

April 15, 2013

EMMAUS BOROUGH COUNCIL

**Emmaus Borough Council
Agenda
Monday, April 15, 2013, 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

April 1, 2013

7. Decisions on Bids
8. Communications
 - a. Crystal Klein, 222 N. 5th St., Emmaus – Request appointment to the Special Entertainment Commission (Vacancy – term expires 6/7/2013).
 - b. Laura Fetzer, Friends of the 1803 House – A Very Merrie Halloween Fall Festival and Craft Show Event Request.
 - c. Teryl Madison, Emmaus Main Street Partners – Keystone Communities and Facade Grant.
 - d. Jenae Holtzhafer, Special Entertainment Commission – Memorial Day Weekend Dash & Splash 5K & Emmaus Gets Fit Health Fair.
 - e. Joseph Deddo, Emmaus Veterans Committee – Memorial Day Parade Event Request.
 - f. Gene Clock, Emmaus Main Street Partners – Emmaus Fire Survivors Benefit Run Event Request.
9. Borough Engineer's Report
10. Solicitor's Report

April 15, 2013

EMMAUS BOROUGH COUNCIL

11. Unfinished Business, Part I

12. New Business

Ordinance No. 1097 – An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending Chapter 18, Part 3 of the Code of the Borough of Emmaus to Conform with Changes to the City of Allentown’s Wastewater Discharge Limitation Ordinance (1st Reading 4/15/13)

Resolution No. 12 – G & N Properties

13. Unfinished Business, Part II

14. Items Not on Agenda, Subject to Rule 9

15. Mayor’s Report

Proclamation 2013 – 333 – Arbor Day

16. Committee Reports

Public Works/(Highway, Water & Sewer) (Labenberg, Brown, Gilbert)

Next Meeting – May 2, 2013 at 3:00 p.m.

- a. Rules & Regulations (update)
- b. Home Inspections / Illegal Hook-ups
- c. South 2nd Street Reservoir
- d. South 10th Street Culvert
- e. 2013 Street Projects
- f. **Industrial Wastewater Treatment Ordinance – 1st Reading (4/15/13)**
- g. **Mary Krause – Water / Sewer Bill**

Health, Sanitation, and Conservation (Shubzda, Holtzhafer, Waddell)

Next Meeting – April 22, 2013 at 5:00 p.m.

- a. Compost Options
- b. Emmaus and Upper Milford Joint Environmental Advisory Council
- c. Board of Health
- d. Refuse Contract
- e. Town Hall HVAC System

April 15, 2013

EMMAUS BOROUGH COUNCIL

Parks and Recreation (Barrett, Holtzhafer, Labenberg)

Next Meeting – May 7, 2013 at 3:30 p.m.

- a. Ice Rink/Skate Park
- b. Emmaus Legion Baseball Field Project
- c. **Hire Pool Lifeguards and Cashiers**
- d. **Hire Concession Stand Employees**

Parks and Recreation (continued)

- e. **Hire Summer Park Employees**
- f. **Arts Commission Chalk Walk**
- g. **Reappointment of Kathy Mintzer to the Parks and Recreation Commission (new term expires 5/1/2016)**
- h. **Grading of Multi-Purpose Field**
- i. Youth Football League Building Agreement

Public Safety (Gilbert, Barrett, Brown)

Next Meeting – May 9, 2013 at 3:00 p.m.

- a. Emergency Operations Plan – Review
- b. Sign Ordinance
- c. **EMSP Benefit Run / Walk**
- d. **Appointment of Charles Chiaverelli as a driver of Engine 711 and 712**

General Administration (Waddell, Barrett, Labenberg)

Next Meeting – April 17, 2013 at 9:00 a.m.

- a. 1803 House Lot Line Adjustment
- b. Emmaus Public Library Expansion Project
- c. Arts Commission Gallery
- d. Age Qualified Housing Ordinance
- e. HVAC System at Town Hall
- f. Light Duty / Return to Work Policy
- g. Finance Plan / Budget
- h. **Sale of Properties**
- i. Refuse Contract
- j. Borough Hall Configurations
- k. **Banners and Advertising Policy**

April 15, 2013

EMMAUS BOROUGH COUNCIL

- l. Quakertown United Friends School Banner**
- m. Kiosk Policy**

Budget and Finance (Holtzhafer, Shubzda, Gilbert)

Next Meeting – April 23, 2013 at 3:30 p.m.

