

WEISENBERG TOWNSHIP BOARD OF SUPERVISORS' MINUTES

April 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 March 11, 2024 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 March 31, 2024 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

March 31, 2024

| | | |
|--|---------------------|------------------------------------|
| General Fund Expenses – 3/01/24 – 3/11/24 | 117,752.73 | |
| General Fund Expenses – 1/9/23 – 1/31/24 | 52,940.71 | |
| State Fund Expenses – 3/11/2024 | 1,767.61 | |
| Equipment Fund Expenses – 3/11/2024 | 0.00 | |
| Fire Fund Expenses 3/11/2024 | 3,381.17 | |
| | | <u>Balance as 3/31/2024</u> |
| General Fund Checking | | 756,710.61 |
| General Fund CD | | 1,500,000.00 |
| General Fund CD | | 2,030,140.20 |
| State Fund Checking | | -0- |
| State Fund Money Market | | 17,899.43 |
| Equipment Fund Money Market | | 41,372.54 |
| Equipment Fund Money Market CD | | 76,796.50 |
| Equipment Fund Money Market-CD | | 153,014.02 |
| Arcadia Industrial Park Signalization Repair Fund | | 5,668.53 |
| Arcadia Industrial Park Signalization Repair Fund CD | | 86,707.94 |
| Hillwood Signalization | | 32,898.65 |
| Recreational Fund | | 81,589.02 |
| Fire Tax Fund | | 93,001.71 |
| Fire Tax – CD | | 225,000.00 |
| Fire Tax – CD | | 435,000.00 |
| Capital Projects Fund | | 320,783.28 |
| Misc Escrow Accounts | | 30,573.80 |
| Conservation District Fund | | 1,017.11 |
| Open Space Money Market Fund | | 5,664.26 |
| Yard Waste Money Market Fund | | 4,800.10 |
| Yard Waste Money Market Fund CD | | 271,577.30 |
| Hailey Ct Homeowners Fund | | 15,577.96 |
| Hailey Ct Homeowners Fund CD | | 25,502.34 |
| Community Center Fund | | 250,336.08 |
| COVID Money | | <u>365,664.31</u> |
| | TOTAL ASSETS | 6,827,295.69 |

VISA Account Reconciliation – Brian

| | | | | |
|-------------------|------------------|--------------------------|---------|----------------------|
| Beginning Balance | | | | 2,284.55 |
| Payments | | | | (2,284.55) |
| Purchases | | | | |
| | 1&1 Internet | Internet Email | 54.39 | |
| | Lathem Time | Monthly Time Clock | 54.00 | |
| | Microsoft Office | Monthly Fee | 38.68 | |
| | Zoom | Monthly Fee | 15.99 | |
| | Staples | Office Supplies | 243.25 | |
| | PA DEP | Storage Tank Permit | 50.00 | |
| | Lehigh County | Mosquitoes & Weeds Class | 100.00 | |
| | BH Tubes | Credit | (35.00) | |
| | | | | <u>521.31</u> |
| Ending Balance | | | | <u><u>521.31</u></u> |

VISA Account Reconciliation – Tony

| | | | | |
|-------------------|------------|--------------|----------|------------------------|
| Beginning Balance | | | | 448.76 |
| Payments | | | | (448.76) |
| Purchases | | | | |
| | Tires-Easy | Loader Tires | 2,589.85 | |
| | | | | <u>2,589.85</u> |
| Ending Balance | | | | <u><u>2,589.85</u></u> |

Subdivisions & Land Development

Pachucki Minor Subdivision – 1 New Lot - Preliminary/Final – Plan Dated 2/12/2024

(3341 Militia Road, Kutztown PA)

Pachucki Planning Module – Component 1

Motion was made by Anthony Werley, seconded by Richard Bleiler to accept the extension of time until May 14th, 2024 for the Pachucki minor subdivision and planning module. Motion carried. 3-0

Old Business

Public Hearing – Ordinance – Codification of Township Ordinances

Linda Gorgas adjourned the Board of Supervisors meeting at 7:04 pm.

Motion made by Linda Gorgas, seconded by Anthony Werley to open the public hearing for any comments received for the adoption of Ordinance # 24-1 – Codification of the Weisenberg Township Ordinances.

With no public comment received Linda Gogas closed the public hearing at 7:07 pm and reconvened the regular Board of Supervisors meeting.

Codification – General Code – Draft Ordinance Adopt

Brian Carl gave a brief description of what the codification of the Ordinances means. The Township is combining all the Ordinances, SALDO and Zoning information to be in one general code for Weisenberg Township. Motion made

by Richard Bleiler, seconded by Anthony Werley Bleiler to adopt Ordinance #24-1 of the codification of Township Ordinances, SALDO and Zoning. Motion carried. 3-0

New Business

West Hills Court – Paving Project (motion to award)

Motion was made by Anthony Werley, seconded by Richard Bleiler to approve the lowest bid received by New Enterprises Lime & Stone LLC on the paving project on West Hills Court (Total: \$103,115.00). Motion carried. 3-0

2024 Road Materials (motion to award)

Anthony Werley moved, seconded by Richard Bleiler, to award a contract to **New Enterprise Stone & Lime Co., Inc.** for Items 1 through 12 and # 14 for their bid on road materials. No bids were received for #13 (Hauling per ton). Motion carried. 3-0

Anthony Werley moved, seconded by Richard Bleiler, to award a contract to **Lehigh Fuels** for Items 15 and 16 for their low bid on diesel fuel and 89 Oct. Gasoline. Motion carried. 3-0

