



**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
LEHIGH CARBON COMMUNITY COLLEGE
OCTOBER 7, 2024**

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 Ronald J. Heintzelman, Township Manager Randy Cope, Township Solicitor Thomas Dinkelacker, Engineer Steve Gitch, Director of Operations Jeff Mouer, Director of Grants, Preservation, and Trails Mike Kukitz, Director of Public Works Rick Holtzman, Director of Finance Seth O'Neill, and Secretary/Deputy Treasurer Jessica Koenig.

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 Ronald J. Heintzelman, seconded by Al Geosits, the Board of Supervisors Meeting Minutes of September 9, 2024 were approved. Roll call: Al Geosits – yes; Ronald J. Heintzelman – yes; Dennis Klusaritz – yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the minutes of the preliminary budget meeting of September 11, 2024 were approved. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - abstain. There were no public comments on this item.

ANNOUNCEMENTS

1. An executive session was held on Tuesday, September 17, 2024 at 8 am to discuss a zoning matter related to the Weierbacher property.
2. The Township administration and Public Works will be closed Monday October 14th in observation of Indigenous Peoples' Day.
3. Senior Day is being held on October 17th at Union Lutheran Church from 11 am -3 pm. Doors open at 10:30.
4. There will be two Planning Commission meetings held in October. The regularly scheduled meeting held on October 22, 2024 at 7 pm as well as a special meeting on October 24th 2024 at 7 PM. Both meetings will be held at LCCC in the Lisa Jane Scheller, Community Services Center Building.
5. Trick or Treat is scheduled for October 25th from 6 – 8 pm with a rain date of October 26th.

TREASURER'S REPORT

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the September treasurer's report and checks # 19582 - 19673 were approved as presented. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

PRESENTATIONS: Proposed 2025 Budget

- Bruce Stettler, Steeple Chase Dr., Schnecksville, asked for the amount of new positions being added to the Township in 2025 be reiterated. He also asked if it was possible to use a third-party agency as the Fire Inspector instead of adding a new full time position.
- Richard Semmel, Clearview Rd., Coplay, asked if the third chart that Director of Finance, Seth O'Neill presented stated that there was a custodial fee of some kind for \$500,000.
- Jim Steward, Park Ave, Neffs, gave a brief explanation as to why the Fire Inspector position is a necessary addition for the Township.

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
LEHIGH CARBON COMMUNITY COLLEGE
OCTOBER 7, 2024, PAGE 2**

PRESENTATIONS: Proposed 2025 Budget Cont'd

- Supervisor Dennis Klusaritz gave a brief overview of the many accomplishments and positions the Township has added in the last several years to make Township business run more efficiently.
- Jody Blose, Sand Spring Rd., Coplay, inquired as to what the Township Planner position would entail.
- Bob Allen, Donna Dr., Coplay, asked for an explanation as to how it is possible we are collecting more in taxes currently than in 2011, but the current higher collection amount is less effective.
- Brian Horwith, Springfield Dr., Coplay, asked to confirm the percentage of the tax increase and said that while he feels the percentage is staggering when you hear it, the increase is much needed but as a whole the Township residents need to realize that we've underinvested in certain areas such as Emergency Services and the increase is needed. He also commented he appreciates the effort and commitment of staff.

DISCUSSIONS: No discussions.

OLD BUSINESS: No old business

Supervisor Geosits recessed the regular meeting and turned the proceedings over to Solicitor Dinkelacker in order to conduct a Public Hearing to complete a 7-year review of the Agricultural Security Area.

Attorney Dinkelacker closed the Public Hearing regarding the 7-year review of the Agricultural Security Area. Supervisor Geosits resumed the regular meeting.

- Bruce Stettler, Steeple Chase Dr., Schnecksville, inquired if any of the properties that are being removed from the Township Ag Security Area had been paid any funds as would happen in the Farmland Preservation process.
- Heather Skorinko, Clearview Rd., Coplay, explained the purpose of the Ag Security Program and the protections it can provide to farmers. She also thanked Supervisor Klusaritz for his efforts with the Farmland Preservation program in the past and present.

