

June 19, 2013

EMMAUS BOROUGH COUNCIL

**Emmaus Borough Council
Agenda
Wednesday, June 19, 2013, 7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Personal Appeals, Part I
4. Community Minute
5. Special Presentations
 - Volunteers of the Year
6. Reading of Minutes
 - May 20, 2013
7. Decisions on Bids
8. Communications
 - a. John Zettlemyer, Jr., Esq., Emmaus General Authority – 2013 Capital Grant Application.
 - b. Brad Steigerwalt, Valley of Allentown Scottish Rite – Picnic Request.
 - c. Rev. Dominic Thao Pham, Church of St. Ann – Picnic Request.
 - d. Lynda Scheirer, 325 S. Fifth Street – R Furry Friends Doggie Daycare Parking Request.
9. Borough Engineer's Report
10. Solicitor's Report
11. Unfinished Business, Part I
12. New Business
13. Unfinished Business, Part II

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Ordinance No. 1098 – An Ordinance Amending the Borough of Emmaus Zoning Ordinance to Add Part 10, to Create an Overlay District Entitled “AQCOD – Age Qualified Community Overlay District,” to Establish Guidelines for Future Amendments to the Borough’s Official Zoning Map to Govern the Consideration of Landowner and Other Requests for the Approval of Such Overlay, to Add Definitions, Regulations and Other Requirements for

13. Unfinished Business, Part II (continued)

Age Qualified Communities and to Otherwise Authorize the Development of Age Qualified Communities Within the Borough (1st Reading 5/6/13).

14. Items Not on Agenda, Subject to Rule 9

15. Mayor’s Report

16. Committee Reports

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

Next Meeting – August 1, 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

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

Next Meeting – June 24, 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 Advertisement / Renew Raritan Valley
- e. Town Hall HVAC System

Parks and Recreation (Barrett, Holtzhafer, Labenberg)

Next Meeting – July 2, 2013 at 3:30 p.m.

- a. Ice Rink/Skate Park
- b. Emmaus Legion Baseball Field Project

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- c. Youth Football League Building Agreement
- d. Matthew D'Aversa Request**
- e. Summer Parks Program Hiring – Alyssa Folkes, Colin Farrell**
- f. Change Name of Legion Field**
- g. Dedication of Baseball Field
- h. Advertising Signs on Athletic Field Fences**
- i. Plaques for Donors / Partners – Field Project**
- j. Fence along Railroad Tracks**

Public Safety (Gilbert, Barrett, Brown)

Next Meeting – July 11, 2013 at 3:00 p.m.

- a. Emergency Operations Plan – Review
- b. Sign Ordinance
- c. Appoint Two Firemen – Paul Rice and Kent Fitzgerald**
- d. Hire PT EMT**

General Administration (Waddell, Barrett, Labenberg)

Next Meeting – June 26, 2013 at 9:00 a.m.

- a. 1803 House Lot Line Adjustment
- b. Emmaus Public Library Expansion Project
- c. Arts Commission Gallery
- d. Ordinance No. 1098 - Age Qualified Housing Ordinance (1st Reading 5/6/13)
- e. HVAC System at Town Hall
- f. Finance Plan / Budget
- g. Sale of Properties
- h. Refuse Contract
- i. Light Duty Policy – Clerical**
- j. Light Duty Policy – Public Works**
- k. Light Duty Policy – Non-Union**
- l. Jeff Clapper Resignation**
- m. John Dychala Appointment**
- n. Town Hall Remodeling Project
- o. 4th and Broad Street**

Budget and Finance (Holtzhafer, Shubzda, Gilbert)

Next Meeting – June 25, 2013 at 3:30 p.m.

- a. Bill List—Resolution 2013-16**

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- 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
- h. Utilities – Bidding**
- i. Computer Server**

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

Next Meeting – June 27, 2013 at 4:15 p.m.

- a. LERTA
- b. Keystone Communities Program
- c. Community Revitalization Grant

Community Relations, Planning and Development (continued)

- 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 May 2013**
- b. Broker of Record**

20. President's Business

Executive Session - Legal Matters - Ambulance

21. Adjournment

Next Resolution #17
Next Ordinance #1099

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The Emmaus Borough Council met in regular session on June 19, 2013 in Borough Council Chambers, 28 S. 4th Street, Emmaus, PA 18049.

