

**WEISENBERG TOWNSHIP BOARD OF SUPERVISORS' MINUTES**

August 14, 2023

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, 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 July 10<sup>th</sup>, 2023 Board of Supervisors Meeting were approved by motion made by Richard Bleiler, seconded by Anthony Werley. Motion carried. 3-0

Treasurer's Report – The treasurer's report of July 31<sup>st</sup>, 2023 as well as payment of current invoices presented were approved by motion made by Anthony Werley, seconded by Richard Bleiler. Motion carried. 3-0

**Weisenberg Township**

**Treasurer Report**

**July 31, 2023**

General Fund Expenses – 7/01/23 – 7/10/23	90,511.35
General Fund Expenses – 7/11/23 – 7/31/23	25,575.54
State Fund Expenses – 7/10/23	6,337.41
Equipment Fund Expenses – 7/10/23	0.00
Fire Fund Expenses – 7/10/23	7,561.59

**Balance as 7/31/2023**

General Fund Checking	1,164,765.71
General Fund CD	2,036,122.21
General Fund CD	1,500,000.00
State Fund Checking	-0-
State Fund Money Market	195,028.82
Equipment Fund Money Market	110,903.94
Equipment Fund Money Market CD	150,000.00
Arcadia Industrial Park Signalization Repair Fund	5,636.85
Arcadia Industrial Park Signalization Repair Fund CD	85,000.00
Hillwood Signalization	32,714.72
Recreational Fund	74,167.84
Fire Tax Fund	288,312.73
Fire Tax – CD	509,030.55
Capital Projects Fund	12,800.36
Capital Projects Fund CD	300,000.00
Conservation District Fund	83,091.12
Open Space Money Market Fund	7,733.64
Yard Waste Money Market Fund	4,773.64
Yard Waste Money Market Fund CD	260,000.00
Hailey Ct Homeowners Fund	12,149.77
Hailey Ct Homeowners Fund CD	25,000.00
COVID Money	363,381.44
TOTAL ASSETS	<u>7,220,612.96</u>

**VISA Account Reconciliation – Brian**

Beginning Balance					392.52
Payments					(392.52)
Purchases	1&1 Internet	Internet Email	45.89		
	USPS	Postage	1.83		
	Lathem Time	Monthly Time Clock	39.00		
	Microsoft Office	Monthly Fee	38.68		
	Amazon	Fire Extinguishers	31.86		
	Zoom	Monthly Fee	15.99		
	<u>Scantek Inc</u>	<u>Scanning</u>	<u>1,236.00</u>		
					<u>1,409.25</u>
Ending Balance					<u><u>1,409.25</u></u>
<b>VISA Account Reconciliation – Tony</b>					
Beginning Balance					0.00
Payments					(0.00)
Purchases					
					<u>0.00</u>
Ending Balance					<u><u>0.00</u></u>

## **Subdivisions & Land Development**

### **Kris Winters – Major Subdivision – 2 New Lots – Final Plan Dated – 6/12/2023 (2607 Sechler Court, Kutztown PA)**

Stan Wojciechowski reviewed the comment letter dated July 26<sup>th</sup> and answered any questions for the Board. No representation was in attendance for the Winters plan. Each lot will need an Act 167 Stormwater review as the lots get developed. The Township requires this note to be on the final plan. Motion made by Richard Bleiler, seconded by Anthony Werley to approve the final plan conditional to the engineer's review letter dated July 26<sup>th</sup>, 2023 and the note be added to the plan that each lot is required to have a Act 167 stormwater review on all 4 lots. Motion carried. 3-0

### **Super 8 – Kutztown – Land Development – Preliminary Plan Dated 7/13/2023 (2160 Golden Key Road, Kutztown PA)**

Satyan Kadhiwala (DK & SK Investment LLC) was present to review the land development plan with the Board. The applicant intends to expand the existing Super 8 hotel with a third-floor addition (64 rooms total) and provide improvements to the existing first floor with an improved Lobby, fitness room and continental breakfast area as well as completely renovate the exterior. The hotel will become a Best Western upon completed improvements.

