



**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS  
SCHNECKSVILLE FIRE COMPANY BANQUET HALL  
JULY 8, 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 Supervisors Ronald J. Heintzelman and Dennis Klusaritz, Solicitor Rocco Beltrami, Manager Randy Cope, Director of Operations Jeff Mouer, Engineer Steve Gitch, Director of Public Works Rick Holtzman, Director of Finance/Treasurer Seth O’Neill, and Secretary/Deputy Treasurer Jess Koenig.

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

**ANNOUNCEMENTS**

1. An executive session was held on June 5, 2024 to discuss a real estate matter involving the purchase of realty from the Schnecksville Fire Company, and to deliberate on the Rising Sun Conditional Use matter. Executive sessions were also held on June 20, 2024, to deliberate on the Rising Sun Conditional Use matter as well as July 8, 2024, for the purpose of receiving legal advice from the Township Solicitor.
2. As of June 24, 2024 Township administration staff and the tax collector began occupying the temporary Municipal Office located at 4110 Independence Dr. Suite 100 for the duration of the Township building renovation. The phone numbers and mailing address will remain the same for township staff and the tax office. The Township and Tax Office drop box will be moved to the temporary office location during the renovation. Public Works operations and Yard Waste will remain the same.
3. Also, for the duration of the Township building renovation public meetings will be moved to temporary locations. Board of Supervisors, Zoning Hearing Board, and Planning Commission will be held at the Schnecksville Fire Company in the Banquet Hall. Recreation Board and Farmand/Open Space Preservation meetings will be held at Neffs Fire Company. All meetings remain scheduled for their previously advertised dates and times.
4. The Township received the following proposal for addition to the Agricultural Security Area

Patricia L Stewart	4881 Scheidys Rd.	25 acres +/-
	4949 Scheidys Rd.	34.88 acres +/-
	2450 Bellview Rd.	<u>5.67 acres +/-</u>
	Total Acreage	65.55 acres +/-

**APPROVAL OF PREVIOUS MINUTES**

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the minutes of the Board of Supervisors Meeting of June 3, 2024 were approved. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**TREASURER’S REPORT**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the June Treasurer’s report and checks # 19372 – 19424 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:**

1. Kylie Adams-Weiss - Greater Northern Lehigh Chamber of Commerce

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS  
SCHNECKSVILLE FIRE COMPNAY JULY 8, 2024  
PAGE 2**

**OLD BUSINESS:** No Old Business

**NEW BUSINESS:**

**RESOLUTIONS:**

**RESOLUTION 07-08-24**

**BUSH LOT LINE ADJUSTMENT**

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 07-08-24 conditionally approving the Bush Lot Line Adjustment Plan. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**RESOLUTION 07-08-24A**

**MCDONALDS WAIVER OF LAND DEVELOPMENT**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Resolution 07-08-24A conditionally approving the McDonalds's USA, LLC to waive the land development review process for the proposed addition of a second drive through lane at existing fast food restaurant. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Rich Semmel, Clearview Rd., Coplay, inquired how long ago this plan was submitted to the Planning Commission and if there have been any changes to the plan since that time.

**RESOLUTION 07-08-24B**

**POST-ISSUANCE TAX COMPLIANCE PROCEDURES**

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board approved Resolution 07-08-24B. Resolution 07-08-24B adopts a formal policy for ensuring compliance with the Township's obligations under federal law with respect to its tax-exempt obligations and its continuing disclosure undertaking with respect to publicly offered securities. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**RESOLUTION 07-08-24C**

**MID YEAR 2024 BUDGET REVISION**

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 07-08-24C. Resolution 07-08-24C approves an omnibus 2024 Budget adjustment, revising revenue estimates and appropriates across all funds and authorizing supplemental appropriations and transfers within accounts in accordance with section 3202 of the Second-Class Township Code. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**RESOLUTION 07-08-24D**

**FEE SCHEDULE AMENDMENT**

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 07-08-24D adopting and amending the revision of the Township fee schedule initially adopted by Resolution 01-02-24B subject to the correction of a redundant listing of fees on page six of the fee schedule. 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  
SCHNECKSVILLE FIRE COMPANY JULY 8, 2024  
PAGE 3**

**RESOLUTION 07-08-24E**

**MODIFICIATION OF RIGHT TO KNOW POLICY**

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board approved Resolution 07-08-24E modifying the North Whitehall Township's Open Record Policy. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Tom VanVreede, Church Dr., Coplay, asked if this revision would affect the amount of requests the Township typically received in a month.
- Jim Steward, Park Ave, Neffs, inquired if this modification would change any of the regulations that allow an agency to deny a request.

