

June 4, 2012

EMMAUS BOROUGH COUNCIL

**Emmaus Borough Council  
Agenda  
Monday, June 4, 2012, 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  

May 21, 2012
7. Decisions on Bids
8. Communications
  - a. Patricia Vecchio, LifePath, Inc. – Request Disc Jockey at Community Park Picnic.
  - b. Ellen Koplin, Lower Milford Township – Request Fire Police assistance at Fire Company Carnival.
  - c. Matthew Catricola, Allentown Victory Church – Community Night at Community Park requests.
9. Borough Engineer's Report
10. Solicitor's Report
11. Unfinished Business, Part I
12. New Business
13. Unfinished Business, Part II
14. Items Not on Agenda, Subject to Rule 9

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15. Mayor's Report

16. Committee Reports

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

Next Meeting – June 7, 2012 at 3:00 p.m.

- a. H2O Grants (electric water meters)
- b. Rules & Regulations (update)
- c. Home inspections/illegal hook-ups
- d. South 2<sup>nd</sup> Street Reservoir
- e. South 10<sup>th</sup> Street Culvert
- f. Water Meter rates for multiple units

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

Next Meeting – June 15, 2012 at 3:45 p.m.

- a. Compost Options
- b. Refuse/Recycling with Raritan Valley
- c. Riparian Buffer Ordinance
- d. Bollinger Land/Indian Creek Golf Course
- e. Emmaus and Upper Milford Joint Environmental Advisory Council
- f. Board of Health
- g. Cintas

**Parks and Recreation (Barrett, Holtzhafer, Labenberg)**

Next Meeting – June 5, 2012 at 3:30 p.m.

- a. Ice Rink/Skate Park
- b. Geese at Furnace Dam
- c. Emmaus Legion Baseball Field Project
- d. Legion Field Reconstruction Agreement and Leases

**Public Safety (Gilbert, Barrett, Brown)**

Next Meeting – June 14, 2012 at 3:00 p.m.

- a. Tractor Trailer Parking- Approval to meet with Borough Engineer
- b. Emergency Operations Plan – Review
- c. Civil Service Commission Rules and Regulations

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**General Administration** (Waddell, Barrett, Labenberg)

Next Meeting – June 13, 2012 at 9:00 a.m.

- a. Shade Tree Fund – Ordinance No. 1085 – in Committee
- b. Municipal Lien Ordinance Review

**Budget and Finance** (Holtzhafer, Shubzda, Gilbert)

Next Meeting – June 18, 2012 at 6:45 p.m.

- a. **Bill List—Resolution 2012-16**

**Budget and Finance** (continued)

- b. Emergency Management Coordinator Compensation
- c. Effect of Allentown EIT Changes
- d. Business Privilege Tax Review and decision on appeal
- e. Policy for Receipts and Packing Slips
- f. Union Negotiations
- g. General Authority Request

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

Next Meeting – June 28, 2012 at 4:15 p.m.

- a. Display of 2009 Anniversary Items and Contents of the 1959 Time Capsule
- b. VFW/David's Electric Streetscape Plan
- c. **Treevitalize Grant**

**Ad Hoc Committees** (Barrett, Waddell, Holtzhafer, Pepe, Mayor lobst)

Next Meeting – To be determined.

17. Personal Appeals, Part II

18. Borough Manager's Report

- a. **Significant Revenue and Expense Items for May 2012**

19. President's Business

Executive Session – Personnel Matters

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20. Adjournment

Next Resolution #17  
Next Ordinance #1086

The Emmaus Borough Council met in regular session on June 4, 2012 in Borough Council Chambers, 28 S. 4<sup>th</sup> 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
Winfield Iobst, Mayor	Present
Al Stirba, Solicitor	Present
Shane Pepe, Borough Manager	Present

Mrs. Gilbert welcomed Attorney Al Stirba as Solicitor for tonight's Council Meeting.

PERSONAL APPEALS, PART I

**A. Vickie Gruver, 672 Chestnut Street, Emmaus** – provided an update on Community Day to be held on July 21, 2012 and stated that the Parks and Recreation Commission is looking for volunteers for the event. Mr. Barrett thanked Mrs. Gruver for her hard work and effort in making the event a success.

**B. Ray Gurz, 557 Fernwood Street, Emmaus, EASA Group** – asked for the status of a skate park in the Community. He asked for Council and the Borough's support for a skate park. Mr. Barrett responded that the Skate Park remains on the Parks and Recreation Committee's Agenda and the item is still being discussed. Mr. Pepe thanked Mr. Gurz for his Personal Appeal and stated that Council does support a skate park and that the item is being discussed at the Committee level. Mr. Barrett invited Mr. Gurz to the Parks & Recreation Committee Meeting on June 5, 2012 at 3:30 p.m.

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**C. Marianne Miller, 748 Chestnut Street, Emmaus** – voiced concerns about weeds growing at the fence line between her property and her neighbor's property. She asked Council for help in this matter. Mr. Pepe asked Ms. Miller if she would give permission to the Borough to walk on her property to kill the weeds. Ms. Miller responded that she would.

### COMMUNITY MINUTE

Mrs. Gilbert announced that NASCAR racer Kasey Kahne's #5 Farmers Insurance car will be on display at 245 Main Street on Thursday, June 7, 2012 from 2:00 p.m. until 7:00 p.m. Mr. Kahne will not be there.

Dr. Waddell announced that the Emmaus Arts Commission received 6 rain barrels and bidding will begin shortly. Bid sheets will be available at Town Hall. The rain barrels will be on display at the Clock building. On June 24, the rain barrels will be on display at the Emmaus Farmers' Market. July 1, 8, and 15, there will be one barrel on display at the Farmers' Market. The final bidding will take place at Community Day on July 21. The winners will be announced prior to the Old Timer's Game at Community Day.