Stan Wojciechowski reviewed his comment letter dated July 26, 2023 with the Board Discussion was held regarding the parking of trucks on the lot and the placement of no truck parking signs. Brian stated that it was discussed at the recent Planning Commission meeting to eliminate the one directional option out of the proposed ice cream shop. To fix this problem the applicant could shorten the existing island and give customers the option of going left and continuing around the building to exit onto Old Route 22. Additional landscaping will also be added. Stan stated that wheel blocking needs to be installed on the designated parking areas in the front of the building to prevent cars from pulling up and blocking the sidewalks. Also curbing around the proposed ice cream shop that designates the flow of traffic should be installed. The developer should reach out to PennDOT to confirm the HOP is still valid and meets

their requirements with the proposed addition and supply the Township with a copy of that letter. The addition of the 3<sup>rd</sup> floor will not exceed 35' in height. Chris Noll issued a letter dated July 26, 2023 requesting an evaluation/verification of the existing sewage disposal system, a sewage planning module and waste water and water sizing information must be submitted. Brian Carl reviewed his comment letter regarding plantings/buffering, dumpster pad, fire service and parking dated 7/26/2023.

Anthony Werley made a motion, seconded by Richard Bleiler, to table the preliminary plan until the developer has time to address Chris Noll's review letter items listed dated 7/26/2023. Motion carried. 3-0

## **Old Business**

### **Pension Plan Amendment Ordinance (Advertised for September adoption.)**

Brian Carl stated that the ordinance is advertised and will be ready to be adopted at the September meeting.

### **Stormwater Ordinance (Advertised for September adoption.)**

Brian Carl stated that the ordinance is advertised and will be ready to be adopted at the September meeting.

### **SALDO Amendments (Advertised for September adoption.)**

Brian Carl stated that the ordinance is advertised and will be ready to be adopted at the September meeting.

### **Trail Crossing update @ Waste Management/School**

Brian Carl updated the Board on the state of the trail crossing to cross at the Weisenberg Elementary School/Waste Management. This is part of phase 2 pedestrian trail improvements that is part of the multi-model grant that was received. Peter Lehr's office worked on a trail easement which is currently being reviewed with Waste Management.

### **Speed Camera – Resolution for PSATS Convention – Supporting Legislation**

Brian Carl informed the Board that he did reach out to our state representative's offices. Brian suggested writing a resolution for the upcoming PSATs County Convention held in the spring of 2024 to get some traction for statewide help. The Board agreed to have Brian write up a resolution seeking support to give municipalities the option to use radar cameras.

**RESOLUTION # 2023-15** Motion was made by Richard Bleiler, seconded by Anthony Werley to approve a resolution seeking support to allow municipalities the option to use radar cameras. Motion carried. 3-0

## **New Business**

### **Radar Trailer Purchase (Grant)**

Brian Carl stated that the Township received a grant to purchase an additional radar trailer for \$11,093.00. He received (2) quotes, one from Solar Tech and one from Wanco. The radio trailer would be purchased through FoleyCAT /CoStars. Motion was made by Anthony Werley, seconded by Richard Bleiler to purchase the radar trailer from Solar Tech in the amount of \$10,200.00 with the remaining funds to be used to purchase a spare tire, locks and chains. Motion carried. 3-0

### **Property/Liability Insurance Renewal**

Brian Carl discussed with the Board options for the renewal of the Township's property/liability insurance. We are currently with Trident through Brown & Brown. He was approached by MRM Trust for an option to switch to them. MRM Trust has a dividend policy that gives money back to the Township like our policy with Benicon after a 2-year vesting period (with no claims). Dividends max out after year 5. We currently have MRM Trust for our worker's comp plan. Brian is finalizing the comparison between MRM, Trident and Selective. The Board is in favor of switching to MRM Trust if the coverage is the same. Anthony Werley made a motion, seconded by Richard Bleiler to authorize Brian Carl to accept a proposal from MRM Trust and the Seltzer Group not to exceed \$31,000.00 for equal coverage limits. Motion carried. 3-0

