NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
DECEMBER 6, 2021

Chairman Ronald J. Heintzelman called the meeting to order at 7:30 PM followed by the Pledge of Allegiance and a moment of silence. In attendance were Supervisors Dennis Klusaritz, and Mark Hills, Attorney Lisa A. Young, Manager Chris Garges, and Secretary/Treasurer Brenda Norder.

APPROVAL OF PREVIOUS MINUTES
Upon motion by Mark Hills, seconded by Dennis Klusaritz, the minutes of the Board of Supervisors Meeting of November 1, 2021 and the Board of Supervisors Meeting of November 8, 2021 were approved. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ANNOUNCEMENTS
1. The Township Offices will be closed Thursday, December 23rd and Friday, December 24th for the Christmas Holiday and Friday, December 31st, 2021 for the New Year's Day Holiday.
2. The Supervisors' Organization Meeting is scheduled for Monday, January 3rd, 2022 at 7:30 PM.
3. The Auditors' Organization Mtg. is scheduled for Tuesday, January 4th, 2022 at 7:00 PM.

TREASURER'S REPORT
Upon motion by Dennis Klusaritz, seconded by Mark Hills, the November Treasurer's report and the check register of checks #16629-16709 were approved as presented. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

OLD BUSINESS: No Old Business.

NEW BUSINESS:

Supervisor Heintzelman recessed the meeting in order to conduct a Public Hearing to hear comments on the following proposed Ordinance.

ORDINANCE 2021-6 AGRITAINMENT/AGRITOURISM
Ordinance 2021-6 amended Zoning Ordinance 2002-2 by adding provisions to the Zoning Ordinance relating to agritainment and agritourism, including definitions, districts permitted and specific requirements. A stenographer recorded the proceedings; a copy of the transcript shall be placed in the Minute Book. Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board adopted Ordinance 2021-6. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

Supervisor Heintzelman resumed the regular meeting.

KORNFEIND'S APARTMENTS FINAL
Steve Pany, presented the Kornfeind's Apartment Land Development the Plan to the Board. Upon motion by Dennis Klusaritz, seconded by Mark Hills, the Plan was approved as a Final subject to the following conditions:

1. The Developer shall comply with all of the recommendations contained in the letter from the General Planning Engineer & Sewage Enforcement Officer dated October 21, 2021.
2. The Developer shall comply with all of the recommendations contained in the letter from the Zoning Officer dated October 19, 2021.
3. The Developer shall comply with all of the recommendations of the Planning Commission Meeting of October 26, 2021.
4. The Developer shall comply with all of the provisions contained in the Planning Secretary's checklist letter dated November 22, 2021.

KORNFEIND'S APARTMENTS continued . . .

5. The Developer shall contribute $2,000.00 to the Traffic Impact Fund.
6. The Developer shall contribute to the Recreation Fund as determined by the Township Engineer.

Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

THE RIDINGS II TIME EXTENSION

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board accepted an extension of time, until June 30, 2022, in order for the Board of Supervisors to review the Ridings II Plan. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

GIRL SCOUTS REQUEST TO USE FIREHOUSE PARK PARKING LOT

Paige Walsh, Product Program Manager for Girl Scouts of Eastern Pennsylvania requested the use of the Laurys Station Firehouse Park parking lot to distribute cookies to their volunteers from a 25' trailer. Distribution will be conducted from January 8 to March 10, 2022. Ms. Walsh submitted a certificate of insurance. Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board approved the request. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

ADOPTION OF TAX RESOLUTION 12-06-21

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board adopted Tax Resolution 12-06-21. Tax Resolution 12-06-21 establishes the 2022 rates as follows:

1. Real Estate to be .6 mill of assessed valuation;
2. Street Light Assessment will be based a flat rate of $45.00/residential and $1,825.00/institutional;
3. Real Estate Transfer Tax at the rate of 1/2 of 1%;
4. Earned Income Tax at the rate of 1/2 of 1%.
5. Local Service Tax at the rate of $52.00 (Twp portion $47.00 and School District $5.00)

Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes.

- Brian Horwith, Springfield Dr., Coplay, asked if the rates were the same as this year.