Mayor Iobst and Dr. Waddell reported that the Community Yard Sale was very well attended.

SPECIAL PRESENTATIONS - None.

### READING OF MINUTES

**Motion by Mr. Labenberg, seconded by Mr. Brown to dispense with the formal reading of the May 21, 2012 Minutes. There were 7 ayes. Motion carried.**

**Motion by Mr. Barrett, seconded by Dr. Waddell to adopt the May 21, 2012 Minutes as drafted. There were 7 ayes. Motion carried.**

DECISION ON BIDS – None.

### COMMUNICATIONS

a. Patricia Vecchio, LifePath, Inc. – Request Disc Jockey Community Park Picnic. Mrs. Gilbert stated that there is no action needed by Council for this item.

b. Ellen Koplín, Lower Milford Township – Request Fire Police assistance at Fire Company Carnival. Mrs. Gilbert directed Mr. Pepe to forward the letter to Chief Reiss.

c. Matthew Catricola, Allentown Victory Church – Community Night at Community Park. Referred to the Parks and Recreation Committee.

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d. Shelly Steiner, Emmaus Special Entertainment Commission – Banner Fee waiver request. Referred to the General Administration Committee.

e. Edward Harry Jr., Chief of Police, Borough of Macungie – Thank you to the Emmaus Police Department for assistance.

f. Sandra Ritter – Parking Ticket. Mrs. Gilbert reported that the item is on the Public Safety Committee’s Agenda.

BOROUGH ENGINEER’S REPORT - None.

### SOLICITOR’S REPORT

Solicitor Stirba reported that the Solicitor’s Report will be distributed to Council on Tuesday, June 5, 2012.

Progress.

UNFINISHED BUSINESS, PART I – None.

### NEW BUSINESS

UNFINISHED BUSINESS, PART II – None.

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

### MAYOR’S REPORT

Mayor Iobst reported that he has received complaints from residents requesting a port-o-let at the Memorial Day Parade.

Progress.

### COMMITTEE REPORTS

a. Public Works Committee

Mr. Labenberg reported that the Committee will meet on June 7, 2012 at 3:00 p.m.

Progress.

b. Health, Sanitation, and Conservation Committee

Mr. Shubzda reported that the Committee will meet on June 15, 2012 at 3:45 p.m.

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Progress.

c. Parks and Recreation Committee

Mr. Barrett reported that the Committee will meet on June 5, 2012 at 3:30 p.m.

Progress.

d. Public Safety Committee

Mrs. Gilbert reported that the Committee will meet on June 14, 2012 at 3:00 p.m.

Progress.

e. General Administration Committee

Dr. Waddell reported that the next Committee Meeting is June 13, 2012.

Progress.

f. Budget and Finance Committee

Mr. Holtzhafer read Resolution 2012-16, authorizing payment of the June 4, 2012, Bill List, as follows:

<b>Bill List</b>	<b>\$</b>	<b>168,066.20</b>
<b>Payroll #11</b>	<b>\$</b>	<b>116,781.03</b>
<b>Payroll Taxes</b>	<b>\$</b>	<b><u>38,480.32</u></b>
<b>Total</b>	<b>\$</b>	<b><u>323,327.55</u></b>

Done this 4<sup>th</sup> day of June 2012.

**Motion by Mr. Holtzhafer, seconded by Mr. Shubzda to approve the June 4, 2012 Bill List. There were 7 ayes. Motion carried.**

Progress.

g. Community Relations, Planning and Development Committee

Mr. Brown reported that the Committee met on May 24, 2012. Mr. Brown reported that the deadline for the VFW Pocket Park Project is June 30, 2012. The project will include benches, planters, and a flag pole. The flag pole, which has an estimated cost

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of \$2,050, is a donation from the Koltisko family. Mr. Brown reported that the projected cost is approximately \$12,000. The estimated cost for the Borough is \$4,000.

Mr. Brown reported that the Tree Vitalize Project's deadline is June 30<sup>th</sup>. The total project cost is approximately \$800. The Borough will receive reimbursement from the DCNR of approximately 66%. The Borough will pay approximately \$272 for 7 trees. Mr. Brown reviewed pictures of the Bradford Pear trees that will be replaced. There are two Bradford Pear trees located in front of the VFW, one in front of Wentz Hardware, and one at the corner of Cherry Street and Main Street. Mr. Brown reported that the trees have been removed by the Public Works Department and the new trees will be planted as weather permits. The trees being planted are Okami Cherry Trees. These are the same species as the trees that were planted on the Broad Street islands.

**Motion by Mr. Brown, seconded by Dr. Waddell to plant four Okami Cherry Trees, two in front of the VFW, located at 316 Main Street, one in front of Wentz Hardware, located at 225 Main Street, and one at the corner of Cherry Street and Main Street. There were 7 ayes. Motion carried.**

Progress.

h. Ad Hoc-Community/School Relations Committee

Progress.

PERSONAL APPEALS, PART II – None.

### BOROUGH MANAGER'S REPORT

Mr. Pepe reported that the Significant Revenue and Expense Items for the month of May, 2012 are in the Council binders and offered to entertain questions about it.

Progress.

### PRESIDENT'S BUSINESS

Mrs. Gilbert recessed for an Executive Session at 7:36 p.m., to discuss a personnel matter and potential litigation issues with no official action anticipated.

Mrs. Gilbert reconvened the Meeting at 9:00 p.m. with no official action needed.



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

The June 4, 2012 Meeting of the Emmaus Borough Council adjourned at 9:01 p.m.

Shane Pepe  
Borough Manager

Transcribed by: Paula Weiant  
Administrative Assistant  
June 8, 2012