

Wednesday, December 21, 2022
Board of Commissioners

Public Meeting Room, 7:00 p.m.
South Whitehall Township Building
4444 Walbert Avenue
Allentown, PA 18104

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS

A. All public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted to the website for Public access.

B. Public/Virtual Meeting Rules

C. Board of Commissioners Met in Executive Session on the following date(s) to discuss Legal and/or Personnel Matters:
12/21/2022 (6:00 PM to 7:00 PM)

4. COURTESY OF THE FLOOR - Public Comment on Non-Agenda Items

5. MINUTES

A. December 7, 2022 - Board of Commissioners Regular Meeting Minutes

6. PRESENTATIONS

A. Swearing in of Fire Police for 2023: President of Board of Commissioners - Resolution of the Board of Commissioners of South Whitehall Township Confirming Individuals Nominated by the Volunteer Fire Companies as Special Fire Police Each for a One-Year Term

7. ORDINANCES

A. Motion to Adopt Said Ordinance-An Ordinance of the Township of South Whitehall, County of Lehigh, and Commonwealth of Pennsylvania, Amending Part I ("Administrative Legislation"), Chapter 17 ("Boards, Commissions, Councils And Departments"), Article V ("Commission Meetings") of the Codified Ordinances of South Whitehall Township to Designate the Meeting Location and Time for Regular Meetings of the Board of Commissioners, and Providing for a Repealer Clause, Severability Clause and Effective Date

B. Motion to Adopt Said Ordinance- An Ordinance of the Township of South Whitehall, County of Lehigh, and Commonwealth of Pennsylvania, Fixing the Property Tax Rate for the Fiscal Year 2023; Levying a Real State Tax for General Revenue Purposes and for Fire Tax Purposes for the Fiscal Year 2023; Reaffirming the Current Tax Rates Provided for Within Chapter 328, "Taxation", of the Codified Ordinances of South Whitehall Township; Providing for a Repealer Clause, Severability Clause And Effective Date

C. Direction/Discussion and Review of Comments Received by Lehigh Valley Planning Commission; Consideration of Motion to Advertise- An Ordinance Amending the South Whitehall Township Zoning Ordinance by Deleting Section 350-48(N)(2) No-Impact Home-Based Business, Creating New Sections 350-48(H)(5) Home-Based Business, No-Impact and 350-48(H)(4) Home-Based Business, Low-Impact, Renumbering Existing Section 350-48(N)(3) Nursing Home to Section 350-48(N)(2), Renumbering Existing Sections 350-48(H)(4) through (H)(6) to 350-48(H)(6) through (H)(8) to Accommodate the New Sections 350-48(H)(4) and (H)(5), Correct All Impacted Links Within the Zoning Ordinance; and, Providing for a Severability Clause, Retention of Rights to Enforce Clause, a Repealer Clause, and an Effective Date.

8. RESOLUTIONS

A. A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Authorizing the Township Manager to execute a Utility Reimbursement Agreement with the Pennsylvania Department of Transportation for the Highway Improvement Project of State Route 0309, Section 12M (Water)

B. A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Establishing Rates, Rents, Charges, and Delinquent Charges for Furnishing Water Service to Consumers, and Establishing the Circumstances Under Which Water Service is Discontinued and Municipal Liens Filed

C. A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Establishing Rates, Rents, Charges, and Delinquent Charges for Furnishing Sanitary Sewerage Services to Owners and/or Consumers, and Establishing the Circumstances Under Which Water Service is Discontinued and Municipal Liens Filed

D. A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Approving and Adopting Municipal Solid Waste Collection Charges for Calendar Year 2023

E. A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Authorizing the Transfer of Unencumbered Moneys From Multiple Township Accounts to Other Accounts Within the 2022 South Whitehall Township Approved Budget and to Make Supplemental Appropriations for Funds Received Within the Fiscal Year

F. A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Approving the Budget for the 2023 Calendar/Fiscal Year Beginning on the First Day of January, 2023 and Ending on the Last Day of December, 2023 {Adoption Process to Commence with Agenda Item Number 9 (Motions) (A)}

9. MOTIONS

A. Motion to Approve Revisions to 2023 South Whitehall Township Proposed Budget (in accordance with Article XVII, Section 1701 (b.2) of the First Class Township Code)

