

I. CALL TO ORDER – PLEDGE TO THE FLAG

The General Business Meeting of the Board of Supervisors of Upper Macungie Township was called to order on November 7, 2024, at 7:00 p.m. in the Municipal Building, 8330 Schantz Road, Breinigsville, PA 18031. Present were Jeff Fleischaker, Chairman; Sunny Ghai, Vice-Chairman; James M. Brunell, Supervisor; Robert R. Ibach, Jr., Township Manager; Kalman A. Sostarecz, Jr., Assistant Township Manager and Director of Community Development; Jazmin Vazquez, Township Secretary; Andrew V. Schantz, Esq., Solicitor; Michael Sitoski, Chief UMTPD; Peter Christ, Commissioner, Bureau of Fire; Dave Alban, Township Engineer; Scott Faust, Public Works Director; Bruce Koller, Finance Director; Michelle Souls, Assistant Finance Director; and Ryan Griffiths, Recreation Manager.

Chairman Fleischaker opened the meeting and asked all present to join him in reciting the Pledge of Allegiance to the Flag of the United States of America.

II. ADDITIONS/DELETIONS TO THE AGENDA

III. MINUTES & FINANCIALS

A. Minutes – October 3, 8, and 15, 2024

B. Financials – October 2024

Chairman Fleischaker stated that he would dispense with the reading of the minutes of the previous meetings unless there were any objections.

Motion by Chairman Fleischaker to dispense with the reading of meeting minutes from the General Business Meeting held on October 3, 2024, and the Budget Workshops held on October 8th and 15th, 2024, and approve as submitted, and authorize the payment of the bills for October 2024 in the amount of \$4,837,904.85. Seconded by Supervisor Brunell. Motion passed unanimously.

IV. PRESENTATIONS

A. 2025 Budget Presentation

Ms. Souls provided a brief overview of the 2025 proposed budget, highlighting that the real estate tax rate and the residential sewer fees will remain the same as the previous year. There will be an increase to the refuse and recycling rate from \$350.00 to \$375.00 annually. The senior rate for refuse and recycling will increase from \$330.00 to \$355.00 annually. She mentioned that the proposed budget is balanced.

Motion by Chairman Fleischaker to adopt the 2025 Proposed Budget and authorize the advertisement for its public display. Seconded by Supervisor Brunell. Motion passed unanimously.

B. Proclamation for Small Business Saturday

Chairman Fleischaker stated that Upper Macungie Township supports and celebrates local businesses and the contributions that they make to the local economy. He presented a proclamation declaring Saturday, November 30, 2024, to be Small Business Saturday, and urged residents to support Small Business Saturday.

V. DISCUSSIONS & UPDATES

NONE

VI. ORDINANCES

None

VII. RESOLUTIONS

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A. Resolution 2024-44 – Docket #2265A –Trexkertown Retail Center LLC, 5917 Tilghman Street – Final Land Development Plan

Mr. Sostarecz stated that the applicant is proposing the demolition of an existing convenience store and the construction of a new 1,080 sq. ft. vehicle wash, a strip retail, and a convenience store consisting of 5,488 sq. ft. The Planning Commission recommended final plan approval at their meeting held on March 20, 2024. Preliminary Land Development Plan approval was granted by the Board of Supervisors along with the approval of six waivers to the SALDO at the General Business Meeting held on January 2, 2024.

Motion by Supervisor Brunell to approve Resolution #2024-44, granting Final Land Development Plan Approval to Docket #2265-A, Trexlertown Retail Center, LLC conditioned upon the Township Engineer and Township Zoning Review Letters dated October 31, 2024 and October 23, 2024, respectively. Seconded by Chairman Fleischaker. Motion passed unanimously.

Resolution #2024-45 – Docket #2347 – 110 PA Route 100 Warehouse – Preliminary Land Development Plan

Mr. Sostarecz stated that the applicant has proposed to build a 150,585 sq. ft warehouse as well as the construction of related parking lots, staging areas and related on and off-site infrastructure improvements. The Zoning Hearing Board granted a special exception approval on November 22, 2023 to allow the applicant to operate a warehouse at the site, subject to 24 conditions. On September 18, 2024, at their meeting, the Planning Commission recommended Preliminary Plan approval.

Motion by Charman Fleischaker to adopt Resolution #2024-45, granting Preliminary Land Development Plan approval to Docket #2347, 110 PA Route 100 Warehouse, conditioned upon the Township Engineer and Township Zoning Review Letters dated October 31, 2024, and October 23, 2024, respectively. Seconded by Supervisor Brunell. Motion passed unanimously.

C. Resolution #2024-46 – Docket #2361 – Resurrection Cemetery, 547 N. Krocks Road – Sewer Planning Module

Ms. Vazquez stated that this was an administrative item, and that the applicant had previously presented before the Board and has since completed their Sewage Planning Module. Township Engineers have reviewed the Plan and agree that it is ready to be submitted to DEP for approval.

Motion by Chairman Fleischaker to adopt Resolution #2024-46, approving the submission of a Sewage Planning Module for Docket #2361 – Resurrection Cemetery. Seconded by Supervisor Brunell. Motion passed unanimously.

D. Resolution #2024-47 – Docket #2380 – 18th Amendment Microbrewery – Sewer Planning Module

Ms. Vazquez stated that this is a housekeeping item, and that the applicant has completed their Sewage Planning Module. Township Engineers have reviewed the Plan and agree that it is ready to be submitted to DEP for approval.

Motion by Chairman Fleischaker to adopt Resolution #2024-47, approving the submission of a Sewage Planning Module for Docket #2380 – 18th Amendment Microbrewery. Seconded by Supervisor Brunell. Motion passed unanimously.

