NORTH WHITEHALL TOWNSHIP BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
DECEMBER 1, 2025

Chairman Dennis Klusaritz 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 Al Geosits, Solicitor Rocco Beltrami, Manager Randy Cope, Director of Operations Jeff Mouer, Engineer Dave Alban, Director of Public Works Rick Holtzman, Director of Finance/Treasurer Seth O'Neill, Director of Grants, Preservation, and Trails Mike Kukitz, Secretary/Deputy Treasurer Jess Koenig, Township Planner Kevin Muprhy, Zoning/Code Enforcement Officer Aubrie Miller, and Fire Code Administrator Jim Steward.

MEETING – CALL TO ORDER

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

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

ANNOUNCEMENTS

1. The Tree Lighting Ceremony will be held at Kolapechka Park on December 3rd at 5:30 PM.
2. The Board of Supervisors will hold public hearings on December 8, 2025, December 9, 2025, and December 10, 2025, at 7 PM, located at the North Whitehall Township Municipal Building to declare whether or not the North Whitehall Township Zoning Ordinance of 2002, as amended, at Sections 44-42.D.(9)(a)[7] and 440-30, or portions thereof, is substantially invalid, unconstitutional, or unlawful for failing to permit "Auto Repair Garages" as an Accessory Use permitted by right in all zoning districts as well as permitting "Auto Repair Garages" as an allowable "Home Occupation."
3. Township Offices will be closed on the following days:
    a. 12:00 PM on Thursday, December 18, 2025, for staff to hold their annual holiday party.
    b. Wednesday, December 24th and Thursday, December 25, 2025, for the Christmas holiday.
    c. Thursday, January 1, 2026, for the New Years holiday.
4. The annual Board of Supervisors Organization meeting is scheduled for Monday, January 5, 2026, at 7 PM.
5. The annual Auditors Organization meeting is scheduled for Tuesday, January 6, 2026, at 5:30 PM.

APPROVAL OF PREVIOUS MINUTES

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the minutes of the Board of Supervisors Meeting of November 3, 2025, special Board of Supervisors meeting were approved. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

TREASURER'S REPORT

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the November Treasurer's report and checks #20763 – 20877 were approved as presented. Roll call: Dennis Klusaritz - yes, Al Geosits - yes; Ronald J. Heintzelman - yes.

- Ken Walters, Neffs Laurys Rd., Slatington, asked for clarification on the amount of funds in capital products and how much of that is operational, if the Township currently has a 5 year capital plan and what the capital plan currently shows for expenses. He also asked for the total of unreserved funds held by the Township.

PRESENTATIONS:

1. Proclamation and recognition award honoring Supervisor Ronald Heintzelman for his 24 years of service to North Whitehall Township and its residents.
2. Lt. Troutman – End of Year Presentation
   - Colleen Shay, Neffs Laurys, Slatington asked if there was a clear cut way to differentiate between a State Police Officer and someone who may be attempting to impersonate a police officer.

DISCUSSIONS:

1. New Yard Waste Site

OLD BUSINESS: No old business

NEW BUSINESS:

Supervisor Klusaritz recessed the regular meeting and turned the proceedings over to Attorney Beltrami to conduct a Public Hearing for the purpose of receiving public input on proposed Ordinance 2025-3.

- Attorney Beltrami entered the following exhibits into the record on behalf of the Township:
  - T-1: Draft Ordinance No. 2025-3 (with exhibits attached)
  - T-2: Public Notice for Public Hearing and Potential Adoption of Ordinance No. 2025-3 as published in the Parkland Press newspaper on November 12th, 13th, 19th, and 20th, 2025
  - T-3: Proof of Publication of Public Notice for Public Hearing on Adoption of Ordinance No. 2025-3 on November 12th, 13th, 19th, and 20th, 2025
  - T-4: October 07, 2025, letter from Township Secretary Jessica Koenig transmitting draft Ordinance No. 2025-3 to North Whitehall Township Planning Commission Chairman Brian Horwith
  - T-5: October 07, 2025, letter from Township Secretary Jessica Koenig transmitting draft Ordinance No. 2025-3 to Lehigh Valley Planning Commission Chief Community and Regional Planner Jill Seitz
  - T-6: Minutes from October 28, 2025, North Whitehall Township Planning Commission meeting (Planning Commission review of draft Ordinance No. 2025-3)
  - T-7: November 21, 2025, letter from Lehigh Valley Planning Commission Chief Community and Regional Planner Jill Seitz to North Whitehall Township Manager Randel T. Cope memorializing Lehigh Valley Planning Commission's review of draft Ordinance No. 2025-3)
  - T-8: November 07, 2025, letter from Paralegal Jaclyn Kulp transmitting attested copy of draft Ordinance No. 2025-3 to Lehigh County Department of Law
  - T-9: October 27, 2025, letter from Michael C. Tuskes, President of Tuskes Homes, Inc., to Township Planning Commission and Board of Supervisors containing comments regarding draft Ordinance No. 2025-3
  - T-10: November 24, 2025, email from Michael Bodamer, principal of Beeyond Honey Apiaries & Supplies, LLC, to Township Zoning Officer Aubrie M. Miller containing comments regarding draft Ordinance No. 2025-3
  - T-11: November 23, 2025, email from Donna Mayer to Township Zoning Officer Aubrie M. Miller containing comments regarding draft Ordinance No. 2025-3
  - T-12: November 20, 2025, email from Ken Walters to Township Zoning Officer Aubrie M. Miller containing comments regarding draft Ordinance No. 2025-3
  - T-13: October 22, 2025, email from Billie Jean Maletsky to Township Zoning Officer Aubrie M. Miller containing comments regarding draft Ordinance No. 2025-3

