NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
LEHIGH CARBON COMMUNITY COLLEGE
NOVEMBER 4, 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 Dennis Klusaritz and Ronald J. Heintzelman, Township Manager Randy Cope, Township Solicitor Rocco Beltrami, Township Engineer Steve Gitch, Director of Operations Jeff Mouer, Director of Finance Seth O'Neill, and Secretary/Deputy Treasurer Jessica Koenig.

This meeting was 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 Dennis Klusaritz, seconded by Ronald J. Heintzelman, the minutes of the Board of Supervisors Meeting of October 7, 2024 were approved. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

ANNOUNCEMENTS
1. An executive session was held at 5:30 pm prior to tonight's meeting to discuss pending litigation and personnel matters.
2. Township Offices are closed Thursday, November 28th, in observance of the Thanksgiving Day Holiday.

TREASURER'S REPORT
Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the October Treasurer's report and checks # 19675 - 19745 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. John Carson, Pelorus Group – Township building renovation update

DISCUSSIONS: No discussions.

OLD BUSINESS: No old business

ORDINANCES:

ORDINANCE 2024-5 STREETLIGHT ASSESSMENT ORDINANCE
Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board adopted Ordinance 2024-5 establishing uniform annual assessments for streetlighting costs upon each property benefited by public light. The assessment reflecting this change will be issued in April 2025. Roll call - Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTIONS:

RESOLUTION 11-04-24 ADOPTION OF THE 2025 BUDGET

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 11-04-24. Resolution 11-04-24 adopts the 2025 North Whitehall Township Budget. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Woodrow Serfass, Schnecksville, expressed concern that he felt the tax increase wasn't better advertised to the public and asked who the Fire Inspector position would report to within the Township Staff.
- Mike Miletics, Valley Green Dr., Schnecksville, inquired about volunteer fire company financials.
- Lynne Allen, Donna Dr., Coplay, commented on the senior citizen population not being aware of the tax increase.
- Rich Semmel, Clearview Rd., Coplay, commended staff for their hard work on the 2025 budget.

RESOLUTION 11-04-24A TAX LEVY RESOLUTION

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Tax Levy Resolution 11-04-24A. Resolution 11-04-24A establishes the 2025 rates as follows:

1. Real Estate to be 0.65 mill of assessed valuations;
2. Open Space/Farmland Preservation tax 0.1 mill
3. Fire Suppression Tax 0.45 mill of assessed valuations
4. Real Estate Transfer Tax at the rate of ½ of 1%
5. Earned Income Tax at the rate of ½ of 1%
6. Local Service Tax at the rate of $52.00
7. Street Light Assessment at the rate of $32.00

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

RESOLUTION 11-04-24B CAPITAL INVESTMENT TRANSFER

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board approved Resolution 11-04-24B authorizing the Director of Finance to withdrawal $500,000 of Capital Fund investments for anticipated 2024-2025 Capital Fund expenditures. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 11-04-24C MULTI FUND BUDGET TRANSFERS/APPROPRIATION

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board approved Resolution 11-04-24C authorizing multi-fund budget adjustments and fund appropriations for the fiscal year 2024. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

- Rich Semmel, Clearview Rd., Coplay, inquired about the EV vehicle the Township currently owns.

MOTIONS:

RIDINGS AT PARKLAND SECURITY RELEASE #5

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board accepted the written recommendation of the General Planning Engineer Steve Gitch, dated October 31, 2024 and authorized the reduction of $143,871.71 from the Ridings at Parkland letter of credit. Leaving a balance of $264,965.78 in the account. Roll call: Al Geosits - yes; Ronald J. Heintzelman – yes Dennis Klusaritz - yes. There were no public comments on this item.

LIMITED PARKING LICENSE AGREEMENT AUTHORIZATION TO EXECUTE

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board authorized the Township Manager to execute the Limited Parking License Agreement between North Whitehall Township and Community Fire Company #1 of North Whitehall Township for the property located at 4600 Old Packhouse Road. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

- Tom VanVreede, Church Dr., Coplay inquired about which party would be responsible for liability insurance.
- Brian Horwith, Springfield Dr., Coplay, asked for explanation for the terms of revoking the agreement.

