

President Smith called the regular meeting of the Catasauqua Borough Council to order at 7:00PM, with the Pledge of Allegiance.

MEMBERS PRESENT:

President Smith, Ms. Kroope, Ms. Mellish, Mr. McKittrick, Mr. Schlegel, and Ms. Weaver.

ABSENT:

Mr. Bartholomew.

ALSO PRESENT:

Mayor Schlegel, Solicitor Dinkelacker, Police Chief Kish, Fire Chief Hertzog and Engineer Gawlik.

MINUTES:

A motion to approve the minutes of the October 1, 2018 regular meeting was made by Ms. Mellish, seconded by Ms. Weaver. The motion passed six in favor, one absent.

ADJOURNMENT:

President Smith adjourned the Council Meeting for a Public Hearing.

PUBLIC HEARING:

Regarding an Ordinance Amending the Zoning Ordinance relating to Unified Development.

President Smith opened the Hearing. Solicitor Dinkelacker explained the procedure. The Solicitor then went over the exhibits, and entered them in the record.

President Smith asked Council if there were any questions, comments or any other remarks. There were none.

President Smith opened the floor to public comments, questions or remarks from the audience. There were none.

The Solicitor closed the Hearing.

President Smith re-opened the Council Meeting.

HEARING PERSONS PRESENT:

NONE

ORDINANCES & RESOLUTIONS:

ORDINANCE 1375:

AN ORDINANCE AMENDING THE BOROUGH OF CATASAUQUA ZONING ORDINANCE BY AMENDING SECTION 280-80.B, RELATING TO UNIFIED DEVELOPMENT STANDARDS IN THE WATERFRONT (W) ZONING DISTRICT, TO CLARIFY AND CONFIRM THE INTENT THAT THE LAYING OUT OF STREETS, WHETHER PUBLIC OR PRIVATE, IN A PROPOSED, MIXED-USE DEVELOPMENT DOES NOT WITHOUT MORE CREATE A "LOT" AS THAT TERM IS OTHERWISE DEFINED IN THE ZONING ORDINANCE.

Ms. Weaver moved, seconded by Ms. Mellish, the Ordinance passed on a roll call vote, six in favor, one absent.

ORDINANCE 1376:

AN ORDINANCE OF THE COUNCIL OF THE BOROUGH OF CATASAUQUA, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING THE POSITION OF FIRE INSPECTOR TO MAKE INSPECTIONS AND DECISIONS CONCERNING THE FIRE CODE OF THE BOROUGH OF CATASAUQUA.

Mr. McKittrick moved, seconded by Ms. Weaver, the Ordinance passed on a roll call vote, six in favor, one absent.

RESOLUTION 15-2018:

A RESOLUTION SETTING FORTH THE JOB DESCRIPTION FOR THE POSITION OF FIRE INSPCETOR AND APPOINTING AN INDIVIDUAL TO SERVE AS THE FIRE INSPECTOR.

Mr. McKittrick moved, seconded by Ms. Weaver, the motion passed six in favor, none opposed, one absent.

RESOLUTION 16-2018:

A RESOLUTION AUTHORIZING THE ADOPTION OF THE LEHIGH VALLEY 2018 HAZARD MITIGATON PLAN; AND DIRECTING THE RESPECTIVE OFFICIALS AND AGENCIES IDENTIFIED TO IMPLEMENT THE RECOMMENDED ACTIVITIES ASSIGNED TO THEM.

Ms. Weaver moved, seconded by Mr. McKittrick, the motion passed six in favor none opposed, one absent.

RESOLUTION 17-2018:

A RESOLUTION AGREEING TO INDEMNIFY AND HOLD HARMLESS THE CITY OF ALLENTOWN, ITS OFFICIALS AND EMPLOYEES FOR ANY DAMAGES, INJURIES, DEATH OR PROPERTY DAMAGE SUSTAINED BY EMPLOYEES OF THE BOROUGH OF CATASAUQUA WHILE ATTENDING THE POLICE TRAINING SCHOOL AT THE ALLENTOWN POLICE ACADEMY.

Ms. Weaver moved, seconded by Ms. Mellish, the motion passed six in favor, none opposed, one absent.

SWEARING IN:

At this time Mr. Raymond Anthony was sworn in as the Borough Fire Inspector, by Mayor Schlegel.

SECRETARY/MANAGER:

Mr. Travers reported.

WATER & SEWER

Mr. Travers reported that there were 18,523,000 million gallons of water pumped to the system in October 2018 for a daily average of 597,000 gallons. There were 39.97 million gallons of sewage treated for a daily average of 1.29 million gallons.

BUDGET REVIEW SESSIONS:

The Manager reported that the Budget Review sessions will be help on Monday, November 12, and Tuesday, November 13, at 6 pm. If needed they will continue on Wednesday, November 14.

ELECTION DAY:

The Manager reminded everyone that tomorrow is Election Day, and to exercise their right and privilege to vote. He thanked all of the election workers for their time and commitment to the electoral process.

INSPECTION FEES:

In response to a question from the Mayor, the Manager said he is working on revising the Fee Schedule to fix the discrepancies in Permit and Inspection fees between the Borough and Keycodes.

