

January 21, 2008

EMMAUS BOROUGH COUNCIL

Emmaus Borough Council
Agenda
Monday, January 21, 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Personal Appeals, Part I
4. Reading of Minutes

January 7, 2008
5. Decision on Bids
6. Communications
 - a. Mayor Winfield Iobst – Reason for Veto of Ordinance No. 1037
 - b. Peter Kapustiak, Program Chair, Kiwanis Club of Emmaus – Request use of Community Park for their Annual Easter Egg Hunt on March 22, 2008
 - c. Mike Richardson, CO-Race Director, Lehigh Valley Road Runners – Request permission to conduct their 31st Annual Emmaus Road Race on April 13, 2008
 - d. Cindy McDonnell Feinberg, Lehigh County Director of Community and Economic Development – Local Government Grant Workshop being held on January 31, 2008
 - e. Scott Fichter, EYA President – Replace Coke Wagon with Ball Yard Shed
 - f. Richard Gerhart, Chairman, Emmaus General Authority – 2008 Elected Officers
 - g. William Rice, 765 Wayne Circle, Emmaus – Leaf Removal
 - h. Thomas Nervine, Director of Lehigh County Emergency Services – Elected Officials Seminar, February 21, 2008
 - i. Stacey Sterner, Chief Clerk, Lehigh County Board of Elections – Polling Place Agreement for the Central Fire Station, 100 N. Sixth St., Emmaus
 - j. Lori Baia, 375 Fairview Street, Emmaus – Reimbursement for computer repairs
7. Borough Engineer's Report
8. Solicitor's Report
 - a. Ordinance No. 1037 – Prohibiting the Feeding of Waterfowl on Borough Owned Property (1st Reading 1/7/08)

January 21, 2008

EMMAUS BOROUGH COUNCIL

9. New Business
10. Unfinished Business
 - a. 90-Day Trial Period – Four-way Stop Sign (Keystone/Pine) (Expires 3/13/08)
 - b. 90-Day Trial Period – No Parking on Section of Arch Street (Expires 3/13/08)
 - c. 90-Day Trial Period – Two Hour Parking on Section of Chestnut Street (Expires 3/13/08)
11. Items Not on Agenda, Subject to Rule 6
12. Mayor's Report
13. Committee Reports

Committee Reference for Council Members & Solicitor

 - a. 2008-09 Council Rules and Regulations - **General Administration**
 - b. Bill List (R-4) – **Budget and Finance**
14. Personal Appeals, Part 11
15. Borough Manager's Report
 - a. Significant Revenue and Expense Items for First Half of January 2008
 - b. Manager's Report
 - c. Reminder – Second Council Meeting in February will be on Tuesday, February 19, 2008
16. President's Business

Executive Session
2008-09 Emmaus Borough Council Committees
17. Adjournment

Next Resolution #5
Next Ordinance #1038

January 21, 2008

EMMAUS BOROUGH COUNCIL

The Emmaus Borough Council met in regular session on January 21, 2008 in Borough Council Chambers, 28 S. 4th Street, Emmaus, PA 18049.

CALL TO ORDER

Council President Waddell called the meeting to order at 7:00 p.m.

| | |
|----------------------------------|---------|
| Michael Waddell, President | Present |
| Craig Neely, Vice-President | Present |
| Brent Labenberg | Present |
| Lee Ann Gilbert | Present |
| Wesley Barrett | Present |
| Nathan Brown | Present |
| Brian Holtzhafer | Present |
| Winfield Iobst, Mayor | Present |
| Frank Procyk, Solicitor | Present |
| Bruce Fosselman, Borough Manager | Present |

President Waddell thanked Bob Boehmer, Leslie Heffron and Mike Shaffer for all they did for the SnowBlast Winter Festival. He said it was a wonderful event. Mr. Boehmer said that Ms. Heffron goes far above and beyond for this event. Ms. Heffron thanked the Borough for their help and said that Emmaus is a true 'community' and not just a city. Mr. Boehmer thanked the Police, Fire and Public Works Departments and staff for all their help in the event. Ms. Heffron announced that the skating exhibition will be on January 26th at 5 p.m. and requested that the rink stay open until 10 p.m. Mr. Boehmer reported that the Arts Commission printed and sold over 2,000 Christmas cards. He thanked the public and merchants for their support in that fund raiser. Council Member Labenberg said that the Arts Commission did a fantastic job promoting the Winter Festival.