CALL TO ORDER

Mr. Holtzhafer called the Meeting to order at 7:01 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	Absent
Jeffrey Dimmich, Solicitor	Present
Shane Pepe, Borough Manager	Present

Mr. Holtzhafer asked for a moment of silence to honor and remember Jim Woodeshick, who served as Chairman of the Planning Commission and was very involved with the community. Mr. Labenberg reminded everyone that services for Mr. Woodeshick will be held on Saturday, June 22, 2013 at 11:00 a.m. at St. John's UCC, Emmaus.

PERSONAL APPEALS, PART I

A. John Donches, 559 Minor Street – asked for clarification on the cost of the computer system that was referenced in the Budget and Finance Committee meeting held prior to tonight's Council Meeting. Mr. Pepe responded that the item Mr. Donches is referring to was for travel for Dallas Data Systems. He estimated that the cost was approximately \$4,000 over a 3 year period. Mr. Holtzhafer responded that there were additional costs, including training and data dumping and estimated that the cost for travel was \$1,000. Mr. Pepe suggested that Mr. Donches complete an Open Records Request for the information he is requesting.

B. Bruce Carl, 136 N. 4th Street – presented a check to Chief Reiss, Emmaus Fire Department, for \$1,000 on behalf of the Citizen's Fire Company #2 Carnival. He thanked the Emmaus Fire Department and surrounding communities for its support during the carnival. He also thanked the volunteers that helped to make the carnival a success.

C. Vickie Gruver, 672 Chestnut Street – provided an update on Emmaus Community Day to be held on Saturday, July 20, 2013 from 12:00 p.m. to 6:00 p.m. She

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reported that there are currently 34 organizations participating, with an additional 17 craft vendors. She also reported that the Parks and Recreation Commission has not used any Borough funds to host the event.

D. Teri McManamon, 152 Seem Street, representing the Emmaus Arts Commission – thanked Borough Council for its support of the Emmaus Community Center for the Arts, which held its dedication on May 31, 2013. She thanked Mrs. Gilbert, Mayor Iobst, and Mr. Brown for attending the event. She thanked Mr. Pepe for speaking on behalf of Borough Council. She reminded everyone that July 14, 2013 is the 1st Annual Chalk the Walk event. She also reminded that bids are now open for the rain barrel silent auction. The rain barrels are on display at the Emmaus Run Inn, Wentz Hardware, and the Emmaus Farmers' Market for selected dates. Bids will be accepted until July 20, 2013. More information is available at www.emmausarts.org. She thanked Mr. Shubzda for his help with the Student Horror Film Festival and stated that the call for films will be held in October.

COMMUNITY MINUTE – None.

SPECIAL PRESENTATIONS

Dr. Waddell and Mr. Brown presented the Volunteers of the Year for 2010 and 2012. Mr. Brown honored Mr. Woodshick for his dedication and hours of volunteering to the community.

Volunteers of the Year Presentation -

Dr. Waddell read the previous Volunteer of the Year Award recipients:

2004 – John C. Kirschman
2005 – Kathleen M. Mintzer
2006 – Elda Acker
2007 – Frank & Josephine Sadrovitz
2008 – Emmaus Garden Club
2009 – 2009 Anniversary Committee

Dr. Waddell presented the Volunteer of the Year Award for 2010 to the Emmaus Main Street Partners. He presented the 2012 Volunteer of the Year award to Mr. Bob Boehmer. The winner for 2011 was not present at the meeting and will be announced at the next Council Meeting to be held on July 15, 2013.

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READING OF MINUTES

Motion by Mr. Labenberg, seconded by Mr. Barrett to dispense with the formal reading of the May 20, 2013 Minutes. There were 6 ayes. Motion carried.

Motion by Mr. Labenberg, seconded by Mr. Barrett to adopt the May 20, 2013 Minutes as drafted. There were 6 ayes. Motion carried.

DECISION ON BIDS - None.

