

## WEISENBERG TOWNSHIP BOARD OF SUPERVISORS' MINUTES

May 12, 2025

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, Engineer Stan Wojciechowski, Manager Brian Carl, Treasurer Jeff Strauss and Solicitor Peter Lehr were present.

Pledge of Allegiance – Chairperson Linda Gorgas opened the meeting at 7:00 pm with the pledge to the Flag.

Approval of Minutes – The minutes of the April 14, 2025 Board of Supervisors meeting were approved by motion made by Richard Bleiler, seconded by Anthony Werley.

Treasurer's Report – The treasurer's report of April 30, 2025 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

##### April 30, 2025

|   |            |
|---|------------|
| General Fund Expenses – 4/01/25 – 4/14/25 | 102,221.51 |
| General Fund Expenses – 4/15/25 – 4/30/25 | 28,163.19  |
| State Fund Expenses – 4/14/2025           | 38,798.70  |
| Community Center Fund Expenses – 4/14/25  | 66.50      |
| Fire Tax Fund Expenses – 4/14/25          | 53,098.59  |

#### **Balance as 4/30/2025**

|  |                   |                       |
|--|-------------------|-----------------------|
| General Fund Checking                                | 394,046.36        |                       |
| General Fund CD                                      | 1,595,508.65      | Matures on 09/15/2025 |
| General Fund CD                                      | 1,843,102.47      | Matures on 10/13/2025 |
| General Fund CD                                      | 1,000,000.00      | Matures on 05/14/2025 |
| State Fund Checking                                  | -0-               |                       |
| State Fund Money Market                              | 304,024.10        |                       |
| Equipment Fund Money Market                          | 118,740.44        |                       |
| Equipment Fund Money Market CD                       | 139,000.00        | Matures on 05/14/2025 |
| Equipment Fund Money Market-CD                       | 60,000.00         | Matures on 10/13/2025 |
| Arcadia Industrial Park Signalization Repair Fund    | 15,478.30         |                       |
| Arcadia Industrial Park Signalization Repair Fund CD | 130,000.00        | Matures on 10/13/2025 |
| Recreational Fund                                    | 5,319.52          |                       |
| Fire Tax Fund  | 119,895.14        |                       |
| Fire Tax – CD  | 462,697.51        | Matures on 05/16/2025 |
| Fire Tax – CD  | 340,000.00        | Matures on 05/14/2025 |
| Capital Projects Fund                                | 172,944.14        |                       |
| Misc Escrow Accounts                                 | 41,379.00         |                       |
| Conservation District Fund                           | 1,026.51          |                       |
| Open Space Money Market Fund                         | 5,716.56          |                       |
| Yard Waste Money Market Fund                         | 4,844.39          |                       |
| Yard Waste Money Market Fund CD                      | 285,215.62        | Matures on 05/07/2025 |
| Hailey Ct Homeowners Fund                            | 15,232.08         |                       |
| Hailey Ct Homeowners Fund CD                         | 30,000.00         | Matures on 10/13/2025 |
| Community Center Fund                                | 222,794.88        |                       |
| Community Center Fund – CD                           | <u>961,596.10</u> | Matures on 9/12/2025  |

TOTAL ASSETS 8,268,561.77

**VISA Account Reconciliation – Brian**

|                     |                      |          |                        |
|---------------------|----------------------|----------|------------------------|
| Beginning Balance   |                      |          | 865.41                 |
| Payments            |                      |          | (865.41)               |
| Purchases           |                      |          |                        |
| 1&1                 | Internet Email       | 57.26    |                        |
| UCC                 | Permit Surcharges    | 274.50   |                        |
| Lathem Time         | Monthly Fee          | 54.00    |                        |
| Hydraulic Cylinders | Truck #21            | 2,561.07 |                        |
| Lehigh Valley Govt. | Tom Guantner classes | 140.56   |                        |
| Zoom                | Monthly Fee          | 15.99    |                        |
| Allentown Parking   | Parking              | .50      |                        |
| Amazon              |                      | 87.15    |                        |
| Amazon              |                      | 31.36    |                        |
| Staples             | Office Supplies      | 45.08    |                        |
| USPS                | Postage – ZHB        | 112.87   |                        |
| Weis Markets        | Batteries            | 25.42    |                        |
|                     |                      |          | <u>3,360.68</u>        |
| Ending Balance      |                      |          | <u><u>3,360.68</u></u> |