E. Resolution #2024-48 – Bond Reimbursement

Mr. Ibach stated that if a bond is used as a financing option for the construction of the Community Center, the bond funds can only be applied to the costs at the time of issuance. This Resolution would allow for a 60-day look back from the time the Resolution is enacted to use the bond funds to reimburse the Township for expenditures incurred prior to the bond.

Motion by Supervisor Brunell to adopt Resolution #2024-48, authorizing the Township to reimburse itself for "original expenditures" related to the construction of the community center if a bond is issued to provide funding for the project. Seconded by Chairman Fleischaker. Motion passed unanimously.

F. Resolution #2024-49 – Hazard Mitigation Plan

Commissioner Christ stated that the Disaster Mitigation Plan Act of 2000 requires local governments to have plans and update them every five years to be eligible for Federal Hazard Mitigation Funding.

Motion by Supervisor Brunell to adopt Resolution #2024-49, adopting the Lehigh Valley 2024 Hazard Mitigation Plan as the official Hazard Mitigation Plan of Upper Macungie Township. Seconded by Chairman Fleischaker. Motion passed unanimously.

VIII. MOTIONS

A. Awarding Bids for Polished Concrete and Turf for the Community Center

Mr. Ibach stated that at the September 5, 2024 meeting the Board authorized the rebidding of the Polished Concrete, Artificial Turf, and ADA Lift projects. He also mentioned that no bids were received for the second time for PC #22, ADA Lift, and that the Township will be negotiating with vendors to secure a contact. Mr. Griffiths also provided a brief update on what programming may look like for the Community Center.

Motion by Chairman Fleischaker to award Bid PC #17, Polished Concrete to Budget Maintenance Concrete Services, Inc. in the amount of \$114,307.50, and to award Bid PC #19, Artificial Turf, to Sprinturf in the amount of \$554,620.00, and acknowledging that for the second time no bid was received for Bid PC #22, ADA Lift. Seconded by Jim Brunell. Motion passed unanimously.

B. Update of Employee Handbook

Mr. Ibach mentioned that the updates that are being made to the handbook are to remain compliant with laws and regulations as well as updating changes in the Workplace/Township policies and procedures.

Motion by Vice-Chairman Ghai to update the employee handbook. Seconded by Chairman Fleischaker. Motion passed unanimously.

C. Authorizing the Advertisement of an RFP for Township Solicitor

Mr. Ibach stated that this was a housekeeping item, and that over the last 12 to 14 months the Township has been updating all of their Professional Services, and the Township would like to advertise an RFP for Township Solicitor Services.

Motion by Chairman Fleischaker to authorize staff to draft and advertise an RFP for Township Solicitor Services. Seconded by Vice-Chairman Ghai. Motion passed unanimously.

D. Authorizing an Extension of Time Limitations for Recording of Docket #2338 Twin Ponds Mixed Use

Mr. Sostarecz mentioned that the applicant was granted Conditional Preliminary/Final Plan approval on July 3, 2024. The conditions of approval included the requirement to provide all plans and documents needed for the recording of the plan by the Township Engineer within 120 days. The developer is completing these items but is requesting an extension to finalize everything. This would be the first time an extension has been granted for this project.

Motion by Supervisor Brunell to authorize an extension of the time limitation for the recording of Docket #2338 - Twin Ponds Mixed Use, for an additional 120 days ending on February 28, 2025. Seconded by Chairman Fleischaker. Motion passed unanimously.

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E. *Authorizing the Township Manager to Execute an Agreement with the Sanctuary of Haafsville for Stray Cat Services*

Chief Sitoski stated that this agreement is necessary to provide assistance to residents for stray and feral cats within the Township. The Township has maintained an agreement with the Sanctuary since 2016 and has established a good working relationship.

Motion by Vice-Chairman Ghai to authorize the Township Manager to execute an agreement with the Sanctuary of Haafsville to provide assistance with stray cat services for 2025. Seconded by Chairman Fleischaker. Motion passed unanimously.

F. *Authorizing Fire Police Assistance for the St. Luke's Marathon*

Commissioner Christ stated that the Allentown Police Department has requested assistance from the Upper Macungie Township Fire Police for traffic control on November 10, 2024, for the St. Luke's D&L Race Fest Marathon.

Motion by Chairman Fleischaker to approve Upper Macungie Township Fire Police to aid with traffic control at St. Luke's D&L Race Fest Marathon on November 10, 2024, on behalf of the Allentown Police Department. Seconded by Vice-Chairman Ghai. Motion passed unanimously.

IX. BOARD AND STAFF REPORTS

A. *Township Secretary*

Ms. Vazquez mentioned that there was an executive session that was held at 6:00 p.m. and the topic discussed was legal matters.

B. *Police Department*

Chief Sitoski mentioned that the rescheduled National Night out event was a success and thanked all who attended and made the event possible. He also congratulated Officer Julia Poapst for becoming a certified D.A.R.E Instructor.

C. *Parks & Recreation*

Mr. Griffiths mentioned that the 2nd Annual Trunk or Treat had approximately 4,000 attendees and was a success.

D. *Supervisors*

Supervisor Brunell thanked the Volunteer Fire Departments for their hard work and commitment to the residents of Upper Macungie. He also recognized that the Upper Macungie Police Department has assisted with fire calls, showing unity across our emergency services.

X. PUBLIC COMMENT/COURTESY OF THE FLOOR

Charles Deprill thanked the Township for assisting with traffic control during the Corey and Kimberly's Ride Continues Motorcycle Ride.

XI. ADJOURNMENT

There being no other business, **Supervisor Brunell made a motion to adjourn the meeting at 8:11 p.m. Seconded by Chairman Fleischaker. The motion passed unanimously.**

Submitted by:



Jazmin Vazquez
Township Secretary