

Emmaus Borough Council
Agenda
Monday, May 18, 2009, 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Personal Appeals, Part I
4. Community Minute
5. Special Presentations
 - 2009 Anniversary Committee - Poster Presentation
6. Reading of Minutes
 - May 4, 2009
7. Decision on Bids
 - Fire Department Training Building – Concrete Work
8. Communications
 - a. Teryl Madison, Executive Director, Emmaus Main Street Program – Heritage Days Celebration Requests.
 - b. Dean Bortz, Shelter House, 601 S. Fourth Street – Emmaus Southside Industrial Master Plan.
 - c. Bob Halsey, Emmaus Rotary Club – Letter of Thanks for First Annual Dog Walk
9. Borough Engineer's Report
10. Solicitor's Report
 - a. Klins Lane Trail – Raven Mill Agreement

- 11. Unfinished Business, Part I
- 12. New Business
- 13. Unfinished Business, Part II
 - a. Ordinance No. 1044 – An Ordinance Approving the Agreement for the
- 13. Unfinished Business, Part II (continued)
 - Exchange and Trade of Certain Real Estate Between Raven R. Mill and Mary M. Mill and the Borough of Emmaus (2nd Reading Awaiting Raven Mill’s Attorney)
 - b. Ordinance No. 1054 – An Ordinance Revising Name of Health and Sanitation Committee and Description in Chapter 1, Sections 401 and 404 (1st Reading 5/4/09) (2nd Reading 6/1/09)
- 14. Items Not on Agenda, Subject to Rule 9
- 15. Mayor’s Report
- 16. Committee Reports

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

- 1. Committee
 - a. I & I Elimination Report
 - b. Sidewalk Repairs
- 2. Solicitor

Health and Sanitation (Reinhard, Labenberg, Holtzhafer)

- 1. Committee
 - a. Refuse/Recycling Categories
 - b. Refuse Billing
- 2. Solicitor

Parks and Recreation (Barrett, Labenberg, Holtzhafer)

- 1. Committee
 - a. **No Smoking at Parks – Update**
 - b. Ice Rink/Skate Park

- c. **Raven Mill Trail Project - Update**
- d. Meadow Pool
- e. Reappointments to Special Entertainment Committee
- f. **Hiring Pool Lifeguards**

2. Solicitor

Public Safety (Gilbert, Barrett, Brown)

- 1. Committee
 - a. **Trailer Truck Parking**

Public Safety (continued)

- b. **Tractor Trailer Unloading**
- c. **Appointment of Gabriel McNabb to the Fire Department**

2. Solicitor

General Administration (Waddell, Gilbert, Barrett)

- 1. Committee
 - a. Historical Sites and Park Ordinance
 - b. **Appointment of Joseph A. Tufano to the Weed & Snow Enforcement Officer Position**
 - c. Health and Sanitation Committee Description – Ordinance No. 1054
 - d. Email for Council People

2. Solicitor

Budget and Finance (Holtzhafer, Gilbert, Reinhard)

- 1. Committee
 - a. **Bill List – Resolution 2009-15**
 - b. Borough Installment Plan
 - c. Historical Financial Research Project

2. Solicitor

Community Relations/Development (Brown, Waddell, Reinhard)

- 1. Committee
 - a. Main Street Program Update
 - b. Lehigh County Streetscape Amenities Grant - VFW

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2. Solicitor
 - Ad Hoc Committees** (Holtzhafer, Gilbert, Barrett, Neely, Mayor Iobst)
 - Community/School Relations
 - a. Junior Council Member Draft Resolution Review and Application
17. Personal Appeals, Part II
18. Borough Manager's Report
 - a. Significant Revenue and Expense Items for First Half of May 2009
 - b. Emmaus Main Street Program – Memorandum of Cooperation
 - c. Executive Session – Personnel Issue
19. President's Business
20. Adjournment

Next Resolution #16
Next Ordinance #1056

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EMMAUS BOROUGH COUNCIL

The Emmaus Borough Council met in regular session on May 18, 2009 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
Lee Ann Gilbert, Vice-President	Present
Brent Labenberg	Present
Wesley Barrett	Present
Nathan Brown	Present
Brian Holtzhafer	Absent
R. Erick Reinhard	Present
Winfield Iobst, Mayor	Present
Frank Procyk, Solicitor	Present
Craig Neely, Borough Manager	Present

PERSONAL APPEALS, PART 1

- A. Bob Halsey, 2561 Dogwood Circle, Emmaus Rotary Club** thanked Council for its support of the 1st Annual Rotary Dog Walk held on April 11, 2009. The Dog Walk raised almost \$1,100.00. He stated that the Rotary Club will be meeting shortly to plan the 2010 Dog Walk.

