

April 04,

Emmaus Borough Council
Agenda
April 04, 2016 7:00 PM



1. **Call to Order**
2. **Pledge of Allegiance**
3. **Personal Appeals, Part I**
4. **Community Minute**
5. **Special Presentations**
6. **Reading of Minutes**

March 21, 2016
7. **Decisions on Bids**
8. **Communications**
 - a. **Michael Wilson, 730 Frank Drive - Request to serve on the Emmaus Civil Service Commission.**
 - b. **Rev. Tim Young - Livinghope Presbyterian Church, 330 Schantz Rd., Allentown - Project Lifesaver.**
 - c. **Gail Shirk, Event Coordinator, Operation Charish Life - Request to hold Operation Cherish Life Event at Community Park.**
9. **Borough Engineer's Report**

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10. **Solicitor's Report**

11. **Unfinished Business, Part I**

Ordinance No. 1137 - An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending the Code of Ordinances, Eliminating Part 3 Section G Including Subsections 371, 344, 372, 373, and 375 of Chapter 1, and Amending Part 8 of Chapter 1, Creating a Combined Recreation and Entertainment Commission (1st Reading 3/07/16) (2nd Reading 4/04/16).

Ordinance No. 1138 - An Ordinance Amending Chapter 15 §404(a) of the Codified Ordinances, Extending the Bus Zone on the South Side of E. Minor Street (1st Reading 3/07/16) (2nd Reading 4/04/16).

12. **New Business**

13. **Unfinished Business, Part II**

Ordinance No. 1139 - An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending Chapter 15 §602.2.A of the Emmaus Borough Code, Adding a Residential Handicapped Parking Sign on the Public Street Located in Front of 224 Adrain Street Within the Borough of Emmaus (1st Reading 3/21/16) (2nd Reading 4/18/16).

14. **Items Not on Agenda Subject to Rule 9**

15. **Mayor's Report**

16. **Committee Reports**

**Public Works/(Highway, Water & Sewer) (Brown, Anders, DeFrain)
Next Meeting –April 11, 2016 at 3:00 p.m.**

**Health, Sanitation, and Codes (Shubzda, DeFrain, Brown)
Next Meeting – April 21, 2016 at 3:45 p.m.**

**Parks and Recreation (Anders, Barrett, Labenberg)
Next Meeting – April 5, 2016 at 4:00 p.m.**

- a. 2016 Community Day and Kick-Off to Summer

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Public Safety (Gilbert, Barrett, Brown)

Next Meeting – April 6, 2016 at 3:00 p.m.

General Administration (Barrett, Labenberg, Gilbert)

Next Meeting –April 13, 2016 at 9:00 a.m.

- a. **Resolution 2016 - 11: 231 S. 2nd Street Subdivision**

Budget and Finance (Labenberg, Shubzda, Gilbert)

Next Meeting – April 18, 2016 at 6:45 p.m. a.

- a. **Bill List - Resolution 2016-13**
- b. **Pension Increment Increase**
- c. **Committee Meeting - March 21, 2016**

Community Relations, Planning and Development (DeFrain, Shubzda, Anders)

Next Meeting – April 14, 2016 at 4:00 p.m.

- 17. **Personal Appeals, Part II**
 - 18. **Borough Manager's Report**
 - a. **Significant Revenue and Expense Items for March, 2016**
 - b. **Resolution 2016-12: PEMA Reimbursement for Snow Emergency**
 - 19. **President's Business**
 - 20. **Adjournment**
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The Emmaus Borough Council met in regular session on April 4, 2016 in Borough Council Chambers, 28 S. 4th Street, Emmaus, PA 18049.

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EMMAUS BOROUGH COUNCIL

CALL TO ORDER

Mr. Labenberg called the Meeting to order at 7:00 p.m.

Brent Labenberg, President	Present
Wesley Barrett, Vice President	Present
Roy Anders	Present
Nathan Brown	Present
Chris DeFrain	Absent
Lee Ann Gilbert	Present
Jeffrey Shubzda	Present
Winfield Iobst, Mayor	Present
Tom Dinckelacker, Solicitor	Present
Shane Pepe, Borough Manager	Present

PERSONAL APPEALS, PART I

A. John Donches, 559 Minor Street – voiced concern about the Borough’s emergency services centrally locating to 33 E. Minor Street and stated that he believes that the cost of the project is escalating. He stated that the Borough should save the money and begin working on repairing the infrastructure that already exists.

COMMUNITY MINUTE

Mr. Anders reminded everyone that the Emmaus High School Boy’s Baseball team is playing on the Emmaus Community Park field and invited everyone to watch a game.

SPECIAL PRESENTATIONS – None.