**VISA Account Reconciliation – Tony**

|                   |                |        |                      |
|-------------------|----------------|--------|----------------------|
| Beginning Balance |                |        | 32.50                |
| Payments          |                |        | (32.50)              |
| Purchases         |                |        |                      |
|                   | Tractor Supply | 169.99 |                      |
|                   |                |        | <u>169.99</u>        |
| Ending Balance    |                |        | <u><u>169.99</u></u> |

**Subdivisions & Land Development****LCA – 537 Plan Review**

Brian Carl stated that the link to the 537 Plan was emailed to everyone to review. This plan proposes upgrades to Lehigh County Authority's main system. We are currently in the 60-day review/comment period. Weisenberg Township has left 15 EDU available, of which 14 of these would be for Hailey Court if we ever had a failure and needed to hook them up to the main system.

**Old Business****Ordinance 2025-5 – Animal Control Ordinance – Exotic Animals**

Motion made by Richard Bleiler, seconded by Anthony Werley to adopt Ordinance #2025-5 prohibiting the keeping of wild or exotic animals in any place within the Township other than in an animal hospital or veterinary clinic and prohibiting the disposal, abandonment, or release within the Township of an animal. Motion carried.

### **Community Center – Construction Contract Award**

Brian Carl stated that he received the price quote from Conestoga Buildings for the design and construction of the Community Center and Township Office \$1,739,758.00. Motion made by Anthony Werley, seconded by Richard Bleiler to authorize the Township Manager, Brian Carl, to sign the price quotation from Conestoga dated May 6<sup>th</sup>, 2025 for the Weisenberg Township Community Center and Township office and to negotiate and present to the Board of Supervisors a contract from Conestoga for the design and construction of the Community Center consistent with the aforementioned quotation. The Township Manager shall have the authority to issue payment to Conestoga for any design-related work necessary to finalize the contract. Motion carried. 3-0

### **New Business**

#### **AG Security – Gloria Zimmerman – Holbens Valley Road & Werleys Corner Road – 62.195 acres**

Motion made by Richard Bleiler, seconded by Anthony Werley to accept the application to add 62.195 acres to the Township's Agricultural Security Area for Gloria Zimmerman. Motion carried. 3-0

#### **South Kistler Court – Road Vacating**

Motion made by Anthony Werley, seconded by Richard Bleiler to approve the advertisement to vacate South Kistler Court. Motion Carried. 3-0

#### **EMS Week Proclamation**

Motion made by Richard Bleiler, seconded by Anthony Werley to designate the week of May 18<sup>th</sup> – 24<sup>th</sup>, 2025 as Emergency Medical Services Week. Motion carried. 3-0 Brian will send a letter to Cetronia Ambulance Corps congratulating them on their upcoming 70<sup>th</sup> anniversary and thanking them for their service.

### **Public Comment**

Phil Armstrong – Lehigh County Executive attended the meeting for his final annual visit. He thanked the Board of Supervisors for their support/cooperation and stated that it has been a pleasure over the years to assist municipalities in Lehigh County.

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

Jeff Broadhurst, President, informed the Board that they ran 17 calls for the month of April 2025. He reviewed the Fire Department's comment letter dated 5/12/2025 regarding the activity of the fire department for the month of April and upcoming events, grants and membership.

### **EAC Comments**

Marty stated that the Earth Day clean-up event was a success. Waste Management and Palram participated in the event as well. He also tracked down the owner of a dumped TV on Bleiler Hill Road and Valley Road. The Girl Scout sign project will be done shortly and the EAC is looking forward to lending a hand. Motion was made by Anthony Werley, seconded by Richard Bleiler to approve a new member to the EAC (John Hughes). Motion carried. 3-0

### **Roadmaster's Comments**

Anthony Werley stated that brush trimming has been completed. They scratch paved around the Township as well as removed the evergreen trees at the maintenance building in preparation for the new fence to be installed. They fixed Stagecoach Road Bridge as well as the dirt roads from the heavy rain. Mowing is starting next week. He anticipates crack sealing will be completed this week weather permitting.

