

July 11, 2022

The Supervisors of Weisenberg Township, Lehigh County, Pennsylvania held their regularly scheduled meeting at 7:00 p.m. in person and on ZOOM due to the COVID-19 pandemic. Chairperson Linda Gorgas opened the meeting with the Pledge of Allegiance to the flag of the United States of America. Anthony Werley, Richard Bleiler, Brian Carl, Jeffrey Strauss, Peter Lehr and Stan Wojciechowski also attended.

The meeting was advertised & conducted in accordance with Act 15. Roll call was conducted on all members and staff.

Minutes of the June 19, 2022 Board of Supervisors meeting were amended to include the effective date of 6/19/2022 for Sean Peters's increase in pay. Motion to approve the revised minutes was made by Anthony Werley seconded by Richard Bleiler. Motion carried.

The treasurer's report of June 30, 2022 as well as payment of current invoices presented was approved by motion of Richard Bleiler seconded by Anthony Werley. Motion carried.

**Weisenberg Township
Treasurer Report
June 30, 2022**

| | | |
|--|-------------------|------------------------------------|
| General Fund Expenses | 6/01/22 – 6/13/22 | 182,534.26 |
| General Fund Expenses | 6/14/22 – 6/30/22 | 18,253.00 |
| State Fund Expenses | 6/13/2022 | 56,794.47 |
| Equipment Fund Expenses | 6/13/2022 | -0- |
| Fire Fund Expenses | 6/13/2022 | 6,125.76 |
| | | <u>Balance as 5/31/2022</u> |
| General Fund Checking | | 4,172,766.55 |
| State Fund Checking | | -0- |
| State Fund Money Market | | 206,017.78 |
| Equipment Fund Money Market | | 196,557.04 |
| Arcadia Industrial Park Signalization Fund | | 43,055.94 |
| Hillwood Signalization | | 82,440.71 |
| Recreation Fund | | 66,634.34 |
| Fire Equipment Fund | | -0- |
| Fire Tax Fund | | 541,830.32 |
| Capital Projects Fund | | 320,470.88 |
| Conservation District Fund | | 82,438.75 |
| Open Space Money Market Fund | | 12,878.37 |
| Yard Waste Money Market Fund | | 263,591.61 |
| COVID Money | | <u>82,581.82</u> |
| | Total Assets | 6,071,264.07 |

VISA Account Reconciliation – Brian

Beginning Balance 597.98
Payments (597.98)

Purchases 1&1 Internet email 32.71
Lathem Time Monthly Time Clock 39.00
Zoom Monthly Fee 14.99

\$ 86.70

86.70

86.70

VISA Account Reconciliation – Tony

Beginning Balance 675.99
Payments (675.99)

Purchases

0.00

Ending Balance

0.00

SUBDIVISIONS & LAND DEVELOPMENT:

None

Eagle Scout Project – Andrew Diehl

Andrew addressed the Board regarding his finished Eagle Scout project at the Township municipal building. He installed a short section of fencing and landscaping along the side of the building. The existing monument was cleaned and ground covering was planted. A “welcome” bench was installed just beside the monument. His cost was just under \$1,000.00 which was covered by fundraising. The Board of Supervisors thanked Andrew for all his hard work.

OLD BUSINESS:

Renewal granting a license to operate a junkyard for the period of 6 months.

(C. Lick Jr. Salvage Inc. @ 9575 Old 22, Fogelsville, PA

Brian Carl recommended a one month extension for the removal of tires. Motion was made by Anthony Werley, seconded by Richard Bleiler to grant the extension of the junk yard license for one month in order for Mr. C. Lick to remove the tires on site. Motion carried.

Employee Handbook – Amendments

Motion made by Linda Gorgas, seconded by Richard Bleiler to table this until the next meeting. Motion carried.

EXECUTIVE SESSION:

Linda Gorgas announced that an executive session was held from 5:30pm – 6:45pm (7/11/2022) to review amendments to the employee handbook.

NEW BUSINESS:

Hillwood – Escrow Reduction/Analysis

Stan Wojciechowski addressed the Board with a security release request of \$426,438.26 for the completed work within both PennDOT ROW and the Township ROW for West Hills Court and Kistler Court. PennDOT needs to receive a couple of forms, a set of as-builds and they have to remove some plastic at the light. Motion was made by Richard Bleiler, seconded by Anthony Werley to conditionally approve the security release # 2 in the amount of \$426,438.26 once the items have been completed. Motion carried.

Updates to Employee Pension Plan

Brian stated that about every 6 years we have to update the pension plan in order to account for changes in state requirements. In addition to the amendments we also added additional language clarifying excluded employees and change plan trustees from actual names to their official titles so we don't need to update the plan in the event someone changes positions.

Resolution # 22-7 – Motion made by Anthony Werley, seconded by Richard Bleiler to approve the updates to the Employee Pension Plan. Motion carried.

Public Water – Mohr Lane @ Granger Subdivision

Brian Carl informed the Board that the owner of Lot#25 (Luke Hummel) contacted him and is having difficulty trying to get water. He is over 1000 feet on 2 wells. Public water (LCA) is diagonal from this lot and Hailey Court is right next door. Discussion was held with the Board and it was their opinion that they would like the owners of these properties to exhaust every other option first. If they are still unable to get water they should come back into a meeting. No action was taken by the Board.

