

June 13, 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, Brian Carl, Jeffrey Strauss, Anthony Brichta 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 May 9, 2022 Board of Supervisors meeting were approved by motion of Anthony Werley seconded by Linda Gorgas. Motion carried.

The treasurer's report of May 31, 2022 as well as payment of current invoices presented was approved by motion of Anthony Werley seconded by Linda Gorgas. Motion carried.

**Weisenberg Township
Treasurer Report
May 31, 2022**

General Fund Expenses	5/01/22 – 5/09/22	82,479.16
General Fund Expenses	5/12/22 – 5/31/22	73,728.72
State Fund Expenses	5/09/2022	48,983.57
Equipment Fund Expenses	5/09/2022	-0-
Fire Fund Expenses	5/09/2022	1,958.08
		<u>Balance as 5/31/2022</u>
General Fund Checking		3,996,109.98
State Fund Checking		-0-
State Fund Money Market		262,765.28
Equipment Fund Money Market		121,408.47
Arcadia Industrial Park Signalization Fund		43,974.31
Hillwood Signalization		82,423.34
Recreation Fund		66,620.30
Fire Equipment Fund		-0-
Fire Tax Fund		307,470.38
Capital Projects Fund		327,217.47
Conservation District Fund		82,421.38
Open Space Money Market Fund		12,875.66
Yard Waste Money Market Fund		263,514.49
COVID Money		<u>82,564.42</u>
	Total Assets	5,649,365.48

VISA Account Reconciliation – Brian

Beginning Balance 1,323.10
Payments (1,323.10)

Purchases Amazon Chain Saw Pants 59.99
EB Lehigh Valley Seminar Jeff Broadhurst 134.24
1&1 Internet email 32.71
Lathem Time Monthly Time Clock 39.00
Zoom Monthly Fee 14.99
USPS Postage 28.64
Lowe's Supplies for Generator 103.12
UCC Permit Surcharges 175.50
PSATS Seminar – Tom Narkin 49.00
Staples Return (39.21)
\$ 597.98

597.98

597.98

VISA Account Reconciliation – Tony

Beginning Balance 189.42
Payments (189.42)

Purchases PSATS Conference \$ 675.99

675.99

Ending Balance

675.99

EXECUTIVE SESSION:

Linda Gorgas announced that an executive session was held from 5:30pm – 6:45pm (6/13/2022) to review amendments to the employee handbook.

SUBDIVISIONS & LAND DEVELOPMENT:

2766 PA Route 100 – Request to Defer Land Development & Lot Consolidation Plan Review to Lowhill Township – Brian informed the Board that there is no development within Weisenberg Township's portion of the property. Storm water issues would improve with the elimination of a driveway to an abandoned mobile home which will be removed by the developer. The developer will install a berm at the top of the driveway in order to stop any water from flowing down to Windy Road. They will also repair the shoulder on Windy Road (Both on the Weisenberg and Lowhill's side.). As part of the traffic comments we will require the developer to increase truck traffic restriction signage on Claussville Road, Windy Road and Wertman Road that lead into our Township. Motion made by Anthony Werley, seconded by Linda Gorgas to defer the review of the 2766 PA Route 100 Land Development plan and the Lot Consolidation plan to Lowhill Township. Motion carried.

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 – Motion was made by Linda Gorgas, seconded by Anthony Werley to table this until the July 11, 2022 Board of Supervisors meeting and to grant them an extension to operate a junkyard until the July 11th meeting. Motion carried.

Resolution # 22-6 – Pavilion and Storage Area @ Lyon Valley Park – Grant - Brian informed the Board that he had just received notice that we were awarded the grant of roughly \$45,000.00 to construct an open pavilion with a storage area on the side at Bachelor Road Park. We would like to apply for the exact same grant, to build the exact same thing, at the Lyon Valley Park. Motion made by Anthony Werley, seconded by Linda Gorgas to apply for the grant to build the pavilion and storage area at the Lyon Valley Park. Motion carried.

Red Sol Farm – 2311 Seipstown Road – Driveway

Laurie Ketzenberg and Matt Cohen informed the Board that PennDOT was out to their property to review their driveway access to the proposed sunflower/tomato picking venture. PennDOT stated that their existing driveways are grandfathered but if they wish to proceed with an additional driveway off of Seipstown Road the resident would have to improve their existing driveway to today's standards. This would include the installation of a turnaround area at their existing driveway so that they are not backing out onto Seipstown Road. They are before the Board to request an additional temporary driveway off of Short Road so that they wouldn't have to make these capital improvements to their existing driveway. Anthony Werley stated that they already have entrances off of Short Road to this property. He is concerned with the water runoff from the field going to this proposed additional driveway and escaping onto Short Road. He would like the proposed driveway for this venture to stay on Seipstown Road. Laurie Ketzenberg stated that she is hesitant to put in all these improvements when they don't know if their sunflower/tomato picking venture will be successful. Tony stated if a driveway is constructed on Short Road PennDOT will state that you have access from the Township and will not grant the additional driveway off of Seipstown Road. This would then cause the temporary access to not be temporary. He also stated that if you did put the additional driveway in off of Short Road it would have to have the appropriate E&S controls because if it stays grass then the cars will compact the grass area and it will become a water issue. Linda Gorgas if we allow you to come off of Short Road the Township will have water issues. The resident will treat the venture as a roadside stand. They will re-evaluate after their first season to see if the use will continue and if improvements are warranted They will have people pull into the grass when the weather is dry.. The Board took no action.

NEW BUSINESS:

Employee Handbook Amendments – Tabled by the Board and continue to next month.