- a. Bill List—Resolution 2013-11**
- b. Policy for Receipts and Packing Slips
- c. Banking and Accounts for All Borough Entities
- d. Eliminate Gamewell System – 2014
- e. Pavilion Construction
- f. Electricity / Natural Gas
- g. Paving Machine

Community Relations, Planning and Development (Brown, Shubzda, Waddell)

Next Meeting – April 25, 2013 at 4:15 p.m.

- a. LERTA
- b. Keystone Communities Program
- c. Community Revitalization Grant
- d. CGI Communications Community Video

17. Junior Council Member's Report

18. Personal Appeals, Part II

19. Borough Manager's Report

- a. Significant Revenue and Expense Items for First Half of April 2013**

20. President's Business

21. Adjournment

Next Resolution #13
Next Ordinance #1098

April 15, 2013

EMMAUS BOROUGH COUNCIL

The Emmaus Borough Council met in regular session on April 15, 2013 in Borough Council Chambers, 28 S. 4th Street, Emmaus, PA 18049.

CALL TO ORDER

Mrs. Gilbert called the Meeting to order at 7:00 p.m.

Lee Ann Gilbert	Present
Brian Holtzhafer	Present
Michael Waddell	Present
Brent Labenberg	Present
Wesley Barrett	Present
Nathan Brown	Present
Jeffrey Shubzda	Present
Rowan Hobson, Junior Councilman	Present
Winfield Iobst, Mayor	Present
Jeffrey Dimmich, Solicitor	Present
Shane Pepe, Borough Manager	Present

PERSONAL APPEALS, PART I - None.

COMMUNITY MINUTE – None.

SPECIAL PRESENTATIONS - None.

READING OF MINUTES

Motion by Mr. Barrett, seconded by Mr. Shubzda to dispense with the formal reading of the April 1, 2013 Minutes. There were 7 ayes. Motion carried.

Motion by Mr. Shubzda, seconded by Mr. Barrett to adopt the April 1, 2013 Minutes as drafted. There were 6 ayes, 1 abstention (Waddell). Motion carried.

DECISION ON BIDS - None.

COMMUNICATIONS

a. Crystal Klein, 222 N. 5th St., Emmaus – Request appointment to the Special Entertainment Commission (Vacancy – term expires 6/7/2013). Referred to the Parks and Recreation Committee.

April 15, 2013

EMMAUS BOROUGH COUNCIL

b. Laura Fetzer, Friends of the 1803 House – A Very Merrie Halloween Fall Festival and Craft Show Event Request. Referred to Staff and Mayor Iobst.

c. Teryl Madison, Emmaus Main Street Partners – Keystone Communities and Façade Grant. Mr. Pepe recommended that the item be addressed at the Committee level. Referred to the Community, Relations, Planning and Development Committee.

d. Jenae Holtzhafer, Special Entertainment Commission – Memorial Day Weekend Dash & Splash 5K & Emmaus Gets Fit Health Fair. Referred to the Parks and Recreation Committee.

e. Joseph Deddo, Emmaus Veterans Committee – Memorial Day Parade Event Request. Mrs. Gilbert asked Mr. Pepe if the Permit for the street closures have been requested through PennDot. Mr. Pepe responded that they have. Referred to Staff and Mayor Iobst.

f. Joseph Deddo, Emmaus Veterans Committee – Memorial Day Parade Banner Fee Waiver Request. Mrs. Gilbert stated that the banner fee was waived in 2012. Mr. Labenberg requested an Auto Dial Notification announcement for the Memorial Day Parade.