B. Motion to Approve Utility Service Group Cost of \$60,000.00 for I&I

C. Motion to Approve Public Notice Advertisement of Three (3) Vacant Zoning Hearing Board Alternate Positions

10. CORRESPONDENCE AND INFORMATION ITEMS

A. Current Vacancies on Boards/Commissions

B. Upcoming Meetings (Details Posted on Website)

11. OLD BUSINESS

A. Wehrs Dam - Explanation by Herb Bender, Director of Twp. Operations

B. Comprehensive Plan Update - Explanation by Dave Manhardt, Director, Community Development Department

12. Department End-of-Year Reports

A. Executive Department

B. Community Development Department

C. Fire Departments (Presented by Fire Chiefs)

D. Finance Department

E. Public Works and Parks & Recreation

F. Police Department

G. Township Engineer

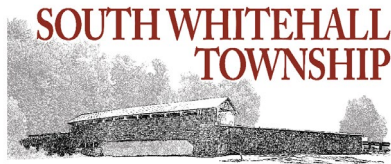
13. COURTESY OF THE FLOOR - Public Comment on Non-Agenda Items

14. MOTION TO AUTHORIZE PAYMENT OF INVOICES & DISBURSEMENTS

A. Invoices and Disbursements

15. EXECUTIVE SESSION

16. ADJOURNMENT



BOARD OF COMMISSIONERS

PUBLIC MEETING

AGENDA-MINUTES

December 7, 2022

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

Attendees:

Commissioner Diane Kelly, President
Commissioner David M. Kennedy, Vice President
Commissioner Monica Hodges, Assist. Twp. Secretary
Commissioner Brad Osborne
Commissioner Jacob Roth
Joseph Zator, Solicitor, Zator Law
Anthony Tallarida, Twp. Engineer, The Pidcock Co.

Tom Petrucci, Township Manager
Herb Bender, Dir. of Twp. Operations
Mike Elias, PW Utility & MS4 Coordinator
Tricia Dickert, Director of Finance
Glenn Dorney, Chief, PD
Dave Manhardt, Director, Community Development Dept.
Chris Strohler, Long-Range Planner, CD Dept. *
Gregg Adams, Planner, Community Development Dept.
Chris Kiskeravage, Twp. Fire Commissioner *
John Frantz, Fire Marshal, Building Code Official
Tom Harper, Code Enforcement Program Manager *
Rob Fehnel, IT Projects Manager *
Tracy Fehnel, Exec. Assistant
Absent* **Attended Virtually ****

President Kelly extended a warm welcome to Commissioner Jacob Roth, who was appointed to the BOC at the November 30th BOC's Special Meeting.

2. PLEDGE OF ALLEGIANCE

3. ANNOUNCEMENTS:

- a. All Public sessions of the South Whitehall Township Board of Commissioners are electronically recorded, filed, and posted to the website for Public access.
- b. Public/Virtual Meeting Rules
- c. Board of Commissioners Met in Executive Session on the following date(s) to discuss Legal and/or Personnel Matters: None

4. COURTESY OF THE FLOOR: Public Comment on Non-Agenda Items: NONE.

5. MINUTES:

a. November 16, 2022 – Board of Commissioners Minutes

A MOTION was made by Commissioner Kennedy, which was seconded by Commissioner Hodges, to approve the November 16, 2022, BOC Minutes as presented. All in favor; none opposed. Vote was 4:0. Motion carried. *(Commissioner Roth abstained because he was not yet a member of the BOC.)*

b. November 30, 2022 – Board of Commissioners Special Meeting Minutes

A MOTION was made by Commissioner Kennedy, which was seconded by Commissioner Kelly, to approve the November 30, 2022, BOC Minutes as presented. All in favor; none opposed. Vote was 4:0. Motion carried. *(Commissioner Roth abstained because he was not yet a member of the BOC.)*

PRESENTATIONS:

- a. **Public Hearing - A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Approving the Transfer of Restaurant Liquor License No. R-7726 into the Township of South Whitehall** – A Court Stenographer, c/o Esquire Solutions, was in attendance for this hearing to take minutes. Township Solicitor, Joseph Zator, presided over this hearing.

Purpose of the hearing was to determine whether the transfer of the liquor license would adversely affect the health, safety, and general welfare of the community. The hearing closed at 7:16P. A vote was taken at this time to approve/disapprove said resolution.