West Hills Court (Bldg. H – Public Improvements) – Financial Security Release Request

Stan Wojciechowski addressed the Board with a security release request of \$165,930.57 for the completed work within West Hills Court and Kistler Court. Motion was made by Anthony Werley, seconded by Linda Gorgas to approve the security release in the amount of \$165,930.57. Motion carried.

West Hills – Bldg. H – Permit Fees

Brian Carl addressed the Board with the request for setting the rate at 10 cents per sq.ft. for the building permit fees for the construction of building H in West Hills. Motion made by Anthony Werley, seconded by Linda Gorgas to set the rate at 10 cents per sq.ft. for the building permit fees for the construction of building H in West Hills Court. Motion carried.

Traffic Signal Fund Transfer

Brian informed the Board that the new traffic signal is up and running that Hillwood installed as part of their H.O.P. Hillwood owes the Township a \$50,000.00 contribution for maintenance and insurance on the light. We currently have approximately \$84,000.00 from the Arcadia

escrow fund for the construction of this light that is due to Hillwood. Brian spoke with Mr. Fencel and he agreed to the transfer of \$50K out of the \$84K already being held in the Arcadia escrow account for the maintenance of the new signal. A motion was made by Linda Gorgas, seconded by Anthony Werley to transfer \$50K out of the Arcadia escrow account and into the Township's maintenance account for the traffic signal. Motion carried.

Ian Stoudt (KCE) – Alternate S.E.O.

Motion was made by Anthony Werley, seconded by Linda Gorgas to approve Ian Stoudt as alternate Sewer Enforcement Officer for Weisenberg Township. Motion carried.

Approval of Part-Time as needed Employee – (Warren Loch)

Brian Carl informed the Board that Warren Loch retired and his last day was June 2nd, 2022. Tony would like to keep Warren as a part-time (as needed) employee for shoulder mowing etc. Motion made by Anthony Werley, seconded by Linda Gorgas to approve Warren Loch as a part-time employee (as needed) at the rate of \$25.00 with no benefits. Motion carried.

New Employee Completion of Introductory Period (Sean Peters)

Brian stated that Sean Peters has completed his introductory employment period and would request that his rate of pay be brought up to the same rate as our other labor and equipment operators. Motion was made by Anthony Werley, seconded by Linda Gorgas to approve the rate of pay for Sean Peters to be same as the other labor and equipment operators effective June 19th, 2022. Motion carried.

PUBLIC COMMENT:

None

WEISENBERG VOLUNTEER FIRE DEPARTMENT'S COMMENTS:

Matt Krapf, Fire Chief, informed the Board that they had 72 calls so far in 2022. A hoagie fundraiser will run until June 28th with a pick-up date of July 7th, 2022. He reviewed his comment letter dated 6/13/2022 regarding the activity of the fire department and their members. Between the EAC event, Flower Sale and Hoagie Sale the fire department was able to raise a total of \$3,100.00. A huge "thank you" to Roger Snyder, Marty Rakaczewski and the Fire Company supporters. He would like to revisit Township Ordinance #13-3 and Resolution #13-9 regarding the fee schedule (billing) for expenses incurred at fire calls. The fire department will be having their Summer Thank You Picnic at the Station on July 18th @ 6pm for their membership. The Supervisors are invited to attend.

EAC COMMENTS:

Marty Rakaczewski informed the Board that they had a great event on May 21st at the Weisenberg Township Walking Trail. Thank you to the road crew, fire department and the supporters for all their help making this a success.

New Member – Emily Sunny Motion made by Linda Gorgas, seconded by Anthony Werley to approve as a member of the EAC. Motion carried.

ROAD MASTER'S COMMENTS:

Anthony Werley informed the Board that they have been helping other Townships with their paving projects. They have also been working on Kuhns Hill Road putting the base down for the scheduled oil and chip later in the week. They will begin oil and chipping various roads in the Township (weather permitting) beginning June 20th. The schedule will be posted on our website.

ENGINEER'S COMMENTS:

Stan Wojciechowski has been working with Brian and Tony regarding the public works facility. A concept sketch plan will be forthcoming. They have also been working with Mr. Williams regarding his driveway on Valley Road. Mr. Williams has submitted an E&S plan which was approved by his office. At the last site inspection at Dunkin Donuts a storage container that is being used by the Super 8 is still there. There is also a tree that has to be replaced on the Old 22 side of the site.

ATTORNEY'S COMMENTS:

Anthony Brichta stated that he is working with the Township on the revisions to the employee handbook.

TREASURER'S COMMENTS:

Jeff Strauss informed the Board that they just finished up the real estate collections in the discount period and 90% of all them have been paid. All the residents on Hailey Court have paid their sewer bill for the second quarter. The 2021 annual audit was completed with no issues. Barry Isett will now be giving us 1 combined bill with all engineering/building permitting that was performed for the month.

SUPERVISOR'S COMMENTS:

None

SECRETARY / ADMINISTRATOR'S COMMENTS:

Brian informed the Board that the Township did received the grant for the Bachelor Road Park pavilion/storage shed. The Eagle Scout project being done at the Township building is almost completed. Andrew Diehl will be here at the next meeting to present his finished project. Brian will work on getting quotes to paint the outside of the Township building. He is currently working on getting the Board the updates to the employee pension plan which should be ready for the next meeting. He also will submit to Pat Browne's office for a grant for the public works salt shed & building. Judy will be here next week in the office to cover for a scheduled vacation.

With no further business, Linda Gorgas adjourned the meeting at 8:08 pm for the payment of invoices presented and approved.

Respectfully submitted,

Brian C. Carl, Secretary