

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS  
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING  
FEBRUARY 3, 2020**

Chairman Ronald J. Heintzelman called the meeting to order at 7:30 PM, followed by the salute to the flag and the roll call. In attendance were Supervisors Mark Hills and Dennis Klusaritz, Attorney Lisa A. Young, Manager Chris Garges, Engineer Steve Gitch and Secretary/Treasurer Brenda Norder.

**APPROVAL OF PREVIOUS MINUTES**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the minutes of the Board of Supervisors Meetings of January 6, 2020 were approved. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**ANNOUNCEMENTS**

1. The Municipal Offices will be closed Monday, February 17<sup>th</sup> for the Presidents' Day Holiday.
2. Tires will not be accepted for recycling until April 1<sup>st</sup>, 2020.

**TREASURER'S REPORT**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the January Treasurer's report and the register of checks # 14862-14951 were approved as presented. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**OLD BUSINESS:** No old business.

**NEW BUSINESS:**

**JORDAN CREEK GREENWAYS MINOR SUBDIVISION                      WAIVER REQUEST**

Chris Stroller, representing the Jordan Creek Greenways Minor Subdivision Plan, requested the following waiver:

1. The plan is viewed as a Final as well as a Preliminary, waiving Sect. 3.02.

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the waiver was granted. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**JORDAN CREEK GREENWAYS MINOR SUBDIVISION    PRELIMINARY/FINAL**

Chris Stroller presented the Jordan Creek Greenways Minor Subdivision Plan to the Board. Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Plan was approved as a Preliminary/Final subject to the following conditions:

1. The Developer shall comply with all of the recommendations contained in the letter from the General Planning Engineer dated December 16, 2019.
2. Developer shall comply with all of the recommendations contained in the letter from the Sewage Enforcement Officer dated December 13, 2019.
3. The Developer shall comply with all of the recommendations contained in the letter from the Zoning Officer dated December 12, 2019.
4. The Developer shall comply with all of the recommendations of the Planning Commission Meeting of December 19, 2019.
5. The Township shall assign an address for the non-building lot.

Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

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**SHEILA HORWITH HILL ST LOT CONSOLIDATION      PRELIMINARY/FINAL**

After review of the Horwith Hill St. Lot Consolidation Plan, Dennis Klusaritz made a motion to approved, seconded by Mark Hills. The Plan was approved as a Preliminary/Final subject to the following conditions:

1. The Developer shall comply with all of the recommendations contained in the letter from the General Planning Engineer dated November 20, 2019.
2. Developer shall comply with all of the recommendations contained in the letter from the Sewage Enforcement Officer dated November 21, 2019.
3. The Developer shall comply with all of the recommendations contained in the letter from the Zoning Officer dated November 13, 2019.
4. The Developer shall comply with all of the recommendations of the Planning Commission Meeting of November 26, 2019.
5. The Developer shall comply with all of the provisions contained in the Planning Secretary's checklist letter date January 20, 2020.

Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**RIDINGS AT PARKLAND PHASE 2      TIME EXTENSION**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board accepted an extension of 90 days until May 23, 2020, in order for the Board to review the Plan of The Ridings at Parkland Phase 2 Subdivision. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**KORNFIED APPARTMENTS      TIME EXTENSION**

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board accepted an extension of 90 days until May 23, 2020, in order for the Board to review the Plan of Kornfiend Apartments. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**GIRL SCOUT GOLD AWARD PROJECTS**

The Township Engineer has prepared sketches presenting two options for the first two pieces of handicap accessible playground equipment and a dog park at Kolapechka Park. Upon review from the Recreation Board, the Township Staff is recommending Option 3 of the dog park sketches and Option 1 of the playground sketches. The Staff is seeking authorization to move to the final design and specification phase of the projects to plan for construction this Spring / Summer.

Supervisor Hills suggested using a minimum of a 5-foot chain-linked fence.

