

May 9, 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 April 11, 2022 Board of Supervisors meeting were approved by motion of Anthony Werley seconded by Richard Bleiler. Motion carried.

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

Weisenberg Township

Treasurer Report

April 30, 2022

General Fund Expenses	4/01/22 – 4/11/22	211,827.58
General Fund Expenses	4/12/22 – 4/30/22	42,998.90
State Fund Expenses	4/11/2022	19,626.65
Equipment Fund Expenses	4/11/2022	-0-

Balance as 4/30/2022

General Fund Checking	3,596,993.98
State Fund Checking	-0-
State Fund Money Market	311,711.71
Equipment Fund Money Market	100,143.85
Arcadia Industrial Park Signalization Fund	44,031.53
Hillwood Signalization	82,412.51
Recreation Fund	66,611.55
Fire Equipment Fund	-0-
Fire Tax Fund	242,612.95
Capital Projects Fund	327,145.85
Conservation District Fund	82,410.55
Open Space Money Market Fund	12,873.97
Yard Waste Money Market Fund	263,456.81
COVID Money	<u>276,665.69</u>

Total Assets 5,407,070.95

VISA Account Reconciliation – Brian

Beginning Balance	1,130.52
Payments	(1,130.52)

Purchases	Total Sales – Road Crew Jackets	655.11
	1&1 Internet Email	32.71
	Lathern Time - Monthly Time Clock	39.00
	Staples – Monitor	272.40
	Zoom - Video Meetings	14.99
	Amazon - Cable for PC	71.60
	<u>PSATS - Conference – Brian</u>	<u>225.00</u>
		1,323.10

1,323.10

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VISA Account Reconciliation – Tony

Beginning Balance	35.00
Payments	(35.00)

Purchases	Lowes – Rec Field material	\$ 189.42
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189.42

Ending Balance

189.42

EXECUTIVE SESSION:

Linda Gorgas announced that an executive session was held from 6:00pm – 6:50pm (5/9/2022) for employee matters.

SUBDIVISIONS & LAND DEVELOPMENT:

None

OLD BUSINESS:

Maintenance building addition and salt shed. – Brian stated that (2) sketch plans of the layout were developed regarding the maintenance building addition and new salt shed. Brian and Tony were out at Greenwich Township to look at their salt shed to get ideas.

Commercial Fire Inspection Program – Approval to advertise Ordinance/Establish Fee Schedule
Motion made by Richard Bleiler, seconded by Anthony Werley to table this agenda item to the following meeting. Motion carried.

NEW BUSINESS:

Red Sol Farm – 2311 Seipstown Road – Driveway Ordinance – Waiver Request

Laurie Ketzenberg and Matt Cohen were in attendance to request for several waivers to their property in order to have people come and pick sunflowers and tomatoes. This is a new venture and they were unsure if it is doable for more than one season. Discussion was held regarding the placement of an additional driveway and paving requirements. PennDOT approval will also be required as this is a state road. Motion was made by Anthony Werley, seconded by Richard Bleiler to grant a deferral of Sections 4-2 and 4-4 of the Weisenberg Township Driveway Ordinance, until such time as the Board of Supervisors would require those (2) requirements be

met, conditional upon the applicant/owners obtaining a PennDOT driveway permit. A waiver of section 4-9 was denied. Motion carried.

Township Emergency Operations Plan – Update Adoption

Motion made by Richard Bleiler, seconded by Anthony Werley to adopt **Resolution#22-4** which updates the existing Township Emergency Operations Plan. Motion carried.

Creamery & Winding Roads – Culvert – Design & Permitting

Brian stated that the culverts are not going to qualify for the low volume road program because the structures are actually already big enough. We will obtain a permit/design quote from both Barry Isett and Keystone Engineering for this work.

Waste Management – Drop & Swap

Scott Perin - (Area director of Disposal Operations for Waste Management) explained the proposal of a demonstration plan to have 6-10 trailers (over a 10 month period) dropped and swapped in order for the drivers to do additional runs. They are experiencing driver shortages and this would maximize their efficiency. This is a pilot program plus DEP requires it to occur at an existing permitted location. Jennifer Holman (Superintendent of Northwestern S.D.) questioned the time of day these trucks will be traveling as there is a lot of bus activity across the street at the Elementary school. Scott responded 4:30am-5am and returning 1:30pm-2pm they intend to have empty trucks there overnight so they are ready to go in the morning.

Marty (EAC Chairman) asked what would be the plan for the additional trash/litter on the roads due to the increase of garbage trucks. Scott responded that these trailers will have a tarp over them and if you have any concerns regarding litter to contact him.

