

**WEISENBERG TOWNSHIP BOARD OF SUPERVISORS' MINUTES**

January 8, 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, 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 December 27, 2023 Close-out Meeting were approved by motion made by Richard Bleiler, seconded by Anthony Werley. Motion carried. 3-0

The minutes of the January 2, 2024 Reorganizational 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 December 31<sup>st</sup>, 2023 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  
December 31, 2023**

General Fund Expenses – 12/01/23 – 12/11/23	193,753.39
General Fund Expenses – 12/12/23 – 12/31/23	49,616.00
State Fund Expenses – December 2023	21,284.76
Fire Fund Expenses 12/11/2023	2,216.68
Equipment Fund Expenses – December 2023	0.00

**Balance as 12/31/2023**

General Fund Checking	773,423.34
General Fund CD	1,500,000.00
General Fund CD	2,030,140.20
State Fund Checking	-0-
State Fund Money Market	2,371.19
Equipment Fund Money Market	39,717.31
Equipment Fund Money Market CD	75,000.00
Equipment Fund Money Market-CD	153,014.02
Arcadia Industrial Park Signalization Repair Fund	5,656.61
Arcadia Industrial Park Signalization Repair Fund CD	86,707.94
Hillwood Signalization	32,829.48
Recreational Fund	74,428.01
Fire Tax Fund	96,095.55
Fire Tax – CD	225,000.00
Fire Tax – CD	435,000.00
Capital Projects Fund	320,030.01
Capital Projects Fund CD	-0-
Conservation District Fund	1,014.97
Open Space Money Market Fund	12,761.12
Yard Waste Money Market Fund	4,790.00
Yard Waste Money Market Fund CD	265,224.30
Hailey Ct Homeowners Fund	14,344.40

Hailey Ct Homeowners Fund CD	25,502.34
Community Center Fund	0.01
COVID Money	<u>364,805.63</u>
TOTAL ASSETS	6,537,856.43

**VISA Account Reconciliation – Brian**

Beginning Balance	196.28	
Payments	(196.28)	
Purchases		
Lathem Time	Monthly Time Clock	54.00
Zoom	Monthly Fee	15.99
1&1 Internet	Internet Email	45.89
Amazon	Flags	87.21
Microsoft Office	Monthly Fee	38.68
Staples	Office Supplies	<u>31.57</u>
		<u>273.34</u>
Ending Balance		<u><u>273.34</u></u>

**VISA Account Reconciliation – Tony**

Beginning Balance	389.66	
Payments	(389.66)	
Purchases		
		<u>0.00</u>
Ending Balance		<u><u>0.00</u></u>

**Subdivisions & Land Development**

None

**Old Business**

None

**New Business**

**Twp. Treasurer/Twp. Manager – Bond Renewal**

A motion was made by Anthony Werley, seconded by Richard Bleiler to set the bond rate @ 7.5 million with Henry Schoemaker for a total of \$19,148.00 for 2 years bonds on Brian Carl (Manager) and Jeff Strauss (Treasurer). Motion carried. 3-0

**Escrow Accounts – New Accounts for Escrow Money/Amendment to Escrow Agreement Doc.**

Discussion was held with Peter Lehr regarding the escrow accounts with waived administration fees in a non-interest bearing account. A motion was made by Richard Bleiler, seconded by Anthony Werley to approve the opening of a non-interest bearing escrow account and to waive the administration fees going forward. Motion carried. 3-0

### **Destruction of 2016 Tax Collector Documents**

**Resolution # 24-2** A motion was made by Anthony Werley, seconded by Richard Bleiler to approve the destruction of certain documents being held by the Township Tax Collector for the year 2016. Motion carried. 3-0

### **Waste Management Drop-off Center Issues**

Waste Management informed the Township of considerable recycling and trash dumped over the holiday weekend. Brian will work closely with Waste Management and monitor the conditions in the next couple of weeks to see if things improve. Resident who causes trouble at the drop-off center will be subject to having their dumping privileges revoked.

### **Checking Account Fraud Protection Coverage**

Sundra Sherwin from New Tripoli Bank informed the Township of a new check fraud problem. Motion made by Richard Bleiler, seconded by Anthony Werley to approve the "Positive Pay" protection against check fraud for the cost of \$600.00 per year. Motion carried. 3-0

### **Public Comment**

None

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

Brian Carl, Deputy Fire Chief, informed the Board that they ran 227 calls for the year 2023 and had 9 calls so far for 2024. He reviewed Matt Krapf's comment letter dated 1/8/2024 regarding the activity of the fire department and their members along with the 2023 year-end report.

### **EAC Comments**

Brian Carl stated that the pad was poured and installed 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. They were out plowing snow this weekend and training the new snowplow drivers.

### **Engineer's Comments**

Stan Wojciechowski informed the Board that his office is currently reviewing two submissions to the Planning Commission for this month. A Land Development (preliminary) plan for Weathered Vineyards at 7618 Carpet Road, New Tripoli and a Land Development (preliminary) plan for the Ice Cream Shop at 2160 Golden Key Road, Kutztown.

### **Attorney's Comments**

Peter Lehr informed the Board that the law states monies received from developers when paying recreational fees must be placed in an interest-bearing account. It doesn't state anything regarding escrow funds to be placed in an interest-bearing account. Brian stated that our rec fees are placed in an interest-bearing account and are used for park maintenance and park projects.

### **Treasurer's Comments**

Jeff Strauss stated that the delinquent real estate bills will be turned over to Portnoff for collection. There are 37 parcels with a total of \$5,306.00 funds not received. Motion made by Anthony Werley, seconded by Richard Bleiler to turn over the unpaid real estate bills to Portnoff for collection. Motion carried 3-0 Jeff also stated that the Township ended 2023 with a surplus of \$239,000.00

### **Supervisor's Comments**

None

## **Township Manager's Comments**

Brian Carl informed the Board that the donation funds for the community center should be received in the next week or 2. A contribution agreement is being drafted by Peter Lehr's office. Brian also stated that a Zoning Hearing Board meeting is scheduled for January 10<sup>th</sup>. Gregory and Andrea Allen (3638 Blacksmith Road) are applying for a modification to a prior approved special exception (6 therapy horses). They wish to increase the number from 6 therapy horses to 12 and to construct a new building for storage and stalls. A special workshop will be held with the Supervisors and the Planning Commission on January 25<sup>th</sup> @ 6 pm with Environmental Planning & Design to review the undesirable zoning uses in the Northern Lehigh Multi-Municipal Comprehensive Plan. Brian will follow up with extension of time requests on Haaf and Pachucki.

## **Executive Session**

None

Chairperson, Linda Gorgas adjourned the meeting at 7:38 p.m.

Respectfully submitted,

Brian C. Carl, Township Manager