Motion by Mr. Brown, seconded by Dr. Waddell to grant the Emmaus Veterans Committee a banner Fee Waiver Request for the Memorial Day Parade. There were 7 ayes. Motion carried.

g. Teryl Madison, Emmaus Main Street Partners – Emmaus Fire Survivors Benefit Run Event Request to be held on Saturday, May 11, 2013 from 2:30 to 4:30 p.m. Mrs. Gilbert stated that the request was discussed at the Public Safety Committee and a recommendation has been made by the Committee. Mr. Barrett explained the route of the run. He further explained that the event is a 3K or a 5K and the event will end at Volpe's Sports Bar. There are no street closure requests for the event. Mr. Barrett stated that the runners will be running on the sidewalks. Mr. Shubzda voiced concern, that due to the event taking place on a Saturday and the route the runners will take, there may be congestion at the Compost Site. Dr. Waddell voiced concern about not requesting street closures and the congestion at the Compost Site. Mr. Labenberg voiced concern about the event being held on Main Street and questioned whether the runners will stop for traffic lights. Mr. Barrett responded that it is not a competition race and believes the runners will obey traffic signals.

Motion by Mr. Barrett, seconded by Mr. Brown to support the Emmaus Main Street Partners Request to host the Emmaus Fire Survivors Benefit Run Event on Saturday, May 11, 2013 from 2:30 to 4:30 p.m. There were 7 ayes. Motion carried.

h. Jeff Purtell, Allentown Hibernians Hurling Club – Fee waiver request for the 2013 season at Klines Lane. Referred to the Parks and Recreation Committee.

April 15, 2013

EMMAUS BOROUGH COUNCIL

BOROUGH ENGINEER'S REPORT

Chad Peters, Hanover Engineering, reported that a Resolution has been prepared for land development by G and N Properties for 28 S. 2nd Street. G and N properties has obtained approval by the Emmaus Planning Commission to construct a parking lot located at 28 S. 2nd Street. Solicitor Dimmich stated that having a written Resolution dealing with any land development is valuable for the Borough in the future because it ensures that there will be no issues as to what was agreed upon. Solicitor Dimmich stated that because there will be a public improvement to the property, the Borough may require a developer's agreement. The developer will pay all costs for the engineer's review and the solicitor's review. Dr. Waddell noted that there are 17 parking spaces shown on the plan and 18 parking spaces listed in the Resolution. Solicitor Dimmich responded that the Resolution will be amended to reflect 17 parking spaces. Dr. Waddell asked who is the owner of the property. Mr. Holtzhafer responded that he believes that the property is owned by G and N Properties. Dr. Waddell asked who will be using the parking lot. Mike Waldren, Ott Consulting, responded that the property is owned by G and N Properties. He stated that the property is an independent parcel and will be utilized by individuals working at the old East Penn Bank building. Mr. Waldren stated that there are no objections to the conditions outlined in the Resolution. Mr. Brown voiced concern about additional water runoff on S. 2nd Street. Mr. Waldren responded that he has spoken with Mr. Clapper and the square footage of the parking lot is under the threshold required by the Stormwater Ordinance.

Motion by Mr. Labenberg, seconded by Dr. Waddell to approve Resolution 2013-12 – A Resolution conditionally approving the Preliminary/Final Land Development Plan for G and N Properties.

Mr. Labenberg amended his motion to include that the Resolution is amended to reflect 17 parking spaces. Dr. Waddell amended his second.

Motion by Mr. Labenberg, seconded by Dr. Waddell to approve Resolution 2013-12 – A Resolution conditionally approving the Preliminary/Final Land Development Plan for G and N Properties for 28 S. 2nd St with the condition that the Resolution is amended to reflect 17 parking spaces. There were 7 ayes. Motion carried.

SOLICITOR'S REPORT

Progress.

UNFINISHED BUSINESS, PART I – None.

NEW BUSINESS

April 15, 2013

EMMAUS BOROUGH COUNCIL

Ordinance No. 1097 – An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending Chapter 18, Part 3 of the Code of the Borough of Emmaus to Conform with Changes to the City of Allentown’s Wastewater Discharge Limitation Ordinance (1st Reading 4/15/13).

Mr. Labenberg explained that the Ordinance is required by the Federal Government. Solicitor Dimmich explained that the Ordinance is required because the City of Allentown changed their Ordinance due to Department of Environmental Protection changes.

Motion by Mr. Labenberg, seconded by Dr. Waddell to read Ordinance No. 1097 in short title. There were 7 ayes. Motion carried.