Motion made by Richard Bleiler, seconded by Anthony Werley to authorize a letter to DEP from the Township indicating its approval of the temporary pilot program of Waste Management's drop and swap as described in the narrative provided at the May 9th 2022 Board of Supervisors meeting, conditional upon Waste Management providing the Township and the School District a point of contact, also to provide the Township with a log (periodically upon request) that verifies the number of trucks and trips associated with the project. Where feasible, to increase the parking of these vehicles greater than 5 feet apart. Linda Gorgas opposed. Motion carried.

PUBLIC COMMENT:

None

WEISENBERG VOLUNTEER FIRE DEPARTMENT'S COMMENTS:

Matt Krapf, Fire Chief, informed the Board that they had 59 calls so far in 2022. A hoagie fundraiser will run until May 24th with a pick-up date of June 2nd, 2022. He reviewed his comment letter dated 5/9/2022 regarding the activity of the fire department and their members. On May 4th they hosted a free CPR/First Aid class in which 58 community members attended. The Fire Department will be selling flowers as a fundraiser. The flowers were donated by Roger Snyder and all sale proceeds will go directly to the Fire Department.

EAC COMMENTS:

Marty Rakaczewski informed the Board that they had a great response for their Earth Day Event with litter being picked up along Rt. 863, Seipstown Road, the Township parks and other local areas.

New Member – Deanna Shisslak Motion made by Linda Gorgas, seconded by Anthony Werley to approve Deanna Shisslak as a member of the EAC. Motion carried. Marty informed the Board that he has over 21 pre-orders for tee-shirts for the EAC's upcoming "Trail Walk" event on May 21st. They are having live music, a basket raffle, hoagies and ice cream at the event as well. All proceeds are being donated to the Weisenberg Volunteer Fire Department.

ROAD MASTER’S COMMENTS:

Anthony Werley informed the Board that they have been performing shoulder paving around the Township. They are also starting mowing grass and are currently helping Heidelberg Township with a paving project. They are going to Ontelaunee Park soon after to help with their paving project.

ENGINEER’S COMMENTS:

None

ATTORNEY’S COMMENTS:

None

TREASURER’S COMMENTS:

Jeff Strauss informed the Board that we have a new resident on Hailey Court and suggested we send a letter regarding the sewer system and billing. QuickBooks software is coming up for renewal on May 31st. He is looking into other options that are available and will advise the Board at the next meeting. He also stated that he has not heard anything from Phil Armstrong about his request regarding the Lehigh County Assessment Office. He stated that the Township received a check for roll-back taxes for \$999. From a property that is not solely in our Township. He spoke with the assessment office and he was advised to keep it until further notice and they will work it out. (\$720. is owed to Heidelberg Township.)

SUPERVISOR’S COMMENTS:

Richard Bleiler asked Bill Dellicker (Secretary – Veteran’s Memorial/Ontelaunee Park) who was in attendance to give a brief over view of the current activities at the memorial site. A dedication ceremony will be held on Memorial Day (May 30th @ 11am) with keynote speaker – Retired Army Sergeant Major, Daniel A. Dailey.

Motion made by Richard Bleiler, seconded by Anthony Werley to amend the agenda to reflect an agenda item of Township Manager. Motion carried.

Linda Gorgas stated that the Board held an executive session for personnel reasons. It is the decision of the Board of Supervisors to amend the title of Township Administrator to Township Manager with no modifications of powers or duties of this office. Pursuant to Section 1301(b) of the Code (53 P.S. §66301(b)), it has been determined that the annual salary of the Township Manager shall be One Hundred Thousand and 00/100 Dollars (\$100,000.00), which shall be prorated for calendar year 2022, as of the Township pay period commencing May 8, 2022.

Resolution #22-5 - Motion made by Anthony Werley, seconded by Richard Bleiler to amend the agenda to appoint Brian Carl as Township Manager. Motion carried.

SECRETARY / ADMINISTRATOR’S COMMENTS:

Brian thanked the Board for his new job title as Township Manager and the increase in salary. Brian stated that he is working with Barry Isett & Associates to draft up a new Storm water ordinance which is required by the fall of this year. At the PSATS convention our Township was awarded an Intergovernmental Cooperation Award for our work at the Northwestern Lehigh Rec fields and the long history of working with Lowhill, Heidelberg and Lynn Township. He also informed the Board that he power at the Township office will be temporarily shut down on Friday because the electricians are installing the new service panel. The American Rescue Fund has been completed. Motion was made by Anthony Werley, seconded by Richard Bleiler to transfer funds out of the rescue fund account and into the Township’s General Fund. (\$194,138.53) Motion carried.

Linda Gorgas questioned Stan Wojciechowski regarding Tiny Home parks which was discussed at the recent PSATS convention and if he knew of any that are in other municipalities. The Township might want to discuss/ look into this idea further.

With no further business, Linda Gorgas adjourned the meeting at 8:11 pm for the payment of invoices presented and approved.

Respectfully submitted,

Brian C. Carl, Township Manager