A MOTION was made by Commissioner Kennedy, which was seconded by Commissioner Kelly, to approve the resolution approving the transfer of restaurant liquor license no. R-7726 into the Township of SWT. All in favor; none opposed. Vote 5:0. Motion carried.

- c. **Hotel Hamilton, LLC (Major Subdivision #2015-107) - Update on Current Project Status**

Dave Manhardt, Director, Community Development Department, explained this was last before the BOC at the September 7, 2022, BOC Meeting, where a six-month extension was granted, with a condition of approval that Applicant appear before BOC at the December 7, 2022, BOC Meeting to give a three-month progress update on the project. Applicant's team was in attendance this evening.

Mr. Harold (Bud) Newton, c/o Newton Engineering, presented a spreadsheet listing all the Conditions of Approval w/corresponding Newton/Developer Response for each condition. There was one item that fell through the cracks, which they are trying to handle in the next few weeks, which is with PennDOT and is a Traffic Signal Easement Agreement, which he would like the Township to proceed with the execution of a.s.a.p. Applicant is ready to sign that as soon as the Township is ready to sign. Additional agreements are also being worked on in the Township Solicitor's office at this time. Bud will again be back before the BOC in three months to give another status check.

- d. **The Pidcock Company - Review of Proposed 2023 Professional Fee Schedule**

Tony Tallarida, Township Engineer/Sr. Engineer for The Pidcock Company, explained that based on their predictions of what they will be doing in the upcoming year, and current status of the economy, TPC is respectfully requesting an increase across the board of 2.8%. He said he hopes the Township understands and they would like to continue their partnership with the Township. Action on this fee schedule will be taken at the first meeting in January. This item is informative in nature. Their rate schedule has a hard stop at the end of the year, and the new rates would go into effect 1st of the new year.

- e. **Spotts, Stevens and McCoy (SSM) - Review of Proposed 2023 Professional Fee Schedule (30:02)**

Jason Newhard, SSM, Tech Manager, explained that they are the Utility Engineer for Water and Sewer. Explained they have a similar situation as The Pidcock Company. Got hit hard with Benefit Increases—also the need to replace people at a decent rate. SSM increase is almost 6% across the Board, which is a composite average as well. He explained that if they open a project in 2022 and it runs into 2023, they will be paid at the 2022 rates. The rate sheet presented this evening is the same one they use for all municipalities.

6. **ORDINANCES:**

a. **Direction/Discussion - Review of Recommendation from Planning Commission regarding a Zoning Ordinance Text Amendment Submitted by Shree Mata 4365, LLC**

Dave Manhardt explained two memos were provided, the first one being a more broad explanation. Impetus for this text amendment is a request from Shree Mata, which is the Dorneyville Shopping Center requesting some changes/modifications to the zoning ordinance to help with parking as required for any land development. Currently land development is running through the ZHB, as well as this text amendment running concurrently. Appeared at PC with a sketch plan. Staff worked with Applicant on text amendments.

Gregg Adams, Planner, Community Development Department, explained it is his understanding Applicant did submit an application to the ZHB, which was reviewed at the November ZHB Meeting, and which was continued—no action taken. Along a parallel path it went to the PC, who reviewed it at the November meeting, and recommended adoption of the proposed ordinance with a 4:2 vote, w/1 abstention. Background info was given in the packet on parking ordinances in the township with numerous amendments since the early 2000s. The most serious one occurred in 2014 ZH update, which took the shopping center and provided it a single calculation. Previously it was part of a coordinated development, which means you had to basically go through all the uses there, calculate the off-street parking requirements for each use, and then add up the total for the entire center. In 2014 we basically said the shopping center should have one calculation based on the square footage of the entire parcel. We are learning that shopping centers are changing/evolving over time. For example, restaurants are becoming more prominent, as well as recreational facilities—gyms, etc. When Applicant came in to update the ordinance, we discussed and found two tracks—1. To update the definition of Shopping Centers, to include these new uses taking up more space in a shopping center; and 2. To review the actual calculation itself. Right now it is a 1 space for every 225 SQF of primary use space within the shopping center. We then looked at coordinated developments, which do have reductions for size—the larger the coordinated development the greater the reduction for size, to account for shared parking. The Applicant has suggested we incorporate that into shopping centers as well. Reduction for size is second path. Staff feels the Zoning Ordinance would benefit, as well as the shopping centers benefit from change of definition. Parking was also looked at and we notice how full the parking lots are and we believe we are overparked, which means we have more spaces than cars generally see during the day.

