

**ORGANIZATIONAL MEETING
NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
JANUARY 3, 2011**

Supervisor Ronald E. Stahley called the Organizational Meeting to order at 7:30 PM, followed by the salute to the flag and the roll call. In attendance were Supervisors Ronald E. Stahley, Ronald J. Heintzelman, Jerry Joseph, Attorney Lisa A. Young and Secretary/Treasurer Brenda Norder.

ORGANIZATION

Supervisor Jerry J. Joseph nominated Supervisor Ronald E. Stahley as Chairman of the Board of Supervisors for the year 2011, seconded by Ronald J. Heintzelman. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

Supervisor Jerry J. Joseph nominated Supervisor Ronald J. Heintzelman as Vice Chairman of the Board of Supervisors for the year 2011, seconded by Ronald E. Stahley. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Supervisor Ronald E. Stahley nominated Supervisor Jerry J. Joseph as a Member of the Board of Supervisors for the year 2011, seconded by Ronald J. Heintzelman. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Ronald J. Heintzelman, Brenda Norder was appointed Secretary/Treasurer and Chief Pension Administration Officer for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, the minutes of the Close Out Meeting of December 29, 2010 were approved. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Ronald J. Heintzelman, the Board of Supervisors established the Treasurer's Bond at a limit of \$6,000,000.00. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, The Neffs National Bank and The First National Bank of Palmerton were retained as depositories for North Whitehall Township funds for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, the Treasurer shall be responsible for all Township depositories as per Act 503. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Ronald J. Heintzelman, the three (3) Supervisors, and the Treasurer are authorized to sign checks drawn on accounts of North Whitehall Township, two (2) Supervisor signatures and the Treasurer's signature are required on all checks with the exception of the Capital Projects Fund account, which only require the Chairman and Treasurer's signatures. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, the Treasurer is authorized to pay certain bills subject to approval at the next regular meeting as follows: Utility bills, all bills with discounts, payrolls, and conference fees. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

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Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, the Secretary and Supervisor Ronald Stahley are to be in charge of Liquid Fuels Highway Aid for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, Ronald E. Stahley was appointed as Director of Public Works, Interim Municipal Coordinator, Community Development Director, Newsletter Team Leader, Information Technology Coordinator, and Administrative Coordinator for the year 2011, until December 31, 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, Ronald J. Heintzelman was appointed as Community Services Director, Facilities and Recreation Director, Community Information Team Leader, and Neighborhood Watch Team Leader for the year 2011, until December 31, 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, the Board of Supervisors set the regular Board of Supervisors' meeting dates for the first and third Tuesdays of each month at 7:30 PM, for the year 2011, in the North Whitehall Township Municipal Building. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Ronald E. Stahley, the Board of Supervisors named delegates to the annual PSATS Convention at Hershey, PA, April 17 through 20, 2011 to be Supervisors Ronald E. Stahley, Jerry J. Joseph, Ronald J. Heintzelman, and Secretary/Treasurer Brenda Norder, and authorized Public Works Director Ron Stahley, Community Service Coordinator Ron Heintzelman, and Secretary/Treasurer Brenda Norder to be compensated at their regular employee rate during their attendance at the convention. Attendees to the PSATS Convention shall be reimbursed actual expenses. Ronald J. Heintzelman was appointed as a voting delegate, Ronald E. Stahley was appointed as an alternate delegate. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, the maximum reimbursement mileage rate, for employees attending meetings, was set at .51 per mile, as established by the IRS, upon receipt of a valid insurance card. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, all full-time employees are to be invited and reimbursed for attendance at the regular summer convention of the Lehigh County Association of Township Officials for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Ronald J. Heintzelman, Atty. Lisa Young was appointed as solicitor to the Board of Supervisors for the year 2011. The rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - no; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

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Upon motion by Ronald J. Heintzelman, seconded by Ronald E. Stahley, Atty. Lisa A. Young was appointed as solicitor to the North Whitehall Township Planning Commission for the year 2011. The rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - no; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, Keystone Consulting Engineers, Inc. was appointed to do General Planning and Sewerage Engineering for the year 2011. Their rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, Keystone Consulting Engineers, Inc. and Spotts, Stevens and McCoy were appointed to do Traffic Engineering for the year 2011. Lehigh Engineering was appointed to do Traffic Engineering on continuing, open projects, already assigned to them for the year 2011. The rates of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Ronald E. Stahley, Spotts, Stevens and McCoy was appointed as the Special Project Engineer for the year 2011. Their rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, the Zoning Hearing Board's solicitor's rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, the Zoning Hearing Board's alternate solicitor's rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, Keystone Consulting Engineering was appointed acting Zoning Officer and Codes Enforcement Officer in the absence of the Zoning Officer and his assistant. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, Barry Isett & Associates, Inc. was appointed as the primary third party agency to perform building plan review and building inspections as required by Act 45, the UCC. Their rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

