

February 4, 2008

EMMAUS BOROUGH COUNCIL

Emmaus Borough Council  
Agenda  
Monday, February 4, 7:00 PM

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

January 21, 2008
5. Decision on Bids
6. Communications
  - a. Michael Strauch – Letter of Resignation as Police Officer
  - b. Teryl Madison, Executive Director, Emmaus Main Street – Emmaus Heritage Days – September 4<sup>th</sup> – 6<sup>th</sup>
  - c. Cris Brauchle – East Penn Emmaus Midget Football Assoc. – Request use of Parking Lot for Yard Sale
  - d. Denise Decker Fruhwirth, 169 Pine St. - Thank You for Stop Sign
7. Borough Engineer's Report
8. Solicitor's Report
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

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13. Committee Reports

**Public Works/(Highway, Water & Sewer)** (Labenberg, Neely, Waddell)

1. Committee
2. Solicitor
  - a. Sidewalk Standards

**Health and Sanitation** (Holtzhafer, Labenberg, Brown)

1. Committee
2. Solicitor

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

1. Committee
  - a. Raven Mill Property Swap
  - b. Furnace Dam Geese Problem – Ordinance No. 1037 – (1<sup>st</sup> Reading 1/7/08)
  - c. Walkway Under Railroad Tracks – Community Park
  - d. Scott Fichter – EYA Request – Ball Yard Shed
2. Solicitor

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

1. Committee
  - a. Outdoor Fires
  - b. Four-way Stop Sign (Keystone/Pine) – 90-Day Trial Period (Expires 3/13/08)
  - c. No Parking on Portion of Arch Street (41' East and 50' West of Entrance to Rodale Property Located at 400 S. 10<sup>th</sup> Street) – 90-Day Trial Period (Expires 3/13/08)
  - d. Two Hour Parking on West Side of 4<sup>th</sup> Street between Railroad & Chestnut Streets – 90-Day Trial Period (Expires 3/13/08)
  - e. Parking Concern – Chestnut St./Macungie Ave. – Welsh Photography (681 Chestnut St.)

2. Solicitor

**General Administration** (Neely, Gilbert, Barrett)

1. Committee

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- a. Historical Building Ordinance

2. Solicitor

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

1. Committee

- a. **Bill List (R-5)**
- b. Support for Homeowners and Bank Protection Act
- c. Matching Fund Request – Arts Commission

2. Solicitor

**Community Relations/Development** (Brown, Waddell, Neely)

1. Committee

- a. Ad Hoc Committee for 2009 Celebration
- b. Main Street Program
- c. Emmaus Arts Commission
- d. Downtown Master Plan
- e. Triangle Park Upgrade

2. Solicitor

**Ad Hoc Committees** (Holtzhafer, Gilbert, Barrett, Fosselman, Mayor Iobst)

Community/School Relations

14. Personal Appeals, Part 11

15. Borough Manager's Report

- a. Significant Revenue and Expense Items for January 2008
- b. Manager's Report
  - COG Quarterly Meeting
  - Annual Meeting of Main Street Program
  - Senator Wonderling Grant Workshop
  - Land Use Planning Workshop
  - 2008 Spring Newsletter Reminder

16. President's Business

Executive Session –  
Volunteer of the Year  
Personnel Issue (Police Department)

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17. Adjournment

Next Resolution #6  
Next Ordinance #1038

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The Emmaus Borough Council met in regular session on February 4, 2008 in Borough Council Chambers, 28 S. 4<sup>th</sup> 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

PERSONAL APPEALS, PART I

- A. Dennis DeFrain 4828 Main Road West**, on behalf of his family, thanked the Emmaus Police Department for helping to keep the media away from his family during his brother-in-law's funeral. He said that Chief Faust and Officer Geschwindt were very professional and supportive.

READING OF MINUTES

**Motion by Council Member Labenberg, seconded by Council Member Brown to dispense with the formal reading of the January 21, 2008 minutes. There were 7 ayes. Motion carried.**

**Motion by Council Member Barrett, seconded by Council Member Holtzhafer to adopt the January 21, 2008 minutes as drafted. There were 7 ayes. Motion carried.**

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DECISION ON BIDS

None

COMMUNICATIONS

- a. Michael Strauch – Letter of resignation as Police Officer.

**Motion by Council Member Gilbert, seconded by Council Member Barrett to accept Michael Strauch's resignation. There were 7 ayes. Motion carried.**

- b. Teryl Madison, Executive Director, Emmaus Main Street Program – Emmaus Heritage Days – September 4<sup>th</sup> – 6<sup>th</sup>. Referred to Staff.
- c. Cris Brauchle – East Penn Emmaus Midget Football Assoc. – Request use of parking lot for yard sale. Referred to the Park and Recreation Committee.
- d. Denise Decker Fruhwirth, 169 Pine St. - Thank you for stop sign at Keystone and Pine.

BOROUGH ENGINEER'S REPORT

None

SOLICITOR'S REPORT

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

MAYOR'S REPORT

Progress

COMMITTEE REPORTS

- a. Public Works Committee

The next scheduled meeting will be February 13<sup>th</sup> at 8 a.m.