COMMUNITY MINUTE

Dr. Waddell stated that on May 24 the Emmaus Commemorative Gardens Foundation will be installing bricks for Veterans at the Emmaus Commemorative Garden. He also stated that the Memorial Day Parade will be held on May 25.

Mr. Brown stated that the Community Yard Sale will be held on May 30.

SPECIAL PRESENTATIONS

Mr. Robert Boehmer of the Emmaus Arts Commission unveiled the limited edition 2009 Commemorative Poster and presented the poster to Council and the community. He stated that there is one size available for purchase and that there is a limited edition size available for special order, which will be signed and numbered. Dr. Waddell thanked the Arts Commission for its dedication and hard work in creating the 2009 Commemorative Poster. He stated that there will also be a store front poster. Teryl Madison, Executive Director of the Main Street Program, described what the store front poster will look like.

READING OF MINUTES

Motion made by Mr. Labenberg, seconded by Mr. Reinhard to dispense with the formal reading of the May 4, 2009 Minutes. There were 6 ayes. Motion carried.

Motion made by Mr. Labenberg, seconded by Mr. Barrett to adopt the May 4, 2009 Minutes as drafted. There were 6 ayes. Motion carried.

DECISION ON BIDS

Mr. Neely stated that the Bid Opening for the Fire Department Training Grounds concrete work was held on May 14 in Council Chambers. It was the second bid opening for the project. He stated that the first time the Fire Department bid the project with all of the concrete being refractory concrete. Council rejected all of the first bids and let the project out for bid for a second time, substantially reducing the area of refractory concrete, but also seeking alternate bids using regular concrete. Using the alternate bids, Zgura Concrete Services Inc. was the lowest bidder with a bid amount of \$80,339.10.

Motion made by Mrs. Gilbert, seconded by Mr. Reinhard to award the bid to Zgura Concrete Services, Inc. for the bid amount of \$80,339.10. There were 6 ayes. Motion carried.

COMMUNICATIONS

- a. Teryl Madison, Executive Director, Emmaus Main Street Program – Heritage Days Celebration Requests. Referred to Staff.
- b. Dean Bortz, Shelter House, 601 S. Fourth Street – Emmaus Southside Industrial Master Plan.
- c. Bob Halsey, Emmaus Rotary Club – Letter of Thanks for First Annual Dog Walk.

BOROUGH ENGINEER'S REPORT – None.

SOLICITOR'S REPORT

Mr. Procyk reported that the Raven Mill Agreement has been sent to the Mills' lawyer and he is waiting for the signed agreement to be returned.

UNFINISHED BUSINESS, Part I – None.

NEW BUSINESS – None.

UNFINISHED BUSINESS, Part II – None.

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 discussed Mr. Woodeshick's prior personal appeal. He reported that the Public Works Department's work was efficient with its clean-up effort at Emmaus Community Park after the windstorm that felled numerous trees. He also reported that Christmas Tree pickup requires two men due to the weight of the trees. He reported that Yard Waste pickup requires two men due to the volume and weight of the bags. The Borough receives credits from Waste Management - \$5,000 for Christmas Tree pickup and \$4,500 credit for Yard Waste pickup.

Progress.

b. Health & Sanitation Committee

Mr. Reinhard reported that the Committee discussed Refuse/Recycling categories. He stated that "Single Stream Recycling" is a new way to collect multiple recyclable items. It is an effective new way to recycle as much material as possible and minimalizes the amount of tonnage that is picked up with normal refuse. Salisbury and Allentown have already implemented the program.

Mr. Neely stated that the Committee looked at prior bid specifications and the current existing contract, and will be preparing new specifications.

Dr. Waddell asked when the current contract expires. Mr. Neely explained that the existing contract does not expire until June 30, 2010, but the new contract needs to be bid out by the end of September 2009 to plan for the 2010 Budget.

Progress.

c. Parks and Recreation Committee

Motion made by Mr. Barrett, seconded by Mrs. Gilbert to hire John Laube as a part-time lifeguard at a rate of \$7.15 per hour, and Jordan Angel as a part-time lifeguard at a rate of \$7.65 per hour. There were 6 ayes. Motion carried.

Mr. Barrett reported that there are low lying areas along the Kline's Lane Trail. The Committee discussed building elevated walk areas at those locations.

