NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
NOVEMBER 6, 2023

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 Dennis Klusaritz, Supervisor Ronald J. Heintzelman, Township Manager Randy Cope, Attorney Tom Dinkelacker, Engineer Steve Gitch, Director of Planning and Zoning Jeff Mouer, Director of Finance Seth O'Neill, Director of Public Works Rick Holtzman, 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 Al Geosits, seconded by Dennis Klusaritz, the Board the minutes of the Board of Supervisors Meeting of October 2, 2023, and the October 30, 2023, Special Meeting were approved. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ANNOUNCEMENTS
1. There was an executive session held on Thursday October 12, 2023, at 6 PM to discuss employment matters and on November 6, 2023, to discuss employment matters, possible litigation, and to discuss the leasing of the Neffs Bank Park.
2. Jaden Barasch of Troop 1600 was in attendance to earn his Communications Badge.

TREASURER'S REPORT
Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the October treasurer's report and checks # 18613 - 18733 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: No presentations

OLD BUSINESS: No old business

DISCUSSION/UPDATES: No discussions/updates

RESOLUTIONS:

RESOLUTION 11-06-23 REIMBURSEMENT RESOLUTION
Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 11-06-23 expressing the intent of the Board of Supervisors to reimburse the General Fund or other funds of this Township for costs of the Capital Project which may be paid before financing is implemented. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 11-06-23A AMEND THE VOLUNTEER STIPEND PROGRAM

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 11-06-23A amending the Township volunteer stipend program that was adopted by resolution 11-01-21. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 11-06-23B MODIFICATION OF AGRICULTURAL SECURITY AREA WEINHOFER FARM

Upon motion by Dennis Klusaritz, seconded by Al Geosits, Resolution 11-06-23B was approved. Resolution 11-06-23B approves the following member shall be added to the Agricultural Security Area created by Ordinance 1990-1, 1993-2, and Ordinance 1996-2:

John G & Lisa C. Weinhofer	4547 Spruce St.	2 acres +/-
	4545 Spruce St.	23.08 acres +/-
Weinhofer Farms LLC	4500 Spruce St.	79 acres +/-
	Spring St.	12.2 acres +/-
	Spruce St.	27.75 acres +/-
	Roosevelt St.	36.43 acres +/-

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

RESOLUTION 11-06-23C BERKHEIMER APPOINTMENT

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 11-06-23C authorizing, empowering, and directing Township Manager Randy Cope to execute an agreement with Berkheimer whereunder Berkheimer is retained as the exclusive tax officer for the collection, administration, receipt and enforcement of the provisions of the respective tax enactment of the governing board levying and assessing the local services tax for the term of January 1, 2024, through December 31, 2026. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 11-06-23D BERKHEIMER COLLECTION COST

Upon motion by Ronald J. Heintzelman, seconded by Dennis Klusaritz, the Board approved Resolution 11-06-23D authorizing and empowering its Local Services Tax collector, Berkheimer, to impose and retain costs of collection on delinquent local services taxes. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Bill Moyer, Donna Dr., Schnecksville, inquired what percentage of collection we have made on these types of delinquent taxes.

RESOLUTION 11-06-23E APPOINT A LIAISON

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board approved Resolution 11-06-23E authorizing, empowering, and directing the Board to appoint Director of Finance/Treasurer Seth O'Neill as a liaison between it and Berkheimer for the express purpose of sharing confidential tax information within the district for official purposes. Roll call: Al Geosits - ; Ronald J. Heintzelman - ; Dennis Klusaritz - . There were no public comments on this item.

RESOLUTION 11-06-23F APPOINT TAX HEARING OFFICER

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board approved Resolution 11-06-23F authorizing, empowering, and directing the proper Board to appoint Berkheimer as its Tax Hearing Officer under and pursuant to the Local Taxpayers Bill of Rights Act for the express purpose of adjudicating appeals thereunder. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

MOTIONS:

AUTHORIZE SOLICITOR TO SEND LETTER TO PARKLAND SCHOOL DISTRICT

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board rejected the proposed memorandum of understanding between the Parkland School District and North Whitehall Township regarding the distribution of Local Sales Tax proceeds collected by the Township, and that the Solicitor be authorized to issue an appropriate letter to the School District explaining the Township's position in this regard. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Brian Horwith, Springfield Dr., Coplay, inquired about the date of the original agreement for collection of Local Services Tax between the School District and the Township.
- Jim Steward, Park Ave., Neffs, asked if the Township now has to give a bill to the School District for this service.

