



**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
SEPTEMBER 11, 2023**

Chairman Al Geosits called the meeting to order at 7:00 PM followed by the Pledge of Allegiance and a moment of silence. In attendance, were Supervisor Dennis Klusaritz, Supervisor Ronald J. Heintzelman, Township Manager Randy Cope, Attorney Rocco Beltrami, Engineer Steve Gitch, Director of Planning and Zoning Jeff Mouer, Director of Finance Seth O'Neill and Public Works Director Rick Holtzman.

This meeting is being recorded. Upon approval of the minutes by the Board of Supervisors the electronic recording file will be destroyed.

APPROVAL OF PREVIOUS MINUTES

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board of Supervisors Meeting of August 7, 2023, and the preliminary budget meeting minutes of August 29, were approved. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ANNOUNCEMENTS

1. A publicly advertised preliminary budget meeting was held August 29, 2023 at 5:30 pm to discuss capital project needs.
2. An executive session was held on August 29, 2023 at 7:22 PM for the purpose of discussing the acquisition of real property (5327 PA Route 873).
3. The Township received the following proposal for addition to the Agricultural Security Area
Emory Minnich 5628 Paradise Rd. 16.3 acres +/-
Dianne Minnich
4. Suicide Prevention Month Proclamation
5. There was an executive session held at 6:00 pm Monday September 11, 2023 to discuss acquisition of real property at 5327 Pa Route 873 and the Townships lease of a playground property with Neffs National Bank.

TREASURER'S REPORT

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the August treasurer's report and checks #18474 - 18572 were approved as presented. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

OLD BUSINESS: No Old Business

NEW BUSINESS:

DIRECTION/DISCUSSION

SCHNECKSVILLE GRANGE ENVIRONMENTAL DUE DILIGENCE PERIOD

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board authorized terminating the Agreement of Sale between the Township and Schnecksville Grange dated May 10, 2023, providing for the sale of the Grange's property located at 5322 PA Route 873, Schnecksville, Pennsylvania 18078, to the Township in accordance with the Agreement's termination provisions and, further, to authorize the Township Manager to take any and all necessary actions to accomplish such termination. Roll Call: Al Geosits – yes, Ronald J. Heintzelman – yes, Dennis Klusaritz – yes. There were no public comments on this item.

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537 PLAN CONSULTANT

AWARD CONTRACT

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board awarded the contract for 537 Plan Consultant to Barry Issett and Associates. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Supervisor Klusaritz inquired if the private sewerage plants would be inspected and if Keystone Engineering would be involved with the plan update and if so would there be additional expenses for the Township.
- Rich Semmel, Clearview Rd., Coplay, inquired if Township Manager Randy Cope said that the Township owns the Timberidge sewer system and if so, is there any reason why the Township would want to continue to own it. He also asked if it would be necessary to inspect all of the existing plants in the Township and how often Lehigh County Authority inspect that plants in the Township that they own.
- Eugene Wolfgang, Faye Dr., Orefield, asked if there would be time given to the residents to voice their input on the 537 Plan.
- Brian Horwith, Spring Hill Dr., Coplay, inquired if the Township ever executed the updates from the current 2009 537 Plan and if Lehigh County Authority operates any of the existing plants in the Township. He also suggested that the Township's new Comp Plan be reflected in the 537 Plan and asked if there will be a paper review of the fitness of the existing plants in the Township.
- Bruce Stettler, Steeple Chase Dr., Schnecksville, asked which plants are operated by Lehigh County Authority.
- Jim Osmun, Green Hill Circle, Schnecksville, requested that the residents in put on the 537 Plan begin early in the process.

