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**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 January 5, 2026, at 7:00 p.m. in the Municipal Building, 8330 Schantz Road, Breinigsville, PA 18031. Present were Jeff Fleischaker, Chairman; Julien Godborge, Vice-Chairman; Sunny Ghai, Supervisor; Robert Ibach, Jr., Township Manager; Meredith Keller, Director of Community Development; Jazmin Vazquez, Township Secretary; Andrew V. Schantz, Esq., Solicitor; Chief Michael Sitoski, UMTPD; Commissioner Peter Christ, Bureau of Fire; Ryan Kern, Township Engineer; Scott Faust, Public Works Director; Ryan Griffiths, Recreation Manager; and Michelle Souls, Finance Director.

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**

Mr. Kern mentioned that Resolution #2026-04 – Docket #2413 – Nursery Street Townhouses – Modification request would be removed from the agenda at the request of the applicant.

**III. MINUTES & FINANCIALS**

- A. *Minutes – December 4, 2025 – General Business Meeting*
- B. *Financials – December 2025*

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

Motion by Chairman Fleischaker to dispense with the reading of meeting minutes from the December 4, 2025 – General Business Meeting and approve as submitted and authorize the payment of the bills for December 2025 in the amount of \$5,727,982.94. Seconded by Vice-Chairman Godborge. Motion passed unanimously.

**IV. PRESENTATIONS**

- A. *Legislative Update – Senator Coleman*

Senator Jarrett Coleman announced that the Township has been awarded \$250,000.00 from Act 13 Funds for the Grange Park Loop Trail.

**V. DISCUSSIONS & UPDATES**

None

**VI. ORDINANCES**

- A. *Ordinance #2026-01 – Manager’s Ordinance*

Mr. Ibach stated that the Manager’s Ordinance requires an update every two years. This update will include more flexibility within the Township Manager’s role while improving response times and efficiency.

Motion by Chairman Fleischaker to adopt Ordinance #2026-01, updating the Township Manager Ordinance. Seconded by Vice-Chairman Godborge. Motion passed unanimously.

**VII. RESOLUTIONS**

- A. *Resolution #2026-01 – Adoption of the 2026 Fee Schedule*

Mr. Ibach stated that the 2026 Fee Schedule was before the Board for consideration. The budget should be adopted as presented with the exception of Schedule “B” and “C”. Schedules “B” and “C” that were adopted in 2025 will be used in 2026 as well.

Motion by Chairman Fleischaker to adopt Resolution #2026-01, adopting Upper Macungie Township’s 2026 Fee Schedule with the Exception of Schedules “B” and “C” that will be Adopted as the 2025 Versions. Seconded by Supervisor Ghai. Motion passes Unanimously.

**B. Resolution #2026-02 – Docket #2395, 6045 Reppert Lane – Sewage Planning Module**

Ms. Vazquez stated that the applicant has submitted a Sewage Planning Module, the development received Preliminary Land Development Approval from the Board at the December 2025 General Business Meeting. Township Staff and Engineers have reviewed the application and recommend the adoption of resolution as presented.

**Motion by Chairman Fleischaker to adopt Resolution #2026-02, approving the submission of a Sewage Planning Module for Docket #2395, 6045 Reppert Lane. Seconded by Vice-Chairman Godbarge. Motion passed unanimously.**

**C. Resolution #2026-03 – Appointing Members of the Zoning Hearing Board**

Solicitor Schantz mentioned that the Municipal Planning Code states that Zoning Hearing Board Members should be appointed by resolution.

**Motion by Supervisor Ghai to adopt Resolution #2026-03, appointing members of the Zoning Hearing Board in accordance with the Pennsylvania Municipalities Planning Code. Seconded by Chairman Fleischaker. Motion passed unanimously.**

**VIII. MOTIONS**

**A. Authorizing Memorandum of Understanding with the Township Manager**

Mr. Ibach stated the Memorandum of Understanding must be updated every two years to outlining duties and responsibilities of authorities of the Township Manager.