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Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, Keystone Code Consulting and Enforcement was appointed as the alternate third party agency to perform building plan review and building inspections as required by Act 45, the UCC. Their rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, Keystone Electrical Inspectors, Inc. was appointed as the primary third party agency to perform electrical plan review and electrical inspections as required by Act 45, the UCC. Their rate of pay shall be as established in the fee schedule for services submitted January 3, 2011 and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Jerry Joseph, Mike Basta was appointed to the Zoning Hearing Board for the years 2011 through 2013. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, the Zoning Hearing Board was authorized to employ qualified stenographic services for the year 2011. The Planning Commission and Board of Supervisors are to employ qualified stenographic services only when necessary and with the Board of Supervisors' approval for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Ronald E. Stahley, Glen Groff was appointed to the Building Codes Board of Appeal for the years 2011 through 2013. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, Scott Bieber was appointed Sewage Enforcement Officer for the year 2011. His rate of pay shall be as established in the fee schedule for Services by Sewage Enforcement Officers submitted January 3, 2011, and re-authorized today as Resolution 01-03-11. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, Guy Bieber and Keystone Engineering, Inc. were appointed Alternate Sewage Enforcement Officers for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Jerry Joseph, Susan Gelinas was authorized to collect Real Estate Taxes, Street Light Taxes, and to bill interims. She shall be compensated at the rate of 5% on all collections and at the rate of \$22.26 per hour for time utilized in completing the tax duplicate. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, the Board of Supervisors retained G. H. Harris to collect delinquent Street Light Taxes for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

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Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, Jeff Johnson & Brian Horwith were appointed to the Planning Commission for the years 2011 through 2014. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Ronald J. Heintzelman, Supervisor Jerry Joseph was appointed representative of the Board of Supervisors on the Planning Commission for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, Frank Kedl & Terry Reppert were appointed to the North Whitehall Recreation Board for the years 2011 through 2015. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, Supervisor Ronald J. Heintzelman was appointed representative of the Board of Supervisors on the Recreation Board for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Ronald J. Heintzelman, Bruce Stettler and Ray Deutsch were appointed as representatives from North Whitehall to the Ironton Rail-Trail Oversight Committee for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Ronald E. Stahley, Paul Mantz and Richard Townsend were appointed as alternate representatives from North Whitehall to the Ironton Rail-Trail Oversight Committee for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald E. Stahley, Robert Bold was appointed to the North Whitehall Historical Commission for the years 2011 through 2014. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, a Vacancy Board is hereby established in North Whitehall Township; the registered elector of the Township to be chairman of such board shall be Charles Horwith for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, Supervisor-employee Ronald E. Stahley was appointed as representative from North Whitehall to attend any conference, institute, school or convention, as provided by Section 607 (4) of the Second Class Township Code for the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald E. Stahley, seconded by Jerry Joseph, Donald Jacobs was designated Township Fire Marshal and Brad Petrohoy was designated Asst. Township Fire Marshal. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

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Upon motion by Ronald E. Stahley, seconded by Ronald J. Heintzelman, newly established rates of employee compensation for 2011 shall be retroactive to January 1, 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, Halloween shall be celebrated on Friday, October 28, 6-8 PM, no rain date, in North Whitehall Township in the year 2011. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, the following holidays were approved for the year 2011 as per page 15 of the North Whitehall Township Employee Handbook adopted June 5, 2002, as amended and these dates are designated to correspond to the holidays as set forth in the union contract:

President's Day	February 21 st
Good Friday	April 22 nd
Memorial Day	May 30 th
Independence Day	July 4 th (falls on Monday)
Labor Day	September 5 th
Columbus Day	October 10 th
Thanksgiving Day and day after	November 24 th & 25 th
Christmas Day and day before	December 23 rd (Fri) & 26 th (Mon)
New Year's Day Monday, January 2 nd	(2012 Org Mtg will be on Tuesday, January 3 rd , Auditors Mtg Wednesday, January 4 th)
Personal Days (3)	

Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

ESTABLISH MEETING TIMES

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, the schedule of other meetings for 2011 shall be as follows:

Zoning Hearing Board	2 nd Tuesday of each month at 7:30 PM
Planning Commission	4 th Tuesday of each month at 7:30 PM
Recreation Board	3 rd Monday of odd months at 7:30 PM
Historical Commission	2 nd Monday of Jan., April & Aug. at 7:30 PM convened as needed.

Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

TREASURER'S REPORT DECEMBER 2010

Upon motion by Ronald J. Heintzelman, seconded by Jerry Joseph, the December 2010 Treasurer's report was approved as presented and the Treasurer was authorized to disburse General Fund checks # 4479-4481. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

RESOLUTION 01-03-11 FEE SCHEDULE

Upon motion by Jerry Joseph, seconded by Ronald J. Heintzelman, Resolution 01-03-11 was adopted. Resolution 01-03-11 adopts, amends and revises the fee schedule for various services, equipment, goods and materials furnished by or through the Township. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

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REQUEST FOR BUDGETED ALLOCATION IRONTON RAIL TRAIL COMMISSION

Upon motion by Ronald J. Heintzelman, seconded by Ronald E. Stahley, the Treasurer is authorized to distribute the 2011- budgeted allocation of \$500.00 to the Ironton Rail Trail Oversight Commission. Roll call: Jerry Joseph - yes; Ronald E. Stahley - yes; Ronald J. Heintzelman - yes. There were no public comments on this item

COMMENTS FROM THE FLOOR:

Supervisor Joseph initiated a discussion on centralized garbage collection, comments included:

- Mark Hills, Laurys Station, suggested the township talk to Larry Grim and Ed Ziegler.
- Darrin Blose, Schnecksville, noted that contracts usually include a discounted price for seniors and suggested a collection agency for delinquent sewer bills.
- Brian Neas, Schnecksville, asked how much money is wasted maintaining the recycling area from abuse.
- Doug Wetzal, Schnecksville, Noted that other township's contracts pickup yard waste and have minimal drop-off times.
- Richard Getz, Allentown, commented on Allentown's garbage collection.

Meeting adjourned at 8:25 PM.

Respectfully submitted,

Brenda Norder, Secretary