Weisenberg Fields Park – Pavilion Proposal

Brian Carl addressed the Board with a request to use Co-Stars for the construction of the pavilion/storage area at the fields. A quote was received by Pioneer Pole Buildings for \$47,500.00 through Co-Stars. This would prevent us from needing to get plans drawn up & bid packages. This will save time and money. Motion made by Anthony Werley, seconded by Richard Bleiler to go through Co-Stars and award the project to Pioneer Pole Buildings for \$47,500.00 for the construction of the pavilion/storage area. Motion carried.

New Public Works Employee

Motion made by Richard Bleiler, seconded by Anthony Werley to hire Titus S. Bennicoff effective 7/12/22 starting at \$25.00. He is eligible for all benefits of a full time employee. Titus will replace Warren Loch who recently retired. Titus has worked for the Township for the last few years as a part-time snow plow driver. Motion carried.

Waste Management Royalty Fees

Brian Carl informed the Board that Waste Management is required to pay the Township 5¢ per cubic yard of trash that is hauled in to the Waste Management facility via a non-Waste Management truck excluding our residents. At some point they switched the way they measure waste from cubic yard to tons. Waste Management has suggested just staying with the 5¢ per ton. Waste Management is supposed to get back to the Township with backup information on why it converted 1 to 1 and what does an average cubic yard of waste weigh. They would also like to do another agreement to clean this royalty fee up once we come to an agreement on what the rate is. The Board made no decision and will wait to hear from Waste Management with further information.

PUBLIC COMMENT:

None

WEISENBERG VOLUNTEER FIRE DEPARTMENT'S COMMENTS:

Matt Krapf, Fire Chief, informed the Board that they had 86 calls so far in 2022. A hoagie fundraiser will run until July 26th with a pick-up date of August 4th, 2022. He reviewed his comment letter dated 7/11/2022 regarding the activity of the fire department and their members. 5121 will be heading to Pocono Speedway on July 20th to help cover the race for fire protection. The cost is covered by Rosenbauer and they have provided free race tickets for our members who attend. The department will be having a Summer Thank You Picnic at the Station on July 18th @ 6 pm for their members and families. Mission BBQ will provide the food and General Insurance will cover the cost. The Supervisors are invited to attend.

EAC COMMENTS:

None

ROAD MASTER'S COMMENTS:

Anthony Werley informed the Board that they finished oil & chipping various Township roads and the Kuhns Hill project. These roads have already been swept as well. We will be doing the line painting shortly. We are helping the other surrounding Township's with their oil and chipping projects. The 2nd round of mowing has begun. The new truck should be coming in shortly. He has been in touch with the paving company to schedule paving at Saratoga Circle.

ENGINEER'S COMMENTS:

Stan Wojciechowski stated that next month Morgan Hills will be on the agenda for an escrow reduction. They have completed the inspections required for this reduction which includes the signs on Wertman Road and the infiltration basins on Lot#6 & Lot#7. Mr. Shadler also got an approved septic location in Lot#7 which he intends to subdivide that lot. After the reduction to the letter of credit is approved he would like to request the letter of credit be converted to a performance bond.

ATTORNEY'S COMMENTS:

Peter Lehr stated that a special exception was applied for by Tamara & Katrine Pedersen in February 2022 to conduct an Air B&B out of their residence. This was denied by the Zoning Hearing Board. It was then appealed to Lehigh County Court of Common Pleas on June 28th, 2022 in which the courts affirmed that decision. The Township has title to a 20' wide walking path along Seipstown Road in front of Bldg. H of the West Hills Business Center. If it is agreeable with the Supervisor we will deed it back to West Hills Court and get an easement for the walking trail instead.

The Township Administrative Assistant, currently set as a salary position shall be an hourly position effective July 17, 2022. There will be no change on the employment status under the FLSA as the position remains the same. Motion made by Linda Gorgas, seconded by Anthony Werley to approve this change from a salary position to an hourly position. Motion carried.

TREASURER'S COMMENTS:

Jeff Strauss informed the Board that the 2020 Liquid Fuels audit was completed. The 2021 General Audit has also been completed. The request of accepting credit cards as payment for permits was discussed. There would not be a fee applied to the Township only the credit card user. If this is successful on the permitting side then the next step would be to incorporate it into accepting credit cards for real estate taxes. Jeff will look into this and have further information next month.

SUPERVISOR’S COMMENTS:

Anthony Werley stated that the Historical Society will hold their meeting here at the Township office at 7pm tomorrow. Richard Bleiler said the dedication of the Veterans Memorial was well attended and he has one of the Veteran’s Memorial booklets here for viewing.

TOWNSHIP MANAGER’ COMMENTS:

Brian informed the Board that the traffic signal counts at 863 & I-78 east bound were meet so that will trigger the final traffic signal for Hillwood. The addition of this new light will hopefully alleviate the congestion on 863 at rush hour. Brian met PennDOT on site by Old 22 & 863 to review the traffic for the blinking red light proposed at that intersection. They are still in the design stages and haven’t decided if this will be a permanent light in the future.

The Zoning Hearing Board will hear a variance request (relief from side & rear setbacks) for Jim & Tracie Werley who wish to install a swimming pool on July 13th, 2022.

He informed the Board that there is a court reporter shortage since the one we used prior got bought out. We now have several people that we can call when we need a court reporter. Unfortunately due to shortages and multiple commitments, prices may vary depending on who we need to call.

With no further business, Linda Gorgas adjourned the meeting at 8:13 pm for the payment of invoices presented and approved.

Respectfully submitted,

Brian C. Carl, Township Manager