**Motion by Vice-Chairman Godbarge to authorize the execution of a renewal of a Memorandum of Understanding with Township Manager, Robert R. Ibach, Jr. for the period of January 2, 2026, through January 3, 2028. Seconded by Chairman Fleischaker. Motion passed unanimously.**

**B. Authorizing Staff to Create a LERTA (Local Economic Revitalization Tax Assistance) Ordinance**

Mr. Ibach stated that the Township was approached by a property owner as well as the Lehigh Valley Economic Development Corporation that there is a potential buyer for a property that is currently owned by the Jaindl Company in Fogelsville, along Main Street. The LERTA needs to be approved by the Township and the School District. Staff and consultants recommend that a LERTA Ordinance should be considered at this time.

**Motion by Chairman Fleischaker to authorize Staff to create a LERTA (Local Economic Revitalization Tax Assistance) Ordinance. Seconded by Supervisor Ghai. Motion passed unanimously.**

**C. Agreements with Lower Macungie Township and Jaindl Land Company**

Mr. Ibach mentioned that in September 2025 the Board approved funding for the Township to work with Lower Macungie Township and Jaindl Land Company in a development that is just South of the Coldwater Crossings Subdivision. The Township has a sanitary sewer pump station that is upstream to a new line that will be put in by Lower Macungie Township. There is the need to obtain temporary construction easements, Township Staff, Solicitor, and consultants have been working on the agreements.

**Motion by Chairman Fleischaker to authorize the Township Manager to sign a Multi-Municipal Sewer and Expansion Agreement with Lower Macungie Township and the Jaindl Land Company for the purpose of extending a sanitary sewer main at the Coldwater Crossing pump station; pending all agreements meeting Staff and Solicitor's approval. Seconded by Supervisor Ghai. Motion passed unanimously.**

**D. Authorizing the Extension of Time for the Recording of Docket #2368, 617 N. Krocks Road**

Ms. Keller stated the subdivision plan is part of a larger mixed-use development project that is pending approval from Lower Macungie Township Board of Commissioners. The plan cannot be recorded until Lower Macungie provides plan approval.

**Motion by Supervisor Ghai to authorize an extension of the time limitation for the recording of Docket #2368 – 617 N. Krocks Road Mixed Used Minor Subdivision Plan to May 6, 2026. Seconded by Chairman Fleischaker. Motion passed unanimously.**

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**E. Authorizing the Extension of Time for the Recording of Docket #2347, Lehigh Valley West 57 (110 PA Route 100 Warehouse), 110 PA Route 100**

Ms. Keller stated that the applicant received final Land Development Approval on October 2, 2025 and if the Board were to approve the extension it would be their first extension.

**Motion by Chairman Fleischaker to authorize the extension of the time limitation for the recording of Docket #2347 – Lehigh Valley West 57 to May 30, 2026. Seconded by Vice-Chairman Godbarge. Motion passed unanimously.**

**F. Authorizing Staff to Send Docket #2420 Sheetz Windsor Conditional Use Application to the Upper Macungie Township Planning Commission**

Ms. Keller stated that according to § 27-118 of the zoning ordinance, conditional use applications are required to be reviewed by the Planning Commission within 30 days.

**Motion by Chairman Fleischaker to authorize Staff to forward a Conditional Use Application received for Docket #2420 Sheetz Windsor to the Upper Macungie Township Planning Commission. Seconded by Vice-Chairman Godbarge. Motion passed unanimously.**

**G. Authorizing the Advertisement of a Public Hearing for Docket #2420 Sheetz Windsor Conditional Use Application**

Ms. Keller stated that the township received a conditional use application for a Sheetz auto service station with accessory convenience store to be located near the intersection of Route 100 and Tilghman Street. She noted that both an auto service station and convenience store are conditional uses within the LI - Light Industrial Park Zoning District and that a public hearing would need to be scheduled to review the application and the Planning Commission's recommendation.

