



**BOARD OF SUPERVISORS
NORTH WHITEHALL TOWNSHIP MUNICIPAL BUILDING
FEBRUARY 5, 2024**

Chairman Al Geosits called the Meeting to order at 7:00 PM, followed by the Pledge of Allegiance. In attendance were Supervisors Ronald J. Heintzelman and Dennis Klusaritz, Manager Randy Cope, Attorney Thomas Dinkelacker, Engineer Steve Gitch, Director of Operations Jeff Mouer, Director of Public Works Rick Holtzman, Director of Finance/Treasurer Seth O'Neill, and Secretary/Deputy Treasurer Jess Koenig.

APPROVAL OF PREVIOUS MINUTES

Upon motion by Dennis Klusaritz, seconded by Ronald J. Heintzelman, the minutes of the Board of Supervisors' Organizational Meeting of January 2, 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. The Municipal Offices will be closed Monday, February 19th for the Presidents' Day Holiday.
2. Rod Lowe has resigned as the alternate for the Planning Commission. If you are interested in being a member of any of the Township Boards or Commission's, please visit our website at www.northwhitehall.org.
3. A Capital Projects workshop will be held February 27th at 5 pm at the Municipal Building.
4. An executive session was held February 5th, 2024 at 5:30 pm to discuss possible sale of real estate and personal property, zoning and code enforcement issues, a potential candidate for the Emergency Management Coordinator position, and the Neff's Bank lease.

TREASURER'S REPORT

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the January Treasurer's report and the register of checks # 18928 – 19012 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:

- Phil Armstrong of Lehigh County addressed the Board and the audience to deliver a 2024 Lehigh County update. He announced the State of the County address will be held at Iron Pigs Stadium on February 22, 2024 at 4 PM. Attendance is free and you are able to register online. He spoke of the new visual technology the County 911 operators are utilizing and as well as discussed, the Pardon Project that is currently under way. He also announced that Adrianna Calderon would now be in charge of Public Relations for the County.

OLD BUSINESS:

GRISTMILL ROAD CULVERT BID

AWARD

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board awarded Professional Construction Contractors, Inc at their low bid price of \$349,785.50 for the Gristmill Road Culvert project. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

DISCUSSION/UPDATES: No discussions/updates.

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ORDINANCES:

ORDINANCE 2024-1

NUISANCE ORDINANCE

Ordinance 2024-1 prohibits certain nuisances on private and public property; providing a penalty for the maintenance of a nuisance on private and public property after receipt of notice to abate or remove the same; repealing previous Township Ordinances inconsistent herewith; and specifically repealing Ordinance No. 1997-3, as codified in part II, Chapter 290 of the Township's Code of Ordinances, and Ordinance No. 2017-1, as codified in Part II, Chapter 146 of the Township's Code of Ordinances. Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board tabled Ordinance 2024-1. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes.

- Eugene Wolfgang, Faye Dr. Orefield, inquired if sheds were considered out buildings and if farmers are exempt from the regulations in this ordinance.

ORDINANCE 2024-2

ADOPTING THE IPMC CODE

Ordinance 2024-2 adopts the 2024 International Property Maintenance Code; providing for the severability of parts of this ordinance deemed to be invalid; repealing previous Township Ordinances or parts thereof in conflict or inconsistent herewith; specifically repealing Ordinance No. 2019-3; and providing for an effective date. Upon motion by Dennis Klusaritz, seconded by Al Geosits, Ordinance 2024-2 was tabled. 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 if this ordinance is limited to places of business.

RESOLUTIONS:

RESOLUTION 02-05-24

**TOWNSHIP BUILDING RENOVATION
LAND DEVELOPMENT**

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board adopted Resolution 02-05-24 approving the North Whitehall Township building renovation land development final plan. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 02-05-24A

TRANSFER OF EXCESS LIQUIDITY

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board approved Resolution 02-05-24A ratifying the prompt investment of excess Sewer Fund operating cash on January 9, 2024 in the amount \$479,000, which the Director of Finance executed prior to the February 2024 meeting in the order to take advantage of current interest rates. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

