

**LOWER MACUNGIE TOWNSHIP
BOARD OF COMMISSIONERS MEETING MINUTES**

The Board of Commissioners met on February 17, 2022 for a regular meeting. The meeting was held both via Zoom.com, an online audio/video meeting, and at the Township Building, 3400 Brookside Road, Macungie, PA 18062.

1. CALL MEETING TO ORDER

President Higgins called the meeting to order at 7:02 p.m.

2. PLEDGE TO THE FLAG

3. ROLL CALL

Brian P. Higgins, President	Present
Richard V. Ward, Vice President	Present via Zoom
Ron R. Beitler, Commissioner	Present
Maury G. Robert, Commissioner	Present
Brian L. Shoemaker, Commissioner	Present
Bruce Beitel, Township Manager	Present via Zoom
David Brooman, Township Solicitor	Absent
Mark Fischer, Solicitor	Present
Renea Flexer, Asst. Manager/Secretary	Present
Nathan Jones, Director of Planning	Present
Bryan McAdam, Township Engineer	Present

4. AGENDA MODIFICATIONS (At Discretion of Board President) – None

5. ANNOUNCEMENTS & PRESENTATIONS – None

6. HEARINGS & APPROVALS

President Higgins adjourned the regular meeting at 7:03 p.m. for the following hearing.

- 6.1. Conditional Use Hearing for Grist Mill Development, 3500 Brookside Road (DE 19-041) – Solicitor Fischer explained the conditional use procedure. The hearing was transcribed by a stenographer. The applicant proposes two multifamily apartments totaling 44 dwelling units.

Motion by Commissioner Beitler, seconded by Commissioner Higgins, to table decision of the Grist Mill Development Conditional Use Hearing. There were 4 ayes, 1 opposed (Robert). Motion carried.

The Hearing closed and President Higgins reconvened the regular meeting at 7:30 p.m.

- 6.2. Resolution 2022-09 – RESOLUTION AUTHORIZING THE TOWNSHIP MANAGER TO SIGN CERTAIN PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FORMS AND TO SUBMIT PENNDOT HIGHWAY OCCUPANCY PERMIT APPLICATIONS THROUGH THE ePERMITTING SYSTEM

PennDOT is requiring this resolution to assign a signatory of HOP forms and permits.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve Resolution 2022-09. There were 5 ayes. Motion carried.

- 6.3. Resolution 2022-10 – RESOLUTION AUTHORIZING THE TOWNSHIP MANAGER TO SUBMIT AN APPLICATION FOR TRAFFIC SIGNAL APPROVAL TO THE

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PENNSYLVANIA DEPARTMENT OF TRANSPORTATION AND TO SIGN THE APPLICATION ON BEHALF OF THE TOWNSHIP

Authorizing Traffic Signal Application to Modify the Traffic Signal at the Intersection of Hamilton Blvd., Schantz Road & Minesite Road for the Sidewalk Installation –

Alan Fornwalt, former Township Engineer from Keystone Consulting Engineers, explained that the Township previously decided to call in a deferral for installing sidewalk for the Dunkin Donuts at 4777 Hamilton Blvd. This resolution modifies the traffic signal at the Intersection of Hamilton Blvd., Schantz Road & Minesite Road to add a pedestrian push button.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve Resolution 2022-10. There were 5 ayes. Motion carried.

6.4. Approval of Applicants for Volunteer Service Earned Income Tax Credit Program for:

Matthew P.	Dahms	James G.	Honer
Ramon J.	Deeb	Jonathan	Kayes
Michael J.	Del Re	Larry	Lichtenwalner
James C.	Doherty	Scott	Lichtenwalner
James M.	Fenstermacher	David J.	Nosal
John	Gagliardo	Glenn L.	Simmons
Kenneth P.	Garavaglia	Joseph	Thompson
Alexander P.	Goldman	James	Van Wert
Eric	Gopen	Nicholas A.	Wassa
David E.	Haight, III		

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve the above noted applicants for the Volunteer Earned Income Tax Credit Program. There were 5 ayes. Motion carried.

7. PUBLIC COMMENT ON NON-AGENDA TOPICS

7.1. Dennis Seman, 1375 Heather Circle West, would like the township to change their policy to not allow any basketball hoops in the right of way.

8. COMMUNICATIONS – None

9. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS

9.1. The Library Board of Directors recommend that Erica Dreabit be reappointed. There were two terms that expired in January; Ms. Dreabit and Mr. King's, who is not seeking reappointment. The Library Board is reviewing applications and will send an appointment recommendation for Mr. King's position in the near future.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to reappoint Erica Dreabit to the Library Board with a term to expire January 31, 2025. There were 5 ayes. Motion carried.

10. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

10.1. February 3, 2022 – Postponed until March 3rd.

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11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

11.1. Mr. Beitel reviewed the February 17, 2022 Bill List.

01	General Fund	\$183,184.72	37	Developers Impact	
08	Sewer Fund	\$14,271.72	01	Payroll	\$158,173.93
30	Capital Projects Fund	\$4,170.16	36	Developers Escrow	\$39,066.43
35	Liquid Fuels	\$37,917.58		Total Funds	\$436,784.54

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve the February 17, 2022 Bill List as drafted. There were 5 ayes. Motion carried.

12. DEPARTMENTAL MATTERS

12.1. Engineering

12.1.1. Engineer’s Project Status Report: 1) There are four road projects and two stormwater projects that are available on PennBid, an online bidding process. 2) Brandywine swale project will be presented at the new workshop. Residents will be notified of the stormwater projects before construction begins.

12.2. Planning

12.2.1. Resolution 2022-11 – A RESOLUTION REDUCING FINANCIAL SECURITY FOR THE STONE HILL MEADOWS PHASE 2 FINAL SUBDIVISION AND LAND DEVELOPMENT

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve Resolution 2022-11. There were 5 ayes. Motion carried.

12.2.2. Planner’s Report: There will be one Planning Commission meeting in March.

12.3. Solicitor

12.3.1. Solicitor’s Report: The conditional use decisions under Old Business will be before the Board in the next two meetings.

12.4. Township Manager

12.4.1. Authorize Advertisement to Update Ordinance Chapter 5, Uniform Construction Code – The state updated the 2018 Building Code as part of the Uniform Construction Code and the proposed ordinance would allow the Township to adopt the new code.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to authorize advertisement of an ordinance updating Chapter 5 for the Uniform Construction Code. There were 5 ayes. Motion carried.

12.4.2. Consideration of Field Use Request by Rebecca George, Emmaus High School Director of Athletics, for the Church Lane Baseball Fields – We are working with the Athletic Director on a more formalized long-term agreement, but in the meantime, this is to consider their use of the fields for the 2022 season.

Motion by Commissioner Robert, seconded by Commissioner Beitler, to approve the request of Emmaus High School to use the Church Lane Baseball Field. There were 5 ayes. Motion carried.

12.4.3. Manager’s Report – No further report.

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13. COMMITTEE REPORTS

13.1. The next Board of Commissioner's Workshop is February 28th at 6 p.m.

14. OTHER BUSINESS

14.1. **Old Business**

- 14.1.1. Crossing Guard Agreement with EPSD (Notified of No Cost Sharing)
- 14.1.2. Chapter 18 Sewers Amendment (To Be Drafted)
- 14.1.3. Chapter 23 Stormwater Amendment (To Be Drafted)
- 14.1.4. Chapter 27 Zoning Amendment, Lookback (To Be Drafted)
- 14.1.5. Public Works Collective Bargaining Agreement (Being Negotiated)
- 14.1.6. Approving a Permanent Easement with Lutron for the Compost Facility Access Road and Compensation Agreement (Being Drafted)
- 14.1.7. Review Bids for Roadwork, Stormwater and Sanitary Sewer Projects & Grass Cutting (March Workshop)
- 14.1.8. Zoning Hearing Board Alternate Position (Interview at February Workshop)
- 14.1.9. Trexlertown Special 537 Study (Planning Commission to Review in February)
- 14.1.10. Resolution Approving Tax Collector Bond (Awaiting Bond from County)
- 14.1.11. Approve Adjudications for the Conditional Use Hearing of NH-Macungie, DADD Pizza and Woodmont Properties
- 14.1.12. Green Acres Modified Land Development Plan for the Septic System (Applicant finalizing engineering)
- 14.1.13. Resolution 2022-08 – Accepting Dedication of Krocks Court Right of Way for the Shepherd's Corner Land Development (Awaiting Signed Deed from Applicant)
- 14.1.14. Security Release for Mountain View Estates (March 3rd)

14.2. **New Business**

- 14.2.1. Commissioner Robert asked, with the sudden passing of the Zoning Hearing Board Solicitor, what the process was to appoint a new solicitor. The Zoning Hearing Board and the Zoning Officer will begin the process to look at candidates for replacement. The ZHB has authority to appoint their solicitor.

15. BOARD OF COMMISSIONERS REPORT – None

16. PUBLIC COMMENT

- 16.1. Dennis Seman, 1375 Heather Circle West, questioned the appointment process for the Library Board and the Zoning Hearing Board. President Higgins explained the Appointment Policy.

17. EXECUTIVE SESSION – None

18. ADJOURNMENT

President Higgins adjourned the meeting at 7:54 p.m.

Bruce Beitel
Township Manager

Renea Flexer
Asst. Township Manager/Secretary
February 23, 2022