- T-14: October 07, 2025, email from Township Secretary Jessica Koenig to Times Media Group requesting publication of Public Notice for Public Hearing and transmitting full copy of draft Ordinance No. 2025-3
- Township Planning Consultant Judith Goldstein provided an overview of the new Zoning Ordinance and Zoning Map that would be enacted if Ordinance No. 2025-3 was adopted. Ms. Goldstein also provided a summary of the comments contained in the Lehigh Valley Planning Commission's review letter dated November 21, 2025 (Township Exhibit T-7).
- Colleen Shay, Neffs Laurys Rd., Slatington, inquired if the document on the website is the current Zoning Ordinance or the proposed Zoning Ordinance. She also asked where the proposed Zoning Ordinance can be located.
- Kathy Crawford, Creekside Dr., Coplay, asked if Data Centers should be considered in the Zoning Ordinance.

Attorney Beltrami then closed the Public Hearing regarding proposed Ordinance 2025-3.Attorney Beltrami then commenced a Public Hearing for the purpose of receiving public input on proposed Ordinance 2025-4.

- Attorney Beltrami entered the following exhibits into the record on behalf of the Township:
  - T-1: Draft Ordinance No. 2025-4
  - T-2: Public Notice for Public Hearing and Potential Adoption of Ordinance No. 2025-4 as published in the Parkland Press newspaper on November 12th, 13th, 19th, and 20th, 2025
  - T-3: Correspondence from Township Secretary Jessica Koenig to the Times News Media Group transmitting Public Notice for Public Hearing and Potential Adoption of Ordinance No. 2025-4 to Times News Media Group and attaching full copy of draft Ordinance No. 2025-4
  - T-4: Proof of Publication of Public Notice for Public Hearing and Potential Adoption of Ordinance No. 2025-4 on November 12th, 13th, 19th, and 20th, 2025
  - T-5: October 07, 2025, letter from Township Secretary Jessica Koenig transmitting draft Ordinance No. 2025-4 to North Whitehall Township Planning Commission Chairman Brian Horwith
  - T-6: October 07, 2025, letter from Township Secretary Jessica Koenig transmitting draft Ordinance No. 2025-4 to Lehigh Valley Planning Commission Chief Community and Regional Planner Jill Seitz
  - T-7: Minutes from October 28, 2025, North Whitehall Township Planning Commission meeting (Planning Commission review of draft Ordinance No. 2025-4)
  - T-8: November 21, 2025, letter from Lehigh Valley Planning Commission Chief Community and Regional Planner Jill Seitz to Township Manager Randel T. Cope memorializing Lehigh Valley Planning Commission's review of draft Ordinance No. 2025-4
  - T-9: November 07, 2025, letter from Paralegal Jaclyn Kulp transmitting attested copy of draft Ordinance No. 2025-4 to Lehigh County Department of Law.
- Attorney Beltrami asked the audience if there were any members of the public who would like to provide the Supervisors with input concerning draft Ordinance No. 2025-4. There were no public comments on draft Ordinance No. 2025-4.

Attorney Beltrami closed the Public Hearing regarding proposed Ordinance 2025-4.

Supervisor Klusaritz resumed the regular meeting.

ORDINANCES:

ADOPTION OF ORDINANCE 2025-3 NWT ZONING ORDINANCE

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board adopted Ordinance 2025- 3, the North Whitehall Township Zoning Ordinance. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

ADOPTION OF ORDINANCE 2025-4 AMENDING THE NWT SALDO

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board adopted Ordinance 2025-4 amending the North Whitehall Township Subdivision and Land Development Ordinance of 1999 as amended and codified in Chapter 375 of the code of the Township of North Whitehall. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

RESOLUTIONS:

RESOLUTION 12-01-25 END OF YEAR BUDGET AMENDMENT

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 12-01-25 approving supplemental General Fund appropriations in the net amount of $255,500.00 Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

RESOLUTION 12-01-25A MODIFICATION TO THE NWT ASA FERREIRA PROPERTIES

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 12-01-25A. Resolution 12-01-25A approves modifications to the North Whitehall Township Agricultural Security Area and Addition of the Ferreira properties.