NEW BUSINESS:

RESOLUTIONS:

RESOLUTION 10-07-24

MODIFICIATIONS TO THE NWT ASA

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Resolution 10-07-24. Resolution 10-07-24 approves modifications to the North Whitehall Township Agricultural Security Area. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 10-07-24A

ACCEPTANCE OF DEEDS OF DEDICATION

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board approved Resolution 10-07-24A. Resolution 10-07-24A acknowledges acceptance of deeds of dedication for ultimate right-of-way along Coffeetown Road (T.R. 678) and Maple Street (T.R. 680). Bush Lot Line Adjustment 4015 & 4031 Coffeetown Road. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
LEHIGH CARBON COMMUNITY COLLEGE
OCTOBER 7, 2024, PAGE 3**

RESOLUTION 10-07-24B

ARPA APPROPRIATION

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board approved Resolution 10-07-24B approving the final appropriation of ARPA funds. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz- yes. There were no public comments on this item.

RESOLUTION 10-07-24C

**DCED LSA GRANT PUBLIC WORKS EQUIPMENT-
BUCKET TRUCK**

Upon motion by Al Geosits, seconded by Roanld J. Heintzelman, the Board approved Resolution 10-07-24C authorizing the submission of a Department of Community and Economic Development - Local Share Account Fund (Gaming Funds) Statewide to undertake the project known as Public Works Equipment – Budget Truck. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 10-07-24D

**DCED LSA GRANT PUBLIC WORKS EQUIPMENT-
CCTV**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Resolution 10-07-24D authorizing the submission of a Department of Community and Economic Development – Local Share Account Fund (Gaming Funds) Statewide to undertake the project known as Public Works Equipment – CCTV. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 10-07-24E

**DCED LSA GRANT PUBLIC WORKS EQUIPMENT-
FORD F-600**

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board approved Resolution 10-07-24E authorizing the submission of a Department of Community and Economic Development - Local Share Account Fund (Gaming Funds) Statewide to undertake the project known as Public Works Equipment – Ford F-600. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 10-07-24F

DCED MAIN STREET MATTERS GRANT

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Resolution 10-07-24F approving match funding as a sub-recipient under proposed Pennsylvania Department of Community and Economic Development Main Street Matters Grant through the Redevelopment Authority of Lehigh County. Roll call Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

RESOLUTION 10-07-24G

MODIFICIATION OF AGRICULTURAL SECURITY AREA

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the addition of Resolution 10-07-24G was approved. Resolution 10-07-24G approves the following Whitehall Township resident shall be added to the North Whitehall Township Agricultural Security Area created by Ordinance 1990-1, 1993-2, and Ordinance 1996-2

Bonnie L. Yenser Colver 2646 High Hill Rd. 40.22 acres +/-

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

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
LEHIGH CARBON COMMUNITY COLLEGE
OCTOBER 7, 2024, PAGE 4**

RESOLUTION 10-07-24H

**AMENDMENT TO EMPLOYEE HANDBOOK
MATERNITY/PATERNITY LEAVE POLICY**

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board approved Resolution 10-07-24H approving an amendment to the Township Employee Handbook to add a paid benefit for maternity and paternity leave. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

MOTIONS:

AUTHORIZATION TO ADVERTISE

PROPOSED 2025 BUDGET

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board authorized the advertising the proposed 2025 budget for inspection. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

AUTHORIZATION TO ADVERTISE

STREET LIGHT ASSESSMENT ORDINANCE

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board authorized the advertisement of proposed Ordinance 2024-5 Street Light Assessment Ordinance. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Richard Semmel, Clearview Rd., Coplay, inquired what the advertisement was for and if the Township would consider looking at LED lights for the street lights.
- Tom VanVreede, Church Dr., Coplay, asked as part of the Ordinance if the Township could make it a requirement that any street lights going in new development must be LED lights.

AUTHORIZE ADVERTISEMENT FOR APPOINTMENT OF A CPA FIRM

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board authorized the Secretary to advertise a notice that the North Whitehall Township Board of Supervisors intends to appoint a certified accounting firm to conduct the North Whitehall Township Fiscal year 2024 Audit. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

WAIVER OF WELL ISOLATION DISTANCE REQUIREMENT

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board authorized the waiver of well isolation distance requirement for 2448 Old Post Road. 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 – Wednesday, October 9 at 7 PM;
 - Farmland Preservation Committee – Thursday, October 10 at 7 PM
 - Zoning Hearing Board – Wednesday, October 16 at 7 PM;
 - Planning Commission - Tuesday, October 22 at 7 PM;
 - Planning Commission – Thursday, October 24 at 7 PM;
 - Trick or Treat – Friday, October 25 at 6 PM
 - Board of Supervisors – Monday, November 4 at 7 PM
- Township Building Renovation – The footers and pad work have started for the addition for the new public meeting room. The plumbing and mechanical demo has been completed and the new plumbing and mechanical layout for the interior and exterior will occur over the

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
LEHIGH CARBON COMMUNITY COLLEGE
OCTOBER 7, 2024, PAGE 5**

MANGERS REPORT CONT'D

next two weeks. The holiday tree will be getting relocated this week and the site work is moving along nicely. Our Construction Manager and myself will be looking at furniture the week of October 21. Staff continues to meet every two weeks with the architects, construction manager, and prime contractors to keep everything moving along. The project is still on schedule, and we anticipate substantial completion by June 30, 2025.

