

BOROUGH OF LEHIGHTON

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MUNICIPAL BUILDING, P.O. BOX 29, LEHIGHTON, PA 18235



June 9, 2025

RE: Lehigh Borough Council Meeting Minutes – May 5, 2025

CALL TO ORDER – 6:30 PM

Pledge of Allegiance

Invocation

Roll Call

The regular meeting of Lehigh Borough Council was held in the municipal building on Monday May 5, 2025. The meeting was called to order at 6:30 PM by President Grant Hunsicker. Council Members in attendance were: John Kreitz, Autumn Abelovsky, Jordyn Miller, Dave Zimmerman, Rebecca Worthy by phone, and Steve Hawk. Officials in attendance were: Mayor Ryan Saunders, Borough Manager Dane DeWire, Police Chief Troy Abelovsky, Fire Chief Patrick Mriss, Public Works Superintendent Kris Kunkle, Light & Power Superintendent Barry Fisher, Borough Engineer Melanie Aroniss proxy for Borough Engineer Vanessa Nedrick, Solicitor James Nanovic and Borough Secretary Jessica Ahner. Officials that were absent: Recreation Director Tom Evans, Borough Engineer Vanessa Nedrick and Junior Council Member Alex Sebelin.

HEARING OF PERSONS PRESENT

None

APPROVAL OF MINUTES

RW/SH motioned to approve the Regular Meeting minutes dated April 7, 2025 and all were in favor with no objections. 7-0

UNFINISHED BUSINESS

There was discussion on the Food Vendor License Applications, whether to add tailgate and tent sales as vendors requiring insurance & food health/safety licenses. Council went on to discuss non-profits and questioned how that would be managed. It was decided to table this until another meeting.

Council had discussion about six parking spaces requested to be rented by Ramirez Leighton Properties, the owner at 121 South First Street. The parking spaces need to be lined. It is the triangular-shaped lot on Stanley Hoffman Boulevard. The rental rate was discussed. JM/JK motioned to have a contract drafted for the next meeting to set a rate at \$300 per month for six parking spaces and all were in favor with no questions or objections. 7-0

Council re-visited upcoming Borough events and celebrations, specifically regarding the Special Event Plan (SEP). DeWire said he received two denial letters from Joe Flickinger regarding Wine on the River and Fourth of July event. He also received letters of complaint from Parks and Recreation, LDI, the Merchants Association, and the Mayor. The Wine on the River Event proceeded smoothly with no incidents according to LDI. LDI thanked the Police Department for making a presence. Hawk stated it is hard to gauge the number of people for events like this. Julie Harris talked about the Halloween Parade and how the SEP wouldn't be feasible for it. Tina Henninger mentioned that the SEP requires police at \$97/hour. She states that it is very hard to hold an event if we are running on donations only and that it would be less expensive to hire security firm. Autumn said the SEP needs another look. The Mayor then discussed pausing the SEP until we take another look at the application and procedures. JM/SH motioned to pause the SEP until further notice and all were in favor with no questions or objections. 7-0

DeWire gave an update on the Facade Grant in the amount of \$250,000. He announced the recipients and their addresses. AA/SH motioned to approve the Façade Grant Funding awards, as presented in the amount of \$215,104.80 and all were in favor with no questions or objections. 7-0

NEW BUSINESS

PennDOT/DGS spoke about their project at 930 Bridge Street. They are here to get Conditional Approval to start the project. Engineer Aroniss said there are only minor changes needed and that they are working with RVE. Autumn asked about the length of project and the reply was about 30 months. A question was asked about the school installing the traffic light at Bridge Street. DGS is aware of the signal project. SH/JK motioned to grant conditional approval for PennDOT/DGS and all were in favor with no questions or objections. 7-0

Aroniss spoke about the Robert Snyder Subdivision project at 103 E Penn Avenue. The Planning Commission is recommending Conditional Approval to Council. RVE is working on minor details with Carbon Engineering to complete plans and add easements. JK/SH motioned to grant conditional approval for Snyder and all were in favor with no questions or objections. 7-0

AA/JK motioned to adopt Ordinance number 2025-679, adopting the 2021 International Property Maintenance Code (IPMC) and all were in favor with no questions or objections. 7-0

SH/JK motioned to advertise a public hearing for proposed zoning ordinance amendments at the June 9, 2025 Council meeting and all were in favor with no questions or objections. 7-0

SH/JM motioned to list the street sweeper and patrol car #5 for public sale and all were in favor with no questions or objections. 7-0

DeWire said Chief approached him a couple days ago in regard to newer police vehicles for the Department. After looking at the budget, DeWire said there's one more payment left on our 2019 vehicle for \$17,000. That leaves us with \$23,000 this year for major equipment in the Police Department, and assuming that the line item stays the same, we could realistically put \$10,000 down on two vehicles and finance the remaining balance over 3 years. JK/JM motioned to purchase up to \$100,000 of patrol vehicles and outfitting with \$20,000 down with a three-year financing plan and all were in favor with no questions or objections. 7-0

SH/RW motioned to adopt Resolution number R-16-2025, adopting the Flock Camera Agreement with Franklin Township and all were in favor with no questions or objections. 7-0