RESOLUTION 12-06-21A APPOINTMENT OF A CPA

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board adopted Resolution 12-06-21A. Resolution 12-06-21A appointed the accounting firm of France, Anderson, Basile & Co., P.C. to conduct the North Whitehall Township fiscal year 2021 Audit. The intention to appoint was duly advertised. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

AUTHORIZATION TO APPLY FOR A COMMUNITY DEVELOPMENT BLOCK GRANT

Upon motion by Mark Hills, seconded by Ronald J. Heintzelman, the Board authorized the Township Manager to apply for a Community Development Block Grant (CDBG), through Lehigh County, for the purpose of updating the zoning ordinance. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

AUTHORIZATION TO AMEND EMPLOYEE HANDBOOK PTO CARRYOVER

Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board authorized the Manager to amend the Employee Handbook for the purpose of carrying over, up to 16 hours of unused PTO, for the first quarter of 2022. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

MANAGER'S REPORT

- **2022 BUDGET ADOPTION**
  Mr. Chris Garges presented a short synopsis of the 2022 budget. Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board approved the 2022 budget as presented. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

- **2022 SALARY RATES ADOPTION**
  Upon motion by Ronald J. Heintzelman, seconded by Mark Hills, the Board approved the 2022 public works salaries at the contracted increase and the non-union employee salaries as presented in the budget with an 8% employee match for health benefits. Roll call: Mark Hills – yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

Mr. Garges made the following announcements:

- A public meeting of the Parks, Recreation and Open Space Plan update study committee will be held on December 8 at 6:30 PM at the Schnecksville Fire Hall. A public information survey has been released and is available at the township office and on-line.
- We are currently seeking letters of interest through December 10th for a vacant position on the Planning Commission. Letters of interest should be addressed to the Township Manager.
- The Greenways, Trail and Recreation grant for updating park entrance signage has been awarded to the Township in the amount of $11,937.
- A tree lighting will be held at the municipal complex on Sunday, December 12th from 5-7 PM.
- Mr. Garges, Rich Deemer, and Steve Gitch met with Bill McFadden of Lehigh County Conservation District to discuss his report on the Gristmill storm culvert which is in need of repair. Mr. McFadden suggested funds were available through the district's Dirt & Gravel Road Program. Mr. Garges will submit an application to LCCD.
- The Township has advertised its MS4 Pollutant Reduction Plan and is accepting comments through December 21, 2021. The floor was opened for comments. No comments were offered.
- Mr. Garges offered a special thank you to out-going Supervisor Mark Hills. Mr. Hills was very instrumental in working with the Recreation Board and the Emergency Services Organizations. Chairman Ron Heintzelman presented Mr. Hills with a Certificate of Service.
- The Planning Commission will meet December 28th at 7:30 PM.
- The December Zoning Hearing Board was cancelled due to lack of business.

SOLICITOR'S REPORT

- **LEHIGH COUNTY CONSERVATION DISTRICT M.O.U.**
  Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board approved a Memorandum of Understanding regarding the administration of construction related to the MS4 requirements by the LCCD, and authorized the Chairman to sign on behalf of the township. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

- **TOWNSHIP MANAGER M.O.U.**
  Upon motion by Mark Hills, seconded by Dennis Klusaritz, the Board approved a Memorandum of Understanding memorializing the parameters of the township manager's employment requirements. Roll call: Mark Hills - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz – yes. There were no public comments on this item.

COMMENTS FROM THE FLOOR (Non-agenda items):

- Brian Horwith, Springfield Dr., Coplay, offered his opinion that the concept of a working supervisor is not a good idea and is not in the best interest of the township.
- Joan Strong, Red Maple Dr., Coplay, asked if her friend, Bob Elbich, could speak on her behalf regarding the Township's 10-year plan.
- Bob Elbich, Masters Hill Rd., Fogelsville, encouraged the Board to consider the formation of a multi-municipal planning commission. He stated such an organization would assist in strategic planning and zoning requirements and allows for more township control over their comprehensive plans and development.
- Jim and Karen Osmun, Green Hill Circle, Schnecksville, reported on the on-going issues with tractor trailers entering their cul-de-sac due to probable faulty GPS directions.

ADJOURNMENT Meeting adjourned at 8:56 PM.

Respectfully submitted,

Brenda Norder, Secretary/Treasurer