



**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
MAY 1, 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 Supervisors Ronald J. Heintzelman and Dennis Klusaritz, Thomas Dinkelacker, Manager Randy Cope, Engineer Steve Gitch, Director of Finance/Treasurer Seth O'Neill and Secretary/Deputy Treasurer Jess Koenig.

APPROVAL OF PREVIOUS MINUTES

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the minutes of the Board of Supervisors Meeting of April 3, 2023 and the minutes of the bid opening of April 24, 2023 were approved. Roll call: Al Geosits - 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 29th for the Memorial Day Holiday.
2. An executive session was held Wednesday April 19, 2023 at 5:30 PM and Monday May 1, 2023 at 6:15 PM to discuss real estate issues and possible litigation matters/settlement.

TREASURER'S REPORT

Upon motion by Ronald J. Heintzelman seconded by Al Geosits, the April Treasurer's report and checks #18118 – 18176 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:

NEW BUSINESS: No Old Business.

RESOLUTION 05-01-23

INTRAFUND TRANSFERS

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, Resolution 05-01-23 was approved. Resolution 05-01-23 approves two intrafund transfer requests within the General Fund in the amount of \$4,500 from the Recreation Coordinator Wage account to establish wage funding for a part time GIS Input Technician and \$5,092.00 from the Vehicle Maintenance and Repair account to cover obligations in the Large Garage Equipment account. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 05-01-23A

AUTHORIZATION TO EXECUTE GRANT

Upon motion by Al Geosits, seconded by Dennis Klusaritz, Resolution 05-01-23A was approved. Resolution 05-01-23A authorizes the Township Manager and the Chairman of the Board to execute a grant application providing for a fifteen percent (15 %) match commitment to undertake the project known as, The Neffs Park Stream Restoration. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 05-01-23B

COMMUNITY CONSERVATION GRANTS PROJECT CLOSE OUT

Upon motion by Dennis Klusaritz, seconded by Al Geosits, Resolution 05-01-23B was approved. Resolution 05-01-23B attests that the Parks, Recreation and Open Space Plan was completed in accordance with the DCNR Grant Agreement. That all project expenditures have been made in accordance with the DCNR Grant Agreement. As well as that the Parks, Recreation, and Open Space Plan and related materials are acceptable to the Board of Supervisors and will be used to guide future recreation and conservation decisions. 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 05-01-23C

LIQUID FUELS APPROPRIATION

Upon motion by Al Geosits, seconded by Dennis Klusaritz, Resolution 05-01-23C was approved. Resolution 05-01-23C appropriated \$40,000.00 from the unrestricted fund balance of the Liquid Fuels fund to the 2023 Liquid Fuels Budget expense account 35-438.2000, so that the Township can fund the 2023 road projects as per the bid specifications. Roll call: Al Geosits - 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 Ronald J. Heintzelman, seconded by Al Geosits, Asphalt Maintenance Solutions LLC was awarded the following contracts at their low bid prices: **HIGH PERFORMANCE CHIP SEAL W/ QUICK SET FOG SEAL** \$277,122.72, **BITUMINOUS SEAL COAT** \$294,749.72, **CRACK SEAL** \$67,750.00, and **FB-3 MODIFIED** \$113,948.76. Total award in the amount of \$793,061.76. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Tom VanVreede, Church Dr., Coplay, asked for clarification if the stub street off of Donna Drive that is expected to have road work done on it is the stub street that is apart of the Strawberry Acres Plan.
- Rich Semmel, Clearview Rd. Coplay, inquired if the work that will be done on Clearview Road is going to start before Robin Street.
- Brian Horwith, Springfield Dr. Coplay, asked to clarify if the Township would be surfacing the stub street that is connected to the Strawberry Acres Plan, and if so, is this truly a Township road and something the Township should be absorbing the cost for.

