

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
APRIL 5, 2021**

Chairman Ronald J. Heintzelman called the meeting to order at 7:30 PM, followed by the Pledge of Allegiance and a moment of silence. In attendance were Supervisors Mark Hills and Dennis Klusaritz, Manager Chris Garges, Jess Koenig and Secretary/Treasurer Brenda Norder. Attorney Lisa A. Young was present via Zoom.

APPROVAL OF PREVIOUS MINUTES

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the minutes of the Board of Supervisors Meeting of March 1, 2021, the Conditional Use Hearing of March 11th, and the March 25th Conditional Use Hearing. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ANNOUNCEMENTS

1. A request for bids for In-place road projects will be advertised on April 7th and 14th bids and will be publicly opened on April 28th at approximately 9 AM.
2. We have been notified that our 2021 State Liquid Fuels allocation will be \$638,575.77.
3. The Conditional Use Hearing for the Strawberry Active Adult Residential Community was continued until May 27, 2021 at 7 PM.
4. Boy Scout Tanner Hardenberg, Troop 57, attended the meeting as a requirement toward earning the Citizenship in the Community merit Badge.

TREASURER'S REPORT

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the March Treasurer's report and the register of checks # 15972-16093 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:

NORTH VALLEY TRADE CENTER UNFI IMPROVEMENTS WAIVERS

Joshua Hoffman and Tom Dziki, on behalf of the North Valley Trade Center UNFI Improvements Plan, requested the following waivers:

- Sect. 5.02 A.1- The plan is viewed as a Final as well as a Preliminary;
- Article 5.03.B.3- Plan lettering size.

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board granted the waivers. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Brian Horwith, Springfield Dr., Coplay, asked if the property owner or the tenant is responsible for the lighting problems.
- Tim Tomko, Coplay Creek Rd., Schnecksville, voiced his concerns about the noise pollution and the property values.

NORTH VALLEY TRADE CENTER UNFI IMPROVEMENTS PRELIMINARY/FINAL

Joshua Hoffman and Tom Dziki, on behalf of the North Valley Trade Center UNFI Improvements Plan, presented the Plan to the Board. Upon motion by Dennis Klusaritz, seconded by Mark Hills, the North Valley Trade Center UNFI Improvements 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 & Sewage Enforcement Officer dated March 29, 2021.

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2. The Developer shall comply with all of the recommendations contained in the letter from the Zoning Officer dated March 22, 2021.
3. The Developer shall comply with all of the recommendations of the Planning Commission Meeting of January 23, 2021.
4. The Developer shall comply with all of the provisions contained in the Planning Secretary's checklist letter dated March 15, 2021.
5. The Developer shall comply with all of the provisions contained in the Fire Chief's letter dated March 31, 2021.

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

NORTH VALLEY TRADE CENTER REDUCTION OF IMPROVEMENTS ESCROW

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board accepted the written recommendation of the General Planning Engineer Stephen Gitch, dated March 29, 2021 and authorized reduction #1 of the North Valley Trade Center Improvements Bond for \$15,163,690.00, leaving a balance on the bond of \$3,065,010.00. This amount represents the remaining improvements for North Valley (\$1,932,510.00) plus the improvements for the new UNFI development (\$1,132,500.00). Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

HELLWIG/MELENDEZ LOT LINE WAIVER

Bob Hoppes, on behalf of the Hellwig/Melendez Lot Line Plan, requested the following waiver:

Sect. 5.02 A.1- The plan is viewed as a Final as well as a Preliminary;

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board granted the waivers. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

HELLWIG/MELENDEZ LOT LINE PRELIMINARY/FINAL

Bob Hoppes, on behalf of the Hellwig/Melendez Lot Line Plan, presented the Plan to the Board. Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Hellwig/Melendez Lot Line Plan was approved subject to the following conditions:

1. The Developer shall comply with all of the recommendations contained in the letter from the General Planning Engineer & Sewage Enforcement Officer dated March 29, 2021.
2. The Developer shall comply with all of the recommendations contained in the letter from the Zoning Officer dated March 22, 2021.
3. The Developer shall comply with all of the recommendations of the Planning Commission Meeting of February 23, 2021.
4. The Developer shall comply with all of the provisions contained in the Planning Secretary's checklist letter dated March 15, 2021.