Mr. Labenberg read Ordinance No. 1097 in short title.

Motion by Mr. Labenberg, seconded by Mr. Brown to adopt Ordinance No. 1097 – An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending Chapter 18, Part 3 of the Code of the Borough of Emmaus to Conform with Changes to the City of Allentown’s Wastewater Discharge Limitation Ordinance on its 1st Reading. Roll call vote: Mr. Labenberg, aye; Mr. Holtzhafer, aye; Mr. Barrett, aye; Dr. Waddell, aye; Mr. Shubzda, aye; Mr. Brown, aye. There were 7 ayes. Motion carried.

UNFINISHED BUSINESS, PART II - None.

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

MAYOR’S REPORT

Mayor Iobst complimented the renovations that were done in the hallway on the 2nd floor of Town Hall.

Progress.

COMMITTEE REPORTS

a. Public Works Committee

Mr. Labenberg reported that the Committee met on April 4, 2013. He reported that the Committee discussed a request that was received from Mary Krauss, 17-31 Main Street, for financial relief from a \$1,900.00 water and sewer bill which was due to a leak in her water line. Her current sewer bill is \$1,049.39. Mr. Labenberg reported that the

April 15, 2013

EMMAUS BOROUGH COUNCIL

Borough previously handled a similar issue which occurred at the Emmaus Diner. The Committee recommended that Ms. Krause's sewer charge be averaged for the previous 3 quarters and to adjust her bill accordingly based on the average. Her average sewer bill for the previous three quarters was \$33.75. Mr. Holtzhafer asked if the property is a rental property. Mr. Pepe answered affirmatively. Mr. Holtzhafer stated that her water bill is also very high. Mr. Pepe responded that Ms. Krause has not asked for relief on her water bill. Mr. Brown asked where the water leak occurred. Mr. Labenberg responded that the leak was located under the house.

Motion by Mr. Labenberg, seconded by Mr. Brown to grant the request by Mary Krause, 17-31 Main Street, to adjust her sewer bill to reflect a charge of \$33.75. There were 7 ayes. Motion carried.

Mr. Labenberg reported that the Committee approved the 2013 Proposed Street work list. Mr. Labenberg stated that the item is not on the Agenda and will be deferred to the next Council Meeting on May 6, 2013.

Progress.

b. Health, Sanitation, and Conservation Committee

Mr. Shubzda reported that the next Committee Meeting is April 22, 2013 at 5:00 p.m.

Mr. Shubzda announced that Earth Day will be held on Saturday, April 20, 2013 from 8:00 a.m. until 12:00 p.m. Registration will take place at 8:00 a.m. at Emmaus Community Park. He announced that in conjunction with Earth Day, there will be a free Electronics Recycling event from 9:00 a.m. until 12:00 p.m. at the Park. Mr. Shubzda stated that the event was advertised in the Borough's Spring Newsletter and on the Borough of Emmaus' website at www.borough.emmaus.pa.us.

Progress.

c. Parks and Recreation Committee

Mr. Barrett reported that the Committee met on April 2, 2013. He reported that the Committee recommends the Emmaus Arts Commission's request to host a Chalk Walk Event on Sunday, July 14, 2013 from 9:00 a.m. to 12:00 p. m., with a rain date of Saturday, July 20 at Triangle Park, to have amplified sound no earlier than 10:00 a.m., and to have a tent at the event. Mr. Holtzhafer asked if Mrs. Faidley will be drawing on the sidewalk or if the event is open to the community. Dr. Waddell responded that the event is open to the community; however, registration will be required on the day of the event to participate.

April 15, 2013

EMMAUS BOROUGH COUNCIL

Motion by Mr. Barrett, seconded by Mr. Labenberg to grant the Emmaus Arts Commission's request to host a Chalk Walk Event on Sunday, July 14, 2013 from 9:00 a.m. to 12:00 p. m., with a rain date of Saturday, July 20 at Triangle Park, to have amplified sound no earlier than 10:00 a.m., and to have a tent at the event. There were 7 ayes. Motion carried.

Motion by Mr. Barrett, seconded by Mr. Labenberg to reappoint Kathleen Mintzer to the Parks and Recreation Commission for a term expiring 5/1/2016. There were 7 ayes. Motion carried.

