



## BOARD OF COMMISSIONERS

**PUBLIC MEETING**

**AGENDA-MINUTES**

**November 18, 2020**

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**1. CALL TO ORDER: 7:00 p.m.**

**As this is a virtual GoTo Meeting, Township Manager, Renee Bickel took a Roll Call for attendance purposes as follows:**

Commissioner Wolk:	HERE
Commissioner Mobilio:	HERE
Commissioner Kelly:	HERE
Commissioner Setton:	HERE
Commissioner Morgan:	HERE

Attendees: Commissioner Christina (Tori) Morgan, President  
Commissioner Diane Kelly, Vice President  
Commissioner Michael Wolk, Assist. Secretary  
Commissioner Joe Setton  
Commissioner Matthew Mobilio  
Joseph A. Zator, Twp. Solicitor, Zator Law Offices  
Anthony Tallarida, Twp. Engineer, The Pidcock Company  
Renee Bickel, Township Manager  
Randy Cope, Director of Twp. Operations  
Herb Bender, PW Superintendent  
Mike Elias, PW Utility & MS4 Coordinator  
Scott Boehret, Finance Manager  
Chief Glen Dorney, SWT Police Department  
George Kinney, Director of Community Development  
Tracy Fehnel, Exec. Assistant

**2. PLEDGE OF ALLEGIANCE**

**3. NOTIFICATION: All Public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted on BoardDocs for the Public's access.**

**\*(boarddocs.com; USERNAME: swhitehall; PASSWORD: swtpublic)**

President Morgan advised for the record that the Board of Commissioners did meet in Executive Session prior to the start of this meeting to discuss legal matters.

**4. MINUTES**

**a. November 4, 2020 - BOC Meeting Minutes**

A MOTION was made by Commissioner Mobilio, which was seconded by Commissioner Setton, to approve the November 4, 2020 BOC Meeting Minutes.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	NO
Commissioner Morgan:	AYE

Motion carried.

**5. PRESENTATIONS:**

- a.** First Reading of the 2021 Budget - Scott Boehret, Finance Manager gave an overview of all the Funds. There will be no tax increase for 2021. (See attached as presented by Scott.)

Wehr's Dam – Commissioner Kelly said that we had re-established the Wehr's Dam money that had been put aside in our budget--\$150,000, and it is back in a restricted fund. She said that back in May (see May 20, 2020 BOC Minutes) the Board had voted to move that to an unrestricted fund via motion. Since that money was moved out by motion, does it not need to be moved back by a motion of the Board? Township Manager Renee Bickel said she will go back and take a look at that. Solicitor Zator said the Budget this evening is a reading, not a vote. If the Budget reflects a move of the Wehr's Dam funds, then the approval of the Budget by the Board, when this occurs at a future meeting, that would serve the purpose of reversing the motion which was made several months ago regarding the Wehr's Dam fund. This reading of the budget is not moving that fund that Commissioner Kelly spoke about. That would only be by action of the Board either by motion now, or motion/or vote on the budget as a whole at a later date. Township Manager Bickel explained that the money is still in the money market (there was no movement) because it was not needed.

Mike Wolk – What is involved/required in the completion of the 2017/2018 audits? What quarter in 2021 might they be done? Township Manager Bickel explained this is an active process and is dependent on the auditor's schedule as well. This is a moving target, which is actively worked on, on regular basis, with Scott and his team, who provide information back to the auditor as it is requested. Once those audits are issued, it will be presented to the Board. Township Manager Bickel will give a timeline leading up to the completion of the audits.

All Board/Public questions answered at this time.

**6. ORDINANCES: None.**

**7. RESOLUTIONS:**

Before doing agenda item 7-a, agenda item 8-a had to be done first, and then 7-a was handled.

- a. See Motion 8-A First, followed by 7-A: A Resolution Extending Conditional Offer Of Employment To The Entry-Level Position Of Patrol Officer In The Township's Police**
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**Department To Candidates Numbers 64855 and 06336 Conditioned Upon The Individuals Satisfactorily Completing Medical And Psychological Examinations To Confirm Their Fitness For Duty.**

Chief Dorney came before the Board to ask permission to proceed with a conditional offer of employment to candidates 64855 and 06336. This will allow Chief to start the background investigation process.

(It is being noted for the record, that a prior motion was made, and rescinded, for this agenda item 7-a, due to the fact that one of the candidate numbers was incorrect. The correct candidate number (06336) has been inserted as instructed.

All Board/Public questions were answered at this time.