RESOLUTION 02-05-24B

MODIFICATION OF AGRICULTURAL SECURITY AREA

Upon motion by Dennis Klusaritz, seconded by Al Geosits, Resolution 02-05-24B was approved. Resolution 02-05-24B approves the following member shall be added to the Agricultural Security Area created by Ordinance 1990-1, 1993-2, and Ordinance 1996-2

Terry C Muth 4681 Coplay Creek Rd. 1.66 acres

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

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RESOLUTION 02-05-24C

MODIFICATION OF AGRICULTURAL SECURITY AREA

Upon motion by Dennis Klusaritz, seconded by Al Geosits, Resolution 02-05-24C was approved. Resolution 02-05-24C approves the following Whitehall Township resident shall be added to the North Whitehall Township Agricultural Security Area created by Ordinance 1990-1, 1993-2, and Ordinance 1996-2

Brad Lee Stanko	4590 Spring St.	41.14 acres
	4650 Spring St.	3.71 acres
	Spring St. PIN #558002977277	<u>2.88</u> acres
		47.73 acres

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

MOTIONS:

RFP FOR RETIREMENT VENDOR

AUTHORIZATION TO PUBLISH

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board authorized the publication of a request for proposals for a professional services agreement for management of defined-contribution retirement plan & 457(b) plan investment services for non-uniform municipal employees to field a vendor to manage the Township's retirement plan and to provide 457(b) plan offerings to Township employees. Roll call: Al Geosits – yes; Ronald J. Heintzelman – yes; Dennis Klusaritz – yes. There were no public comments on this item.

ADDITION OF NON-TOWNSHIP-EMPLOYEE SUPERVISOR TO THE TOWNSHIP VISION AND HEALTH INSURANCE PLAN

Upon motion by Al Geosits, seconded by Ronald J. Heintzelman, the Board authorized the addition of Supervisor Dennis Klusaritz to the Township Vision and Health Plan. Supervisor Klusaritz will be responsible for reimbursing the Township at the current health benefit contribution rate of 10%. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - abstain. There were no public comments on this matter

AUTHORIZATION TO SIGN

POSITIVE PAY AGREEMENT

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board authorized the Township Manager to execute the Positive Pay Agreement with the Neffs National Bank for the purpose of reducing or eliminating check fraud against any public funds on deposit with said depository, and to authorize the payment of a recurring bank fee in the amount of \$25.00 per month for participation in the Positive Pay Agreement. Roll call: Al Geosits – yes; Ronald J. Heintzelman – yes; Dennis Klusaritz – yes. There were no public comments on this item.

IPMC APPEALS BOARD

APPOINTMENT

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board appointed Scott Bigley to the International Property Maintenance Code Appeals Board for the year 2024 and 2025. Roll call: Al Geosits - yes; Ronald J. Heintzelman – yes; Dennis Klusaritz - yes. There were no public comments on this item.

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RECREATION BOARD

APPOINTMENT

Upon motion by Al Geosits, seconded by Dennis Klusaritz, the Board appointed Robert Franklin to the Recreation Board to fill the unexpired term of Jennifer Costello for the years 2024 – 2027 and Patrick Carl to the expired term of Dan Devine for the years 2024-2028. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

IRONTON RAIL TRAIL COMMISSION

BOARD REPRESENTATIVE APPOINTMENT

Upon motion by Ronald J. Heintzelman, seconded by Al Geosits, the Board Supervisor Klusaritz was appointed as the Board of Supervisors representative to the Ironton Rail Trail Commission for the year 2024. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

NEW HIRE

GENERAL SERVICES SUPERVISOR

Upon motion by Dennis Klusaritz, seconded by Al geosits, the Board approved the hiring of Bob Thomas as General Services Supervisor. Mr. Thomas's first day of employment is set for February 12, 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 what the salary was for the new position.
- Eugene Wolfgang, Fay Dr., Orefield asked if the new hire is replacing an employee or if this was an entirely new position.

AUTHORIZATION TO DISTRIBUTE BUDGETED ALLOCATIONS

Upon motion by Ronald J. Heintzelman, seconded by Dennis Klusaritz, the Treasurer is authorized to distribute the following 2023-budgeted allocations:

\$500.00 to the Ironton Rail-Trail Oversight Commission,
\$2,600.00 to the Upper Lehigh Historical Society's Schneck House.