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

TRACY ROTH LOT LINE WAIVER

Bob Hoppes, on behalf of the Tracy Roth Lot Line Plan, requested the following waiver:

Sect. 5.02 A.1- The plan is viewed as a Final as well as a Preliminary;

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board granted the waivers. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

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TRACY ROTH LOT LINE

Bob Hoppes, on behalf of the Tracy Roth Lot Line Plan, presented the Plan to the Board. Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Tracy Roth Lot Line Plan was approved subject to the following conditions:

1. The Developer shall comply with all of the recommendations contained in the letter from the General Planning Engineer & Sewage Enforcement Officer dated March 29, 2021.
2. The Developer shall comply with all of the recommendations contained in the letter from the Zoning Officer dated March 22, 2021.
3. The Developer shall comply with all of the recommendations of the Planning Commission Meeting of February 23, 2021.
4. The Developer shall comply with all of the provisions contained in the Planning Secretary's checklist letter dated March 15, 2021.

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

DANIEL LOCH, et.al. SUBDIVISION TIME EXTENSION

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board accepted an extension of time, until June 8, 2021, in order for the Board of Supervisors review the Plan. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 04-05-21 APPORTIONMENT OF LOCAL SERVICES TAX

Upon motion by Ronald J. Heintzelman, seconded by Mark Hills, Resolution 04-05-21 was adopted. Resolution 04-05-21 stipulates the percentage amounts for the allocation of the Local Services Tax revenues to be equally divided between the General Fund and the Emergency Services Long Range Capital Fund. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RECREATION ALLOCATIONS

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board accepted the recommendation of the Recreation Board and authorized the distribution of the following 2021 budgeted allocations to the various organizations:

North Parkland Athletic Association	\$ 3,000.00
Ormrod Playground Association	5,000.00
Laurys Athletic Association	5,000.00
Schnecksville Playground Association	4,500.00
Orefield Athletic Association	3,000.00
Neffs Playground Association	1,500.00

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

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TAX COLLECTOR BANK ACCOUNT

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board authorized the Manager to open a bank account at the Peoples Security Bank & Trust, as a depository for tax collections and authorized the Chairman to sign the bank resolution. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

TAX COLLECTOR COMPENSATION

Upon motion by Ronald J. Heintzelman, seconded by Mark Hills, the Board moved to establish the sum of \$1,000.00 as compensation for the Tax Collector David Druckenmiller for the year 2021. The balance of the compensation, as set forth in the Organizational Meeting of January 4, 2021, shall be paid to the Deputy Tax Collector, Lynn-Anne Kocon. The compensation rate was set at 5% of Real Estate Tax, Street Light Assessment and Interim Billing collections. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 04-05-21A 2021 FEE SCHEDULE AMENDED

Upon motion by Mark Hills, seconded by Dennis Klusaritz, Resolution 04-05-21A was adopted. Resolution 04-05-21A amends and revises the 2021 fee schedule, adopted by Resolution 01-04-21 as follows:

Tax Office - the tax certification fee shall be increased to \$30.00

Sewage Fees – a tapping fee of \$ 5,000.00 shall be charged to all users serviced by Coplay Whitehall Sewer Authority in North Whitehall Township. (≥3 bedrooms = 1 EDU/262.5 GPD; ≤2 bedrooms = 0.76 EDU/200 GPD)

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

AARC ORDINANCE REVISIONS

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board authorized the township staff and Solicitor to move forward with the drafting of the revisions to the AARC Ordinance in order to it submit to the Lehigh Valley Planning Commission and to advertise the same. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ZONING HEARING BOARD RESIGNATION

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board accepted the resignation of Sheila Horwith, as the Alternate to the Zoning Hearing Board. Her term was scheduled to expire December 31, 2021. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ZONING HEARING BOARD APPOINTMENT OF ALTERNATE

Upon motion by Mark Hills, seconded by Dennis Klusaritz, Joseph Rentko was appointed alternate to the Zoning Hearing Board, to fulfill the unexpired term of Sheila Horwith until 12/31/21. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

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AFFIRMATION TO CLOSE GREENLEAF STREET

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board affirmed the road closure request, for Greenleaf Street, for an auction event on April 2nd & 3rd. A certificate of insurance was received. Roll call: Mark Hills - yes; Ronald J. Heintzelman - abstained; Dennis Klusaritz - yes. There were no public comments on this item.