RESOLUTION 09-11-23

FUND BALANCE POLICY

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 09-11-23 authorizing a Fund Balance Policy for the Township, which, among other things, recommends a reserve of 60% of annual budgeted expenditures in the General Fund at all times, and is necessary to long term capital planning and budgeting. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Rich Semmel, Clearview Rd., Coplay, inquired what checks and balances the Township currently has in place or what checks and balances this policy will provide to ensure the Township stays in good financial standing.
- Brian Horwith, Spring Hill Dr., Coplay, asked if the limits that were being shown on the screen to the audience were the proposed limits for the policy being discussed.
- Jim Steward, Park Ave, Neffs, asked how the Supervisors were making financial decisions in the past without having a policy like this.
- Eugene Wolfgang, Fay Dr. Orefield, inquired if there were any funds being set aside for emergency purposes.

AUTHORIZATION TO DISTRIBUTE BUDGETED ALLOCATIONS

EMS & SR CLUBS

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board ratified the 2023 budgeted allocations to the Emergency Service Organizations and the Senior Citizens Clubs as follows:

Schnecksville Senior Citizens	\$950.00
Laurys Station Keen-Agers	\$700.00
ESO	\$5,000.00

The emergency services organizations will receive the balances of their 2023 allocations.

\$32,500.00 to Northern Valley Ambulance Corp.
\$21,168.75 to each of the four fire companies.

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

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RESOLUTION 09-11-23A

BUDGET TRANSFER AUTHORIZATION

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Resolution 09-11-23A as amended to provide \$25,0000 instead of \$15,000 authorizing a transfer within the General Fund from the Transfers to Capital Account (01-492.8000) to NWTESO Contributions (01-412.5500) in order to provide more liquidity to the NWT Emergency Services Organization, specifically for rescue equipment, purchases, and repairs. Roll call: Al Geosits - yes; Ronald J. Heintzelman – yes, Dennis Klusaritz – yes.

- Mark Hills, Old Post Rd., Coplay, suggested giving the ESO additional funds beyond the suggested \$15,000.
- Jim Steward, Park Ave., Neffs, gave a brief synopsis of what the NWT ESO does for the Township and proposed a \$25,000 contribution.
- Jim Osmun, Green Hill Cir., Schnecksville, suggest the NWT ESO create a list prioritizing their needs and submit it to the Township.

EXONERATION OF TAXES

VETERANS R.E. TAX EXEMPTION

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved the notice from the Lehigh County Assessment Appeals Office, on behalf of Wayne Fedorak for exoneration from collection of their Real Estate Property Tax, as a qualified applicant for Veterans Real Estate Property Tax Exemption, effective July 1, 2023. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item There were no public comments on this item.

Parcel ID 547999186800-1 \$174.76

APPOINTMENT

LOCAL SERVICES TAX COLLECTOR

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board appointed Berkheimer as the as the North Whitehall Township Local Services Tax Collector effective January 1, 2024. Roll call: Al Geosits yes; Dennis Klusaritz - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

**AUTHORIZE MANAGER TO SIGN MOU
WITH PARKLAND SCHOOL DISTRICT**

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board tabled authorizing Township Manager to sign a Memorandum of Understanding with Parkland School District. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item

AUTHORIZATION TO SIGN LETTER OF INTENT

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board authorized the Township Secretary to execute a letter of intent for the purchase of a Single Axle Freightliner SD 114 truck replacing current Truck #9. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Eugene Wolfgang, Fay Dr., Orefield, inquired of the pricing of the truck as well as specifics on if it would come completely upfitted.

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**AUTHORIZATION TO SIGN PLANNING MODULE EXEMPTION
GREENLEAF FIELDS AT PARKLAND**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Township Manager is authorized to sign the request for the Planning Module Exemption Application Mailer as it relates to the Greenleaf Fields at Parkland Plan. Roll call: Al Geosits - yes; Ronald J. Heintzelman - abstain; Dennis Klusaritz - yes.

- Michael Baletta, Donna Dr., Coplay, asked if this would be a precedent for other developments.
- Karen Osmun, Green Hill Cir, Schnecksville, inquired about the location of the development.