- Road Surfacing Program – The 2024 Road Surfacing Program is complete. In 2024, North Whitehall Township surfaced approximately four miles of roads. The Road Surfacing work is awarded through a bid process using Liquid Fuels Dollars. The Liquid Fuels Dollars used for this work in 2024 is \$628,436.82. The 2025 proposed surfacing list includes 5.59 miles of roads.
- Line Painting Program – North Whitehall Township utilizes the Lehigh Valley Cooperative Pavement Markings Bid. The Township has Double Yellow Lines (358,000 LF), Single White Lines (110,000 LF), crosswalks, and Intersections (15) that need to be maintained. North Whitehall Township is split in half from one year to the next to paint the double yellow lines and the single white lines. Intersections will be painted or thermoplastic marking will be added as needed.
- Storm Water Pipe Replacement -North Whitehall Township Public Works Department replaced a total of 198' of pipe to date.
- Radar Speed Signs - As of last year the Township had two existing speed boards that operated on battery power. In 2025, we purchased two solar power kits for the existing units and also bought six new solar powered speed boards. As of now, the Township owns a total of eight Radar Speed Signs. Unfortunately, one of the new speeds signs is currently out for repair due to unknown damage. The location of the Radar Speed Signs are as follows: Mill Road, Schneck Road, Rising Sun Road, Wynnewood Drive, Quarry Street, Shankweiler Road, Clearview Road (should be mounted in the next two weeks). We have received requests for boards to be installed on Elmhurst Drive., Hickory Road., Crestwood Drive., and Washington.
- Park Maintenance – Park maintenance work is ongoing. Public Works Crews are maintaining 9 parks and 10 Township-owned lots equating to approximately 150 acres of property.
- Yard Waste Site – We are currently grinding yard waste ever two weeks. To date, we have ground approximately 1550 cubic yards of mulch. Also, the Township has received the completed boundary survey for the 42 acres on Old Packhouse Road where the site will be relocated. Closing on that property is anticipated to occur next month.
- Leaf Collection – Leaf collection will begin the week of October 14 and will run through December.
- IRT Pedestrian Rapid Flashing Lights – The rapid flashing pedestrian light equipment for the IRT crossing at Mauch Chunk Road has been delivered. Public Works met on site with Keystone to review the project. The rebar foundation cages are currently being made and we plan on installing the equipment in the coming weeks.
- Grist Mill Bridge – The Township has met with Keystone Engineers and UGI at the bridge to discuss the replacement. Keystone is working with UGI to come up with a plan to relocate the gas line. Once the gas line is figured out, we can move forward with design and costs.
- Farmland Preservation – The Wagner Farm has officially been preserved and the 61 acre farm is located between Fairview and Neffs Laurys Road and borders the recently preserved Hoffman Farm on Scheidys Road. With the addition of the Wagner family farm, this brings the total number of preserved acres in North Whitehall Township to 646 acres.
- Senior Day – This event will be held on October 17 from 11 AM – 3 PM at Union Lutheran Church. The event will have vendors, games, prizes, and lunch and currently has 176 seniors registered. We are also expecting 20-30 Parkland High School students to attend and assist with games and serving lunch.

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
LEHIGH CARBON COMMUNITY COLLEGE
OCTOBER 7, 2024, PAGE 6**

COMMENTS FROM THE FLOOR (Non-agenda items):

- Supervisor Dennis Klusaritz – expressed he has been hearing concerns about site distance on Gristmill Road and asked that Township staff inspect the area.
- Tom VanVreede, Church Dr., Coplay, asked for an overview of the Strawberry Acres court case and an expected time frame for this issue.
- Heather Skorinko, Clearview Rd., Coplay, asked if cameras had been installed at Kolapechka Park because of dogs being abandoned in the dog park.

ADJOURNMENT Meeting adjourned at 8:35 PM.

Respectfully submitted,

Jessica Koenig, Secretary/Deputy Treasurer