Mr. Barrett reported that the Committee received a request to place a 10' x 20' tent at Lions Pavilion on June 8, 2013 to host a baby shower.

Motion by Mr. Barrett, seconded by Mr. Labenberg to grant a request by Lori Bisbing to place a 10' x 20' tent at Lions Pavilion on June 8, 2013. There were 7 ayes. Motion carried.

Mr. Barrett reported that Mr. Clapper requested official action be taken before proceeding with the grading of the Emmaus Community Park multi-purpose field. Mr. Barrett explained that he will give a more in-depth report of the progress as the project moves forward.

Motion by Mr. Barrett, seconded by Mr. Labenberg to proceed with the grading of the Emmaus Community Park multi-purpose field. There were 7 ayes. Motion carried.

Motion by Mr. Barrett, seconded by Mr. Labenberg to hire Savannah Pukanecz, Emmaus, as a part-time lifeguard at a rate of \$7.50 per hour, Courtney Jankowski, Emmaus, as a full-time lifeguard at a rate of \$8.00 per hour, Corbin Jankowski, Emmaus, as a full-time lifeguard at a rate of \$7.50 per hour, Austin Boccardi, Allentown, as a full-time lifeguard at a rate of \$7.50 per hour, Shaun Ballie, Emmaus, as a part-time lifeguard at a rate of \$7.75 per hour, and Maxwell Rieder, Emmaus, as a part-time lifeguard at a rate of \$7.50 per hour. There were 7 ayes. Motion carried.

Mr. Labenberg asked how many more lifeguards are needed. Mr. Pepe responded that interviews are currently being conducted and there are additional lifeguards needed.

Motion by Mr. Barrett, seconded by Mr. Labenberg to hire Erica Haas, Emmaus, at a rate of \$7.50 per hour, Jamie Shive, Emmaus, at a rate of \$7.50 per hour, Sarah Schmeltzle, Emmaus, at a rate of \$7.25 per hour, Laura Payea, Macungie, at a rate of \$7.25 per hour, and Catherine Garrity, Allentown, at a rate of

April 15, 2013

EMMAUS BOROUGH COUNCIL

\$7.25 per hour to work at the Emmaus Community Pool Concession Stand for the 2013 season. There were 7 ayes. Motion carried.

Motion by Mr. Barrett, seconded by Dr. Waddell to hire Matt Stone, Alburdis, at a rate of \$7.50 per hour, Tate Klidonas, Emmaus, at a rate of \$8.00 per hour, and Jordan Stenroos, Emmaus, at a rate of \$8.00 per hour for the Public Works Department summer help for the 2013 season. There were 7 ayes. Motion carried.

Dr. Waddell asked when the Legion Field will be open for play. Mr. Holtzhafer responded that there is still work that needs to be completed but the project is on track for completion. Mr. Pepe complimented the Public Works Department and Mr. Clapper, and the groups involved for their hard work and effort on the field project.

Progress.

d. Public Safety Committee

Mrs. Gilbert reported that the Committee met on April 11, 2013 at 3:00 p.m. Mrs. Gilbert entertained questions about the Committee report. She thanked Chief Faust for preparing the report. Mrs. Gilbert reported that Chief Reiss recommends the hiring of Charles Chiaverelli as a driver of Engine 711 and 712 for the Emmaus Fire Department. Chief Reiss indicated that Mr. Chiaverelli successfully completed the required training.

Motion by Dr. Waddell, seconded by Mr. Barrett to hire Charles Chiaverelli as a driver of Engine 711 and 712 for the Emmaus Fire Department. There were 7 ayes. Motion carried.

Mrs. Gilbert reported that the Committee discussed the Gamewell System and the Fire Department has decided to move forward with phasing out the Gamewell boxes.

Mrs. Gilbert reported that the Committee discussed the enforcement of the Tractor Trailer Ordinance, Ordinance No. 1087. Chief Faust has drafted a Warning Notice and the Borough Solicitor provided legal feedback and approval for the language provided in the Notice. The Warning Notice will be sent to the operators of tractor trailers. Mrs. Gilbert reported that a custodian will be assigned from the Police Department to monitor and process the violations.

