

January 4, 2021

The Supervisors of Weisenberg Township, Lehigh County, Pennsylvania met at 6:00 p.m. in the Municipal Building, 2175 Seipstown Road, Fogelsville, Pennsylvania where Chairman Linda Gorgas opened the reorganizational meeting with the Pledge of Allegiance to the flag of the United States of America. Present were Anthony Werley, Richard Bleiler, Brian Carl and Jeff Strauss.

Richard Bleiler moved, seconded by Linda Gorgas, to appoint Anthony Werley as **Temporary Chairman** to preside over the meeting until formal appointments are made. Motion carried.

Linda Gorgas moved, seconded by Richard Bleiler, to appoint Janet Henritz as **Temporary Secretary** to take the minutes of the Re-org meeting. Motion carried.

Chairperson

Motion to appoint Linda Gorgas as **Chairperson** of the Board of Supervisors was made by Anthony Werley, seconded by Richard Bleiler. Motion carried.

Vice-Chairperson

Motion to appoint Anthony Werley as **Vice-Chairperson** of the Board of Supervisors was made by Richard Bleiler, seconded by Linda Gorgas. Motion carried.

Roadmaster

Motion to appoint Anthony Werley as **Roadmaster** was made by Richard Bleiler, seconded by Linda Gorgas. Motion carried. The Roadmaster's pay and benefits will be set by the Auditors on January 5th, 2021.

Assistant Roadmaster

Motion to appoint Jim Werley as **Assistant Roadmaster** was made by Anthony Werley, seconded by Richard Bleiler. Motion carried.

Secretary / Assistant Secretary:

Anthony Werley moved, seconded by Richard Bleiler, to appoint Brian Carl as Secretary and Janet Henritz as Assistant Secretary. Motion carried.

Township Administrator/Secretary:

A motion was made by Richard Bleiler, seconded by Anthony Werley, to pay the Township Administrator, Brian Carl the rate of \$86,320.00 yearly. A \$50.00 per meeting pay will also apply, limited to authorized Supervisors, Planning Commission and Zoning Hearing Board meetings. Motion carried.

Per motion of Linda Gorgas, seconded by Anthony Werley, Brian Carl's road crew work outside of normal business hours will be paid at the rate of \$34.33 an hour. Motion carried.

Lowhill Billing:

Motion made by Richard Bleiler, seconded by Anthony Werley for Lowhill Township to be billed (quarterly - \$10,000.00) at the rate of \$40,000.00 per year (plus mileage) for Township Administrative services and secretarial services. Motion carried.

Treasurer:

A motion was made by Anthony Werley, seconded by Richard Bleiler, to appoint Jeff Strauss as Treasurer at the rate of \$41,000.00. Motion carried.

Pension:

Per motion of Linda Gorgas, seconded by Richard Bleiler, a 12% pension plan contribution applies to all full-time employees. Motion carried.

Raises:

A motion was made by Linda Gorgas, seconded by Richard Bleiler, to give a .50¢ per hour raise to all full-time employees. The rates shall be listed below. Motion carried.

Assistant Roadmaster and Repairman James Werley – \$ 28.56
Labor and Equipment Operator Richard Reppert – \$ 25.58
Labor and Equipment Operator Warren Loch – \$ 25.58
Labor and Equipment Operator Richard Bortz – \$ 25.58
Secretary and Administrative Alternate Janet Henritz – Salary \$51,500. (\$24.76)
Elected Supervisors – Wages set by Auditors

Anthony Werley moved, seconded by Richard Bleiler, to reappoint the three Supervisors and the Secretary to the Pension Board. The Secretary is to be the Plan Administrator. Trustees are the Secretary and Chairman of the Board. Motion carried.

Temporary Help:

A motion was made by Richard Bleiler and seconded by Linda Gorgas to hire temporary help when needed at the following rate: Laborer and Truck Driver who have a CDL \$22.50/Non-CDL \$20.50 per hour. And other temporary help as needed with a rate approved by the Board of Supervisors. Temporary help is defined to be limited to 30 days per person per year authorized without prior approval but with notification to the Chairperson. Additional time must be approved by the Board of Supervisors. Motion carried.

Temporary help as needed for office work is set at \$13.00 per hour.

Zoning Officer/Alternate Zoning Officer:

A motion was made by Anthony Werley, seconded by Richard Bleiler, appointing Brian Carl as enforcement zoning officer for all zoning actions. Alternate enforcement zoning officer is Barry Isett & Associates. Motion carried.

Township Engineer:

A motion was made by Linda Gorgas and seconded by Anthony Werley to retain Barry Isett & Associates as Township Engineer for a period of 3 months in order to monitor billing. This will be re-evaluated after the 3 month period. Motion carried.

Township Solicitor:

A motion was made by Richard Bleiler and seconded by Anthony Werley to retain Norris, McLaughlin, PA as Township Solicitor. Motion carried.

Special Counsel:

A motion was made by Anthony Werley and seconded by Richard Bleiler to retain Kozloff Stoudt Attorneys as special counsel for the Township. Motion carried.

Township Banking:

A motion was made by Richard Bleiler and seconded by Anthony Werley to retain the New Tripoli Bank for Township business. Motion carried.