COMMUNICATIONS

a. John Zettlemoyer, Jr. Esq., Emmaus General Authority – 2013 Capital Grant Application. Mr. Holtzhafer stated that the Emmaus General Authority has approved the Borough's request for: Ambulance Corps Garage Doors - \$17,500, Police HVAC System - \$8,600, Fire Department Electric Lights Replacement - \$400, Community Park Refreshment Stand Equipment - \$5,500, Borough Hall Building Upgrades - \$17,000, Public Works – Replace Pedestrian Signals - \$4,900, Borough Hall Computer Software - \$17,000, Community Park Swimming Pool – ADA Compliance Upgrades - \$5,200 for a grand total of \$76,100.

b. Brad Steigerwalt, Valley of Allentown Scottish Rite – Picnic Request. Referred to the Parks and Recreation Committee.

c. Rev. Dominic Thao Pham, Church of St. Ann – Picnic Request. Referred to Staff.

d. Lynda Scheirer, 325 S. Fifth Street – R Furry Friends Doggie Daycare Parking Request. Referred to the Public Safety Committee. Mr. Pepe stated that there was a previous request from them.

e. 5th Graders at Lincoln Elementary School – 3 letters requesting an indoor recreation center, 2 requesting a dog park, 1 requesting an arcade, and 2 requesting a skate park. Referred to the Parks and Recreation Committee.

f. Andrew Folkes – Parks & Recreation Commission Application – Referred to the Parks and Recreation Committee.

BOROUGH ENGINEER'S REPORT - None.

SOLICITOR'S REPORT

Solicitor Dimmich stated that he has resolved the Longenbach grievance and is awaiting a signature before presenting it to full Council.

Progress.

UNFINISHED BUSINESS, PART I – None.

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NEW BUSINESS – None.

UNFINISHED BUSINESS, PART II –

Mr. Pepe reported that Ordinance No. 1098 is being reviewed by the Planning Commission, Lehigh County Planning Commission, and the surrounding municipalities.

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

MAYOR'S REPORT

Progress.

COMMITTEE REPORTS

a. Public Works Committee

Mr. Labenberg reported that the Committee met on June 6, 2013 at 3:00 p.m. He reported that the Committee discussed the water heater at the 1803 House. The water heater needed a valve replaced, but there was a question as to who is responsible for payment if, at a later date, the water heater needs to be replaced. Mr. Labenberg stated that the item will remain on the Committee's Agenda. Mr. Labenberg reported that there was a drainage issue at 3729 Orchid Place due to valve flushing. The property is located in Lower Macungie Township and the Borough of Emmaus. The Committee felt that the issue was not caused by one water main flushing. The Public Works Department will divert future flushings away from the property. Mr. Labenberg reported that Dr. Keim will not be resuming responsibilities as Community Garden Caretaker in 2014. The Committee will review the procedures for the Borough resuming his responsibilities. Mr. Labenberg reported that PPL requested to trim trees at Macungie Avenue and Orchid Place. PPL also agreed to trim the grounds surrounding Well 7. The Shade Tree Commission has been notified and has no concerns with the trees being removed.

Motion by Mr. Labenberg, seconded by Mr. Brown to approve PPL's request to trim and remove trees that are marked with white x's located at Macungie Avenue and Orchid Place and to trim the grounds surrounding Well 7. There were 6 ayes. Motion carried.

Mr. Labenberg reported that the Committee is discussing developing a procedure for donating trees to the Borough. He also reported that the Committee held a lengthy discussion with the Library Board concerning retrofitting all new lights in the Emmaus Public Library. The Committee directed the Library to obtain new estimates and parameters on the rebate program.

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Progress.

b. Health, Sanitation, and Conservation Committee

Mr. Shubzda reported that the Committee will meet on June 24, 2013 at 5:00 p.m.

Progress.

c. Parks and Recreation Committee

Mr. Barrett reported that there are several items that require official action. He reported that Chris Ott was in attendance to discuss a request from the Emmaus Masonic Lodge. The Lodge will be renting a pavilion on June 18, 2013 for an event and requested that they be allowed to remain at the park until 11:00 p.m. There will be no music and no sale of alcohol. The Committee voted unanimously to grant the time extension request. The Committee's vote served as official approval as the event took place prior to tonight's Council Meeting.

Mr. Barrett reported that the Committee received a request from Matthew D'Aversa and Christina Bell to allow for additional tables on the grass as well as coolers and several other items for a wedding reception to be held on July 13, 2013 at Emmaus Community Park.

Motion by Mr. Barrett, seconded by Mr. Labenberg to grant the request from Matthew D'Aversa and Christina Bell to place additional tables on the grass as well as coolers and several other items for a wedding reception to be held on July 13, 2013 at Emmaus Community Park. There were 6 ayes. Motion carried.