The emergency services organizations will receive ½ of their allocation. The other half will be distributed later in the year after receiving required reports.

\$37,500.00 to Northern Valley Ambulance Corp,
\$25,668.75 – Neffs Volunteer Fire Co.
\$25,668.75 – Schnecksville Volunteer Fire Co.
\$25,668.75 – Laurys Station Vol. Fire Co.
\$25,668.75 – Tri-Clover Vol. Fire Co.

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

AMENDMENT TO ORDINANCE 2004-6

AUTHORIZATION TO ADVERTISE

Upon motion by Dennis Klusaritz, seconded by Al Geosits, the Board tabled the Township Secretary advertising the amendment to Ordinance 2004-6. Ordinance 2004-6 sets forth the liability and responsibility for mailboxes, mailbox posts, grass, vegetations, and lawn turf within roadway right of way. Roll call: Al Geosits - yes; Ronald J. Heintzelman - yes; Dennis Klusaritz - yes. There were no public comments on this item.

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MANAGERS REPORT:

- Important Dates:
 - Farmland Preservation Board – Thursday, February 8, 7:00 PM;
 - Intro to Snowshoeing - Saturday, February 10 (Cancelled);
 - Zoning Hearing Board – Wednesday, February 21, 7:00 PM;
 - Planning Commission – Tuesday, February 27, 7:00 PM
 - Route 309 Schnecksville Business Park
 - Ridings Phase 2
 - Views at Fells Creek (minor revision of approved plan)
 - Vistas at Park Valley
- The Township Public Works Crew is finalizing clean up at the property in violation at 2668 Neffs Laurys Road.
- Staff will be meeting with Parkland School District on February 13 to discuss residential development in the Township and number of anticipated units so they can plan accordingly.
- Residents received a green survey in the mail as part of our requirements for the Act 537 Planning process. This is part of the data collection requirement for this plan which is mandated by DEP. We are looking to have our first public meeting on the planning process on Wednesday, March 27 at 6:00 PM, but are still finalizing details. Once confirmed the details will be posted to the Township website and advertised accordingly. More information on the Act 537 Plan is available on the Township websites homepage.
- The new timber guiderail at Johnsons Pond and entryway sign will be installed starting this week. Treatment of the pond vegetation will begin in the Spring.
- Public Works has been throughout the township elevating vegetation in developments over the Right of Way and roadside mowing.
- The Public Works team leader's office is currently receiving minor renovations to house Public Works managers and team leaders during the anticipated building renovations. Staff has begun the tedious process of organizing our archived files and maps and are cleaning out the upstairs in preparation for the renovation.

COMMENTS FROM THE FLOOR (Non Agenda Items):

- Supervisors Klusaritz suggested that the Board and Township staff should hold a workshop with the residents to decide what is going to be done with the unused recreation space at Neffs Park before any final decisions are made. He also expressed concern over the amount of fees Portnoff is charging residents for the collection of delinquent taxes and suggested residents be given a second notice and chance to pay before being encumbered by such large fees.
- Rich Semmel, Clearview Rd., Coplay, inquired if the Public Works Director Rick Holtzman had any feedback on how he felt the recent snow storm was handled by the Township Public Works Department.
- Ray Deutsch, Vista Dr., Coplay, thanked the Township staff for all of the help they have provided to the Ironton Rail Trail Oversight Commission and all of their endeavors with the Rail Trail this past year.
- Ray DeFrane, Washington Twp., inquired if there was anything further Township staff could do to aid in the issue of misplaced truck traffic from UNFI causing issues in a Washington Township residential area.
- Dave Ackerman, Schneck Rd., Schnecksville, spoke to the Board and staff regarding the speeding issue on Schneck Road that he previously reported to Township staff and the Board of Supervisors. He encouraged staff to continue on with strong efforts to monitor and control the speeding issue for the protection of the residents and the children that live there.

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ADJOURNMENT Meeting adjourned at 9:12 PM.

Respectfully submitted,

Jessica Koenig, Secretary/Deputy Treasurer