Mrs. Gilbert reported that Chief Faust met with the Principal of St. Ann's School to discuss personal appeals concerning parking issues at the school.

Mrs. Gilbert reported that the Committee received a request to conduct a speed survey on S. 16th Street. She stated that the speed limit is 25 mph on S. 16th Street. The overall average speed during the speed study was 28.97 mph.

April 15, 2013

EMMAUS BOROUGH COUNCIL

Mrs. Gilbert reported that Chief Nonnemacher and Mr. Pepe have interviewed candidates for the Emmaus Ambulance Corps. Mr. Pepe stated that he recommends hiring Lacy Cook, Justin Thorne, and William Peterson as part-time EMT's for the Emmaus Ambulance Corps at a rate of \$12.55 per hour. Lacy Cook is a full-time EMT in Jersey City and answers approximately 17-20 call per shift. She has had her EMT certification for 4 years. Justin Thorne is a volunteer firefighter in his hometown and works for Bath firefighter Ambulance and Life Star. He has 4 years' experience. William Peterson works for Kutztown Ambulance and has been a volunteer firefighter since 2000 and an EMT since 2004. His hiring is contingent upon a successful criminal background check.

Motion by Mr. Holtzhafer, seconded by Mr. Brown to hire Lacy Cook and Justin Thorne as part-time EMT's at a rate of \$12.55 per hour. There were 7 ayes. Motion carried.

Motion by Mr. Brown, seconded by Dr. Waddell to hire William Peterson as a part-time EMT at a rate of \$12.55 per hour contingent upon the successful completion of a criminal background check. There were 7 ayes. Motion carried.

Mr. Pepe stated that he recommends hiring Joseph Stern, Eric Miron, and Brian Hart as part-time paramedics for the Emmaus Ambulance Corps at an hourly rate of \$19.83 per hour. Joseph Stern has been a volunteer with the Emmaus Ambulance Corps since 2009. He is a full-time Hospice Nurse. He is an MMA fighter and a ski instructor. He is working to obtain his Masters in Family Practice Nursing. Eric Miron has been a medic since July 2012 and works full-time for Kutztown Ambulance. His appointment is contingent upon the successful criminal background check. Mr. Hart was previously interviewed. He was not appointed in the past due to whether or not he would be a good fit in the department. Recently, the concern about his fit has been answered and it is believed that he will be an asset to the department. Mr. Pepe stated that Chief Nonnemacher and he are very confident with the recommendations.

Motion by Mr. Labenberg, seconded by Mr. Barrett to hire Joseph Stern and Brian Hart as part-time paramedics for the Emmaus Ambulance Corps at an hourly rate of \$19.83 per hour. There were 7 ayes. Motion carried.

Motion by Mr. Barrett, seconded by Dr. Waddell to hire Eric Miron as a part-time paramedic for the Emmaus Ambulance Corps at an hourly rate of \$19.83 per hour contingent upon the successful completion of a background check. There were 7 ayes. Motion carried.

Mr. Barrett thanked the Emmaus Police, Fire, and Ambulance Departments for their service during the Lehigh Valley Road Runner 4 Miler event held on Sunday, April 14, 2013.

April 15, 2013

EMMAUS BOROUGH COUNCIL

The next Committee Meeting is Thursday, May 9, 2013 at 3:00 p.m.

Progress.

e. General Administration Committee

Dr. Waddell reported that the Committee met on April 3, 2013. The Committee discussed the Banner Policy and directed Mr. Pepe to draft a policy that banners and advertising can only occur for events that are within the Borough limits. Mr. Labenberg requested that the newly drafted policy return to the Committee level for further review. Mr. Holtzhafer stated that he is concerned how the Policy will affect the Emmaus Public Library. Mr. Pepe responded that he believes Mr. Holtzhafer is referencing the Borough Bulletin Board and Kiosk Advertising Policy with his concern.

Dr. Waddell reported that the Committee recommends Mr. Pepe to consult with Solicitor Dimmich to research and create a direction to proceed with the process concerning the sale of Borough properties. Mr. Labenberg stated that he will vote against the motion because he is not in favor of selling all of the properties. Dr. Waddell clarified that the properties included are located on Jubilee Street, a property that cuts through the Cintas building, and S. 2nd Street.