Mr. Barrett reported that Jeff Butler, a student from Lafayette College doing an internship for Spielman & Farmer, made a presentation to the Parks and Recreation Committee on potential uses for the Emmaus Homestead Property, the old Marcks Estate. The Committee will continue to discuss potential uses in the area.

Mr. Barrett stated that the ashtray at the entrance to Emmaus Community Pool will be moved to a different location. He also stated that "Please Do Not Smoke" signs will be placed at Furnace Dam Park as a way to deter people from smoking there.

Progress.

d. Public Safety Committee

Motion made by Mrs. Gilbert, seconded by Mr. Brown to appoint Gabriel McNabb as a volunteer to the Fire Department contingent upon his passing a doctor's physical. There were 6 ayes. Motion carried.

Mrs. Gilbert reported that the Committee is working on two ordinances, both dealing with tractor-trailers. The ordinance would prohibit tractor-trailers from parking on any street in the Borough. The second ordinance would prohibit tractor-trailers from loading and unloading at Williams Street between certain hours.

Mrs. Gilbert reminded Council that the Ambulance Corps Awards Ceremony is 7:00 p.m. May 19 in Council Chambers. She reported that the EMS Open House held on May 16 was very successful.

Dr. Waddell asked Mrs. Gilbert for the status of the sight line at the Triangle. Mrs. Gilbert stated that the black fencing on the Triangle has been modified to eliminate the obstruction of view when pulling out from Main Street.

Progress.

e. General Administration Committee

Motion made by Mr. Barrett, seconded by Mrs. Gilbert to appoint Joseph Tufano as the weed/grass and snow/ice enforcement officer. There were 6 ayes. Motion carried.

f. Budget and Finance Committee

Motion by Mrs. Gilbert, seconded by Mr. Reinhard to adopt the May 18, 2009 Bill List.

Bill List	\$ 260,617.55
Payroll #4	\$ 100,803.55
Payroll Taxes	<u>\$ 31,046.23</u>
Total	\$ 393,494.33

Done this 18th day of May 2009. There were 6 ayes. Motion carried.

Progress.

g. Community Relations/Development Committee

Mr. Brown reported that the Committee's next meeting will be on May 27 at 4:00 p.m. He reported that the Committee will discuss placing signs at various locations in the Borough, advertising Council Meeting's. He also stated that the Committee would like to network with other community groups.

h. Ad Hoc Committee – None.PERSONAL APPEALS, PART II

- A. Josephine Sadrovitz, 130 N. 4th Street**, noted a mistake in the Summer 2009 Newsletter. The Emmaus Flag Day Association Banquet will be held on June 6 at 6:00 p.m. at the Moravian Church. The Newsletter incorrectly stated the date for the banquet as June 14.

BOROUGH MANAGER'S REPORT

Mr. Neely noted the Significant Revenue and Expense item list for the first half of May.

Mr. Neely introduced the Memorandum of Cooperation between the Emmaus Main Street Program and The Borough of Emmaus. Teryl Madison, Executive Director of the Emmaus Main Street Program, stated that the Main Street Program applied for a \$30,000 grant through the Pennsylvania DCED. One of the conditions of the grant is that the Program and the Borough sign a Memorandum of Cooperation, which is a basic statement of intent to work together. Mr. Neely explained that the Memorandum does not require a financial commitment from the Borough, but states that the Borough will consider funding for the Main Street Program on an annual basis. Mr. Neely asked

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Council to approve the Memorandum of Cooperation so that the Main Street Program can access the grant funds.

Motion made by Mr. Brown, seconded by Mrs. Gilbert to approve the Memorandum of Cooperation so that the Emmaus Main Street Program can access grant funds in the amount of \$30,000. There were 6 ayes. Motion carried.

Progress.

PRESIDENT'S BUSINESS

Dr. Wadell recessed the meeting for a personnel matter at 7:41 p.m.

Dr. Wadell reconvened the meeting at 8:00 p.m. with no official action needed.

Dr. Waddell stated that on May 24 the Emmaus Commemorative Gardens Foundation will be installing bricks for Veterans at the Emmaus Commemorative Garden. He also stated that the Memorial Day Parade will be held on Monday, May 25 beginning at the Emmaus High School. The parade is a rain or shine event. The Emmaus Arts Commission will hold "Art in the Garden" on June 20th.

Progress.

ADJOURNMENT

Motion made by Mr. Labenberg, seconded by Mr. Barrett to adjourn. There were 6 ayes. Motion carried.

The meeting of the Emmaus Borough Council was adjourned at 8:05 p.m.

Craig B. Neely
Borough Manager

Transcribed by: Paula Weiant
Administrative Assistant
May 19, 2009