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board approved Option 1 of the playground sketches and Option 3 of the dog park sketches and gave authorization to move ahead with the final design and specification phase in order to proceed with the proposed construction. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**RESOLUTION 02-03-20      2020 FEE SCHEDULE AMENDED**

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, Resolution 02-03-20 was adopted. Resolution 02-03-20 amends and revises the 2020 fee schedule, adopted by Resolution 01-06-20, by adding an additional rate schedule for Boucher & James, Special Projects Planning Consultant. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

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**REFUND OF TAXES**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized the Treasurer to refund Township taxes based on revised 2019 assessments, on the following properties:

4422 Sybil Dr	\$ 5.59	4755 Route 309	\$ 48.35
2632 Willow St	\$133.60	4812 Mulberry St	\$ 46.21
1932 Clearview Rd	\$ 7.60	5427 Route 873	\$ 15.24
1352 Clearview Rd	\$ 5.95	4429 Grey Wolf Ln	\$ 28.30
3510 Lil Wolf Cir	\$ 9.13	3667 Lil Wolf Cir	\$ 29.25
4660 York Dr	\$ 56.96	5635 Route 873	\$ 74.41
5639 Route 873	\$ 89.02	5479 Oakwood Ln	\$ 54.34

**ASSESSMENT CHANGES**

Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**AUTHORIZATION TO DISTRIBUTE BUDGETED ALLOCATIONS**

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Treasurer is authorized to distribute the following 2020-budgeted allocations:

- \$500.00 to the Ironton Rail-Trail Oversight Commission,
- \$2,600.00 to the Upper Lehigh Historical Society's Schneck House.

The emergency services organizations will receive ½ of their allocation. The other half will be distributed later in the year after receiving required reports.

- \$30,000.00 to Northern Valley Ambulance Corp,
- \$19,168.75 to each of the four fire companies.

Roll call: Mark Hills - yes; Ronald J. Heintzelman - abstained; Dennis Klusaritz - yes. There were no public comments on this item.

**TAX COLLECTION COMMITTEE DELEGATE APPOINTMENT**

Act 32 requires the Township to appoint a representative to the Tax Collection Committee under the local earned income tax collection reform legislation. Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board appointed Administrative Assistant Jessica Koenig as the representative for North Whitehall Township. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**RECREATION BOARD MEMBER APPOINTMENT**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, Tim O'Brien was appointed to the Recreation Board for the years 2020 through 2024. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**SPECIAL PROJECTS PLANNING CONSULTANT APPOINTMENT**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board appointed the firm of Boucher & James engineering services as Special Projects Planning Consultant for the year 2020. The rate of pay shall be as established in the fee schedule for services submitted and re-authorized today as Resolution 02-03-20. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Dan Nemeth, Clearview Rd., Coplay, asked if the consultant would be covered by the Township Errors & Omissions insurance.
- Heather Skorinko, Clearview Rd., Coplay, inquired about the consultant's expertise in slopes and soils.

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**FULL-TIME ZONING OFFICER APPOINTMENT**

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board appointed Jeff Mouer to the position of Township Zoning Officer and GIS Director for the year 2020 and set the effective date of his employment to be January 20, 2020. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**MANAGER'S REPORT**

Mr. Garges reported on various meeting he attended on behalf of the township, DEP, Parkland School District, Coplay Whitehall Sewer Authority and LANTA.

He announced the township had received a fully-funded Municipal Internship Grant. An intern will be hired to update the township's GIS information.

**SOLICITOR'S REPORT**

Atty. Young presented resolution 02-03-20A.

• **RESOLUTION 02-03-20A**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, Resolution 02-03-20A was adopted. Resolution 02-03-20A supports the dedication of land, within North Whitehall Township, to Lehigh County, along the Jordan Creek for the Greenways Projects. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**COMMENTS FROM THE FLOOR (Non-agenda items):**

- Raymond Deutsch, Vista Dr., Coplay, presented a year-end report of the Ironton Rail Trail events.
- Kristie Wilk, Director of NOVA, announced tickets are still available for their Comedy Night on February 29<sup>th</sup> and there will be a cherry pie sale for President's Day.
- Dan Nemeth, Clearview Rd., Coplay, asked if a township supervisor has the ability to attach conditions before building permits are issued.
- Rich Semmel, Clearview Rd., Coplay, inquired if there were 2 dates for Planning Commission meetings in February.
- Dan Nemeth, Clearview Rd., Coplay, asked if electronic copies were available for review for the upcoming projects.
- Bill Moyer, Donna Dr., Coplay, stated that applicants should be made to provide information to the township ahead of time for review by the Board and staff instead of presenting it at the meeting. This way the Board would be better informed when making decisions.
- Linda Mericle, Breinigsville, thanked the Board for working with the Girl Scouts on their projects.

**ADJOURNMENT** Meeting adjourned at 8:18 PM.

Respectfully submitted,

Brenda Norder, Secretary/Treasurer