Mr. Barrett reported that Mr. Pepe informed the Committee as of June 6, 2013, there were 78 children registered for the Summer Parks Program. Mr. Pepe updated the total to 91, with 7 on a waiting list. Mr. Barrett stated that a cap was placed on the number of children per counselor to 10:1, assuming that not every child will attend every day. The Committee recommends hiring Colin Farrell, who was a counselor in 2012, at an hourly rate of \$7.50 per hour, and Alyssa Folkes, at a rate of \$8.25 per hour.

Motion by Mr. Barrett, seconded by Mr. Labenberg to hire Colin Farrell as a Summer Parks Counselor at an hourly rate of \$7.50 per hour. There were 6 ayes. Motion carried.

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Motion by Mr. Barrett, seconded by Mr. Labenberg to hire Alyssa Folkes as a Summer Parks Counselor at an hourly rate of \$8.25 per hour. There were 6 ayes. Motion carried.

Mr. Barrett reported that the Emmaus Youth Association requests renaming the Emmaus Legion Field to the "Emmaus Community Field" and name the bullpens the "Larry P. Bisbing Bullpens." Dr. Waddell stated that he believes the name is generic and suggested the Emmaus Community Stadium.

Motion by Mr. Barrett, seconded by Mr. Labenberg to rename the Emmaus Legion Field to the "Emmaus Community Field" and name the bullpens the "Larry P. Bisbing Bullpens." There were 5 ayes, 1 opposed (Waddell). Motion carried.

Mr. Barrett reported that the official dedication ceremony will be held at Emmaus Community Day on Saturday, July 20, 2013 at 4:30 p.m., prior to the Old Timer's Baseball Game.

Mr. Barrett reported that the Committee recommended purchasing plaques similar to those that are on the Arts Pavilion recognizing the donors and partners of the Community Park Athletic Field project.

Motion by Mr. Barrett, seconded by Mr. Labenberg to purchase plaques to recognize donors and partners of the Community Park Athletic Field Project. There were 6 ayes. Motion carried.

Mr. Barrett reported that there was a request from the football program to place a 4' chain link fence along the side of the field by the railroad tracks to prevent dangerous situations, such as children running up the hill. The fence will be donated.

Motion by Mr. Barrett, seconded by Mr. Labenberg to grant the request to install a 4' chain link fence along the side of the multi-purpose field at Emmaus Community Park by the railroad tracks. There were 6 ayes. Motion carried.

Mr. Barrett reported that the Committee recommends authorizing EYA to sell advertising in the form of signs on the backstop and outfield fence of Legion Field, with revenue generated used for field upgrades and improvements. Mr. Brown noted that the fence is removable and asked what type of material will be used for advertising. Mr. Barrett responded that the signs will be removable vinyl. Mr. Brown stated that the field is aesthetically pleasing and recommended that the advertising be placed in a different location. Mr. Labenberg and Mr. Barrett responded that the advertising will also be placed on the back stop and the signs will be removed when the baseball and midget football season are over. Mr. Barrett stated that the request is for 2014. He also stated that the placement and types of advertising would be similar to the Williams Street Field.

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Motion by Mr. Barrett, seconded by Mr. Labenberg to authorize EYA to sell advertising in the form of signs on the Legion Field backstop and outfield fence, with the revenue generated being used for field upgrades and improvements.

Dr. Waddell stated that he believes the item should be tabled to allow additional time to review the request.

Motion by Dr. Waddell, seconded by Mr. Brown to table the Motion. There were 5 ayes, 1 opposed (Barrett). Motion carried.

Solicitor Dimmich stated the Motion should be re-tabled or removed from the table at the next Council Meeting to be held on July 15, 2013.

Mr. Barrett reported that an email was received from Denise Leonard. She has a 20 year old son and was interested in purchasing a Family Season Pool Pass. A family membership is currently limited to mother, father, and dependent children under 18 living in the same household. She was told she would need to purchase a Family Pass and a Single Pass. The Committee recommends extending the Family Season Pass rate to include dependent children up to 23 years of age living in the same household.

Motion by Mr. Barrett, seconded by Mr. Labenberg to extend the Family Season Pass rate to include dependent children up to 23 years of age living in the same household. There were 6 ayes. Motion carried.

