

EMMAUS BOROUGH COUNCIL

The Emmaus Borough Council met in Regular Session on March 20, 2023 in temporary Council Chambers, located at 420 S. 10<sup>th</sup> Street, Emmaus, PA 18049 and via Zoom.

CALL TO ORDER

Mr. Labenberg called the meeting to order at 6:00 p.m.

Brent Labenberg, President	Present
Chris DeFrain, Vice President	Absent
Roy Anders	Present
Chad Balliet	Present
Shana Baumgartner	Present
John W. Hart	Present
Teri Sorg-McManamon	Present
LeeAnn Gilbert, Mayor	Present
Jason Ulrich, Solicitor	Present
Shane Pepe, Borough Manager	Present
Sara Jarrett-Eaton, Asst. Borough Manager	Present

PERSONAL APPEALS, PART I – None.

COMMUNITY MINUTE

Mr. Balliet wished everyone a happy first day of Spring. Ms. Baumgartner reminded everyone about the Library Tee Time Event to be held on Friday, March 24<sup>th</sup> for adults 21 and older, and Saturday, March 25<sup>th</sup> for families. Mr. Anders stated that Emmaus High School softball has started, and they will be playing at Williams Field.

SPECIAL PRESENTATIONS – None.

READING OF MINUTES

**Motion by Mr. Balliet, seconded by Mrs. Sorg-McManamon to adopt the March 6, 2023 Council Minutes as drafted. There were 6 ayes. Motion carried.**

DECISION ON BIDS – None.

COMMUNICATIONS

a. Cedarbrook Sportsman Trout Stocking – Furnace Dam Trout Stocking 2023. Mr. Labenberg read the letter from the Cedarbrook Sportsman’s Club explaining that they are not permitted to stock trout in Furnace Dam due to the presence of the New Zealand Mud Snail, an

EMMAUS BOROUGH COUNCIL

invasive species, that was found in some streams in our area and at two trout nurseries in Lehigh County this past summer.

b. Lehigh Valley Road Runner - Emmaus 4 Mile Event Request. Mr. Labenberg referred the item to Staff.

BOROUGH ENGINEER'S REPORT – None.

SOLICITOR'S REPORT

Solicitor Ulrich reported that there is an item that will be discussed during Executive Session.

Progress.

UNFINISHED BUSINESS, PART I

Ordinance No. 1239 – An Ordinance Establishing Chapter 15, Part 5 of the Emmaus Code of Ordinances: Parking Kiosk Zones: Including Days and Hour Parking Limits, Placement and Characteristics of Parking, Payment, Unlawful Acts, Ticketing, Permits, as well as Violations, Penalties, and Exceptions for Kiosk Zones Within the Borough of Emmaus (1<sup>st</sup> Reading 2/6/23, 2<sup>nd</sup> Reading 3/20/23).

**Motion by Mr. Hart, seconded by Mrs. Sorg-McManamon to adopt Ordinance No. 1239 - An Ordinance Establishing Chapter 15, Part 5 of the Emmaus Code of Ordinances: Parking Kiosk Zones: Including Days and Hour Parking Limits, Placement and Characteristics of Parking, Payment, Unlawful Acts, Ticketing, Permits, as well as Violations, Penalties, and Exceptions for Kiosk Zones Within the Borough of Emmaus on its 2<sup>nd</sup> Reading. Roll call vote: Mrs. Sorg-McManamon, aye; Ms. Baumgartner, aye; Mr. Anders, aye; Mr. Labenberg, aye; Mr. Balliet, aye; Mr. Hart, aye. There were 6 ayes. Motion carried.**

Ordinance No. 1240 – An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending Chapter 1, Part 1, Adding Subsection 108 of the Code of Ordinances, Establishing Hiring and Promotion Procedures for Upper Management Employees (1<sup>st</sup> Reading 2/6/23, 2<sup>nd</sup> Reading 3/20/23).

Mr. Labenberg stated that he will be voting against the Ordinance.

**Motion by Mr. Hart, seconded by Mr. Balliet to adopt Ordinance No. 1240 – An Ordinance of the Borough of Emmaus, Lehigh County, Pennsylvania, Amending Chapter 1, Part 1, Adding Subsection 108 of the Code of Ordinances, Establishing Hiring and Promotion Procedures for Upper Management Employees. Roll call vote: Mrs. Sorg-McManamon, aye; Ms. Baumgartner, aye; Mr. Anders, aye; Mr. Labenberg, no; Mr. Hart, aye; Mr. Balliet, aye. There were 5 ayes, 1 opposed (Labenberg). Motion carried.**

EMMAUS BOROUGH COUNCIL

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. Anders reported that there is one item for official action tonight. Mr. Anders reported that the Committee recommends hiring Camilo Rodriguez as a full-time Public Works employee. Mr. Anders stated that Mr. Rodriguez has a background as a water technician servicing pumps of all types. He stated that Mr. Rodriguez will be a great asset to the Borough. Mr. Pepe clarified that Mr. Rodriguez also has a background in electricity and electronics and will be a great asset to the Public Works Department.

**Motion by Mr. Anders, seconded by Mr. Balliet to hire Camilo Rodriguez as a full-time Public Works employee contingent upon the successful completion of a background check. There were 6 ayes. Motion carried.**

Mr. Anders reported that there is one additional opening in the Public Works Department and the search for a candidate has begun.

Mr. Anders reported that the next Committee meeting is Wednesday, April 19, 2023 at 4:00 p.m. via Zoom.