**Motion by Chairman Fleischaker to authorize the advertisement of a Public Hearing for Docket #2420 Sheetz Windsor Conditional Use on February 5, 2026. Seconded by Vice-Chairman Godbarge. Motion passed unanimously.**

**H. Authorizing the Advertisement of a Proposed Ordinance and Scheduling of a Public Hearing Related to the Vacation of a Portion of Main Street Fogelsville**

Solicitor Schantz stated that this is a matter of housekeeping and relates the approval of the Olympic West Development. As part of this project Main Street has been realigned and there are several pieces of land that need to be vacated and returned to the property owners. This process requires Ordinance and Public Hearing.

**Motion by Chairman Fleischaker to authorize the advertisement of a proposed ordinance and scheduling of a Public Hearing related to the Vacation of a portion of Main Street Fogelsville. Seconded by Vice-Chairman Godbarge. Motion passed unanimously.**

**I. Authorizing the Sale of Alcohol at Township Run Events**

Mr. Griffiths stated that any events that allow the consumption and sale of alcoholic beverages must adhere to the Upper Macungie Township Special events requirements including the approval of the Board of Supervisors.

**Motion by Chairman Fleischaker to authorize vendors to serve alcohol at the following Township run events such as Winterfest, Bunny Hop Trunk Hunt, Concerts in the Park, Barktoberfest, and Trick or Treat Trail, contingent upon completion by the selected vendor of Upper Macungie Township Certificate of Insurance Alcohol Liability Additionally Insured requirements, proof of Responsible Alcohol Management Program (RAMP) Employee Certifications, and proof of Pennsylvania Liquor Control Board (PCB) Exposition Permit verified by Township Staff including but not limited to the Township Manager, Recreation Manager, Chief of Police, Township Solicitor, and Finance Director. Seconded by Supervisor Ghai. Motion passed unanimously.**

**J. Authorizing the Purchase of Bleachers and Soccer Goals for the UMT Community Lifestyle Center**

Mr. Griffiths stated that General Recreations is a COSTARS vendor and requested authorization to finalize the purchase.

**Motion by Chairman Fleischaker to authorize the purchase of bleachers and soccer goals for the UMT Community Lifestyle Center by COSTARS vendor General Recreation, in the amount of \$79,919.31. Seconded by Vice-Chairman Godbarge. Motion passed unanimously.**

**IX. BOARD AND STAFF REPORTS****A. Township Secretary**

Ms. Vazquez stated that there was an executive session held on January 5, 2026, at 5:00 p.m., the topic discussed was personnel matters. She also mentioned that the Township has a new Tax Collector, Barry Bellew, he will be offering weekly office hours, and the information can be found on the Township's Website as well as the Facebook Page. Mr. Bellew introduced himself to the Board and mentioned that he will be at the Township weekly to provide services to the residents of the Township.

**B. Bureau of Fire**

Commissioner Christ informed that on January 6, 2026, Upper Macungie Township Fire & Rescue, Station 57 will hold their first township wide training.

**C. Finance Department**

Ms. Souls stated that the recycling events for 2026 have been scheduled for the following dates: Paper Shredding on April 11 from 9-11 a.m., and the Electronic Recycling Event will be held on May 2.

**D. Parks and Recreation**

Mr. Griffiths provided information on upcoming events throughout the Township. He also mentioned that the Township received the following Local Share Account Grants; \$74,000 for Earl Adams Park playground equipment, \$224,000 for leaf collection truck, and \$193,000 for Grange Park Basketball Court Improvements.

**E. Supervisors**

Vice-Chairman Godbarge stated that he was excited to be part of the Board and looks forward to working in the best interests of the Township.

Chairman Fleischaker wished all a Happy New Year.

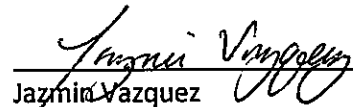
**X. PUBLIC COMMENT/COURTESY OF THE FLOOR**

None.

**XI. ADJOURNMENT**

There being no other business, Supervisor Ghai made a motion to adjourn the meeting at 7:52 p.m. Seconded by Vice-Chairman Godbarge. The motion passed unanimously.

Submitted by:

  
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Jazmin Vazquez  
Township Secretary