Progress.

d. Public Safety Committee

Mr. Brown reported that the Committee met on Thursday, June 13, 2013. The Committee discussed Chapter 15 parking issues at length. There was a request from Sally Mohr, 550 N. 3rd Street, for a one-way restriction on Carl Street. The Committee will continue to discuss the item. Mr. Brown reported that the Committee discussed a request from Dr. Waddell to change the yield sign at N. 3rd and N. 4th Street at Memorial Triangle to a stop sign. He stated that he and Dr. Waddell were almost involved in an accident at the intersection. At the Committee Meeting, Chief Faust presented and reported on a Memorandum from the Traffic Officer. The Police Department reported that there have been no accidents at the site and it would be difficult to meet the criteria necessary to replace the sign. Dr. Waddell asked for clarification on replacing the yield sign with a stop sign. Mrs. Gilbert and Solicitor Dimmich clarified the requirements needed to replace the sign. Mr. Brown reported that the yield sign will be moved 20 feet forward from its current location; and the curbing on N. 4th Street will be painted restricting parking for 30 feet as required by Pennsylvania Vehicle Code.

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Mr. Brown reported that there are several items requiring official action.

Motion by Mr. Brown, seconded by Mr. Labenberg to hire Angie Wilson as a part-time EMT for the Emmaus Ambulance Corps at an hourly rate of \$12.45 contingent upon a successful background check. There were 6 ayes. Motion carried.

Motion by Mr. Brown, seconded by Mr. Labenberg to appoint Paul Rice as a volunteer firefighter for the Emmaus Fire Department contingent upon a successful background check, physical, and completion of Firefighter I. There were 6 ayes. Motion carried.

Motion by Mr. Brown, seconded by Mr. Labenberg to appoint Kent Fitzgerald as a volunteer firefighter for the Emmaus Fire Department contingent upon a successful background check, physical, and completion of Firefighter I. There were 6 ayes. Motion carried.

Mr. Brown reported that the Committee discussed changing the dates of the Committee meetings. The Committee will meet on the first Wednesday of the month at 3:00 p.m., except August 7, 2013 and November 6, 2013, which will be held at 2:00 p.m., due to meeting conflicts.

The next Committee Meeting is Wednesday, July 3, 2013 at 3:00 p.m.

Progress.

e. General Administration Committee

Dr. Waddell reported that the Committee recommends approving light duty policies for the Clerical/Secretarial, Public Works and Non-union employees. He thanked Mrs. Gilbert and Mr. Pepe for negotiating the light duty policies with the Unions. Mr. Labenberg also thanked Mrs. Gilbert and Mr. Pepe and stated that having light duty policies will reduce worker's compensation costs.

Motion by Dr. Waddell, seconded by Mr. Labenberg to approve the Clerical/Secretarial Light Duty Policy. There were 6 ayes. Motion carried.

Motion by Dr. Waddell, seconded by Mr. Labenberg to approve the Public Works Light Duty Policy. There were 6 ayes. Motion carried.

Motion by Dr. Waddell, seconded by Mr. Labenberg to approve the Light Duty Policy for Non-union Employees. There were 6 ayes. Motion carried.

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Dr. Waddell reported that the Committee has received a Letter of Resignation from Jeffrey Clapper as the Public Works Director.

Motion by Dr. Waddell, seconded by Mr. Labenberg to accept the Letter of Resignation from Mr. Clapper as the Public Works Director.

Solicitor Dimmich suggested amending the Motion to read “approve Termination Agreement and Release”.

Dr. Waddell amended the motion. Mr. Labenberg amended his second.

Motion by Dr. Waddell, seconded by Mr. Labenberg to approve Mr. Clapper’s Termination Agreement and Release. There were 6 ayes. Motion carried.

Motion by Dr. Waddell, seconded by Mr. Labenberg to appoint John Dychala as Public Works Director with a salary of \$75,000. There were 6 ayes. Motion carried.

Dr. Waddell reported that the Committee discussed the home located at 4th & Broad Streets and stated that the Committee is aware of safety issues with the home and anticipates action in the future.

Dr. Waddell reported that Rowan Hobson has requested reappointment as Emmaus Junior Councilmember. Mr. Labenberg thanked Mr. Hobson for his participation.

