

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

The Board of Commissioners met on April 21, 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 7:00 p.m.

2. PLEDGE TO THE FLAG

3. ROLL CALL

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

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

5. ANNOUNCEMENTS & PRESENTATIONS

5.1. Christopher Greb of Macungie Ambulance Corps presented their 2021 year-end report. They responded to 4,456 calls in 2021 and 3,303 of them were in LMT. Mr. Greb reported on their fleet as well as their community outreach, education and their Merissa L. Frye Memorial Emergency Responder Training Fund. The Board thanked the Corps for their invaluable services. Mr. Greb thanked the Board for their continued support and great working relationship.

6. HEARINGS & APPROVALS – None

7. PUBLIC COMMENT ON NON-AGENDA TOPICS – None

8. COMMUNICATIONS

8.1. Erica Wade Elcock, Library Board of Directors – Letter of Resignation

Motion by Commissioner Robert, seconded by Commissioner Ward, to regretfully accept the resignation of Erica Wade Elcock from the Library Board of Directors. There were 5 ayes. Motion carried.

9. APPOINTMENTS TO VARIOUS BOARDS, COMMITTEES, AND COMMISSIONS

9.1. Consideration to Appoint One to the Library Board of Directors with a term to Expire January 31, 2025 – This is to fill the vacant position of Dain King, who did not seek reappointment

Motion by Commissioner Robert, seconded by Commissioner Ward, to appoint Nancy Latanision to the Library Board of Directors with a term to Expire January 31, 2025. There were 5 ayes. Motion carried.

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10. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve the April 7, 2022 minutes as drafted. There were 5 ayes. Motion carried.

11. APPROVAL OF TRANSFERS, BILL LIST AND PAYROLL

11.1. Mr. Beitel reviewed the April 21, 2022 Bill List.

01	General Fund	\$180,838.62	33	Open Space Fund	\$909.00
08	Sewer Fund	\$10,370.26	35	Liquid Fuels	
19	Debt Service Fund		37	Developers Impact	
30	Capital Projects Fund	\$16,099.80	01	Payroll	\$146,354.06
32	Federal Grants Fund		36	Developers Escrow	\$2,011.50
				Total Funds	\$356,583.24

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve the April 21, 2022 Bill List as drafted. There were 5 ayes. Motion carried.

12. DEPARTMENTAL MATTERS

12.1. Engineering

12.1.1. Consideration of Bid Award for 2022 CIPP Sewer Lateral Relining – There were four bids received to reline 55 laterals. It is recommended to award to the lowest bidder.

Motion by Commissioner Robert, seconded by Commissioner Ward, to award the bid for the CIPP Sewer Lateral Relining Project to UST Upstate Trenchless in the amount of \$147,150. There were 5 ayes. Motion carried.

12.1.2. Resolution 2022-27 – A RESOLUTION REDUCING THE FINANCIAL SECURITY TO ZERO, TERMINATING THE FINANCIAL SECURITY, AND CLOSING OUT THE PROJECT FOR PHASE IV OF THE HARVEST FIELDS SUBDIVISION DEVELOPMENT

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2022-27. There were 5 ayes. Motion carried.

12.1.3. Resolution 2022-28 – A RESOLUTION REDUCING THE FINANCIAL SECURITY TO ZERO, TERMINATING THE FINANCIAL SECURITY, AND CLOSING OUT THE PROJECT FOR PHASE V OF THE HARVEST FIELDS SUBDIVISION DEVELOPMENT

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2022-28. There were 5 ayes. Motion carried.

12.1.4. Resolution 2022-29 – A RESOLUTION REDUCING THE FINANCIAL SECURITY TO ZERO, TERMINATING THE MULTI-PARTY FINANCIAL SECURITY AGREEMENT, AND CLOSING OUT THE PROJECT FOR THE SPRING CREEK PROPERTIES SETTLEMENT SUBDIVISION

There was \$50,000 held from the previous release until we received as built plans, which have since been received and reviewed.

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Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2022-29. There were 5 ayes. Motion carried.

- 12.1.5. Engineer's Project Status Report
- 12.2. **Planning**
 - 12.2.1. Planner's Report – No Report
- 12.3. **Solicitor**
 - 12.3.1. Solicitor's Report – No Report
- 12.4. **Township Manager**
 - 12.4.1. Consideration of Bid Award for the 2022-2026 Grass Cutting Project – There were two bids received that have been reviewed and recommended for award to the lowest bidder. This is a one-year contract with four one-year renewals.

Motion by Commissioner Robert, seconded by Commissioner Ward, to award the bid for the Grass Cutting Project to Estate Maintenance, Inc. in the amount of \$102,438.25. There were 5 ayes. Motion carried.

- 12.4.2. Resolution 2022-30 – A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER MACUNGIE TOWNSHIP, LEHIGH COUNTY PROVIDING FOR THE DISPOSITION OF SPECIFIC DOCUMENTS AND RECORDS ACCORDING TO THE MUNICIPAL RECORDS MANUAL

The records will be destroyed during the spring shredding event.

Motion by Commissioner Robert, seconded by Commissioner Ward, to approve Resolution 2022-30. There were 5 ayes. Motion carried.

- 12.4.3. Consideration to Amend the Motion from the April 7, 2022 Meeting, Agenda Topic 12.5.2, Approving the Public Works Collective Bargaining Agreement Contract from 2022/2025 to January 1, 2022 to December 31, 2024 – Staff recommends an amended motion to eliminate confusion. It was stated that the contract was for 2022 to 2025, but it actually expires 12/31/24.

Motion by Commissioner Robert, seconded by Commissioner Ward, to amend the motion from the April 7, 2022 Meeting, Agenda Topic 12.5.2, approving the Public Works Collective Bargaining Agreement Contract from 2022/2025 change to January 1, 2022 to December 31, 2024. There were 5 ayes. Motion carried.

- 12.4.4. Manager's Report: 1) There is a Shredding Event on April 30th with cosponsors Senator Browne and Representative Mackenzie. 2) There is a Stuff the Truck Event on April 23rd with Habitat for Humanity to repurpose household items. 3) The 2022 Community Day will be on May 3rd.

13. COMMITTEE REPORTS

- 13.1. The next Board of Commissioner's Workshop is April 25th at 6 p.m. – It is a very light agenda and the consultants will be present via zoom.

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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. Approving a Permanent Easement with Lutron for the Compost Facility Access Road and Compensation Agreement (Being Drafted)
- 14.1.6. Trexlertown Special 537 Study (Consideration in June)
- 14.1.7. Resolution Approving Tax Collector Bond (Awaiting Bond from County)
- 14.1.8. Update Ordinance Chapter 5, Uniform Construction Code (Preparing Advertisement)

14.2. New Business – None

15. BOARD OF COMMISSIONERS REPORT

- 15.1. Commissioner Higgins noted that he intends to recommend naming one of the baseball fields in someone's honor. He will bring this topic forward after speaking with the family.

16. PUBLIC COMMENT – None

17. EXECUTIVE SESSION – No additional Executive Session.

18. ADJOURNMENT

President Higgins adjourned the meeting at 7:26 p.m.

Bruce Beitel
Township Manager

Renea Flexer
Asst. Township Manager/Secretary
April 26, 2022