REQUEST TO CLOSE PORTION OF ROAD

A request was received from Atty. Matthew Tranter, on behalf of his client CB Tuning, to close Jefferson Drive on October 7 between 4 PM – 7 PM and October 22 from 10 AM – 4 PM. Both closures are for a car show event. Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board the conditionally approved the request dependent upon receipt of a certificate of insurance for the events listing the Township as an additional insured. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

MANAGER’S REPORT

- Important Dates:
 - Zoning Hearing Board – Tuesday, September 12, at 7 PM;
 - Recreation Board – Monday, September 18, at 7 PM;
 - Zoning Hearing Board – Wednesday, September 20 at 7 PM;
 - Movie in the Park – Friday, September 22, at dusk (Super Mario Brothers – Independence Park);
 - Planning Commission – Tuesday, September 26, at 7 PM;
 - Board of Supervisors – Monday, October 2, at 7 7 PM;
- The new park entryway signs have arrived and are in the Public Works pole barn. Once the signposts arrive, we will get these on the schedule for installation. The posts are scheduled to arrive the week of October 2.
- We are currently starting to develop the Fall/Winter newsletter and hope to have them in mailboxes October 1.
- All three easements have been obtained for the Shady Lane Drainage Project and we are planning to go out to bid this month. Assuming everything goes to plan, we will have a recommendation at the October 2 Board of Supervisors meeting.
- The Grist Mill Road Culvert has been delayed slightly and we are looking to award the project at the October 2 meeting. There were some concerns brought up at the pre-bid meeting that were taken under advisement and some minor engineering adjustments were made to address those concerns.
- AMS has been throughout the Township surfacing multiple Township roads. They will be doing the oil and chip process this week. The week of September 25, they will be back in the township doing the ultra-thin wearing course on Clearview Road. Two pipes have been repaired on Clearview where the ultra-thin wearing course is being installed.
- The LED lights have been installed on the municipal basketball courts. We are currently obtaining quotes to get the courts paved this fall and color-coated and striped in the spring.
- We met with AquaLink at Johnson’s Pond to discuss a multi-year proposal to get the ponds treated and into better condition. The goal is to provide better water quality and more recreational opportunities to fisherman visiting the park.

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MANAGES REPORT continued...

- The locomotive project has been completed. We are working with local businesses to install security cameras and lighting.
- The electric is currently being trenched for our new shed, yard waste site and power to the maintenance gate.
- The line striping plan for 2023 has been coordinated and we anticipate the lines will be painted in October.
- We recently applied for a A250PA grant to support the township building project.
- We are looking at DCED LSA grants to also support the building renovations and public works equipment.
- We are currently building the 2024 budget and will have the first reading at the October 2 Board of Supervisors meeting.
- The Park Valley Road Bridge is well underway. The wing walls and decking have been installed. After the concrete curing period, the contractor will be back to pave the approaches, and install the railings. We anticipate the road being opened within the next 3-4 weeks.
- There are two vacancies on the Recreation Board. If you are interested, please email Courtney Corona at ccorona@northwhitehall.org.

COMMENTS FROM THE FLOOR (Non-agenda items):

- Lynn Allen, Donna Dr., Coplay, inquired when Senior Day was.
- Karen Osmun, Green Hill Cir, Schnecksville, thanked the Emergency Services Organizations for all they do in the Township and asked if it would be possible to have the names of the Township personnel present at the meeting listed on the agenda.
- Jeanene Bauer, Jordan Rd. Orefield, inquired what protections from Lehigh County Authority the Township has set in place.
- Jim Steward, gave a reminder that the date was September 11th and encouraged those present to remember the importance of the day.
- Rich Semmel, Clearview Rd., asked if there were any updates from PennDOT on the drainage issues on Clearview Road.
- Michael Baletta, Donna Dr., Coplay, asked if there was any update on the Strawberry Acres Plan.

ADJOURNMENT Meeting adjourned at 8:28 PM.

Respectfully Submitted,

Jessica Koenig, Secretary/Deputy Treasurer