READING OF MINUTES

Motion by Mrs. Gilbert, seconded by Mr. Anders to dispense with the formal reading of the March 21, 2016 Minutes. There were 6 ayes. Motion carried.

Motion by Mr. Anders, seconded by Mr. Shubzda to adopt the March 21, 2016 Minutes as drafted. There were 6 ayes. Motion carried.

DECISION ON BIDS - None.

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COMMUNICATIONS

- a. Michael Wilson, 730 Frank Drive – Request to serve on the Emmaus Civil Service Commission. Mr. Labenberg referred the item to the Public Safety Committee.
- b. Rev. Tim Young – Livinghope Presbyterian Church, 330 Schantz Rd., Allentown – Project Lifesaver. Referred to the Public Safety Committee.
- c. Gail Shirk, Event Coordinator, Operation Cherish Life – Request to hold Operation Cherish Life Event at Community Park. Mr. Labenberg referred the item to the Parks and Recreation Committee.

BOROUGH ENGINEER’S REPORT –None.

SOLICITOR’S REPORT

Solicitor Dinkelacker reported that Oral Arguments for the Fire Department Case will be held on June 6, 2016 with the Pennsylvania Labor Relations Board. He explained that the Oral Arguments will be specific to one issue.

Progress.

UNFINISHED BUSINESS, PART I

Ordinance No. 1137 – An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending the Code of Ordinances, Eliminating Part 3 Section G Including Subsections 371, 344, 372, 373, and 375 of Chapter 1, and Amending Part 8 of Chapter 1, Creating a Combined Recreation and Entertainment Commission (1st Reading 3/07/16) (2nd Reading 4/4/16).

Motion by Mr. Brown, seconded by Mrs. Gilbert to read Ordinance No. 1137 in short title. There were 6 ayes. Motion carried.

Mr. Labenberg read Ordinance No. 1137 in short title.

Mr. Shubzda questioned who the Council Representative will be to the combined Commission. Mr. Labenberg responded that the matter will be determined at a later date.

Motion by Mrs. Gilbert, seconded by Mr. Shubzda to adopt Ordinance No. 1137 – An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending the Code of Ordinances, Eliminating Part 3 Section G Including Subsections 371, 344, 372, 373, and 375 of Chapter 1, and Amending Part 8 of Chapter 1, Creating a Combined Recreation and Entertainment Commission on its 2nd Reading. Roll call vote: Mr.

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Brown, aye; Mr. Shubzda, aye; Mr. Anders, aye; Mrs. Gilbert, aye; Mr. Barrett, aye; Mr. Labenberg, aye. There were 6 ayes. Motion carried.

Ordinance No. 1138 – An Ordinance Amending Chapter 15 §404(a) of the Codified Ordinances, Extending the Bus Zone on the South Side of E. Minor Street (1st Reading 3/07/16) (2nd Reading 4/4/16).

Motion by Mrs. Gilbert, seconded by Mr. Brown to read Ordinance No. 1138 in short title. There were 6 ayes. Motion carried.

Mr. Labenberg read Ordinance No. 1138 in short title.

Motion by Mr. Brown, seconded by Mr. Barrett to adopt Ordinance No. 1138 – An Ordinance Amending Chapter 15 §404(a) of the Codified Ordinances, Extending the Bus Zone on the South Side of E. Minor Street on its 2nd Reading. Roll call vote: Mr. Brown, aye; Mr. Shubzda, aye; Mr. Anders, aye; Mrs. Gilbert, aye; Mr. Barrett, aye; Mr. Labenberg, aye. There were 6 ayes. Motion carried.

NEW BUSINESS – None.

UNFINISHED BUSINESS, PART II

Mr. Labenberg reported that Ordinance No. 1139 will have its 2nd Reading at the April 18, 2016 Council Meeting.

ITEMS NOT ON AGENDA, subject to Rule 9 – None.

MAYOR'S REPORT

Progress.

COMMITTEE REPORTS

a. Public Works Committee

Mr. Brown reported that he attended the Southwestern Lehigh Comprehensive Plan meeting. He stated that based on the survey results, many people are concerned with the amount of warehouses and buildings that are being constructed, would like to preserve the land, and would like more walking trails and recreational activities. He stated that the survey results were very interesting. Mr. Barrett stated that he read the report and found that a majority of individuals would like to preserve the land. He stated that it was also interesting to

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find out that of the five municipalities involved in the plan, Emmaus is the number one employer.

The next Committee Meeting is April 11, 2016 at 3:00 p.m.

Progress.

b. Health, Sanitation, and Codes Committee

Mr. Shubzda reminded everyone that Earth Day will be held at Emmaus Community Park on Saturday, April 16, 2016 from 8:30 a.m. to Noon. He stated that new for this year will be document shredding and household goods recycling at no charge.