PERSONAL APPEALS, PART I

- A. Jim Woodeshick 108 Seem Street**, referring to the trial four-way stop at Keystone and Pine Streets, does not feel that stop signs are the answer for the Borough. If safety is a factor for a school bus stop, he feels that installing sidewalk will make it safer. Regarding the geese problem at Furnace Dam, Mr. Woodeshick said there were 200 geese at the Dam the other day. He said that there are many other places to go feed geese. Regarding Christmas tree pickup, Mr. Woodeshick feels that the Borough could save money by renting a chipper and chip the trees while picking them up. This will save labor time of double handling the trees. Borough Manager Fosselman stated that there are over 1,000 trees collected each year. Council Member Labenberg will address this at the next Public Works Committee meeting. Regarding the stop sign at Keystone and Pine Streets, Council Member Neely said that over the years Keystone Avenue has changed

January 21, 2008

EMMAUS BOROUGH COUNCIL

drastically; it has become a thoroughfare and because of that he would support, as he did in the past, sidewalks on Keystone Avenue.

READING OF MINUTES

Motion by Council Member Labenberg, second by Council Member Barrett to dispense with the formal reading of the January 7, 2008 minutes. There were 7 ayes. Motion carried.

Motion by Council Member Labenberg, second by Council Member Brown to adopt the January 7, 2008 minutes as drafted. There were 7 ayes. Motion carried.

DECISION ON BIDS

None

COMMUNICATIONS

- a. Mayor Winfield Iobst – Reason for veto of Ordinance No. 1037. He supports getting rid of the geese if a new home can be found for them. The ducks are like peoples pets.
- b. Peter Kapustiak, Program Chair, Kiwanis Club of Emmaus – Request use of Community Park for their annual Easter Egg Hunt on March 22, 2008. Referred to staff.
- c. Mike Richardson, CO-Race Director, Lehigh Valley Road Runners – Request permission to conduct their 31st Annual Emmaus Road Race on April 13, 2008. Referred to staff.
- d. Cindy McDonnell Feinberg, Lehigh County Director of Community and Economic Development – Local Government Grant Workshop being held on January 31, 2008. Borough Manager Fosselman stated that he is attending this workshop.
- e. Scott Fichter, EYA President – Replace coke wagon with ball yard shed. To be discussed at the Park and Recreation Commission meeting on January 22nd.
- f. Richard Gerhart, Chairman, Emmaus General Authority – 2008 Elected Officers
- g. William Rice, 765 Wayne Circle, Emmaus – Leaf removal. Public Works Director, Jeff Clapper, wrote a memo to Council with the extended leaf collection dates. Manager Fosselman said that leaves fell late this year and caused a problem. Council Member Barrett suggested having a consistent schedule each year so residents know the schedule. Council Member Labenberg said that the Public Works Committee will review this. Council Member Neely agreed that the leaves fell late this year and suggested leaving the Compost Center open.
- h. Thomas Nervine, Director of Lehigh County Emergency Services – Elected Officials Seminar, February 21, 2008.
- i. Stacey Sterner, Chief Clerk, Lehigh County Board of Elections – Polling Place Agreement for Central Fire Station, 100 N. Sixth St., Emmaus. Borough Manager Fosselman confirmed with the Fire Department that they agree with this.

Motion by Council Member Gilbert, second by Council Member Neely to authorize the Borough Manager to send the appropriate correspondence to the County for the Polling Place Agreement. There were 7 ayes. Motion carried.

January 21, 2008

EMMAUS BOROUGH COUNCIL

- j. Lori Baia, 375 Fairview Street, Emmaus – Reimbursement for computer repairs. Borough Manager Fosselman said that he already denied the reimbursement, but thought he'd get Council's opinion on this. Solicitor Procyk will review Ms. Baia's request.
- k. Percy Daugherty, Lehigh County Board of Commissioner Chair – Matching Fund money available for Community Crime Watch.
- l. Joseph Gilliland, Pocono Township Volunteer Fire Company – Thanking Officer Shaffer for the work she's done and returning his stolen fire equipment.
- m. Dave Wigfield – Resigning from the Shade Tree Commission.

Motion by Council Member Barrett, second by Council Member Gilbert to accept the resignation from Dave Wigfield from the Shade Tree Commission. There were 7 ayes. Motion carried.

Motion by Council Member Gilbert, second by Council Member Labenberg to advertise for the vacancy on the Shade Tree Commission. There were 7 ayes. Motion carried.

BOROUGH ENGINEER'S REPORT

None

SOLICITOR'S REPORT

Council Member Barrett asked to remove Ordinance No. 1037 from the agenda and have the Parks and Recreation Committee review it again. Council Member Labenberg asked why he wanted to review this again and Mr. Barrett said the Park and Recreation Committee members will be different and wonders if there is a resolve for the issue.

