

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
MAY 11, 2020**

Chairman Ronald J. Heintzelman called the WebEx meeting to order at 7:30 PM followed by the Pledge of Allegiance and a moment of silence. In attendance, via the internet, 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 Meeting of April 6, 2020 and the minutes of the bid opening of April 29, 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, May 25th for the Memorial Day Holiday.
2. The Yard Waste Center reopened on May 5th. New rules and regulations were put into place. Residents will be required to obtain a permit card prior to utilizing the Center. All details, instructions and the application can be found on the Township's website http://www.northwhitehall.org/forms/YARD_WASTE.pdf
3. Atty. Young announced that an Executive Session was held on April 6, 2020 to discuss personnel matters.
4. A donation of hand sanitizer was received from the Whitehall Pharmacy.

TREASURER'S REPORT

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the April Treasurer's report and checks # 15159-15215 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:

ECK/GOGLE

WAIVER OF AGENDA SUBMISSION TIME

Bob Hoppes, on behalf of the Eck/Gogle Plan, submitted a written request that the Board allow the Plan to be placed on the May 11th Board of Supervisors agenda. The Plan received favorable approval from the Planning Commission. Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board granted the request. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ECK/GOGLE LOT LINE ADJUSTMENT

WAIVER

Bob Hoppes, on behalf of the Eck/Gogle Plan, requested the following waiver:

Sect. 10.22 - a waiver for a lesser amount (10 ft.) of drainage and utility easement on the north side of the Eck house lot.

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

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ECK/GOGLE LOT LINE ADJUSTMENT

FINAL

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Plan was approved as a 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 April 21, 2020.
2. Developer shall comply with all of the recommendations contained in the letter from the Sewage Enforcement Officer dated March 20, 2020.
3. The Developer shall comply with all of the recommendations contained in the letter from the Zoning Officer dated March 13, 2020.
4. The Developer shall comply with all of the recommendations of the Planning Commission Meeting of April 28, 2020.

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

ECK/GOGLE LOT LINE ADJUSTMENT

RESOLUTION 05-11-20B

Resolution 05-11-20B accepts dedication of the Right-of-Way along Clearview Road, located in the lands of Eck/Gogle. Upon motion by Dennis Klusaritz, seconded by Mark Hills, Resolution 05-11-20B was adopted. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

THE RIDINGS AT PARKLAND

ROAD CLOSURE

Mike Tuskes attended via phone to present the proposed Scheck Road closure between Spruce Street and Hickory Road, for the installation of water and sewer lines. The Board reviewed the proposed action plan and the planned detour, as outlined in the plan for The Ridings at Parkland. Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Board approved the temporary closure of Schneck Road. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

AWARD PAVING BIDS

IN-PLACE PROJECTS

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, Asphalt Maintenance Solutions LLC was awarded the following contracts at their low bid prices: **CRACK SEAL** \$57,250.00, **BITUMINOUS SEAL COAT** \$437,409.84, **HIGH PERFORMANCE CHIP SEAL W/QUICK SET FOG SEAL** \$128,353.45 and **ULTRA THIN BONDED WEARING COURSE** \$209,631.72. Total award in the amount of \$832,645.01. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

**5077 OVERLOOK RD LLC (STRAWBERRY ACRES AARC) CONDITIONAL USE
TIME EXTENSION**

Upon motion by Ronald J. Heintzelman, seconded by Mark Hills, the Board accepted an extension of time, until September 30, 2020, in order for the Board of Supervisors and the Planning Commission to review the Conditional Use Application for 5077 Overlook Rd. LLC. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

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RESOLUTION 05-11-20 RETIREMENT PLAN AMENDMENT

Upon motion by Ronald J. Heintzelman, seconded by Mark Hills, Resolution 05-11-20 was adopted. Resolution 05-11-20 adopts an amendment to the North Whitehall Township Retirement Plan in order to incorporate certain proposed changes to the existing Pension Plan and authorizes the Secretary to sign the appropriate amendment documents. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

REQUEST TO USE FIRE POLICE

Upon motion by Dennis Klusaritz, seconded by Mark Hills, the following request to use the North Whitehall Fire Police was approved contingent on receiving a current Certificate of Liability Insurance.

LCCC 5K walk/run & Zumba event October 24, 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 the following items:

- Approval was obtained from the PA Municipal Internship Program for a summer intern.
- The Yard Waste Center opened on May 5. Upper Macungie Township was generous enough to let us borrow their portable message board to aid in the flow of traffic.
- A preconstruction meeting was held at Kolapechka Park on May 4. The contractor is in the process of commencing construction activities. Playground and dog park equipment has been ordered and is scheduled for mid-May delivery.
- The Lions Club of Upper Lehigh has generously donated \$500 toward the purchase of handicap accessible playground equipment for the Kolapechka Park playground expansion project.
- The Township received a generous anonymous donation of \$300 worth of gift cards. Four residents were identified and mailed \$75 gift cards.
- The Planning Commission met virtually on April 28, 2020.
- The Recreation Board will be meeting on May 19 at 1:30pm via WebEx. Login / call in information can be found under the “News” tab on the front page of the Township website.
- He included a copy of the May 20, 2020 Zoning Hearing Board agenda for the Board’s information.
- Monitoring of the budget is on-going. We do anticipate a loss of revenue in Earned Income Tax and Local Services tax, but the effects of the COVID-19 shutdown will not be known immediately because collection and receipt of these taxes lag for one or two quarters. We have put a hold on purchasing budgeted items that can be held off on until we have a clearer picture of the actual revenue losses we may face. First quarter revenue compared to previous years was on target, but the full shutdown didn’t occur until late in the quarter.
- Senior day – in light of the current Coronavirus situation we have discussed internally as a staff about possibly modifying Senior Day - Cancel the physical gathering but offer to bring Senior Day to the participant through delivery of a “goodie bag.” He asked the Board to consider the suggestions and offer their input.

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MOTION - Upon motion by Ronald J. Heintzelman, seconded by Mark Hills, the Board approved the Manager's request to allow the Public Works Department of North Whitehall Township to mutually cooperate with and provide mutual assistance to the Public Works Departments of South Whitehall Township; Lower Macungie Township and Upper Macungie Township in the form of vehicles, equipment, materials, services and manpower should situations arise whereby the cooperating Townships request assistance due to emergencies, disasters, shortages and/or other situations where the Director of Public works determines, in his discretion, that providing such assistance or services will not over-burden the Township or his Department. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

SOLICITOR'S REPORT

• **TOWNSHIP TAX RELIEF RESOLUTION 05-11-20A**

Upon motion by Mark Hills, seconded by Dennis Klusaritz, Resolution 05-11-20A was adopted. Resolution 05-11-20A extends the collection time for the net/face value of the 2020 Real Estate taxes and moves the deadline date from July 31, 2020 - to September 30, 2020. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

Atty. Young presented, for discussion and future consideration of the Board, the idea of adjusting sewer connection charges involving multi-bedroom homes vs smaller 1- or 2-bedroom units, such as apartments or condos.

COMMENTS FROM THE FLOOR (Non-agenda items):

• Lynn Allen, 5016 Donna Dr., Coplay, thanked the Board for opening the yard waste center and commented that the 1 person per car rule is unrealistic as some residents need additional assistance to use the center. She also commented that she hopes the Sr Day event is held as seniors look forward to the socialization aspect of the event.

ADJOURNMENT Meeting adjourned at 8:15 PM.

Respectfully submitted,

Brenda Norder, Secretary/Treasurer