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Progress

b. Health and Sanitation Committee

The next scheduled meeting will be February 14<sup>th</sup> at 3:30 a.m.

Progress

c. Parks and Recreation Committee

The next scheduled meeting will be February 5<sup>th</sup> at 3:30 a.m.

Progress

d. Public Safety Committee

Council Member Gilbert said that the Civil Service Commission has certified their eligibility list for police officer candidates.

**Motion by Council Member Gilbert, seconded by Council Member Barrett to request the list of individuals from the Civil Service Commission to fill two vacancies on the Police Force.**

Ms. Gilbert explained that the Borough's Civil Service Commission certified the eligibility list for candidates and must now request that they forward the list to the Public Safety Committee to hold interviews.

**There were 7 ayes. Motion carried.**

The Committee is meeting on February 14<sup>th</sup> at 9 a.m. and will conduct interviews for the position of Fire Inspector. They will meet again on February 19<sup>th</sup> at 9 a.m. to conduct interviews for the Police Department.

Progress

e. General Administration Committee

The Committee will meet on February 12<sup>th</sup> at 9 a.m.

Progress

f. Budget and Finance Committee

**Motion by Council Member Gilbert, seconded by Council Member Holtzhafer to adopt the February 4, 2008 Bill List.**

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<b>Bill List</b>	<b>\$ 271,743.12</b>
<b>Payroll #3</b>	<b>\$ 100,247.86</b>
<b>Payroll Taxes</b>	<b>\$ 32,085.51</b>
<b>Total</b>	<b>\$ 404,076.49</b>

**Done this 4<sup>th</sup> day of February 2008. There were 7 ayes. Motion carried.**

The Committee feels that they need to take a look at the Matching Funds process; who is considered as donors, should the grant money exceed the cost of the event, and when should the application be submitted.

Progress

g. Community Relations/Development Committee

The Committee will meet on February 27<sup>th</sup> at 4 p.m. Council Member Brown asked everyone to tell their neighbors and friends about the 2009 Anniversary Celebration. He said that it will be an exciting event.

President Waddell reported that there was a Downtown Master Plan meeting on January 28<sup>th</sup> where they met with Derck and Edson Associates. The next scheduled meeting is February 29<sup>th</sup> at 9 a.m.

Council Member Neely reported that he and members of the Main Street Program met with a Lehigh County Economic Development Corporation at a commercial real estate property on East Minor Street. Mr. Neely said that financial investment is a growing area and the more the Borough gets its name out, when people want to invest money, Emmaus's name will come up. Outside of Allentown, Bethlehem and Easton, Emmaus was the first community that this corporation came to. President Waddell, who also attended, said that Emmaus was presented professionally and knowledgeably and feels it will be even better once the Master Plan is done. Mr. Neely said that Emmaus presented more than the corporation would have ever known.

The next Main Street Program meeting is February 6<sup>th</sup> at 7:30 a.m. at East Penn Bank.

Progress

h. Ad Hoc Committees

Community School Relations

Council Member Holtzhafer is waiting for a response from Ms. Birdsell regarding a meeting date in February.

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## EMMAUS BOROUGH COUNCIL

### PERSONAL APPEALS, PART II

None

### BOROUGH MANAGER'S REPORT

Borough Manager Fosselman and Councilman Barrett attended the Congress of Government meeting where discussions involved good land use planning, revitalizing the Borough, and urban renewal and development.

Borough Manager Fosselman and President Waddell attended a Land Use Planning Workshop where they shared things that were done in the Borough. Key speaker, Edward McMann, said that with the gas prices the future will include mass transit, walkable cities and car pooling.

Borough staff members attended Senator Wonderling's Grant Work Shop. Borough Manager Fosselman reported that there may be grant money available to purchase windows for Town Hall to reduce energy costs.

Borough Manager Fosselman and President Waddell attended the Annual Meeting of the Main Street Program, which was held at the Emmaus Library. Gene Clock will serve his last few days of President of the Program and Ron Glassic will become the new President. Mr. Fosselman said that Teri Madison does a great job for the MSP and the Borough is blessed to have her.

Borough Manager Fosselman reminded everyone that articles should be submitted for the spring newsletter and that Tuesday, February 19<sup>th</sup> will be the next Council meeting due to President's Day.

Council received a memo from Jeff Clapper regarding the Borough's power savings. Five LED lights were installed on traffic lights, which cost \$248. In one month the Borough saved \$140 in energy costs. President Waddell asked Mr. Fosselman to find out the cost of replacing the LED bulbs.

### PRESIDENT'S BUSINESS

President Waddell recessed the meeting for Executive Session at 7:38 p.m.

President Waddell reconvened the meeting with no official action needed at 7:55 p.m.

### ADJOURNMENT

**Motion by Council Member Gilbert, seconded by Council Member Labenberg to adjourn. There were 7 ayes. Motion carried.**

The meeting of Emmaus Borough Council adjourned at 7:56 p.m.

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Bruce Fosselman  
Borough Manager

Transcribed by: Renea Flexer  
Administrative Assistant  
February 6, 2008