Rachel Ferreira	2128 Ranch Road, Slatington	6.7606 acres
	2120 Ranch Road, Slatington	11.3221 acres

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

RESOLUTION 12-01-25B PORTLAND STREET SEWER MODULE

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board approved Resolution 12-01-25B approving the Portland Street Sewer Module. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

RESOLUTION 12-01-25C RISING SUN SUBDIVISION PRELIMINARY/FINAL LAND DEVELOPMENT

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 12-01-25C, approving the Rising Sun Subdivision plan as Preliminary/Final. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes.

- Heather Skorinko, Clearview Rd., Coplay, inquired if the developer has worked with Mr. Remaly regarding his ability to continue to navigate the streets with his farm equipment.
- Rich Semmel, Clearview Rd., Coplay, asked if any signage to make drivers aware of the proposed curbing was considered.

MOTIONS:

APPROVAL OF THE RADIO HARDWARE & EQUIPMENT AGREEMENTS
Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the Board approved the Radio Hardware and Equipment Agreements for the Neffs Fire Company, Laury's Station Fire Company, Schnecksville Fire Company, and Tri Clover Fire Company and authorized the Township Manager to execute the same on behalf of the Township, subject to minor revisions as may be necessary provided that all such revisions are agreed to by the Township Manager and the Solicitor. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

VIEWS AT FELLS CREEK LETTER OF CREDIT REDUCTION RELEASE #2
Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board accepted the written recommendation of Keystone Consulting engineers, dated November 24, 2025, and authorized the reduction of $127,369.74 from the Views at Fells Creek letter of credit. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

MAPLE STREET AT GREENLEAF LETTER OF CREDIT REDUCTION RELEASE #4
Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board accepted the written recommendation of Keystone Consulting Engineers, dated November 25, 2025, and authorized the reduction of $11,956.77 from the Maple Street at Greenleaf letter of credit. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

TRUCK #14 AUTHORIZATION TO ADVERTISE SALE
Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board denied the request for the Township Secretary to advertise the sale of Truck #14, a 2007 F-350 Utility Body Truck, on the public auction website Municibid for a reserve price of $5,000.00. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

TRAISR PERMITTING SYSTEM CONTRACT AUTHORIZATION TO EXECUTE
Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board authorized the Township Manager to execute the contract with Traisr for a new permitting system. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

AUTHORIZATION TO USE FIRE POLICE FAITH WESLEYAN CHURCH LIVE NATIVITY
Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved the use of North Whitehall Township Fire Police for the Faith Wesleyan Church Live Nativity event being held on December 12th, 13th, and 14th from 7 PM – 9 PM. A certificate of insurance was received. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

AUTHORIZATION TO ADVERTISE BELLVIEW ROAD SWALE RETROFIT BID
Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved the authorization to advertise the Bellview Road Swale Retrofit bid. Roll call: Dennis Klusaritz - yes; Al Geosits - yes; Ronald J. Heintzelman - yes. There were no public comments on this item.

MANAGER'S REPORT

- Important Dates:
  5th Annual Tree Lighting Ceremony - Wednesday, December 3 @ 5:30pm (Kolapechka Park);
  Curative Amendment Hearing Dates – December 8, 9, 10th from 7pm – 10pm;
  Planning Commission – Tuesday, December 17 @ 7:00pm;
  International Property Maintenance Code Board of Appeals – Wednesday, December 17 @ 3:30pm;
  Zoning Hearing Board - Wednesday, December 17 @ 7:00pm – CANCELED
  Office CLOSED – on December 24, December 25 and January 1.
  Board of Supervisors (Re-organization Meeting) – Monday, January 5 @ 7:00pm
- Horseshoe Road – Road is open!
- TCNE Warehouse Update – Township attorneys and representatives from the Parkland School District and Citizens Group presented verbal arguments to the Court of Common Pleas on Monday, November 17. We anticipate a decision being made in the next few months.
- Leaf Collection – Final week of leaf collection is approaching. Public Works is asking residents to please have all of your leaves out for curbside pickup by Sunday, December 7. If you are unable to get them out to the curb by 12/7, you can always bring them to the Township yard waste site.
- Snow Plowing – Public Works is obviously monitoring the winter storm anticipated to hit tonight and tomorrow. All of our trucks are ready, our salt bin is full and we will be prepared to get our roads cleaned up as fast as possible. Residents are reminded to be patient and to not shovel their driveways until a plow truck has come through.
- Johnson's Pond – AquaLink recently completed a fish survey at Johnson's Ponds. The results were very underwhelming in nature and efforts produced very few fish. We are now awaiting the final report which will also provide recommendations on stocking and habitat improvements.
- New Website – Staff has been actively interviewing multiple municipal website providers and hopes to bring are a recommendation to the BOS at the January meeting.
- Farmland Preservation – Our annual letter will be mailed out to property owners with 10+ acres. This process has helped us the past few years to educate landowners and garner more interest in the program.
- Staff Achievements – Jeff Mouer recently passed his Building Code Official re-certification exam received an additional three(3) year on his certification.

COMMENTS FROM THE FLOOR (Non-agenda items) – No comments from the floor.

ADJOURNMENT Meeting adjourned 9:15 PM.

Respectfully submitted,

Jessica Koenig, Secretary/Deputy Treasurer