

**COOPERSBURG BOROUGH COUNCIL**  
**Regular Meeting Minutes**  
**November 16, 2021**

The meeting of the Coopersburg Borough Council was held in Borough Hall on Tuesday, November 16<sup>th</sup>, & was called to order by Council President Balascak at 7:00 p.m.

**OPENING CEREMONIES**

The Pledge of Allegiance was recited.

All present were Mayor Hovis, Council Members Balascak, Dietz, Ellenberger, Kane, Poot, Thrapp, Solicitor Capehart, Manager Paashaus, Engineer Erdman, Solicitor Ulrich.  
Council Member Craig was absent.

**AGENDA**

A Motion was made by Thrapp & seconded by Dietz to approve the Agenda as written. **The Agenda was adopted by a vote of 6-0.**

**PUBLIC COMMENT**

Anna Ellenberger was present to invite Council to the Historical Society's exhibit: Opportunity that built a Community. The exhibit would be open for the Tree Lighting on November 27<sup>th</sup>.

Seth Pellegrini, Oxford Ridge, expressed his concern regarding the storm water management & rain gardens in the Oxford Ridge Development. Pellegrini stated that the developer was in violation of the Developer's Agreement. There was further discussion regarding actions taken by LCCD, withholding permits, enforcement, responsibility, inspections, & safety. Pellegrini presented pictures to Council. There was further discussion regarding the development & LCCD's involvement.

**CONSENT AGENDA**

A Motion was made by Thrapp & seconded by Dietz to receive the Monthly Reports (Monthly Financial Statements, Council Information, Police Report), & approve the previous meeting minutes from October 19, 2021. **The Consent Agenda was approved by a vote of 6-0.**

**ACTION ITEMS**

1. A Motion was made by Thrapp & seconded by Poot to approve the sale of the 1988 Elgin Streetsweeper to Modern Recycling Services for \$3,600.00. **The Motion passed by a vote of 6-0.**
2. A Motion was made by Thrapp & seconded by Ellenberger to approve the Second Reading of the 2022 Borough Budget. **The 2022 Budget passed by a vote of 6-0.**

**REPORTS OF COMMITTEES**

1. Infrastructure – Council Member Dietz gave updates on the following:
  - a. Liberty Bell School has a basic development plan being reviewed for stormwater concerns.
  - b. Ashford Reserve (WB Homes) will host a public meeting / Q&A with residents on November 18<sup>th</sup>.
  - c. Oxford Ridge will continue to be reviewed by the Infrastructure Committee.
  - d. MSK has an approved plan, but it has not been recorded to date.
  - e. Tuskes is almost finished with Stone Harvest & the As-built plans are being reviewed by the Water Engineer. An N.O.T. will be the final step.
  - f. The culvert on the Liberty Trolley Trail needs full replacement.
  - g. Stayer Property will receive an agreement & sketch for review to correct the drainage at 508 N Liberty Street.
  - h. Leaf Collection will continue through early December.
  - i. The Sewer Billing for 2020/2021 is being reviewed. Daily flows have increased.
  - j. Council President Balascak gave updates on the water system, meter replacement, & Quarry.

2. Public Safety – Mayor Hovis invited Council Members to attend the Tree Lighting on November 27<sup>th</sup>. The Fire Company VP stated that tree sales would begin shortly.
3. Administration & Finance – Council Member Ellenberger gave a few details on the monthly financial reports & looking forward to the final yearly numbers.

#### **REPORTS OF PROFESSIONAL ADVISORS**

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

#### **EXECUTIVE SESSION**

1. Council went into an Executive Session regarding Personnel Concerns at 7:58 PM.  
Council returned to Regular Session at 8:29 PM.

A Motion was made by Thrapp & seconded by Poot to approve an update to the Non-Uniformed Employee Manual (Including changes to Paid Time Off, Holidays, & clarifying definitions). This update sets a “sunset” date for current employees to use previous accrued time by December 31, 2022 (Unless otherwise advised by the Solicitor). **The Motion passed by a vote of 6-0.**

#### **NEW BUSINESS**

No New Business

#### **UNFINISHED BUSINESS**

1. Ordinance \*\*\* – Vacating several borough roads – will remain on the Agenda.
2. Update to the Borough Employee Policy Manual – will remain on the Agenda.
3. RFP results for Borough Engineer – will remain on the Agenda.

#### **ADJOURNMENT**

A Motion was made by Thrapp & seconded by Kane to adjourn. The meeting adjourned at 8:31 PM.