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REQUEST FOR EXONERATION FROM COLLECTION OF DELINQUENT R.E. TAXES

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board granted the recommendation of the Lehigh County Assessment Office and exonerated Portnoff & Associates from the collection of delinquent real estate taxes for tax year 2022 and 2023 for the following property due to the mobile home being removed from the site.

Parcel ID 558135836229-27 $2.34

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

REVIEW PROPRPOSED ORDINANCE/
AUTHORIZATION TO ADVERTISE NUISANCE ORDINANCE

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board authorized the Township Secretary to advertise a public notice for the Board's consideration of the Nuisance Ordinance at the Board's December 4, 2023, regular meeting [subject to revising the Ordinance in accordance with comments offered by the Supervisors and the public at tonight's meeting as well as any additional revisions from the Solicitor and approved by staff]. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. Bill Moyer, Donna Dr., Schnecksville, asked if there will be a warning period before there is legal enforcement action taken on the items outlined in this proposed ordinance.

- Bill Sinisky inquired if the information in the ordinance will be passed on through the Township's Newsletter.
- Chris Hughes asked if there was a particular issue in the Township with blighted properties that cannot be addressed by already existing ordinances. He also asked who would oversee policing this matter.

NORTH WHITEHALL TOWNSHIP H.O.P KINGS ROUNDABOUT PROJECT

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board tabled authorizing the Township Manager to sign off on Highway Occupancy Permits #323823, 323822, and 323821 in order for the Planning Commission to review and give their recommendation first. Roll call: Al Geosits - yes; Ronald. J. Heintzelman - yes; Dennis Klusaritz - yes.

- Mike Basta, Crestwood Dr., Schnecksville, asked if the road going through the new development would be Township owned.

TENATIVE BUDGET ADOPTION & ADVERTISEMENT

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board tentatively adopted the 2024 proposed budget and authorized the advertisement of same as being available for public inspection. Adoption of the budget is scheduled for December 4, 2023. 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:
  Veterans Day Luncheon – Thursday, November 9, at 11 AM;
  Zoning Hearing Board - Wednesday, November 15, at 7 PM;
  Zoning Hearing Board Special Meeting (Foxy Cradle) – Monday, November 20, at 6PM, Schnecksville Fire Company Pavilion
  Ironton rail Trail Committee Meeting – Tuesday, November 21, at 7 PM
  Planning Commission – Tuesday, November 28, at 7 PM;
  Board of Supervisors – Monday, December 4, at 7 PM;
  Tree Lighting Ceremony – Sunday, December 10, at 5:00 PM;
- Negotiations are underway with the Public Works bargaining unit and we are scheduled to meet again next week.
- The new park entryway signs are starting to be installed this week.
- The municipal park and basketball courts have been re-paved and new posts, backboards and rims will be installed later this year. The courts will then be color-coated and striped in the spring and ready for league play in May.
- The Township building project is underway and we have been holding regular meetings with the architects. We received three (3) proposals from qualified Construction Management firms and will be interviewing them next week and making a formal recommendation to the Board of Supervisors at the next Board of Supervisors meeting.
- The Park Valley Road Bridge has been completed and was reopened on October 19.
- Leaf collection is underway and Public Works has been through the Township a few times already.
- We held our initial kick-off meeting with DEP for the 537 Plan update and determined that the full DEP checklist will apply. Residents will be receiving a survey in the mail in the next few weeks, and we encourage everyone to respond. Once public meeting dates are set, township staff will be placing the information on our website with an overview of what the 537 Plan is and what it accomplishes.
- We received confirmation from Lehigh County that the settlement date for the Hoffman Farm Preservation is set for December 6th.

COMMENTS FROM THE FLOOR (Non-agenda items):

- Tom VanVreede, Church Dr., Coplay, asked if the Strawberry Acres plan would be on the agenda for either of the Planning Commission meetings in November.
- Bill Moyer, Donna Dr., Schnecksville, inquired if the Strawberry Acres plan was on the agenda for the November Board of Supervisors meeting in the hopes that the Board of Supervisors will have a differing decision in comparison to the Planning Commission. He also gave kudos to the Public Works employees on what a great job they did at the Clearview Drive and Route 145 project.
- Mike Basta, Crestwood Dr., Schnecksville, thanked Public Works Director Rick Holtzman for handling a resident complaint in such an expeditious manner. He also inquired how to report a road emergency within the Township outside of the Township business hours.

ADJOURNMENT Meeting adjourned at 8:05 PM.

Respectfully submitted,

Jessica Koenig, Secretary/Deputy Treasurer