REQUEST FOR EXONERATION FROM COLLECTION OF DELINQUENT R.E. TAXES

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board granted the recommendation of the Lehigh County Assessment Office and exonerated Portnoff & Associates from the collection of delinquent real estate taxes for tax year 2022 for the following property due to the mobile home being removed from the site:

Parcel ID	558135836229	2022	\$2.32
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Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

AUTHORIZATION TO OFFER FOOD, GOODS, MERCHANDISE FOR SALE

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board authorized offering food, goods, and merchandise for sale in all Township owned parks during Township sponsored/sanctioned events in 2023. Roll call: Al Geosits - yes, Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

REQUEST TO ERECT BOUNCE HOUSE AT VETERANS PAVILLION

A request was received from Soumaya Bendjiali to erect a bounce house as well reserving the Veterans Pavilion at Independence Park on May 20, 2023. Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved the request contingent on the resident securing and submitting a certificate of insurance (rider) and supplying their own generator for the event. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

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PUBLIC WORKS EQUIPMENT TO BE SOLD

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved the sale of the following used Public Works equipment on the municipal auction website Municibid :

- 2007 Giant Vac Model SM 8000
- 19 Ft Ringo Trailer
- Johnson Workhorse Loader Bucket
- Various Parks Equipment
- Cleaning Equipment and Supplies
- Assorted Hose Reels
- Weatherguard Tool Box
- Dayton Shear Brake Role
- Power Tilt
- Sand Blasting Cabinet with Extra Media
- Brut Sandblaster
- Danuser Digger Model F7

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

RECREATION ALLOCATIONS

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board accepted the recommendation of the Recreation Board and authorized the distribution of the following 2023 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: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

APPOINTMENT

RECREATION BOARD

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, Kris Kreglow was appointed to the Recreation Board until December 31, 2025 to fill the unexpired term of Holly Krause . Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

APPOINTMENT

ASSISTANT ZONING OFFICER

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, Aubrie Miller was appointed Assistant Zoning Officer for the remainder of 2023. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

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AUTHORIZATION TO FORWARD PROPOSED ORDINANCE NO. 2023-1 AND TO ADVERTISE PUBLIC HEARING

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board authorized the forwarding of Proposed Ordinance No. 2023-1 to the Lehigh Valley Planning Commission and the Township Planning Commission in accordance with MPC Sections 303 and 304, 53 P.S. §§ 10303 and 10304, to provide them with an opportunity to provide input on the proposed ordinance contingent upon the addition to the ordinance of changing a major subdivision from 50 lots to 10. This motion also authorized Township Staff to advertise the public notice for the public hearing on proposed Ordinance No. 2023-1 and the adoption of proposed Ordinance No. 2023-1.

Roll call: Al Geosits – yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Rich Semmel, Clearview Rd. Coplay, asked if why the change of 50 lots to 10 lots for a major subdivision has not been made prior to this because it has been in discussion for some time now. He also inquired for clarification on what the \$3500 fee was for that Attorney Dinkelacker mentioned in his explanation of what the ordinance would be changing, and if there was anything related to industrial fees.
- Tom VanVreede, Church Dr., Coplay inquired if ordinance was to replace a section in the Township SALDO.