A MOTION was then made by Commissioner Morgan, which was seconded by Commissioner Kelly, to adopt the above-mentioned resolution to proceed with extending a conditional offer of employment to candidates 64855 and 06336 conditioned upon the individuals satisfactorily completing medical and psychological examinations to confirm their fitness for duty.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

**8. MOTIONS**

**a. Motion to Proceed with Adoption of the Entire Civil Service Eligibility List for Patrol Officer in the SWT Police Department**

Chief Dorney explained that before addressing agenda item 7-a, we need to do agenda item 8-a, which is the adoption of the entire civil service eligibility list for patrol officer in the SWT PD. Written exam has been completed through the consortium; interviews have been conducted, and applicable military points distributed to those who get them. The list has been compiled and we are here before the Board for its adoption this evening so that we can start the hiring process. This list was approved and certified by the CSC on November 16, 2020.

A MOTION was made by Commissioner Setton, which was seconded by Commissioner Mobilio, to adopt the entire CS eligibility list for Patrol Officer in the SWT PD.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

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**b. Motion to Proceed with Purchase of One New Police Vehicle**

Chief Dorney explained that this is not an addition to the fleet; this is for a vehicle involved in a crash which was totaled and is being replaced. Funding from insurance payments is being used to purchase this vehicle. There will be no additional cost to capital for this vehicle.

All questions answered by Board/Public at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, granting permission to proceed with the purchase of one new police vehicle as explained by Chief Dorney.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

**c. Motion Requesting Permission to Proceed with Advertising to Bid Variable Frequency Drive (VFD) Project for the Jacoby Water Station**

Herb Bender, Superintendent of PW, explained he is before the Board this evening requesting permission to advertise to bid the Variable Frequency Drive Project for Jacoby Water Station. This will help prolong the life of the pumps and the water lines inside the station.

All questions answered by Board/Public at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, to proceed with advertising to bid this project as explained by Mr. Bender.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

**d. Motion Requesting Permission to Proceed with Advertising to Bid the K-Mart Water Station Project.**

Herb Bender, Superintendent of PW, explained he is before the Board this evening to request permission to advertise to bid the K-Mart water station project. This will be a complete total rebuild of the building and all new equipment. \$600,000 budgeted in 2020 and will come back in 2021 for an additional \$200,000 for this project.

All questions answered by Board/Public at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, granting permission to proceed with advertising to bid the K-Mart water station project.

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Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

**e. Motion Requesting Permission to Award Bid for the Sewer Main Repairs, Manhole Rehabilitation, Manhole to Manhole Lining Project**

Mike Elias, PW Utility & MS4 Coordinator, explained that two bids were received and opened on November 6, 2020 at 10:00 a.m. for the above-referenced project. This bid was advertised twice in a local publication, as required by law. Per the bid results attached in your packet, the price difference on most line items between the two submitted bids is substantial and outweighs the difference on the smaller priced items. Utility Services Group has performed work for us in the past, having been awarded the most recent expiring contract in 2017. We have been very satisfied with the quality of work performed by USG. We feel USG's bid price for materials, and considering prevailing wage rates are incorporated, is fair and the best pricing for the Township. In addition to our own experience with USG, we also checked their listed references, and all reported very favorably. We are respectfully requesting the Board of Commissioners to award Bid #2020-04 to Utility Services Group for a total not to exceed the budgeted amount for this project of \$750,000.

All Board/Public questions answered at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Morgan, granting permission to award bid for the sewer main repairs, manhole rehabilitation, manhole to manhole lining project to Utility Services Group as explained above by Mr. Elias.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

**9. CORRESPONDENCE AND INFORMATION ITEMS:**

**a. Police Chief - Statistics Report (for Month of October)**

Chief Dorney gave the following statistics: 913 reports, 132 initiated reports; 14% were self-initiated; 210 EMS. YTD 9165 reports; YTD 1245 were self-initiated. There were 66 UCRs in Oct; and YTD UCRs 755. 27 Arrests in Oct; w/11 self-initiated arrests in Oct. YTD arrests 368.

President Morgan wanted to thank the SWT PD for their continued community service to SWT. The most recent event was the Heroes Fighting Hunger Event, and SWT-PD partnered with PSD and the Parkland Cares Food Pantry.

**b. Township Engineer – Report****c. Public Notice – Planning Commission Meeting, Thursday, November 19, 2020****10. DIRECTION/DISCUSSION ITEMS:**

Chairman Morgan – Wanted to advise that she, along with Commissioner Mobilio and Township Manager Bickel, continue to work on Boards/Commissions in gathering information in order to put together a package. We conducted interviews last week, and will be doing more next week. Current openings on Volunteer Boards/Commissions are: Civil Service Commission, Planning Commission, Zoning Hearing Board, and Green Advisory Council. The application is online for anyone to fill out. Please call the Township if you have questions and Renee or Tracy can help answer those questions.