112 FRONT STREET:

The Mayer said the owners of 112 Front Street experienced an oil spill, and Rapid Response was called out. They charge \$3,000 for 4 hours of work. The

Mayor thought this was ridiculous. Fire Chief Hertzog said fortunately the oil tank was in the front of the basement and they noticed the oil smell that day, but waited until 4am to call the Fire Department, who then contacted Rapid Response to clean up the spill. He said they are the only contractor in the area who handles this type of situation. Chief Hertzog said they should submit it to their homeowners insurance, it should be covered.

TREASURER'S REPORT:

A motion to approve the Treasurer's Report was made by Ms. Weaver., seconded by Ms. Mellish. The motion passed six in favor, one absent.

MAYOR:

Mayor Schlegel reported.

BEER WITH THE BOBBIES:

The Mayor reminded everyone that the Police will be holding a Beer with the Bobbies event at Taylor House Brewing on November 8, 5-7pm. Come out and get to know the Borough Police. There will be a food truck present.

CIVIL SERVICE COMMISSION:

In response to the Mayor's question the Manager said the background checks on the Police Officer Candidates should be completed this week. He said a Civil Service Commission meeting will be called and a list compiled.

Ms. Kroope asked why the background checks were being done by an outside agency, and not by the Borough Police Department. The Manager explained that the Commission asked the Police Chief, who due to being short staffed and overwhelmed with day to day business of the Department asked to have them done by an outside agency.

Ms. Kroope asked why Council did not have to approve the expenditure. The Manager said it would come out of the Civil Service Commission's budget. Ms. Kroope said she was concerned about the amount being paid for the reports, and that in the past the Detective was tasked with this assignment over his regular duties. Chief Kish said that this provided a quicker turn around than if the Department had performed the task.

JUNIOR COUNCIL:

Mr. Kalynych had nothing to report.

SOLICITOR:

The Solicitor's Report was distributed.

ZONING LITIGATION:

The Solicitor said that the Decision for the Senan Investment Zoning Hearing had been mailed November 1, 2018 and the applicants have 30 days to appeal the decision.

PEARL ST. SUBDIVISION:

The Solicitor said there may be a street vacation issue that will come before Council. He said it does not appear to be a complicated subdivision.

IRONWORKS:

The Solicitor reported that the most recent Draft of the Agreement of Sale (AOS) had been sent to Dunn Twigg (DT), and that the Borough and DT are close to a final agreement; when all the details are worked out the AOS will be presented to Council and the Public.

FL SMIDTH PROPERTY:

In response to a question from President Smith, the Engineer responded that there are still some ownership questions of the property that need to be addressed with N. Catasauqua.

IRON WORKS:

In response to a question from President Smith regarding a change of status of the Old Bridge Street extension (now Strawberry Street) opened at the request of

FLS and Weston to a pedestrian way, the Solicitor said he did not think this had been addressed, that there had been some discussion, but no action had been taken. This matter should be addressed in the upcoming months.

ENGINEER'S REPORT:

Mr. Gawlik reported.

A written report was issued. Mr. Gawlik addressed the highlights of the report.

CASD REZONING 14TH STREET:

Mr. Gawlik said the Borough had received a rezoning plan from the Catasauqua Area School District that is not on his report. The plan is being reviewed, he should have a letter with a few questions out in the next few days. The Engineer deferred to the Solicitor regarding the procedural protocol for the rezoning process.

GENERAL GOVERNMENT:

Ms. Mellish reported.

HOLIDAY CLOSINGS:

Ms. Mellish moved, seconded by Ms. Kroope, to approve a request from the Borough Staff to close the Borough office on Monday, December 24, 2018, the staff will use personal or vacation time. The motion passed six in favor, one absent.

Ms. Mellish moved, seconded by Ms. Kroope, to approve a request from the Borough Staff to close the Borough office at Noon on Monday, December 31, 2018, the staff will use personal or vacation time. The motion passed six in favor, one absent.

PUBLIC SAFETY:

Mr. McKittrick reported.

TUNNEL ALLEY:

Mr. McKittrick moved, seconded by Ms. Weaver, to draft and advertise an Ordinance to make Tunnel Alley one way west from American Street to Milton Street; and Milton Street one way north from Tunnel Alley to Peach Street.

The motion passed six favor, none opposed, one absent.

FIRE DEPARTMENT MEMORIAL:

There will be a Fire Department Memorial Service on Saturday, November 10th at 1pm. All Council members and the public are invited to attend.

FIRE INSPECTOR:

Mr. McKittrick referred questions regarding the Fee Schedule for the Fire Inspector to the Manager. It was explained that the Fire Investigation expenses are covered by the Police Department Budget, and the Fire Inspector expenses are covered by the Code Enforcement Budget.

PUBLIC UTILITIES:

Mr. Schlegel had no report.

BOROUGH AUTHORITY:

Mr. Schlegel reported that there are 2 vacancies on the Borough Authority with terms expiring December 31, 2018 and December 31, 2020. Interested candidates should contact the Borough Manager for more information.

