

**WEISENBERG TOWNSHIP BOARD OF SUPERVISORS' MINUTES**

February 12, 2024

2175 Seipstown Rd, Fogelsville, PA 18051

The Supervisors of Weisenberg Township, Lehigh County, Pennsylvania held their regularly scheduled meeting at 7:00 pm. Chair-person Linda Gorgas, Vice-Chair Anthony Werley, Supervisor Richard Bleiler, Manager Brian Carl, Treasurer Jeff Strauss (zoom), Solicitor Peter Lehr, and Engineer Stan Wojciechowski were present.

Pledge of Allegiance – Chair-person Linda Gorgas opened the meeting at 7:00 pm with the pledge to the Flag.

Approval of Minutes – The minutes of the January 8, 2024 meeting were approved by motion made by Anthony Werley, seconded by Richard Bleiler. Motion carried. 3-0

Treasurer's Report – The treasurer's report of January 31, 2024 as well as payment of current invoices presented were approved by motion made by Richard Bleiler, seconded by Anthony Werley. Motion carried. 3-0

**Weisenberg Township**

**Treasurer Report**

**January 31, 2024**

General Fund Expenses – 1/01/24 – 1/08/24	65,511.86
General Fund Expenses – 1/9/23 – 1/31/24	88,088.60
State Fund Expenses – January 2024	0.00
Fire Fund Expenses 1/8/2024	2,387.40
Equipment Fund Expenses – January 2024	0.00

**Balance as 1/31/2024**

General Fund Checking	700,068.42
General Fund CD	1,500,000.00
General Fund CD	2,030,140.20
State Fund Checking	-0-
State Fund Money Market	2,373.00
Equipment Fund Money Market	41,313.21
Equipment Fund Money Market CD	75,000.00
Equipment Fund Money Market-CD	153,014.02
Arcadia Industrial Park Signalization Repair Fund	5,660.93
Arcadia Industrial Park Signalization Repair Fund CD	86,707.94
Hillwood Signalization	32,854.55
Recreational Fund	74,484.84
Fire Tax Fund	98,706.13
Fire Tax – CD	225,000.00
Fire Tax – CD	435,000.00
Capital Projects Fund	320,303.00
Misc Escrow Accounts	44,994.05
Conservation District Fund	1,015.75
Open Space Money Market Fund	12,770.86
Yard Waste Money Market Fund	4,793.66
Yard Waste Money Market Fund CD	265,224.30
Hailey Ct Homeowners Fund	14,427.97
Hailey Ct Homeowners Fund CD	25,502.34
Community Center Fund	0.01
COVID Money	365,116.82
<b>TOTAL ASSETS</b>	<b>6,514,472.00</b>

**VISA Account Reconciliation – Brian**

Beginning Balance				273.34
Payments				(273.34)
Purchases	Lathem Time	Monthly Time Clock	54.00	
	USPS		134.30	
	Microsoft Office	Monthly Fee	28.09	
	Zoom	Monthly Fee	15.99	
	Carbonite Backup		131.99	
	UCC Permit Fees	Quarterly	112.50	
	PSATS Convention		936.00	
	<u>1&amp;1 Internet</u>	<u>Internet Email</u>	<u>59.34</u>	
				<u>1,472.21</u>
Ending Balance				<u><u>1,472.21</u></u>

**VISA Account Reconciliation – Tony**

Beginning Balance				0.00
Payments				(0.00)
Purchases				
				<u>0.00</u>
Ending Balance				<u><u>0.00</u></u>

**Subdivisions & Land Development**

None

**Old Business**

**Codification – General Code – Draft Ordinance Review & Advertising**

Brian gave a brief description of the draft Ordinance up for review. Each Supervisor has a copy of the draft codification book to take home till the next meeting. The draft will be reviewed by the Planning Commission and LVPC.

**Walking Trail Connection to School & Waste Management (Easement Agreement)-Design Award & Bid Package Preparation**

Motion made by Anthony Werley, seconded by Richard Bleiler to approve Barry Isett and Associates to prepare the design and bid package for the walking trail crossing at Weisenberg Elementary School & Waste Management. Motion carried 3-0

**Old Salt Shed – Municibid Listing**

Brian will list the old salt shed on Municibid for a possible sale for the March meeting.

**Maintenance Building Expansion – Engineering Design Award**

This was tabled till the March meeting.

## **New Business**

### **Tercha Land Preservation (Funding Contribution & Road Vacation Update)**

Brian reviewed with the Board the Land Preservation of Kate Tercha along Adams Road, Seipstown Road and Tercha Road. There is approximately 158 acres in Weisenberg Township that has appraised over the \$6,000. cap of Lehigh County Preservation. Richard Bleiler made a motion, seconded by Anthony Werley to approve the \$200.00 per acre contribution towards land preservation. (Approx. \$31,600.00) Motion carried 3-0 Once the preservation is completed the Township will proceed with vacating Tercha Road and converting it to a private drive.

