

**ORGANIZATIONAL MEETING
NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
JANUARY 5, 2009**

Vice Chairman Terry Stoudt called the Organizational Meeting to order 7:00 PM, followed by the salute to the flag and the roll call. In attendance were Supervisors Terry P. Stoudt and Ronald J. Heintzelman, Attorney Lisa A. Young and Secretary/Treasurer Brenda Norder.

REORGANIZATION

Supervisor Terry P. Stoudt nominated Supervisor Ronald E. Stahley as Chairman of the Board of Supervisors for the year 2009, seconded by Ronald J. Heintzelman. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Supervisor Ronald J. Heintzelman nominated Supervisor Terry P. Stoudt as Vice Chairman of the Board of Supervisors for the year 2009, seconded by Terry P. Stoudt. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Supervisor Terry P. Stoudt nominated Supervisor Ronald J. Heintzelman as a Member of the Board of Supervisors for the year 2009, seconded by Ronald J. Heintzelman. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Brenda Norder was appointed Secretary/Treasurer and Chief Pension Administration Officer for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, the minutes of the Close Out Meeting of December 29, 2008 were approved. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, The Neffs National Bank, The First National Bank of Palmerton and Plgit were retained as depositories for North Whitehall Township funds for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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

Upon motion by Terry P. Stoudt, 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: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, 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: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, the Secretary and Supervisor Ronald Stahley are to be in charge of Liquid Fuels Highway Aid for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Ronald E. Stahley was appointed as Director of Public Works for the year 2009, until December 31, 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

NOTE: This is a three member board with a quorum of two and a member may have an actual or perceived conflict on voting on his own position, therefore a memorandum shall be submitted and be placed in the Secretary's file.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Terry P. Stoudt was appointed as Community Affairs and Recreation Director for the year 2009, until December 31, 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Ronald J. Heintzelman was appointed as Community Services Coordinator for the year 2009, until December 31, 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, the Board of Supervisors set the regular Board of Supervisors' meeting dates for the first and third Wednesdays of each month at 7 PM, for the year 2009, in the North Whitehall Township Municipal Building. After which, the idea of holding one meeting at 4 PM and one at 7 PM will be revisited. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, the Board of Supervisors named delegates to the annual PSATS Convention at Hershey, PA, April 19 through 22, 2009 to be Supervisors Ronald E. Stahley, Terry P. Stoudt, Ronald J. Heintzelman, Secretary/Treasurer Brenda Norder, and Roadmaster Garry Remaley and authorized Public Works Director Ron Stahley, Community Affairs-Recreation Director Terry Stoudt, Community Service Coordinator Ron Heintzelman, Secretary/Treasurer Brenda Norder, and Roadmaster Garry Remaley 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 E. Stahley was appointed as a voting delegate, Terry P. Stoudt was appointed as an alternate delegate. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, the maximum reimbursement mileage rate, for employees attending meetings, was set at .55 per mile, as established by the IRS, upon receipt of a valid insurance card. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, the Township shall reimburse elected, appointed and office personnel for attendance at the regular and mini conventions of the Lehigh County Association of Township Officials for the year 2009. All full-time employees are to be invited and reimbursed for attendance at the regular convention of the Lehigh County Association of Township Officials for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Atty. Lisa A. Young was retained as solicitor to the Board of Supervisors for the year 2009. Her rate of pay shall be as established in the fee schedule for services submitted January 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Atty. Lisa A. Young was retained as solicitor to the North Whitehall Township Planning Commission for the year 2009. Her rate of pay shall be as established in the fee schedule for services submitted January 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Keystone Consulting Engineers, Inc. was appointed to do General Planning and Sewerage Engineering for the year 2009. Their rate of pay shall be as established in the fee schedule for services submitted January 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Lehigh Engineering was appointed to do Traffic Engineering for the year 2009. Their rate of pay shall be as established in the fee schedule for services submitted January 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Spotts, Stevens and McCoy was appointed as the Special Project Engineer for the year 2009. Their rate of pay shall be as established in the fee schedule for services submitted January 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Atty. C. Steven Miller was retained as solicitor of the Zoning Hearing Board for the year 2009. His rate of pay shall be as established in the fee schedule for services submitted January 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Atty. Donald Lipson was appointed alternate solicitor of the Zoning Hearing Board for the year 2009. His rate of pay shall be as established in the fee schedule for services submitted January 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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Upon motion by Terry P. Stoudt, 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: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, 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 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, 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 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, 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 5, 2009 and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Gene Wolfgang was appointed to the Zoning Hearing Board for the years 2009 through 2011. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, the Zoning Hearing Board was authorized to employ qualified stenographic services for the year 2009. 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 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Todd Kern was appointed to the Building Codes Board of Appeal for the years 2009 through 2012. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Steve Laudenslager was appointed as an alternate to the Building Codes Board of Appeal for the years 2009 through 2012. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Scott Bieber was appointed Sewage Enforcement Officer for the year 2009. His rate of pay shall be as established in the fee schedule for Services by Sewage Enforcement Officers submitted January 5, 2009, and re-authorized today as Resolution 01-05-09. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Guy Bieber and Keystone Engineering, Inc. were appointed Alternate Sewage Enforcement Officers for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Susan Gelin 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 \$20.58 per hour for time utilized in completing the tax duplicate. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, the Board of Supervisors retained G. H. Harris to collect delinquent Street Light Taxes for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Leonard Nuss and Joanne Guth were appointed to the Planning Commission for the years 2009 through 2012. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Supervisor Ronald J. Heintzelman was appointed representative of the Board of Supervisors on the Planning Commission for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Dennis Barr was appointed to the North Whitehall Recreation Board for the years 2009 through 2013. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Supervisor Terry P. Stoudt was appointed representative of the Board of Supervisors on the Recreation Board for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, 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 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Paul Mantz and Richard Townsend were appointed as alternate representatives from North Whitehall to the Ironton Rail-Trail Oversight Committee for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Tim Wotring was appointed to the North Whitehall Historical Commission for the years 2009 through 2012. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Supervisor Ronald J. Heintzelman was appointed representative of the Board of Supervisors on the North Whitehall Historical Commission for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, a Vacancy Board is hereby established in North Whitehall Township; the registered elector of the Township to be chairman of such board shall be Fred Xander for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, Supervisor Ronald J. Heintzelman was appointed as the Board of Supervisors' representative on the Agricultural Advisory Committee of North Whitehall Township for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Supervisor Ronald E. Stahley was appointed as representative from North Whitehall to the Watershed Advisory Committee for the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Donald Jacobs was designated Township Fire Marshal and Nelson Fogel was designated Asst. Township Fire Marshal. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, The Township will pay for the series of inoculations for Hepatitis B and Hepatitis C baseline screening, as determined by the Emergency Services Organization, for volunteers of the ambulance and fire companies. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, the following holidays were approved for the year 2009 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 16 th
Good Friday	April 10 th
Memorial Day	May 25 th
Independence Day	July 3 rd (falls on Saturday 7/4)
Labor Day	September 7 th
Columbus Day	October 12 th
Thanksgiving Day and day after	November 26 th & 27 th
Christmas Day and day before	December 24 th (Thur) & 25 th (Fri)
New Year's Day	January 1 st , 2010
Personal Days	(3)

Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

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Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Halloween shall be celebrated on Friday, October 30, 6-8 PM, with a rain date of Saturday, October 31 from 6:00 to 8:00 PM, in North Whitehall Township in the year 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, newly established rates of employee compensation for 2009 shall be retroactive to January 1, 2009. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

RESOLUTION 01-05-09 FEE SCHEDULE

Upon motion by Ronald J. Heintzelman, seconded by Terry P. Stoudt, Resolution 01-05-09 was adopted. Resolution 01-05-09 adopts, amends and revises the fee schedule for various services, equipment, goods and materials furnished by or through the Township. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

SCHEDULE OF MEETINGS FOR 2009

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, the schedule of other meetings for 2009 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: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

TREASURER'S REPORT DECEMBER 2008

Upon motion by Terry P. Stoudt, seconded by Ronald J. Heintzelman, the December Treasurer's report was approved as presented. Roll call: Terry P. Stoudt - yes; Ronald E. Stahley - absent; Ronald J. Heintzelman - yes. There were no public comments on this item.

COMMENTS FROM THE FLOOR:

Samantha Neas, 4410 Route 309 Schnecksville, commented on changing the meeting time to 4 PM, stating it prohibits working residents to attend the meetings.

Charles Knauss, 3525 Apple Road, Orefield, inquired whether all meetings could be held at 7 PM.

Doug Wetzal, 4337 Sand Spring Road, Schnecksville, stated all meetings should be held at night regardless of the issue and also inquired about the appointment to the Zoning Hearing Board.

Meeting adjourned at 7:28 PM.

Respectfully submitted,

Brenda Norder, Secretary