MANAGER'S REPORT

- Important Dates:
 - Ironton Rail Trail Pancreatic Cancer 5k Run/Walk – Saturday, May 6 at 8 AM;
 - Movie in the Park – Hotel Transylvania 3 at Laury's Park – Friday, May 12 at dusk;
 - Zoning Hearing Board – Wednesday, May 17 at 8 PM CANCELLED;
 - Planning Commission – Tuesday, May 23 at 7 PM;
 - Board of Supervisors – Monday, June 5 at 7 PM;
- Public Works is still finalizing the grading/seeding of the pool area at Neffs Pool. The project has experienced some delays due to the wet weather conditions.
- Reminder that the Township is now accepting online payments for sewer bills. The information was announced on the latest bill run and can easily be accessed on the homepage of the Township website. Special thanks to Seth, Jess, and Courtney for spearheading the project.
- Starting May 2, 2023, the Township will have a seasonal employee inventorying all of our storm water inlets and street signs so we can input this information in our GIS system and prioritize need inspections/repairs.
- Over 400 trees/shrubs were planted by volunteers and the Wildlands Conservancy planting at Kolapechka Park on Thursday, April 6 and at Ancinetta Pond on Thursday, April 13. The riparian plantings will help with flooding, cleaner waterways and enhance wildlife habitat. Special thanks to the Public Works Department for augering the holes for the volunteers.
- The new park entryway signage design has been completed and manufacturing quotes are due by May 9, 2023.
- We continue to make progress on the Shady Lane drainage project. Township Manager Randy Cope and Township Engineer Steve Gitch were out to review some of the resident's confusion regarding the recent survey. Keystone Consulting Engineers are finalizing the
- Construction to the new pickleball courts fencing at Laurys Firehouse Park is scheduled to begin tomorrow. Public Works has removed the benches and one set of the basketball hoops in preparation for the court installation that will begin later this month. easement locations which will be turned over to the solicitor shortly.
- The Planning Department is making progress on the Zoning Ordinance update and the steering committee is scheduled to meet again next Wednesday.
- Permanent to "No Parking" signs were installed last week on Cove Road and Lehigh County has contracted with Omega Security to help control parking concerns at the popular meeting place this summer.

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MANAGERS REPORT continued –

- We are looking to hire a few Yard Waste Attendants to help monitor the site while it's open.
- On Saturday, April 22 the Township PW Dept., Supervisor Geosits, Laurys Firehouse and about 35 volunteers participated in a beautification project at the park and spread over 125 yards of mulch. It was a great show of community pride and the Township wanted to thank everyone that participated. We hope this is the start of many future Earth Day cleanup projects in the community and look forward to more volunteers next year.
- Courtney Corona has been promoted to the full-time Recreation and Communications Coordinator position. She has done a tremendous job filling in for this vacancy the past months and has earned the opportunity to further expand township programs and event offerings. We are lucky to have Courtney on board and are excited to see her accomplishments. We will be looking to fill the Receptionist role within the next month.
- The 4-day workweek that was implemented in late February has been going well. We experienced a few hiccups during the first week of implementation, but have since found our groove. We are noticing some significant savings in operations which a more detailed report will be given on over the summer once we continue to collect and analyze more data.
- Mr. Cope thanked the entire Township Staff for their hard work and noted the staff has implemented a number of internal policy changes and their hard work deserves appreciation and recognition. He noted that we are lucky to have such a great staff at the Township serving the community.

- Supervisor Dennis Klusaritz suggested a cleanup project along Route 309 in the Township, as well as a meet and greet event for all members of Township boards and committees. He also reminded the Board that a new Planning Commission member will need to be selected in the very near future due to the passing of long time Planning Commission Member Leonard Nuss. He suggested Township Manager Randy Cope and Planning Commission Chairman Brian Horwith work together to find applicants.

COMMENTS FROM THE FLOOR (Non-agenda items)

- Rich Semmel, Clearview Rd., Coplay, inquired if PennDOT has been contacted about the drain that is clogged on Clearview Road.
- Lynne Allen, Donna Dr., Coplay, commented on the Township Summer Camp sign up time. She informed the Board that the sign up time for 2023 of 8 AM coincided with parents having to put their children on the bus and they were late to sign up which led to them not being able to reserve a spot for their child at the camp. She inquired if this time could be changed for next years sign up.
- Jim Steward, Park Ave, Neffs, gave an update on training that the Neffs Fire Co. volunteer fire fighters attended. He also announced signups for the Junior First Responder Camp are still open until May 31, 2023. Camp will run from July 10 – 14 from 9 AM – 3 PM and is open to all North Whitehall Township Youth 10-15 years of age.

ADJOURNMENT Meeting adjourned 8:21 PM.

Respectfully Submitted,

Jessica Koenig, Secretary/Deputy Treasurer