Shopping Center Owners would be the ones to bear the brunt of any overuse of the parking regulations. If they cannot bring in the customer base they need, their tenants would suffer.

Questions – What happens if we are not providing sufficient parking? Is there available parking near the shopping centers that can be utilized. If there is nearby parking, would people use it or would they leave to find another place to frequent? There are pros and cons to having too much or too little parking.

A MOTION was made by Commissioner Osborne, which was seconded by Commissioner Kennedy that we as a Board, direct staff to present to the Board at a future meeting, a text change they support, which they would like us to consider. Commissioners Osborne and Kennedy approved said motion; Commissioners Kelly, Roth, and Hodges voted NO. Vote 2:3. Motion DID NOT carry.

b. Direction/Discussion - Possible Amendment to Parks and Recreation Board Ordinance

Township Manager Tom Petrucci explained that we are requesting direction/discussion, followed by a request to remit enclosed draft ordinance to Township Solicitor for legal review, if deemed appropriate by the BOC.

In order to align the composition of the P&RB w/the First Class Township Code requirements, it is suggested to restructure the current membership, with terms staggered, so that no more than two members will expire annually. It is also recommended that appointments should run on a full calendar year basis (January to December), for a five-year term. Two members of the PSD may serve on the P&RB, if BOC deems it necessary/appropriate, which appointment would be made by BOC.

Board was in agreement that Mr. Petrucci make changes to the ordinance, specifically Section 17-10, last two paragraphs with regard to the submission of reports to the BOC. Additionally, Section 17-12, which refers to Officers—in that an election be held each year, when they reorganize. Township Manager Petrucci said he had the information he needed and will make the changes per BOC request.

7. RESOLUTIONS:

a. Parkland Manor Phase 4 Senior Living Land Development Plan - Approval of Alternate Form of Security for Public Improvements

Dave Manhardt, Director, Community Development Department, explained this is for Parkland Manor, along Crackersport Road, who are requesting a resolution to change banks for their security. Applicant was in attendance. Joel Weiner, Attorney for Applicant, Crackersport Racquet Ball, LP, which owns Parkland Manor. They were previously granted permission to have M&T Bank issue a letter of credit, which is in Baltimore. SWT Ordinance requires that when financial security is placed in the nature of a letter of credit, the place for presentation of the letter of credit must be within 60 miles of the Township Office or BOC approval needs to be granted for a greater distance. Any cost of travel would be covered by

the Applicant. The original letter of credit needs to go to the bank. You cannot give a copy. The original must make it to the place of presentation. FedEx/UPS can be used. Currently, virtually all letters of credit are presented at a money center which today is Wilmington, Baltimore, NY, Washington, etc. Applicant's request is two-fold. To allow Applicant to have a presentation, not at the M&T Office in Baltimore, but at the Morgan Stanley private bank, National Association Office in Baltimore where they receive letter of credit draws, which is from one side of Baltimore to the other. Applicant's second request is because in all likelihood they will switch banks again given the nature of what is happening in the world, is that they also have the ability to change to another bank within the 200-mile radius without having to come back to the BOC. The form of the letter of credit would still be to the satisfaction of the Solicitor, cost of travel would be covered by Applicant, and may be part of the draw request if needed. This is complete request of Applicant.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Hodges, to approve said resolution, however, with the removal of paragraph 1., (ii). Additionally, Solicitor Zator added—1.(i) to read as follows... *Thames Street Wharf; or other address of Morgan Stanley Private Bank, National Association, located within a 200-mile radius of the Township Offices at 4444 Walbert Avenue, South Whitehall Township.*

At this time, Acceptance of Conditions was signed by Applicant.

All were in favor of the above motion, as amended by President Kelly and Solicitor Zator. Vote 5:0. Motion carried.

b. A Resolution Approving Sewer Planning Module - My Salon Suites, Village West Shopping Center

Mike Elias, PW Utility & MS4 Coordinator, explained that My Salon Suites (Brixmore) is re-tenanting two retail spaces at the Village West Shopping Center totaling 6,500 SQF for a spa/salon. They are requesting 713 GPD or 3.2 EDUs of sewer allocation. Staff is before the Board this evening recommending approval.