Motion by Dr. Waddell, seconded by Mr. Barrett to reappoint Rowan Hobson as Emmaus Junior Councilmember to a term running September, 2013 through June, 2014. There were 6 ayes. Motion carried.

The next Committee Meeting is June 26, 2013.

Progress.

f. Budget and Finance Committee

Mr. Holtzhafer read Resolution 2013-16, authorizing payment of the June 19, 2013 Bill List, as follows:

Bill List	\$	364,007.69
Payroll #11 and #12	\$	248,603.92
Payroll Taxes	\$	<u>86,024.42</u>
Total	\$	698,636.03

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Done this 19th of June 2013.

Motion by Mr. Shubzda, seconded by Mr. Barrett to approve the June 19, 2013 Bill List. There were 7 ayes. Motion carried.

Mr. Labenberg stated that he will vote in favor of the motion and clarified that the item on the Bill List for Paulette Labenberg is for reimbursement for T-shirts purchased for the Splash-N-Dash 5K. Mr. Brown asked Mr. Pepe for the anticipated completion date for the billing software upgrade. Mr. Pepe responded that he has been in financial negotiations with Dallas Data Systems for months and a second MSL data dump is required before the system can go live. He believes the data dump will occur within the next month or two.

Mr. Holtzhafer reported that Chief Nonnemacher has requested approval to replace an ambulance engine. The engine has been rebuilt once and needs to be replaced. It will be considerably less expensive to replace the engine rather than to replace the ambulance. Chief Nonnemacher has obtained three quotes from Haldeman, Lincoln, Mercury, in the amount of \$17,375; Hendricks & Sons, in the amount of \$18,401.94; and Motors Plus, Inc., in the amount of \$15,500. The Committee recommends approving the purchase of a new engine from Motors Plus in the amount of \$15,500 with a contingency of \$1,000 for belts, hoses, mounts, etc. Mr. Labenberg asked how the engine will be paid for. Mr. Holtzhafer responded that the engine will be paid for through the Contingency Fund.

Motion by Mr. Shubzda, seconded by Mr. Brown to purchase a new engine for an ambulance for the Emmaus Ambulance Corps from Motors Plus, Inc., in the amount of \$15,500, with \$1,000 for contingencies. There were 6 ayes. Motion carried.

Mr. Holtzhafer reported that the Emmaus Main Street Partners recently requested a \$3,000 monetary donation by the Borough to match a grant by the Lehigh Valley Chamber of Commerce. The Committee voted to deny the request.

Mr. Holtzhafer reported that Mr. Pepe is currently working to obtain quotes from vendors to reduce utility costs. Mike Schroeder from Think Energy attended the Committee meeting to discuss his product, which offers a 24 month fixed rate. Mr. Pepe has voiced concern that, because rates are constantly changing, it is impossible to wait until a Council Meeting to lock in a rate. He has asked for authorization to use his discretion to lock in with the utility company with the best rate without full Council's approval. Mr. Labenberg stated that he will support the motion but advised Mr. Pepe to use his due diligence with the item. Mr. Pepe responded that he will and that rates are considerably lower than they were last year.

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Motion by Dr. Waddell, seconded by Mr. Shubzda to authorize Mr. Pepe discretion to lock in with the utility company with the best rate without full Council's approval. There were 6 ayes. Motion carried.

Mr. Holtzhafer reported that the Committee discussed the Town Hall server issues at length. The Committee discussed upgrading the Enterprise Server versus using a cloud-based system. The Committee recommends upgrading the Enterprise Server and improve the firewall at Town Hall for a cost of not more than \$8,000 through IntegraOne. Mr. Barrett thanked the Budget and Finance Committee for researching the cloud-based system. Mr. Labenberg asked if the funds are being taken out of the Contingency Fund and asked Mr. Pepe to provide an update of the Contingency Fund at the next Council Meeting.

Motion by Mr. Shubzda, seconded by Dr. Waddell to upgrade the Enterprise Server and improve the firewall at Town Hall at a cost of not more than \$8,000 through IntegraOne. There were 6 ayes. Motion carried.

Mr. Holtzhafer reported that the Committee discussed the Cost of Living Adjustment request by Police Officer retirees which would result in the Borough paying \$32,000 in 2013 as a result of the unfunded liability of the COLA. The Committee discussed budgeting for a COLA in 2014. Mr. Barrett asked when the last time a COLA was given. Mr. Holtzhafer reported that it was in 2009.

