

COOPERSBURG BOROUGH COUNCIL

Regular Meeting Minutes

September 16, 2025

The meeting of the Coopersburg Borough Council was held in Borough Hall on Tuesday, September 16th & was called to order by Council President Dowdle at 7:00 p.m.

OPENING CEREMONIES – Pledge of Allegiance recited.

All present were Mayor Hovis, Council Members Dietz, Dowdle, Ellenberger, Norman, Poot, Ritter, Yeager, Manager Paashaus, Solicitor Gross McGinley, McCarthy Engineering, Police Chief.

AGENDA

A Motion was made by Dietz & seconded by Norman to approve the Agenda as written. **The Agenda was adopted by a vote of 7-0.**

PUBLIC COMMENT

- Donna Wolfe, 235 E Oxford, requested an update to the sign violation at Main Street Financial. The sign is still illuminated & exceeds the size & brightness allowable in the Zoning Ordinance. Solicitor Ulrich gave a summary of the current status, & a Cease and Desist that was sent to the owner. There was further discussion regarding the concern, additional signage without permits, neighborhood impact, & next legal steps to take towards the owner.

CONSENT AGENDA

A Motion was made by Dietz & seconded by Norman to receive the Monthly Reports (Financial Statements, Council Information Report, Police Report/Vehicle Report, Fire Report, Engineer Report, Zoning/Building) & approve the previous meeting Minutes from August 19, 2025. **Consent Agenda was approved by a vote of 7-0.**

ACTION ITEMS

1. A Motion was made by Dietz & seconded by Norman to approve the Tree Protection Ordinance. Dietz gave a summary of changes, concerns from residents, & relaxing the restrictions. Ellenberger stated that it still was not enough changes for him. **Ordinance 695 passed by a vote of 4-2 (Poot, Yeager, Dietz, Norman = Yay, Dowdle abstained, Ellenberger, Ritter = Nay).**
2. A Motion was made by Ellenberger & seconded by Dietz to appoint Keycodes to be the Building & Zoning Officials for the Borough of Coopersburg, beginning on October 1, 2025. There was further discussion regarding the change, fees, administrative change, & keeping Rental Inspections with Barry Isett until caught up. **The Motion passed by a vote of 7-0.**
3. A Motion was made by Dietz & seconded by Norman to update the Borough's Fee Schedule. There was further discussion regarding Zoning Hearing fees, minor increases, & code review fees. **Resolution 2025-13 passed by a vote of 7-0.**
4. A Motion was made by Dietz & seconded by Ellenberger to cancel Multimodal Transportation Contract #C000084728 for \$130,755.00 with the Commonwealth Financing Authority for Phase 8 of the Borough's Streetscape. There was further discussion regarding the timeframe of the funding, project scope, PennDot requirements, & impact on residents. Council generally did not see a successful path forward for the project. **The Motion passed by a vote of 7-0.**

REPORTS OF COMMITTEES

1. Infrastructure – Council Member Dietz following updates:
 - MSK – Construction on main building should begin soon.
 - WB/Ashford – Continuing Construction, almost complete.
 - Oxford Ridge – LCCD has moved forward with their Corrective Action.
 - Norman stated that Oil & Chipping was completed on Fairview & Charles Street. Additional measures were taken to paint a more visible crosswalk near the Borough garage. There was discussion regarding the Liberty Trolley Trail crossing at Locust Street. This section needs to be addressed quickly. The pads for tables & a bench at Meadow Park should be completed this week.
2. Public Safety – Mayor Hovis stated that the Police have had a busy week. Ellenberger stated that the Fire Company was struggling with fundraising. Yeager stated that he attended an LVPC training on traffic.
3. Administration & Finance – Council Member Poot stated that the committee met to begin the 2026 Draft Budget. The Budget hearing & first reading will be in October.

REPORTS OF PROFESSIONAL ADVISORS

1. Solicitor: No additional report.

2. Engineer: Engineer No additional report.
3. Borough Manager: No additional report.
4. Jr. Council Member: No additional report

UNFINISHED BUSINESS

1. Main Street Financial Sign remains until resolved.

EXECUTIVE SESSION

Council entered Executive Session at 7:37 PM regarding pending litigation & personnel.
Council returned to Regular Business at 8:18 PM, & no Action was taken.

NEW BUSINESS – None.

ADJOURNMENT

A Motion was made by Ellenberger & seconded by Dietz to adjourn the meeting. The Meeting ended at 8:19 PM.