, Council Information, Zoning Report), and approve the previous meeting minutes from February 19, 2019, and March 4, 2019. **The Consent Agenda was approved by a vote of 6-0.**

**ACTION ITEMS**

1. A Motion was made by Balascak and seconded by Thrapp to approve the proposed 3-unit development plan for 35, 37, 39 John Alley. There was further discussion regarding the plan, the monetary contribution for future improvements to John Alley, the waiver requests, the size of the project, and if a landscape plan was needed. Historic guidelines and design were also discussed, as well as, updating the zoning code. The address was corrected for approval purposes and will be reflected in the signed resolution. **Resolution 2019-8 passed by a vote of 6-0.**
  
2. A Motion was made by Thrapp and seconded by Dietz to approve the proposals from Michael Baker International regarding design engineering on Phase 5, Phase 7, and the Saucon Rail Trail projects. There was further discussion regarding the Streetscape project, the percentage of engineering costs compared to the project cost, and the need for a project manager. **The Motion passed to approve the proposals to not exceed \$284,226 by a vote of 6-0.**

There was further discussion regarding the pending updates to zoning, historic preservation, planning team information, and the donation from Mr. Woodring to purchase a life-sized bronze cow. The cow is scheduled to arrive in a few days.

3. A Motion was made by Poot and seconded by Ellenberger to appoint Barry Isett and Associates (Joseph Hoffman) as the Zoning Officer for the Borough of Coopersburg. There was further discussion regarding the current zoning services, additional proposals, and the combination of code enforcement, building inspections, and zoning services. **The Motion passed by a vote of 5-1 (Balascak = nay).**

## **REPORTS OF COMMITTEES**

1. Infrastructure –
  - a. Septic – Council Member Balascak stated that a special meeting was necessary to approve the CDBG contracts. The meeting will be held on March 28, 2019 at 7:00 PM. Balascak summarized important information regarding the Chapter 94 Report.
  - b. Highway – Council Member Balascak stated that the PennDot permit for the sidewalk extension on West State Street was pending approval. There was discussion regarding the extended hours of the compost site and curbside spring cleanup. The compost site will begin extended hours the first week of April and curbside yard waste collection will take place the first 2 weeks of May.
  - c. Water – Council Member Balascak stated that the Authority awarded the Reservoir Roof Replacement contract to Centerline Contracting for a total cost of \$318,000. This amount was higher than expected.
2. Public Safety – Mayor Hovis stated that contract negotiations with the Police Officers Association had started.
3. Administration and Finance – No additional report.

## **REPORTS OF PROFESSIONAL ADVISORS**

1. Solicitor: No additional report.
2. Engineer: No additional report.
3. Borough Manager: Manager Paashaus stated that a groundbreaking ceremony will be held on March 28, 2019 at 1:30 PM. All Council and other dignitaries will be invited. The brief ceremony will kick off construction the East Station Avenue to begin the Borough's Streetscape project.

## **NEW BUSINESS**

### **UNFINISHED BUSINESS**

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

### **ADJOURNMENT**

A Motion was made by Balascak and seconded by Felch to adjourn. The meeting adjourned at 8:05 PM.

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Timothy Paashaus – Borough Manager

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John Felch, Jr. – Council President