Motion by Dr. Waddell, seconded by Mr. Barrett to direct Mr. Pepe to consult with Solicitor Dimmich to research and create a direction to proceed with the process concerning the sale of Borough properties. There were 6 ayes, 1 opposed (Labenberg). Motion carried.

Dr. Waddell reported that the next Committee meeting is April 17, at 9:00 a.m.

Progress.

f. Budget and Finance Committee

Mr. Shubzda read Resolution 2013-11, authorizing payment of the April 15, 2013 Bill List, as follows:

Bill List	\$	152,469.57
Payroll #7	\$	113,156.68
Payroll Taxes	\$	<u>38,806.56</u>
Total	\$	304,432.81

Done this 15th day of April 2013.

April 15, 2013

EMMAUS BOROUGH COUNCIL

Motion by Mr. Holtzhafer, seconded by Mr. Shubzda to approve the April 15, 2013 Bill List. There were 7 ayes. Motion carried.

Mr. Labenberg asked several questions about the 1st Quarter Budget report to which Mr. Pepe responded.

Progress.

g. Community Relations, Planning and Development Committee

Mr. Brown stated that at the last Council Meeting, Council voted against authorizing the payment of \$225.00 for three bricks to recognize the Volunteers of the Year for 2010, 2011, and 2012. He noted that Dr. Waddell was not present at the Council Meeting and asked Dr. Waddell for his comments. Dr. Waddell stated that he understood that the motion was denied due to budgetary constraints. He stated that he spoke to the Board of Directors of the Remembrance Garden and they have asked approval to pay for the three bricks. He stated that moving forward; the Emmaus Commemorative Gardens Foundation will pay for the cost of the bricks. Mr. Labenberg thanked the Board of Directors and the Emmaus Commemorative Gardens Foundation. Dr. Waddell stated that there are over 350 bricks currently installed in the Garden and there will be 16 installed during the Memorial Day Veteran's brick installation. Mr. Holtzhafer asked if the gardens are an entity of the Borough of Emmaus or a separate 501(c)3. Dr. Waddell responded that the garden is a separate 501(c)3.

Then next Committee meeting is May 25, 2013 at 4:15 p.m.

Progress.

h. Junior Council Member's Report

Mr. Hobson reported that the Emmaus High School will host an Improv Comedy Night on April 25, at 7:00 p.m. in the high school Auditorium. He also thanked all the community members who attended the Emmaus High School play.

Progress.

PERSONAL APPEALS, PART II - None.

BOROUGH MANAGER'S REPORT

April 15, 2013

EMMAUS BOROUGH COUNCIL

Mr. Pepe reported that the Significant Revenue and Expense Items for the first half of April, 2013. He noted that the Borough received its annual Liquid Fuels allocation.

Resolution 2013 - 13 – A Resolution Approving the Application to Lehigh County and the United States Department of Housing and Urban Development for Community Development Block Grant Funds. Mr. Pepe reported that upon approval he will apply for \$50,000.

Motion by Mr. Labenberg, seconded by Mr. Brown to adopt Resolution 2013-13 – A Resolution Approving the Application to Lehigh County and the United States Department of Housing and Urban Development for Community Development Block Grant Funds. There were 7 ayes. Motion carried.

Mr. Pepe reported that the Borough of Emmaus will be receiving an award for the best newsletter in the State of Pennsylvania and thanked everyone in the community who is involved with the newsletter for the award.

Progress.

PRESIDENT'S BUSINESS

Mrs. Gilbert recessed for an Executive Session at 8:35 p.m. for a potential real estate transaction with no official action anticipated.

Mrs. Gilbert reconvened the meeting at 9:05 p.m. with no official action required.

Motion by Mr. Barrett, seconded by Mr. Labenberg to adjourn. There were 7 ayes. Motion carried.

The April 15, 2013 Meeting of the Emmaus Borough Council adjourned at 9:06 p.m.

Shane Pepe
Borough Manager

Transcribed by: Paula Weiant
Administrative Assistant
April 19, 2013