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

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board granted the recommendation of the Lehigh County Assessment Office permitting Portnoff and Associates and the Lehigh County Tax Claim Bureau to write off uncollected receivables for the following property[s], due to the mobile home[s] being removed from the site:

5614 Evergreen St. $9.50

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 – Monday, November 11 at 11 AM;
  - Zoning Hearing Board – Wednesday, November 20 at 7 PM;
  - Planning Commission – Tuesday, November 26 at 7 PM;
  - Board of Supervisors – Monday, December 2 at 7 PM
  - Annual Tree Lighting Ceremony, Tuesday, December 3 at 5:30 PM
- Township Building Renovation – A report was provided by John Carson of the Pelorus Group during the presentation portion of tonight's meeting.
- Senior Day – This event was held on October 17 from 11 am – 3 pm at the Union Lutheran Church. The event had vendors, games, prizes and lunch served to over 200 North Whitehall seniors. 22 Parkland Highschool students attended the event and assisted with the games and served lunch. Also, he wanted to thank the Upper Lehigh Lions Club for assisting township staff with food preparation.
- IRT Pedestrian Rapid Flashing Lights – The Public Works team is working on installing the Rapid Flashing Pedestrian lighting and crosswalk at the Mauch Chunk Rd. crossing. The project is anticipated to be completed by the end of next week.
- Open Space Action Plan – Gilmore and Associates kicked off this plan by attending the last Farmland and Open Space Committee meeting. The first step of the plan will be conducting key person interviews which staff is currently lining up. Stay tuned for future public meeting opportunities.

MANANGERS REPORT CONT'D

- Farmland Preservation – Staff is preparing a new letter to be sent to landowners in the township who own 10 or more acres. This letter will highlight our recent program success and offer an opportunity to connect with staff to discuss farmland and open space preservation options. Staff will be meeting with the Wagner family this week to discuss proper placement of the preservation sign for their property.
- Bare Root Tree Grant – The Township completed a successful Tree Pennsylvania's Bare Root Tree Grant application. This grant provides 15 trees at no cost to the Township which will be planted in Kolapechka Park. The specific trees include: 3 – Armstrong Maple, 8 – Red Sunset Maple, 2 – Swamp White Oak, 2 – American Elm.
- Traffic Signals – The BNC Surge Protector was causing timing issues with the traffic signal at 309 and Sand Spring Rd. The surge protector has been replaced and the traffic light is fully operational.
- Leaf Collection – Leaf collection started the week of October 14, 2024. At this time, we have two crews working through the Township collecting leaves. Two machines and three trucks are currently in operation.
- Road Repairs – Public Works crews continued to make road repairs in October including base repairs and paving on Independence Drive, Hickory Road, and Mill Road.
- Storm Water – Public Works crews are working in the Wynnewood Basin on a retrofit for our MS4 Permit. This work is part of the PRP plan and is designed to capture and reduce the Pollutant Load leaving the basin. Staff will also be meeting next week with residents affected by the Tannery Swale project to complete easements and explain the project.
- Snow Equipment – All of our snow equipment has been removed from storage and returned to our operations facility. All snow equipment will be serviced and ready for Winter Operations.
- Traffic Signs – Public Works crews repaired various damaged signs around the Township. Resident requests for new Bus Stop signs to be installed along Rising Road have been looked at and installed.
- Tree Lighting Event – Public Works crews are lighting the barn at Kolapechka Park in preparation for the upcoming Tree Lighting Event.

COMMENTS FROM THE FLOOR (Non-agenda items):

- Rick Miller, Schnecksville, inquired about who is responsible for determining what streets get streetlights.
- Woodrow Serfass, Schnecksville, inquired about meeting minute procedure.
- Mike Miletics, Valley Green Dr., Schnecksville, commented on the feral cat issue in his neighborhood.
- Jim Steward, Neffs Fire Company Chief, reminded residents of the current burn ban due to dry conditions.

ADJOURNMENT Meeting adjourned at 8:34 PM.

Respectfully Submitted,

Jessica Koenig, Secretary/Deputy Treasurer