SH/JK motioned to adopt Resolution number R-17-2025, authorization for LPD to apply for future grant funding and all were in favor with no questions or objections. 7-0

JK/DZ motioned to approve Payment Application #5 for Advanced Pipe Technologies in the amount of \$144,487.85 for Lehighton I/I Abatement Project and all were in favor with no questions or objections. 7-0

JK/SH motioned to award Lehigh Asphalt and New Enterprise Road and Aggregate material as presented below and all were in favor with no questions or objections. 7-0

BOROUGH OF LEHIGHTON Bid for Furnishing and/or Delivery of Road Materials					
Material	Extended	FOB Plant Unit Price per Ton	Total	FOB Delivered Unit Price per Ton	Total
750 ton 9.5 mm Superpave Wearing Course		\$71.00	\$51,250.00	\$80.00	\$60,000.00
750 ton 25 mm Superpave Base Course		\$59.00	\$44,250.00	\$68.00	\$51,000.00
100 ton Cold Patch					

BOROUGH OF LEHIGHTON Bid for Furnishing and/or Delivery of Road Materials					
Material	Extended	FOB Plant Unit Price per Ton	Total	FOB Delivered Unit Price per Ton	Total
750 ton 9.5 mm Superpave Wearing Course		\$78.35	\$58,762.50	\$88.70	\$66,525.00
750 ton 25 mm Superpave Base Course		\$63.00	\$47,250.00	\$73.35	\$55,012.50
100 ton Cold Patch		\$150.00	\$15,000.00	\$157.95	\$15,795.00

BOROUGH OF LEHIGHTON Bid for Furnishing and/or Delivery of Stone and Sand			
Material	Extended	FOB Plant Unit Price per Ton	FOB Delivered Unit Price per Ton
#1 3-1/2" or under		\$17.25	\$24.25
#3 2" or under		\$17.25	\$24.25
#8 washed		\$26.00	\$33.00
#57 washed		\$17.50	\$24.50
#67 washed		\$18.00	\$25.00
#10			
#2A modified		\$14.40	\$20.40
2RC PennDOT spec		\$12.00	\$19.00
Gabion 1' or over 4" 8"			
R3			
R4		\$22.50	\$29.50
R5		\$23.00	\$30.00
R6		\$24.00	\$31.00
R7		\$26.00	\$33.00
R8		\$28.00	\$37.00
Type #2 anti-skid PennDOT spec		\$17.00	\$24.00
1 1/4" AASHTO Stone		\$17.00	\$24.00

Bidder Name: Lehigh Asphalt

BOROUGH OF LEHIGHTON Bid for Furnishing and/or Delivery of Stone and Sand			
Material	Extended	FOB Plant Unit Price per Ton	FOB Delivered Unit Price per Ton
#1 3-1/2" or under		\$19.25	\$27.20
#3 2" or under		\$18.60	\$28.50
#8 washed		\$35.50	\$43.45
#57 washed		\$20.00	\$27.95
#67 washed		\$21.50	\$29.45
#10		\$20.05	\$28.30
#2A modified		\$11.85	\$19.50
2RC PennDOT spec		\$9.15	\$16.80
Gabion 1' or over 4" 8"		\$21.50	\$33.80
R3		\$21.50	\$33.80
R4		\$21.50	\$33.80
R5		\$32.00	\$42.95
R6		\$32.00	\$42.95
R7		\$38.00	\$50.95
R8		\$42.00	\$54.95
Type #2 anti-skid PennDOT spec		\$18.85	\$27.35
1 1/4" AASHTO Stone		\$25.40	\$33.35

Bidder Name: New Enterprise

Recommendation:
Motion to award all 2025 road material and aggregate bids to Lehigh Asphalt, except for cold patch, #10, #2A, 2RC, Gabion, R3, and R4, which shall be awarded to New Enterprise.

SH/DZ motioned to perform the 2025 Public Works Paving Schedule as presented to Council and all were in favor with no questions or objections. 7-0 Autumn had questions on Jamestown Road to Coal Street: whether it will be paved or fixed? Kreitz said it could be repaired. Kunkle said he will put it on the list if funds allow.

JK/SH motioned to accept Keystone Technologies' Bid for Pool Surveillance Cameras, not to exceed \$7,415 and all were in favor with no questions or objections. 7-0

Mayor and Chief spoke about dissolving the Civil Service hiring list. The candidate that we chose to hire turned down the conditional offer. The second gentleman on the list has not completed his Act 120 Certification. The others on list are not eligible, as they did not pass testing. JK/JM motioned to dissolve the current Civil Service hiring list, re-advertise, and test to establish new hiring list and all were in favor with no questions or objections. 7-0 Autumn asked what happens to the gentleman who took the test that isn't Act 120 certified yet. Mayor said he would need to re-apply and take the test again. Autumn asked why do we let him take the test in the first place? There was continued discussion on the applicants amongst Council, the Mayor and the Chief.

DeWire spoke about using personal cell phones for Borough business and possibly getting a stipend in return. Council discussed and determined there would not be a stipend given for personal cell phones.