PINE ST. BRIDGE:

Public Works met with Mr. Molchany office and handicap access on the Pine Street Bridge should begin in February or March 2019. In response to a question from Mr. McKittrick it was clarified that there are sidewalks on the Whitehall side of the Bridge.

PLANNING & ZONING:

Ms. Weaver reported.

CASD REZONING:

Ms. Weaver reported that there are three options on how to proceed with the subdivision and the Committee will look at the options and recommend how to proceed.

Mr. Dale Hein asked to be notified when the meeting with the School District is scheduled.

ZONING OFFICER CONTRACT: Ms. Weaver moved, seconded by Mr. Schlegel, to renew the Zoning Officer’s employment agreement for 2019.

Ms. Kroope moved, seconded by Ms. Mellish, to table the motion until next month to allow more time to review and discuss the agreement. The motion failed on a roll call vote, 1 in favor (Kroope), 5 opposed, 1 absent.

In response to questions about looking at other options, President Smith said that the majority of the Committee had decided to recommend the approval of the contract. The Solicitor said he thinks the agreement is “at will” meaning that either party can terminate the agreement with appropriate notice.

The motion passed on a roll call vote, six in favor, one absent.

NOVEMBER MEETING: Due to a scheduling conflict the Solicitor asked that the Committee meeting date be changed from November 21. The Manager will notify Council of the rescheduled date.

RECREATION: Ms. Kroope reported.

HOLIDAY TREE: Ms. Kroope said there will be a tree in the lobby of Borough Hall and the third graders from Sheckler Elementary will be making ornaments for the tree.

POOL CONCESSION: The Borough Manager will contact Blodies and see if they are interested in running the Concession stand next summer.

TEEN PROGRAM: The Recreation Committee is looking into creating summer programs for the teens. If anyone has any suggestions please let her know. She asked Junior Councilperson to help gather ideas from students at the High School.

GEORGE TAYLOR HOUSE: The Committee is trying to schedule a meeting with Joe Garrera from the County Historical Society.

TREE LIGHTING: Scheduled for December 2. The Committee is asking the National Honor Society for help decorating and giving tours. Ms. Mellish is contacting past volunteers as well.

YMCA: Ms. Kroope said she heard from Melissa Gerhard of the YMCA asking where things stood for next year. The Manager will contact the YMCA and see if they are interested in running the Pool again and move forward.

Total revenue for the pool for 2018 was \$88,965.15. There were several new events at the pool in 2018.

PUBLIC WORKS: Mr. Mr. Schlegel reported.

PAVING: The paving of Bath Avenue, 12th & Williams is almost completed, It is expected to be finished by the end of the week.

BILLS & ACCOUNTS:

<u>General Fund</u>	<u>Water</u>	<u>Sewer Plant</u>
\$697,815.47	\$38,358.47	\$345,690.05
<u>Sewer Collection</u>	<u>Community Development</u>	<u>Gross Payrolls</u>
\$3,904.99	\$2,294.00	\$141,303.32

Bills and Accounts were approved on a motion by Ms. Mellish, seconded by Ms. Weaver. The motion passed six in favor, one absent.

UNFINISHED BUSINESS:**MURAL DEDICATION:**

Ms. Mellish announced that Main Streets would be having a Mural Dedication on Saturday, November 10, 2018 at 11 am; a meet the artist at 12 noon, held at the Food Bank, donations will go toward Thanksgiving meals.

HIGH RISE:

Mr. Schlegel asked if the Fire Inspector would be working with the management of the Elderly High Rise on evacuation procedures. EMA Coordinator, Mr. Carl, said he met with and is working with the High Rise management to work on this.

The Manager will contact the Lehigh County Housing Authority regarding the apartments at 118 Bridge Street and safety issues at that location.

POLICE OFFICERS:

Ms. Kroope said she sent an email asking for an analysis comparing the costs of full-time vs part-time police officers. President Smith replied that a similar analysis had been done several years ago, and that the Manager is working on an updated report as part of the Budget process.

CIVIL SERVICE COMMISSION:

The Commission is working on finalizing a list to present to Council. Mr. McKittrick said the Borough needs to hire three (3) officers to fill the current vacancies. He asked Council to consider hiring a fourth officer, to plan ahead. This would stabilize the schedule. He said the Manager is working out the financial numbers.

The Manager explained that the Rules and Regulations that the Commission is working under are from 2011; there was discussion in 2012 to update the R&R but no action was taken. He said the R&R's should be reviewed and updated in the new year.

NEW BUSINESS:

Mr. McKittrick said that Council had discussed at the Workshop meeting, the parking lot and sidewalk issue at the Catty Corner Bar, and that it should be resolved before allowing them to reopen under new management. This needs to be addressed with the property owner.

President Smith asked the Manager to look into the matter before they reopen.

HEARING OF PERSONS PRESENT:**EXECUTIVE SESSION:**

At 8:16 pm Council entered a closed session to discuss the sale of property and personnel matters. No further action will be taken.

ADJOURNMENT:

Council returned from Executive Session at 9:55 pm. There being no further business the meeting was adjourned at 9:56 pm.

Respectfully submitted,



Steve Travers
Secretary/Manager