Progress.

g. Community Relations, Planning and Development Committee

The next Committee Meeting is June 27, 2013 at 4:15 p.m. Mr. Brown reported that the Committee will discuss a Tree Revitalization Grant to replace 5-8 Bradford Pear trees. The Committee will also discuss the LERTA Program. Mr. Brown reported that the Emmaus Main Street Partners have completed its state accreditation and will research the Keystone Communities Program and the Community Revitalization Grants. Mr. Brown also reported that the Committee will follow up on the status of the CGI Communications Community Video.

Progress.

h. Junior Council Member's Report

Mr. Hobson congratulated all of the graduating seniors. He also reported that the EHS Angel Network is hosting a fundraiser through Armetta's. He stated that every Tuesday in the month of June, upon mentioning the fundraiser, 5% of the total bill, will benefit the Angel Network. He also stated that the fundraiser includes eat-in or take-out

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orders. He encouraged everyone to participate. Mr. Hobson wished everyone a healthy and happy summer.

Progress.

PERSONAL APPEALS, PART II

A. John Donches, 559 Minor Street – asked several questions about the fencing at the Emmaus Community Park.

B. Anthony Groller, 1302 S. 10th Street – voiced concerns about fuel, transportation, and insurance costs on all Borough vehicles. He stated that he witnessed the Public Works Department traveling back and forth many times during a water main break over the weekend. Mr. Labenberg responded that the Public Works Department did an excellent job during the emergency and responded professionally. Mr. Pepe responded that the employees did make several trips due to the nature of the water main break and commended the Department for its hard work during the water main break. Dr. Waddell stated that he and Mr. Barrett toured the Public Works garages and Water Works building and the system for establishing a water main break is antiquated. He believes the system should be digitalized. Mr. Pepe agreed and stated that there is a system called IWORQ which addresses Dr. Waddell's concerns. Mr. Groller voiced concern about the pick-up trucks being parked at the Community Park on Sunday and questioned where the employees were. Mr. Brown responded that due to budgetary constraints the summer parks employee program was adjusted and there were less employees hired.

Motion by Mr. Barrett, seconded by Mr. Brown to extend Mr. Groller's Personal Appeal time by 5 minutes. There were 5 ayes, 1 opposed (Holtzhafer). Motion carried.

BOROUGH MANAGER'S REPORT

Mr. Pepe reported that the Significant Revenue and Expense Items for May, 2013 are in the binders and entertained questions about it.

Mr. Pepe reported that there are several firms that have expressed an interest in being the Borough's insurance broker. One of the firms informed Selective Insurance that they were the Borough's broker. For Brown & Brown to be able to obtain a quote from Selective, Council must officially approve Brown & Brown as the current insurance broker of record.

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Motion by Mr. Barrett, seconded by Mr. Brown to reflect that as of June 19, 2013, Brown & Brown is the Borough of Emmaus' broker on record for insurance coverage. There were 6 ayes. Motion carried.

Mr. Pepe stated that EMC Insurance has decided to reverse its decision and to submit a quote for renewal. The Borough would save \$6,000 from its current policy, largely due to the Safety Committee state certification.

Mr. Labenberg stated that there was an Estate within the Borough that left money to many of the organizations within the Borough and thanked them. Mr. Labenberg stated that the flowers at Triangle Park look particularly nice. He also stated that the Special Entertainment Commission received a sign donation from Sharp Signs advertising the Summer Concert Series and encouraged residents to place a sign in their yard. He thanked Mr. Shubzda for designing the Special Entertainment Commission's logo.

Progress.

PRESIDENT'S BUSINESS

Mr. Holtzhafer recessed for an Executive Session at 9:07 p.m. for legal matters with no action anticipated.

Mr. Holtzhafer reconvened the Meeting at 9:52 p.m. with no official action required.

Motion by Mr. Barrett, seconded by Dr. Waddell to adjourn. There were 6 ayes. Motion carried.

The June 19, 2013 Meeting of the Emmaus Borough Council adjourned at 9:53 p.m.

Shane Pepe
Borough Manager

Transcribed by: Paula Weiant
Administrative Assistant
June 24, 2013