There was discussion on Food Stipends and Hotel Accommodations and how it should be reimbursed. JM/SH motioned to reimburse by state standard travel rates (USG) for food, hotel, and travel on all accommodations for Borough-sponsored events and six were in favor and Autumn Abelovsky opposed. 6-1

RW/SH motioned to re-classify Jonathan Tracey as Lineman II, per AFSCME Union Contract and all were in favor with no questions or objections. 7-0

SH/JM motioned to allow LDI to hang Farmers Market Banners over First Street and all were in favor with no questions or objections. 7-0

SH/AA motioned to hire the 2025 Season Lifeguard list from Recreation Director for Baer Memorial Pool with all required certifications needed and all were in favor with no questions or objections. 7-0

Discussion on Future Borough Assistant and Treasurer Roles were tabled until next meeting.

OFFICIAL'S REPORTS

President of Council – Nothing to report.

Borough Manager – Paper report provided. The only thing that DeWire wanted to mention on top of the report is that the payment app #5 that we received from Remington verdict is going to close out the project. That includes a change order for unlined pipes.

Borough Engineer – Paper report provided. Nothing to Report.

Solicitor – Has discussion for executive session.

Treasurer – Paper Report provided. SH/DZ motioned to approve \$200,000 transfer from L&P to General Fund as needed, bills in the amount of \$458,678.39, and additional bills of \$100,607.69 and all were in favor with no objections. 7-0

Mayor – Nothing to Report.

Police Chief – Paper report provided. Nothing to Report.

Fire Chief – Paper report provided. Mriss questioned if he had a problem with a vehicle, can he call the mechanic in a breakdown situation? He was told there is no problem with calling the mechanic, and that the employee will get call out pay.

Light & Power Superintendent – Paper report provided. Fisher thanked Council for allowing employees to attend conference. The new bucket truck will be ready sometime in July or August.

Public Works Superintendent – Paper report provided. Kunkle said he currently has two dump trucks down and is short staffed. There was discussion on applying for clean diesel grant funds that we could not use for the street sweeper.

Recreation Director – Not Present.

COMMITTEE REPORTS

Finance and Administration – David Zimmerman, Chair; Jordyn Miller. Nothing to Report.

Economic Development, Buildings and Codes – Autumn Abelovsky, Chair; John Kreitz, Co-Chair. Autumn mentioned on the BIA's Report there is a Recovery House with 7 beds. She wanted everyone to be aware that under our zoning ordinance, a group home in an R3 district is a permitted use. There was further discussions about state regulations on group homes.

Police, Fire and Safety – Jordyn Miller, Chair; Rebecca Worthy, Co-Chair. Miller said thank you to the fire department for all they did during the brush fires.

Light & Power Committee – Rebecca Worthy, Chair; Steve Hawk, Co-Chair. Nothing to Report.

Sewer Committee – Steve Hawk, Chair; Autumn Abelovsky, Co-Chair. Nothing to Report.

Streets, Public Works & Recreation – John Kreitz, Chair; David Zimmerman, Co-Chair. Kreitz-Nothing to Report.

Library Board – Rebecca Worthy. Nothing to Report.

Parks & Recreation Board – Rebecca Worthy. Worthy reported that we did a clean-up event for Lift up Leighton Day. We had a really good turn out and wanted to thank the public and our Public Works Department for cleaning up the brush piles.

Canal Commission – Ryan Saunders. Saunders said they were able to get one of the memorial benches installed. We're looking to continue to get the second one installed. More people are looking to purchase benches and they will continue to help us beautify the canal.

During the fires, the Department of Forestry contacted the LCRC regarding patrolling the canal. They said there had been an agreement amongst the municipalities that all police departments were in a patrol rotation. Saunders said he doesn't believe in the 7-1/2 years he's been on the Canal Commission that anyone's ever done that, and it was his first time learning of this. Saunders said he needs to find out more about the agreement.

Council of Governments- Steve Hawk, Delegate; Dave Zimmerman, Alternate. Nothing to report.

Civil Service Commission – Rebecca Worthy – Nothing to Report.

Junior Councilperson – Alexander Seblin. Not Present.

ACCEPTANCE OF OFFICIAL'S REPORTS

SH/AA motioned to accept the official's reports as presented and all were in favor with no questions or objections. 7-0

ADJOURNMENT

SH/RW motioned to into Executive Session at 8:53 pm for personnel and all were in favor with no questions or objections. 7-0

SH/RW motioned to go back into regular session at 9:53 pm and all were in favor with no questions or objections. 7-0

AA/DZ motioned to amend the agenda to include discussion of Emergency Management Coordinator (EMC) position and all were in favor with no questions or objections. 7-0

JK/SH motioned to accept the letter of resignation from the EMC and all were in favor with no questions or objections. 7-0

SH/RW motioned to advertise for letters of interest for the EMC position and all were in favor with no questions or objections. 7-0

RW/SH motioned to hire candidate #1 as a full-time Utility Billing Clerk and all were in favor with no questions or objections. 7-0

RW/SH motioned to adjourn the meeting at 9:55 pm and all were in favor with no questions or objections. 7-0

Respectfully Submitted,

Jessica Ahner, Borough Secretary