Vacancy Board:

A motion was made by Anthony Werley and seconded by Richard Bleiler to appoint Brian Carl as Chairman of the Vacancy Board. The Vacancy Board also consists of any two of the three elected Supervisors. Motion carried.

Voting Delegate for PSATS 2021 Convention:

A motion was made by Anthony Werley and seconded by Richard Bleiler electing Linda Gorgas as voting delegate at the Annual PSATS Convention in Hershey, Pennsylvania. Any additional authorized employees will be granted permission to attend. Motion carried.

Planning Commission Appointment (4 year term):

None

Zoning Hearing Board Appointment (3 year term):

None

U.C.C. Appeals Board Appointment:

A motion was made by Richard Bleiler and seconded by Anthony Werley to reappoint Dennis Trexler to the U.C.C. Appeals Board as well as alternates Peter Everett and Mark J. Schlofer. Motion carried.

Northwestern Recreation Commission Representative/Weisenberg & Lowhill Historical Society:

A motion was made by Anthony Werley and seconded by Richard Bleiler to appoint Linda Gorgas to the Recreation Commission. The responsibility will be shared with all Supervisors. Anthony Werley will be the representative for the Historical Society. Motion carried.

Ontelaunee Park Veterans/War Memorial Representative:

A motion was made by Linda Gorgas, and seconded by Tony Werley to appoint Richard Bleiler to serve as a representative for the Ontelaunee Park Veterans/War Memorial committee. Motion carried.

Sewage Enforcement Officer:

A motion was made by Richard Bleiler and seconded by Anthony Werley to hire Christopher Noll of Keystone Consulting Engineers as Sewage Enforcement Officer at the current rates. Motion carried.

Building Inspector:

Anthony Werley moved, seconded by Richard Bleiler, to hire Barry Isett & Associates as Residential, Commercial and Industrial Construction Inspector at their 2021 established rate. Motion carried.

Township Representative for the Lehigh Valley Insurance Co-op Board:

Richard Bleiler moved, seconded by Anthony Werley, to appoint Brian Carl as the Township Representative to the Lehigh Valley Insurance Co-op Board. Motion carried.

Health Officer:

Anthony Werley moved, seconded by Richard Bleiler, to appoint Barry Isett & Associates as Health Officer. Motion carried.

Open Records Officer:

Linda Gorgas moved, seconded by Richard Bleiler, to appoint Brian Carl as Open Records Officer. Motion carried.

Northern Lehigh Planning Commission Representative:

Richard Bleiler moved, seconded by Anthony Werley, to appoint all 3 supervisors and Brian Carl as representatives to the Northern Lehigh Planning Committee with the auditors to set the pay rate for the

supervisors to attend special project meetings. Motion carried.

EIT Tax Collection Committee:

Anthony Werley moved, seconded by Richard Bleiler, to appoint Brian Carl as representative and Jeff Strauss as alternate representative to the EIT Tax Collection Committee. Motion carried.

2021 Census:

Motion to appoint Brian Carl as contact person and Janet Henritz as secondary contact person for the 2021 census program was made by Richard Bleiler, seconded by Anthony Werley. Motion carried.

Hazardous Mitigation:

Anthony Werley moved, seconded by Richard Bleiler, to appoint Brian Carl and Frank Bartholomew as contacts for the Lehigh County Hazard Mitigation Plan update. Motion carried.

Emergency Management:

Richard Bleiler moved, seconded by Anthony Werley to pay Frank Bartholomew \$20.00 per hour to attend emergency management meetings and to help fill out fire reports. Motion carried.

WHIDMA:

Anthony Werley moved, seconded by Richard Bleiler, to appoint Brian Carl as representative to the on the TIF committee and WHIDMA Board of Directors. Motion carried.

All of the above shall be in effect as of January 1, 2021.

Resolution #2021-1 – Motion made by Anthony Werley seconded by Richard Bleiler to set the fee for a Tax Certification, Duplicate Bills and returned or cancelled check fee's effective January 1, 2022 thru December 31, 2025. Motion carried.

Resolution #2021-2 – Motion made by Richard Bleiler seconded by Anthony Werley setting the compensation for the Tax Collector at 5% of the total taxes collected effective January 1, 2022 thru December 31, 2025. Motion carried.

Resolution #2021-3 – Motion made by Anthony Werley seconded by Richard Bleiler to approve the destruction of certain documents being held by the Township Tax Collector from years 1994-2013. Motion carried.

Vacation Policy Change – Motion made by Anthony Werley seconded by Richard Bleiler to amend the Weisenberg Township Employee Manual Dated January 7, 2019. Effective January 1, 2021 any full time employee that has vacation scheduled, in advance, for any work days from December 18th to December 31, and the employee is called into work for a weather related emergency will be allowed to carry over up to 5 unused vacation days (only) into the following year until January 31 or forfeit those days. The weather related emergency is determined by the Road Master and approved by the majority of the Board of Supervisors in order to qualify for this amendment. Discussion was held regarding a number of different scenarios. Motion carried.

EXECUTIVE SESSION:

None

Chairperson, Linda Gorgas adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Brian C. Carl, Secretary