## **Engineer's Comments**

Stan Wojciechowski stated that the Onvo Travel Center was before the Planning Commission in April. There are several items that need to be taken care of prior to the preliminary approval so the plan was tabled. The E&S plan review for the E.V. Charging Station at Sheetz is finally completed and that project can move forward. They will be working on the design plans for the Blacksmith Road culvert in the next coming weeks.

## **Attorney's Comments**

Peter Lehr reviewed the outcome of the most recent Zoning Hearing Board meeting held on May 7<sup>th</sup>. William and Nancy Beitler requested a use variance for the conversion of a second-floor vacant office space to a three-bedroom apartment for residential use. This would essentially convert this building into a 2-dwelling unit. The variance was denied.

## **Treasurer's Comments**

Jeff Strauss stated that a mobile home on Davies Drive was sold at Repository Sale recently for \$500.00. The property owes Township back taxes for 7 years in the amount of \$66.70. The N.W. School District already waived their portion of back taxes. Motion made by Richard Bleiler, seconded by Anthony Werley to approve the repository sale and waive the back taxes on the property. Motion carried. Jeff is working with Portnoff regarding the sale of the Wisser farm on Holbens Valley Road as the amounts paid to the Township and School District are incorrect. The 2024 audit is completed and the DCED report was done on time as well. Positive pay with New Tripoli Bank is working well as they flagged a fraudulent check for over 5k. There are (5) CD's coming up for maturity.

(2) Fire Tax CD's - \$462,697.51 renew for 7 months and the \$340,00.00 renew for 3 months

Motion made by Anthony Werley, seconded by Richard Bleiler to renew both Fire Tax CD's. Motion carried 3-0

(1) Equipment Fund CD - \$139,000.00 – Will not be renewed.

(2) Accounts for the Yard Waste Money Market Fund.

Motion made by Richard Bleiler, seconded by Anthony Werley to close both the Yard Waste accounts and transfer the funds to the Capital Projects Fund. Also to open a Capital Projects Fund CD for 7 months in the amount of \$285K. Motion carried. 3-0

A General Fund CD for 1 million is also up for renewal.

Motion made by Anthony Werley, seconded by Richard Bleiler to renew a CD for the General Fund for \$750,000.00 for 7 months and to transfer the remaining 250,000.00 to the General Fund. Motion carried. 3-0

The Community Center monies will be discussed at the June Board meeting. The Voya transfer for the employee's 457 plan will be completed in June. We will start depositing contributions next pay period. AT&T agreed to pay the legal fees that were accrued during the nonpayment of taxes. (\$2,209.11)

## **Supervisor's Comments**

None

## **Township Manager's Comments**

### **250 Anniversary Event**

Brian stated that next year is the 250th anniversary of America. Brian suggested a Community Center/Twp. Office grand opening in conjunction with the anniversary and the Fire Department's Community Cay. The Board is in favor of participating in the events.

Lowhill Township received a 1 lot minor subdivision of the Heintzelman farm on George Road. There is a small corner of the farm in Weisenberg Township. No new development is planned for this area so the Township will defer review to Lowhill. Motion made by Linda Gorgas, seconded by Richard Bleiler to defer review to Lowhill Township. Motion carried. 3-0

Weisenberg Township jointly owns a paver with Lowhill Township. Lowhill will not be participating in paving projects this year. Lowhill has agreed to give ownership of the paver solely to Weisenberg Township and split the paving account monies (approx. 43K) 50/50. Motion made by Linda Gorgas, seconded by Anthony Werley to approve the ownership of the paver and 50/50 split of the monies in the paving account between Weisenberg & Lowhill Township. Motion carried. 3-0 Jeff Strauss will keep track of paver expenses similar to truck expenses in the equipment fund.

Brian Carl stated that the Community Center site work is almost completed. A huge "Thank You" to Jeff Broadhurst and Stanley German for the donation of equipment and labor for the site work. Conestoga is tentatively thinking of a start date in late June of this year with a project window of 6-8 months of construction.

### **Executive Session**

None

Motion made by Richard Bleiler, seconded by Anthony Werley to adjourn the meeting at 7:53 p.m.

Respectfully submitted,

Brian C. Carl, Township Manager