Mr. Shubzda reported that the next Committee Meeting is April 21, 2016 at 3:45 p.m.

Progress.

c. Parks and Recreation Committee

Mr. Anders reported that the Emmaus Recreation and Entertainment Commission is requesting permission to host a Kick-Off to Summer Community Day on Sunday, June 5, 2016 from 12:00 p.m. to 8:00 p.m.

Motion by Mr. Anders, seconded by Mr. Barrett to grant the Emmaus Recreation and Entertainment Commission's request to host a Kick-Off to Summer Community Day to be held on Sunday, June 5, 2016 from 12:00 p.m. to 8:00 p.m. There were 6 ayes. Motion carried.

Mr. Anders reported that the next Committee Meeting is April 5, 2016 at 4:00 p.m.

Progress.

d. Public Safety Committee

Mrs. Gilbert reported that the next Committee Meeting is Wednesday, April 6, 2016 at 3:00 p.m.

Progress.

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e. General Administration Committee

Resolution 2016-11 – A Resolution Conditionally Approving the Preliminary / Final Land Development Plan for David & Melinda Cope (231 S. 2nd St.)

Mr. Barrett stated that Reynold Petree, Ott Consulting is in attendance and invited him to approach the podium. Mr. Petree provided an overview of the proposed land development and entertained questions from Council. Mr. Pepe stated that the project was presented to the Planning Commission. The Planning Commission gave conditional approval of the project contingent upon review by the Zoning Hearing Board. The Zoning Hearing Board reviewed the project and voted in favor of it. Solicitor Dinkelacker stated that it is a minor subdivision and Council needs to vote on the Resolution.

Motion by Mr. Barrett, seconded by Mrs. Gilbert to adopt Resolution 2016-11. There were 6 ayes. Motion carried.

Mr. Barrett reported that the next Committee Meeting is Wednesday, April 13, 2016 at 9:00 a.m.

Progress.

f. Budget and Finance Committee

Mr. Labenberg read Resolution 2016-13, authorizing payment of the April 4, 2016 Bill List, as follows:

Bill List	\$	143,602.29
Payroll #7	\$	113,569.99
Payroll Taxes	\$	<u>39,142.01</u>
Total	\$	296,314.29

Done this 4th day of April 2016.

Motion by Mrs. Gilbert, seconded by Mr. Anders to approve the April 4, 2016 Bill List. There were 6 ayes. Motion carried.

Mr. Labenberg reported that the Committee discussed the Pension increment increase and will hold further discussions on the item at the next Committee Meeting on April 28, 2016 at 3:15 p.m.

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Progress.

g. Community Relations, Planning and Development Committee

The next Committee Meeting is Thursday, April 14, 2016 at 4:00 p.m.

Progress.

PERSONAL APPEALS, PART II – None.

BOROUGH MANAGER'S REPORT

Mr. Pepe reported that the Significant Revenue and Expense Items for March, 2016 are in the I pads and entertained questions about them.

Resolution 2016-12: PEMA Reimbursement for Snow Emergency.

Mrs. Gilbert asked the amount that the Borough is requesting for reimbursement. Mr. Pepe responded that the Borough qualified for just over \$49,000. He stated that the Borough is eligible for the full amount for the contracted service for snow removal and for the most expensive two days of snow removal. Mr. Pepe explained that the Borough should not expect to receive the full amount but stated that receiving even half would be major relief. Mr. Labenberg noted that even if the Borough received half of the amount, it would be under budget for snow removal for the year.

Motion by Mr. Brown, seconded by Mrs. Gilbert to adopt Resolution 2016-12. There were 6 ayes. Motion carried.

Resolution 2016-14 – Approving the Application to Lehigh County and the United States Department of Housing and Urban Development for Community Development Block Grant Funds.

Motion by Mr. Barrett, seconded by Mr. Anders to adopt Resolution 2016-14. There were 6 ayes. Motion carried.

Progress.

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PRESIDENT'S BUSINESS

Mr. Labenberg congratulated Mr. Pepe on winning the Borough Manager of the Year Award at the Mayors' Event which was held on Tuesday, March 29, 2016 at the Arts Quest Center. Mr. Labenberg stated that Mr. Pepe works very hard and works many hours and is glad that the general public is now aware of it.

Progress.

ADJOURNMENT

Motion by Mr. Brown, seconded by Mr. Barrett to adjourn the April 4, 2016 Emmaus Borough Council Meeting. There were 6 ayes. Motion carried.

The Meeting adjourned at 7:28 p.m.

Shane M. Pepe
Borough Manager

Transcribed by: Paula Weiant
Administrative Assistant
April 7, 2016