Motion by Council Member Barrett, second by Council Member Holtzhafer to table Ordinance No. 1037 for Committee review. There were 5 ayes, 2 opposed (Gilbert, Labenberg). Motion carried.

Progress

NEW BUSINESS

None

UNFINISHED BUSINESS

- a. 90-Day Trial Period – Four-way Stop Sign (Keystone/Pine) (Expires 3/13/08)
- b. 90-Day Trial Period – No Parking on Section of Arch Street (Expires 3/13/08)
- c. 90-Day Trial Period – Two Hour Parking on Section of Chestnut Street (Expires 3/13/08)

ITEMS NOT ON AGENDA, subject to Rule 6

None

January 21, 2008

EMMAUS BOROUGH COUNCIL

MAYOR'S REPORT

On behalf of Mayor Iobst, Council Member Gilbert read a resignation letter from Officer Jennifer Koch that was addressed to Chief Faust.

Motion by Council Member Gilbert, second by Council Member Neely to accept Jennifer Koch's resignation as a Part-Time Police Officer. There were 7 ayes. Motion carried.

Progress

COMMITTEE REPORTS

a. Public Works Committee

Council Member Labenberg will Chair this Committee with Council Members Neely and Waddell. Meetings to be held the 1st or 2nd Wednesday of each month at 8 a.m.

b. Health and Sanitation Committee

Council Member Holtzhafer will Chair this Committee with Council Members Brown and Labenberg. Meetings to be held the 2nd Thursday of each month at 3:30 p.m.

c. Parks and Recreation Committee

Council Member Barrett will Chair this Committee with Council Members Labenberg and Holtzhafer. Meetings to be held the 1st Tuesday of each month at 3:30 p.m.

d. Public Safety Committee

Council Member Gilbert will Chair this Committee with Council Members Barrett and Brown. Meetings to be held the 2nd Thursday of each month at 9 a.m.

e. General Administration Committee

Council Member Neely will Chair this Committee with Council Members Barrett and Gilbert. Meetings to be held the 2nd and 4th Tuesdays of each month at 9 a.m.

Council Member Neely presented the 2008-09 Meeting Rules and Regulation for the Emmaus Borough Council.

Motion by Council Member Neely, second by Council Member Barrett to adopt the 2008-09 Meeting Rules and Regulation for the Emmaus Borough Council.

Borough Manager Fosselman stated that this has not changed in over 20 years.

January 21, 2008

EMMAUS BOROUGH COUNCIL

There were 7 ayes. Motion carried.

f. Budget and Finance Committee

Council President Waddell will Chair this Committee with Council Members Gilbert and Holtzhafer. Meetings to be held at 6:45 p.m. prior to each Council Meeting and quarterly meetings held as needed.

Motion by Council Member Labenberg, second by Council Member Neely to adopt the January 21, 2008 Bill List.

| | |
|----------------------|----------------------|
| Bill List | \$ 74,602.53 |
| Payroll #2 | \$ 112,818.83 |
| Payroll Taxes | \$ 36,181.19 |
| Total | \$ 223,602.55 |

Done this 21st day of January 2008. There were 7 ayes. Motion carried.

g. Community Relations/Development Committee

Council Member Brown will Chair this Committee with Council Members Neely and Waddell. Meetings will be held the 4th Wednesday of each month 4 p.m.

h. Ad Hoc Committees

Community School Relations

Council Member Holtzhafer will Chair this Committee with Council Members Barrett and Gilbert, Mayor Iobst and Borough Manager Fosselman. Meetings to be held periodically.

PERSONAL APPEALS, PART II

None

BOROUGH MANAGER'S REPORT

Borough Manager Fosselman received nominations for Volunteer of the Year. Nominations can be submitted for another two weeks.

There is a Council Government meeting January 22nd from Noon until 2 p.m.

The Budget Books were distributed. Any questions can be directed to the Borough Manager.

January 21, 2008

EMMAUS BOROUGH COUNCIL

PRESIDENT'S BUSINESS

President Waddell pointed out that Council Member Neely will be Council's representative for the Main Street Program.

President Waddell suggested changing the agenda to incorporate both the meeting agenda and the committee agenda into one.

ADJOURNMENT

Motion by Council Member Labenberg, second by Council Member Brown to adjourn. There were 7 ayes. Motion carried.

The meeting of Emmaus Borough Council adjourned at 7:45 p.m.

Bruce Fosselman
Borough Manager

Transcribed by: Renea Flexer
Administrative Assistant
January 23, 2008