COMPREHENSIVE PLAN UPDATE AND REVISED ZONING ORDINANCE APPROVAL

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board authorized Gilmore & Associates to proceed with the Comprehensive Plan update and revision to the Zoning Ordinance, making it consistent with the comp plan. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Brian Horwith, Springfield Dr., Coplay, thanked the Board for moving forward with this process.

AUTHORIZED SOLICITOR TO REPRESENT TOWNSHIP AT ZONING HEARING APPEAL

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized Atty. Young to attend the Zoning Hearing Board Meeting, in support of the Township, for the Christopher Jaccarino Zoning Application. 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 congratulated Public Works Director Rich Deemer on his completion of his leadership training course.

AUTHORIZE MANAGER TO CONTACT LCA

- Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board authorized the Manager to send a letter to Lehigh County Authority regarding the township's sewer system. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

AUTHORIZE MANAGER TO SEND LETTER TO DCNR

- Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board authorized the Manager to send a letter to DCNR requesting to utilize Urban Research & Development Corp. to prepare the township's Parks, Recreation & Open Space Plan and bypass the RFP process. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

AUTHORIZE MANAGER TO PURCHASE LIFT SYSTEM

- Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized the Manager to purchase a new lift system for the garage and temporarily suspend the purchase of a truck replacement. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

AUTHORIZE MANAGER TO CLOSE DOG PARK FOR TURF MANAGEMENT

- Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized the Manager to close the Dog Park for 4-6 weeks in order to complete turf management treatments. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

APPROVE JOB DESCRIPTION

- Upon motion by Ronald J. Heintzelman, seconded by Mark Hills, the Board approved the new job description for Public Works Laborer. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

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Manager's Report continued . . .

- Mr. Garges made the following announcements:
Kristen Taylor resigned from the Parks and Recreation Board;
Grist Mill Rd is open and the bridge is reduced to one lane;
Public Works has started the basin inspection program;
he will meet with PADOT on April 15 to discuss the RTs 873/329 & Neffs Laurys Rd.
intersection.
the Farmland & Open Space Preservation Committee will meet April 8 at 7:30 PM;
the Zoning Hearing Board will meet April 21 at 7:30 PM; and
the Planning Commission will meet April 27 at 7:30 PM.

Supervisor Klusaritz inquired about the status of the Coffeetown Bridge. Mr. Garges noted that he met with PADOT's Bridge Unit and it is not currently on their repair list, citing lack of funding. Mr. Garges will contact the Parkland School District to jointly appeal the Senator Browne for assistance.

SOLICITOR'S REPORT -

- Atty. Young announce an Executive Session was held on March 18, 2021 to discuss Real Estate issues. Supervisors Hills and Klusaritz were in attendance. Supervisor Heintzelman was absent.
- Atty. Young will attend the April 21, 2021 Zoning Hearing Board meeting to represent the interest of the Township.

AUTHORIZE CHANGES TO THE 2017 BURNING ORDINANCE

- Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized the Solicitor to draft and advertise changes to the 2017 Burning Ordinance. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

AUTHORIZE CHAIRMAN TO SIGN AGREEMENTS UNFI ADDITION

- Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board authorized the Chairman to sign the amended agreement for the UNFI addition to the North Valley Trade Center. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

AUTHORIZE CHAIRMAN TO SIGN AGREEMENTS DALLA'S PLAN

- Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized the Chairman to sign the Dalla's Plan Indemnity Agreement with security. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

AUTHORIZE CHAIRMAN TO SIGN AGREEMENTS FAIRLAND FARMS III

- Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized the Chairman to sign the Fairland Farms III Improvements & Maintenance Agreement. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

Supervisor Klusaritz inquired about the status of the recent land auction. Atty. Young noted that the township participated in an attempt to purchase and preserve a few parcels of a farm but was unsuccessful.

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COMMENTS FROM THE FLOOR (Non-agenda items):

- There were no comments.

ADJOURNMENT Meeting adjourned at 8:42 PM.

Respectfully submitted,

Brenda Norder, Secretary/Treasurer