**RESOLUTION 07-08-24F**

**DESTRUCTION OF RETIRED IT EQUIPMENT**

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board authorized the destruction of various pieces of retired IT equipment. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**RESOLUTION 07-08-24G**

**RIDINGS AT PARKLAND PHASE 2  
SEWAGE FACILITIES PLANNING MODULE**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Resolution 07-08-24G approving the Ridings at Parkland Phase 2 sewage facilities planning module. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**MOTIONS:**

**TIMBERIDGE LUXURY APARTMENTS**

**SECURITY RELEASE #1**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board accepted the written recommendation of the General Planning Engineer Steve Gitch, dated June 24, 2024 and authorized the reduction of \$613,313.69 from the Timberidge Luxury Apartments letter of credit. Leaving a balance of \$1,237,844.41 in the account. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**MAPLE STREET AT GREENLEAF ESTATES**

**SECURITY RELEASE #2**

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board accepted the written recommendation of the General Planning Engineer Steve Gitch, dated June 24, 2024 and authorized the reduction of \$129,048.88 from the Maple Street at Greenleaf Estates letter of credit. Leaving a balance of \$208,570.50 in the account. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**AUTHORIZATION TO EXECUTE**

**ERP SYSTEM CONTRACT**

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board authorized the Township Manager to execute the contract with Oracle for a new ERP system. 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  
SCHNECKSVILLE FIRE COMPANY JULY 8, 2024  
PAGE 4**

**AUTHORIZATION TO RELEASE FUNDS**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board authorized the release of funds in the amount of \$50,000 to Northern Valley Ambulance Core for the procurement of a 2024 Ford E350 Chassis. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

**AWARD BRIDGES & CULVERTS CONSULTANT RFP**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board awarded the contract for the Bridges and Culverts Consultant to HRG. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Mike Basta, Crestwood Dr., Schnecksville, asked if the Township has a liability concern with HRG inspecting the bridges.

**MANAGER'S REPORT**

- Important Dates :
  - Farmland and Open Space Committee – Thursday, July 11, at 7 PM;
  - Recreation Board Meeting – Monday, July 15, at 7 PM;
  - Zoning Hearing Board – Wednesday, July 17, at 7 PM;
  - Food Truck Festival – Sunday, July 14, at 1 PM, Kolapechka Park;
  - Community Concert – (Steel Creek – Schnecksville FC) Friday, July 19, at 7 PM;
  - Planning Commission – Tuesday, July 23, at 7 PM;
  - Board of Supervisors – Monday, August 5, at 7 PM;
- The Township Building Renovation started today with minor electrical work. The construction zone has been fenced off to help secure the site. All of the contracts have been finalized and you can expect to see action/changes to the exterior in the next few weeks. I wanted to take a brief moment to publicly thank our staff for their hard work moving out of the building and into the temporary office on Independence. There are a lot of moving pieces to pull off a move like this and our staff made it extremely fluid to allow the move to happen without any significant hiccups.
- The contractor is planning to backfill this week for the Grist Mill Road Culvert. After backfilling/compaction, there will be some minor paving work and guiderail installation. The township is also actively working on the downstream bridge and trying to coordinate with UGI to relocate a gas line.
- AMS is currently doing road work and is on schedule. Approximately 50% of the roads under contract have been completed and they should be wrapped up by the 2<sup>nd</sup> week of September.
- Neffs Valley Park has seen some significant improvements. The old buildings have been removed, existing trails have been stoned and rolled, and a wildflower native seed mix was installed adjacent to the creek that will act as a riparian buffer.
- We've started to enhance the beautification of our parks by landscaping our new park entryway signs and newly installed flag poles.
- Six speed boards are up and are operational on Mill Road, Shankweiler Road, Rising Sun Road, Wynnewood Drive, Schneck Road, and Clearview Road.
- Line striping on Township roadways will begin next week.
- The 2<sup>nd</sup> application for Johnson's Pond will happen on July 12. The first application did a great job controlling the weeds and staff have noticed an increase in recreation at the ponds.
- The Township is aware of possible timing issues at the traffic light at Sand Spring and Route 309. We have already been in contact with Telco and they will be out tomorrow morning to check on the timing of that intersection

**NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS  
SCHNECKSVILLE FIRE COMPNAY JULY 8, 2024  
PAGE 5**

*MANAGERS REPORT CONT'D*

- We anticipate receiving a legal opinion on our Zoning Ordinance update by the end of the month which will highlight any concerns and offer legal advice on suggested changes.
- 2025 budget meetings will begin with staff this month. We are looking to have two BOS budget workshops to get the Board's insight and help identify priorities in the 2025 budget. These meetings will be publicly advertised.
- The Township conducted an RFP for an Open Space Action Plan that will help identify key areas of interest in our preservation efforts. Two proposals were received and we will be conducting interviews this week and hopefully bringing a recommendation to the BOS on August 5.
- Preservation was probably the biggest surprise in June. Farmland Preservation applications totaled 314 acres in the month of June alone. Currently the Township has a total of 584 acres preserved. In 2024, we will be preserving an additional 138 acres, and we anticipate preserving an additional 183 acres in 2025. Assuming things stay on their current path, NWT will have 905 acres of preserved farmland by the end of next year! We also have a backlog of approximately 200 acres and we will be working with the Farmland and Open Space Preservation Board to determine how to move these farms forward in a quicker fashion.

**COMMENTS FROM THE FLOOR (Non-agenda items) :** No comments

**ADJOURNMENT** Meeting adjourned 8:22 PM.

Respectfully submitted,

Jessica Koenig, Secretary/Deputy Treasurer