Anthony Werley moved, seconded by Richard Bleiler, to award a contract to **Asphalt Maintenance Solutions LLC** for Item 17, for their low bid on crack seal. Motion carried. 3-0

Walking Trail (Motion to award)

Stan Wojciechowski reviewed with the Board the bids that were received on the walking trail project located on Golden Key Road. 6 bids were received with Lawrence Site coming in at the lowest cost of \$121,391.00. Stan Wojciechowski checked the references on Lawrence Site and received positive feedback. Motion made by Richard Bleiler, seconded by Anthony Werley to award the lowest bid to Lawrence Site to construct the portion of the walking trail to the bid specifications. Motion carried. 3-0

Creamery & Winding Road Culvert Replacement – Payment Request #2

Brian Carl informed the Board that the culverts have been substantially completed and Payment Request #2 is ready for payment. This leaves the 10% retainage amount until final acceptance. Motion made by Anthony Werley, seconded by Richard Bleiler to approve payment request #2. Motion carried. 3-0

Jazmin Cruz – Driveway Ordinance – Waiver Request

Mr. & Mrs. Cruz (2237 Apple Road, Fogelsville PA) presented a request for a waiver of the driveway Ordinance to the Board of Supervisors. They wish to create an additional parking space along the side of their existing 2 car garage. This additional space will encroach on the side property line and they cannot meet the 10' required setback off the property line as it is required in the Ordinance. Discussion was held regarding the smaller lot sizes in the Pointe West development. It was agreed that the homeowner provide an E&S plan along with a seepage pit drawing to handle the stormwater. Motion made by Linda Gorgas, seconded by Richard Bleiler to grant them a waiver and allow them to extend the driveway surface to 6' off the property line for the additional parking space conditional on their installation of adequate E&S controls/seepage pit to address stormwater concerns. Motion carried. 2-1 (Anthony Werley was against the waiver.)

Official Map

The creation of an official map was discussed. IT is a tool to control development and plan the future of the Township. It will also show properties that the Township would be interested in if those properties became available for purchase. The Township would highlight properties for future use that would benefit the community. Examples would be the property surrounding the Weisenberg Township Volunteer Fire Department which could be used for expansion of emergency services facilities in the Township and lands that might be used for recreational purposes. Brian will work with A.J. Swartz of Environmental Planning & Design to start the map process and get back to the

Board with a product they can review. The official map is part of the Plan NL zoning update project. Lehigh County contributed funds towards the project in order for the 6 Municipalities of Northern Lehigh to create the official map.

Public Comment

Phil Armstrong – Lehigh County Executive attended the meeting to for his annual visit. The County has once again balanced the budget and is also looking into grants to cover some of the costs for the newly adopted County wide 911 radio system. They are also going to enact a new facetime feature to 911 calls at no additional cost.

Weisenberg Volunteer Fire Department Comments

Brian Wagner, President for the fire department, informed the Board that they ran 62 calls for the year 2024. He reviewed Matt Krapf's comment letter dated 4/8/2024 regarding the activity of the fire department and their members. They have applied for (2) AFG grants – (1) to replace their air packs and (1) to cover costs associated with the County's radio upgrades. Also attached to the comment letter is the fire team response data sheet for last month and year to date.

EAC Comments

The EAC members walked the trails to assess what needs to be done and did some clean up. The Earth Day event is scheduled for April 20th from 11am-2pm. Some shingles blew off of the pavilion and they cleaned up the flower beds. They are looking to possibly fix the water pump in the pond in the next couple of months.

Roadmaster's Comments

Anthony Werley stated they are finishing up with the brush cutting/wood chipping, installing cold patch, grading dirt roads and cleaning up after the storms. They are also performing maintenance on equipment.

Engineer's Comments

None

Attorney's Comments

Peter Lehr informed the Board that he suggests Brian Carl send out denial driveway letter to Michael Talago regarding his driveway requirements @ 4787 Winding Road. Mr. Talago did not submit the required additional information so this will close out the application until the resident wishes to apply again. Motion was made by Anthony Werley, seconded by Richard Bleiler to direct Brian Carl to send out a denial letter to Michael Talago regarding his driveway. Motion carried. 3-0

Treasurer's Comments

Jeff Strauss stated that the local restate tax bills have gone out for 2024. A new credit card has been received for Brian Carl as his card was recently compromised. Motion made by Richard Bleiler, seconded by Anthony Werley to close out the COVID account funds, the remaining funds will be transferred to pay cost associated with the Creamery & Winding culverts. Motion carried. 3-0 He is still working with New Tripoli Bank on the Positive Pay program.

Supervisor's Comments

Richard Bleiler reported on the Northwestern Rec Commission activities.

Township Manager's Comments

Community Center Update

Brian Carl updated the Board stating that he is in the process of getting prices for the turf and equipment. Motion made by Anthony Werley, seconded by Richard Bleiler to advertise to vacate Tercha Road. Motion carried. 3-0 Motion made by Anthony Werley, seconded by Richard Bleiler to close-out the Hillwood Signalization fund and

transfer the funds to the Signalization Repair Fund. Motion carried 3-0 The contractor who was to build our pavilion at the ballfield is no longer with COSTAR's so Brian will have pricing for this for next meeting to award the contract.

Executive Session

None

Chairperson, Linda Gorgas adjourned the meeting at 8:12 p.m.

Respectfully submitted,

Brian C. Carl, Township Manager