### **2024 MMO – Pension Plan**

Motion made by Richard Bleiler, seconded by Linda Gorgas to maintain the current employee pension percentage. Motion carried. 3-0

### **Public Comment**

None

### **Weisenberg Volunteer Fire Department Comments**

Matt Krapf, Fire Chief, informed the Board that they had 160 calls so far for 2023. He reviewed his comment letter dated 7/10/2023 regarding the activity of the fire department and their members.

### **Fire Department Traffic Control – 1-78**

Matt Krapf informed the Board that the Weisenberg Volunteer Fire Department attended an I-78 meeting at the PEMA building in Hamburg regarding traffic control. Linda Gorgas, Anthony Werley, Brian Carl and Matt Krapf attended this meeting along with PennDOT, the State Police, other fire departments and State Representatives from Harrisburg. The discussion was held regarding traffic control on and around I-78. The Board authorized Brian Carl to draft a letter to PennDOT stating that they support the Weisenberg Volunteer Fire Department in their procedure of performing traffic control on PennDOT roads.

### **EAC Comments**

Brian Carl informed the Board that the EAC will have a stand at Night in the Country that will take place on August 19, 2023. One of the EAC members that lives in Hunt Meadows passed away recently. The EAC members and residents of Hunt Meadows wish to donate a memorial bench in his honor to be placed along the walking trail. The Board had no issues with this.

### **Roadmaster's Comments**

Anthony Werley line painting was completed and they are working on the second round of shoulder mowing. They helped Heidelberg and Lowhill with their oil & chipping. The road crew fixed dirt roads, cleaned up fallen trees, helped with the installation of the picnic tables at the pavilion and with the concrete pad/ballads at the fire station around the new fire hydrant. They are currently finishing up the Dirt & Gravel Road Grant Project on Moyer Court.

### **Engineer's Comments**

Stan Wojciechowski stated they are assisting Brian with administration/engineering for the new salt shed. A savings will occur due to a revised truss order for the salt shed. An LSA grant application will be on the agenda for next month to continue with the public works addition to the building. Brian will reach out to Dutchman to get a quote on the building addition.

### **Attorney's Comments**

Peter Lehr provided an update on the Old 22 & Rt. 863/Golden Key Road R.O.W. Their office also completed the preparations for the Stormwater Ordinance and the SALDO amendments for advertising and drafted a trail easement for Waste Management.

### **Treasurer's Comments**

Jeff Strauss stated the CDs were opened as the Board directed at the last meeting. The Township has an outstanding wood chip bill of \$50.00 from a resident. Brian will visit the resident.

## **Supervisor's Comments**

Anthony Werley stated that the Weisenberg/Lowhill Historical Society event (Plow Boys) was well attended. Richard Bleiler stated that the Northwestern Rec Committee is moving forward with the new skate park and pickle ball courts.

## **Township Manager's Comments**

### **Announcement cabinet on building**

The Board agreed to have Brian remove the announcement cabinet on the outside of the municipal building and patch the aluminum siding.

### **Plan N.L. – Zoning project update**

Brian Carl provided an update on the project and County funding.

Motion was made by Linda Gorgas, seconded by Anthony Werley to approve Brian Carl to sign the agreements needed. Motion carried. 3-0

### **Budget meeting dates**

Budget meeting workshops will be set for October 9<sup>th</sup> 2023 @ 5pm and November 6<sup>th</sup> 2023 @ 5pm. These dates will be advertised in the Northwestern Press.

Mark Anderson informed Jeff Stauss that he is no longer going to be performing audits after this year. Brian Carl will reach out to our surrounding municipalities to see who they use for their annual audit.

### **Executive Session** – None

Chairperson, Linda Gorgas adjourned the meeting at 8:21 p.m.

Respectfully submitted,

Brian C. Carl, Township Manager