Progress.

b. Health, Sanitation, and Codes Committee

Mr. Balliet reported that there is nothing for official action and the next Committee meeting is Wednesday, March 29, 2023 at 4:45 p.m. via Zoom.

Progress.

EMMAUS BOROUGH COUNCIL

c. Parks and Recreation Committee

Ms. Baumgartner reported that there is nothing for official action tonight and entertained questions about the Committee notes. She stated that the next Committee meeting is Tuesday, April 4, 2023 at 4:45 p.m. via Zoom.

Progress.

d. Public Safety Committee

**Motion by Mr. Hart, seconded by Mr. Balliet to hire Christani Allerano as a full-time Paramedic with the Emmaus Ambulance Corps. There were 6 ayes. Motion carried.**

Mr. Hart stated that Mr. Allerano is very qualified for the position and currently works in the Army National Guard Medevac as a Critical Care Flight Paramedic in Hawaii. Mr. Pepe stated that Mr. Allerano has a very good background, a lot of experience, and he looks forward to working with him.

**Motion by Mr. Hart, seconded by Mrs. Sorg-McManamon to hire Shelbey Delserro as a full-time Paramedic with the Emmaus Ambulance Corps contingent upon the successful completion of the Paramedic program. There were 6 ayes. Motion carried.**

Mr. Hart stated that Ms. Delserro is currently an EMT for the Borough of Emmaus and is enrolled in the Paramedic program at Reading Community College.

Mr. Hart stated that interviews were held for the Deputy Chief of Police position and there were several qualified individuals. Mr. Hart noted for the record that Mayor Gilbert was not involved in the interviewing or hiring process due to a potential conflict of interest with one of the candidates. Mr. Hart stated that the Committee recommends hiring Seargent Bryan Hamscher for the position and that he is extremely qualified for the position. Mrs. Sorg-McManamon stated that it is very satisfying to interview such capable candidates and it was a great experience to be involved in the hiring process.

**Motion by Mr. Hart, seconded by Mrs. Sorg-McManamon to hire Seargent Bryan Hamscher as the Deputy Chief of Police for the Emmaus Police Department. There were 6 ayes. Motion carried.**

Mr. Pepe stated that the swearing-in ceremony will take place at the April 3, 2023 Council meeting.

Mr. Hart reported that the next Committee meeting is Thursday, March 30, 2023 at 9:00 a.m. via Zoom.

Progress.

EMMAUS BOROUGH COUNCIL

e. General Administration Committee

Mr. Labenberg reported that the Committee did not meet since the last Council meeting and the next Committee meeting is Thursday, April 6, 2023 at 9:00 a.m. via Zoom.

Progress.

f. Budget & Finance Committee

Resolution 2023-9 – A Resolution of the Council of the Borough of Emmaus, Lehigh County, Pennsylvania, Establishing the Fee Schedule for the Parking Lot Located at 311 Main Street in Emmaus, Pennsylvania.

**Motion by Mr. Hart, seconded by Mr. Balliet to adopt Resolution 2023-9. There were 6 ayes. Motion carried.**

Resolution 2023-13 authorizing payment of the March 20, 2023 bill list as follows:

<b>Bill List</b>	<b>\$</b>	<b>1,308,493.46</b>
<b>Payroll #5</b>	<b>\$</b>	<b>176,662.70</b>
<b>Payroll Taxes</b>	<b>\$</b>	<b><u>56,892.83</u></b>
<b>Total</b>	<b>\$</b>	<b>1,542,048.99</b>

Done this 20<sup>th</sup> day of March 2023.

**Motion by Mr. Hart, seconded by Ms. Baumgartner to adopt Resolution 2023-13. There were 6 ayes. Motion carried.**

Mr. Hart entertained questions about the Significant Revenue and Expense Items for the 1<sup>st</sup> half of March.

Mr. Hart reported that the next Committee meeting is Thursday, April 6, 2023 at 11:00 a.m. via Zoom.

Progress.

g. Community Relations, Planning and Development Committee

Mrs. Sorg-McManamon reported that there is nothing for official action tonight. She reported that the next Committee meeting is Monday, March 27, 2023 at 4:30 p.m. via Zoom.

Progress.

EMMAUS BOROUGH COUNCIL

PERSONAL APPEALS, PART II – None.

BOROUGH MANAGER’S REPORT

Mr. Pepe reported that Richard Schantzenbach has completed his probationary period as a part-time Fire Fighter. He also reported that staff hired Leanne Ruch as a part-time EMT for the Emmaus Ambulance Department.

Mr. Anders thanked Mr. Pepe and Mrs. Jarrett-Eaton for the comprehensive newsletter. Mr. Pepe responded that moving forward, the goal is to have more informational articles in every edition.

Progress.

PRESIDENT’S BUSINESS

Mr. Labenberg stated that he agrees with Mr. Anders about the newsletter.

Mr. Labenberg recessed the meeting at 6:25 p.m. for an Executive Session to discuss a potential litigation issue and a real estate matter with no action anticipated.

Mr. Labenberg reconvened the meeting at 6:55 p.m. with no action necessary.

Progress.

ADJOURNMENT

**Motion by Mr. Balliet, seconded by Mr. Hart to adjourn the March 20, 2023 Emmaus Borough Council Meeting. There were 6 ayes. Motion carried.**

The meeting was adjourned at 6:56 p.m.

Shane M. Pepe  
Borough Manager

Transcribed by: Paula Weiant  
Administrative Assistant  
March 22, 2023