### **Resolution #2024-3 – Upper Macungie Township – Intergovernmental Agreement for Commercial Fire Inspections**

Intergovernmental Agreement to allow cooperation in the provision of fire inspection services by Upper Macungie Township, Lehigh County, for commercial properties located in Weisenberg Township, Lehigh County was approved by motion made by Anthony Werley, seconded by Richard Bleiler. Motion carried. 3-0

### **LCA Waterline Easement Agreement – Fire Station Hydrant**

Motion made by Richard Bleiler, seconded by Anthony Werley to approve the easement agreement with Lehigh County Authority (LCA) to access, inspect, maintain, repair the water service line to a fire hydrant located at the Weisenberg firehouse (2500 Golden Key Road). Motion carried. 3-0

### **Beth Ann Kramer – Land Preservation – Contribution from March Closing**

The closing on the land preservation of Beth Ann Kramer is scheduled for the 21<sup>st</sup> of February. The Board previously approved \$7,166.00 towards preserving the land. Brian will attend the closing and bring payment.

### **Website Refresh – Cost Estimate**

A quote was received to update the Township website at a cost of \$7,880.00. Motion made by Linda Gorgas, seconded by Richard Bleiler to approve to cost to update the Township website. Motion carried 3-0

### **Creamery & Winding Road Culverts – Change Order #1 (Wider Roadway)**

Anthony Werley made a motion, seconded by Richard Bleiler to approve the change order #1 from Dirt Work Solutions which increases the width of the culverts and the additional thickness of the concrete. (\$47,050.00) Motion carried. 3-0

### **Creamery & Winding Culvert Pay App 1 (Culvert Order)**

Richard Bleiler made a motion, seconded by Anthony Werley to approve the 1<sup>st</sup> payment to Dirt Works Solutions for the work completed on the Creamery & Winding Road culverts. Motion carried. 3-0

### **Resolution #2024 -4 & 5 Maintenance Building Addition – LSA Grant**

**Resolution # 2024-4** – requesting a Statewide Local Share Assessment Grant of \$1,155,000.00 from the Commonwealth Financing Authority to construct an addition onto the Public Works Maintenance Building. This resolution repeals/replaces Resolution # 2023-16 adopted on September 11, 2023. Motion carried. 3-0

**Resolution # 2024-5** – requesting a Northampton Lehigh Local Share Assessment Grant of \$1,155,000.00 for the Commonwealth Financing Authority to construct an addition onto the Public Works Maintenance Building. This resolution repeals/replaces Resolution # 2023-17 adopted on September 11, 2023. Motion carried. 3-0

## **Public Comment**

None

## **Weisenberg Volunteer Fire Department Comments**

Brian Carl, Deputy Fire Chief, informed the Board that they ran 27 calls for the year 2024. He reviewed Matt Krapf's comment letter dated 2/12/2024 regarding the activity of the fire department and their members. Justin Oswald

stated he is working with Frank Bartholomew on updating the Hazard Mitigation Plan. They are also compiling a list of possible shelter areas within our Township in case of emergency.

### **EAC Comments**

Marty stated that the pad was poured so once the weather breaks they will schedule a date for the dedication bench.

### **Roadmaster's Comments**

Anthony Werley stated that the maintenance crew has been busy with boom mowing, brush trimming and maintaining equipment. Westside Hammer completed the upgrades to the electrical panel. They are getting ready for the snow that is forecasted tonight. (6-8 inches)

### **Engineer's Comments**

Stan Wojciechowski informed the Board that his office is currently reviewing two submissions to the Planning Commission for this month. Haaf Subdivision at 9867 Weiss Road, Breinigsville and the Land Development (preliminary) plan for the Ice Cream Shop at 2160 Golden Key Road, Kutztown.

### **Attorney's Comments**

Peter Lehr informed the Board that he has not heard from Michael Talago regarding his driveway requirements @ 4787 Winding Road. Brian will issue a denial letter if we don't hear from him by the next meeting.

### **Treasurer's Comments**

Jeff Strauss stated that a portion of the community center donation was received. Since we are in the early stages of development it was agreed upon to put the funds into a 6 month CD @ 5%. The escrow monies are now in a non-interest bearing account. There are a few bugs to fix in the Positive Pay program with New Tripoli Bank that Jeff is working on with Sundra. We will be renewing CD's that are maturing and the 1095's and W2's now must be filed electronically this year. This was completed through Jeff Strauss's account (and is being reimbursed to him) to save the Township money. The 2023 account information was given to the auditor to proceed with the annual audit.

### **Supervisor's Comments**

Richard Bleiler stated that they have not received the final tally on the Night-In-The-County event.

### **Township Manager's Comments**

Brian Carl informed the Board the agreement for the 1-million-dollar donation to the community center has been executed by the donor. Brian will be meeting with PennDot on Thursday for the location of the driveway for the community center. Motion made by Anthony Werley, seconded by Richard Bleiler to approve Barry Isett to do the sitework design required for the community center which Brian will coordinate. An additional Plan N.L. joint meeting will be advertised on March 28<sup>th</sup> starting @ 6pm with the Board of Supervisor and the Planning Commission members.

### **Executive Session**

None

Chairperson, Linda Gorgas adjourned the meeting at 7:59 p.m.

Respectfully submitted,

Brian C. Carl, Township Manager