Commissioner Wolk made a MOTION that the SWT employment and volunteer opportunities be added as a standard topic on BOC meeting agendas in order to provide opportunity to communicate new employment and volunteer opportunities to a wider group of people than now. He said we would get more candidates, and people would have more knowledge about how they can fill township needs. Feels it would be a win-win for the Township and the citizens.

Commissioner Kelly seconded Commissioner Wolk's motion.

Commissioner Mobilio said he had no problem with this, but asked that he and Commissioner Morgan be allowed to finish what they are working on first, before implementing this.

President Morgan suggested that on the agenda as a standing item, under old/new business, list "Volunteer Boards/Commissions Updates"—a section where we can report out on those things for Boards/Commissions, which would include vacancies, etc. In this way, we would be all encompassing with information related to the various Boards/Commissions.

Commissioner Wolk was willing to have Commissioner Mobilio TABLE the motion at this time. Commissioner Wolk withdrew his motion. Per Commissioner Mobilio, this will allow them—Commissioners Mobilio and Morgan time to finish up with their committee reports prior to implementation.

Department Reports - Will be added back on to agenda beginning January 2021, second meeting of the month.

Commissioner Mobilio – Every day we see an increase, and new records set, regarding COVID cases in PA. Stay at home orders are being implemented across the state to halt the spread. The economy is reeling. The lack of funds and economic grants are not available. He went on to say that many of our SWT businesses are struggling. In light of that, Commissioner Mobilio proposed that since we were able to release the \$150,000 set aside initially for the Wehr's Dam Fund, and the fact that we did not have to use it because Staff did an excellent job managing the budget this year, he would like to propose the creation of a COVID-relief

fund to be made available to SWT businesses, and to fund that fund with the \$150,000 originally set aside, and now released. Commissioner Mobilio said he understands there are eligibility details that would have to be worked out, but is willing to serve on the committee that would look into the details of this. He feels it is important to make SWT businesses aware that federal and state government is not going to act, and because we have been such good stewards with their tax dollars, we are in a position to potentially help them. He would like to take a vote on the creation of this fund and the funding of this fund, with further details to follow later.

Commissioner Mobilio made a MOTION for the Board to grant him permission to work with Staff and Legal for the purposes of doing investigative work and look into the feasibility of a COVID-19 relief fund, and then to come back to the Board with this—the feasibility to build out the concept, which addresses the legal, financial, and operational issues, using this as a platform to move forward. The motion was seconded by Commissioner Morgan. (For the record, Commissioner Mobilio withdrew the motion he made prior to this one.)

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.

## 11. OLD BUSINESS:

- a. **Wehr's Dam – Status:** Still no word from PA DEP regarding our permit.
- b. **Campus Renovation Project** - Update by Tony Ganguzza, Vice President, Boyle Construction

Mr. Ganguzza, Project Manager, said that overall the project is going extremely well—we are ahead of schedule. Completion dates as follows: Administrative building December 22<sup>nd</sup>; Police Department December 15<sup>th</sup>; Public Works December 9<sup>th</sup>; Lower level addition December 15<sup>th</sup>; Upper Level January 8<sup>th</sup>. Ahead of schedule, even in light of delays caused by COVID. Contract \$8.3M, with \$500,000 allowance money built into the \$8.3M. Currently have \$100,000 allowance money remaining. Site construction work is well underway. All site work should be wrapped up by middle of December. Township anticipating moving back end of January, early February.

Library – On schedule with Library. Should be completed by middle of January.

All Board/Public questions answered at this time.

- c. **Credit Cards – Status:** No update at this time.

## 12. COURTESY OF THE FLOOR:

Brian Hite, 1273 Eck Road – Topic, Construction going on across from his property.

Brian Pannella – Topic, July 11<sup>th</sup> Cetronia Fire Company damage to his house.

**13. PAYMENT OF INVOICES:**

- a. Invoices and Purchasing Requisitions have been reviewed by the Township Manager and the Director of Finance, who authorize that checks be issued to pay bills as tabulated.**

A MOTION was made by Commissioner Setton, and seconded by Commissioner Mobilio, to approve the payment of all invoices. All in favor; none opposed.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	NO
Commissioner Morgan:	AYE

Motion carried.

**14. EXECUTIVE SESSION: No executive session after this meeting.**

- 15. ADJOURNMENT: At 9:34 p.m. a MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk to adjourn. All in favor; none opposed.**

- 16. APPROVED: On December 16, 2020, a MOTION was made by Commissioner Wolk, which was seconded by Commissioner Mobilio, to approve the November 18, 2020 BOC Meeting Minutes.**

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	NO
Commissioner Setton:	AYE
Commissioner Morgan:	AYE

Motion carried.