A MOTION was made by Commissioner Roth, which was seconded by Commissioner Kennedy, approving above said resolution as explained by Mr. Elias for the approval of 3.2 EDUs of sewer allocation. All in favor; none opposed. Vote 5:0. Motion carried.

c. A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Authorizing the Township Manager to execute a Utility Reimbursement Agreement with the Pennsylvania Department of Transportation for the Highway Improvement Project of State Route 0309, Section 12M.

Township Manager Tom Petrucci said that he wanted to clarify he would be the one signing the agreement, however, the credit goes to Director of Township Operations Herb Bender—he was able to work out with PennDOT where the Township will only be paying 25% of the costs associated with relocating and adjusting our sewer for the Highway Improvement Project of State Route 309. Mr. Petrucci wanted to thank Herb for his efforts—which is a tremendous action. We do not know all the costs that will be associated with this project, but thankfully we will only be paying 25% of those costs as opposed to all of them. Staff is

seeking a motion to approve said resolution as presented. On behalf of the Board, President Kelly thanked Herb Bender for making this arrangement with PennDOT.

A MOTION was made by Commissioner Kennedy, which was seconded by Commissioner Roth, to approve said resolution. All in favor; none opposed. Vote 5:0. Motion carried.

d. A Resolution Extending Conditional Offer Of Employment To The Entry-Level Position Of Patrol Officer In The Township's Police Department To Candidates #48231 and #86119, Conditioned Upon The Individual Satisfactorily Completing Medical And Psychological Examinations To Confirm Their Fitness For Duty

Chief Glen Dorney explained that the PD is going through the hiring process—working our way through the Civil Service List, for open positions on the PD. The next two candidates on the list are Candidates #48231 & 86119. This gives PD the opportunity to start the background process. Staff is requesting that these candidates move forward in the hiring process.

A MOTION was made by Commissioner Osborne, which was seconded by Commissioner Hodges, approving above-said resolution extending conditional offer of employment to candidates #48231 & 86119, as explained by Chief Dorney. All in favor; none opposed. Vote 5:0. Motion carried.

8. MOTIONS:

a. Motion to Proceed with Award of Towing Operator Services Contract

Chief Glen Dorney explained that Staff went through the Bid Packets which were submitted on November 7th for Tow Operator Services—four proposals were received. This was advertised two times as required, and made accessible on the Township Website. All four proposals reviewed by Donna Zackeru, Purchasing, and Chief Dorney. Three of the four proposals had missing information. The Township reserves the right to waive any irregularities/informalities and feels we can exercise this right and to award these services with the information being supplied by the contractor prior to executing the contract. Staff is respectfully requesting contracts be awarded to Ironton Towing and Stew's Tire Center to be used in rotation for the Township's towing needs. The RFP was for up to two towing contracts. These were the two best responses based on the towing tabulation sheet as presented in the packet. On behalf of the Board, President Kelly thanked Donna Zackeru for putting together the Towing Tabulation Sheet, which was very helpful.

A MOTION was made by Commissioner Osborne, which was seconded by Commissioner Kelly, granting approval of awarding contracts to Ironton Towing and Stew's Tire Center, to be used in rotation for the Township's towing needs, as presented by Chief Glen Dorney. All in favor; none opposed. Vote 5:0. Motion carried.

b. Motion to Award Bid - Tilghman Street Bridge Utility Relocation Project, Bid #2022-07

Herb Bender, Director of Township Operations, explained that on Monday, November 28th, at 10A, four bids were received/opened for the Tilghman Street Bridge Utility Relocation project. This was advertised as required. Bid documents were downloaded from the PennBid website by 71 companies. Looking to award the bid to Joao Bradley Construction in the amount of \$473,060. PW set aside funds in the amount of \$250,000 from cast in place repairs line item for 2022, and the 2023 portion of this project is budgeted for another \$250,000. PW will do the restoration of the paving work at the Commerce Center once we get the easement. To keep the cost down, we will do the actual pavement work in-house. With this project, the Turnpike has agreed to a 50/50 cost share with the Township. We will pay it out and once the project is complete, the Turnpike will reimburse us 50%. These monies will go back into the sewer fund. We do have to finalize the two easements as of yet. These agreements are with their solicitors, and once we have these agreements back, we will come back and let BOC know we have everything finalized.

A MOTION was made by Commissioner Hodges, which was seconded by Commissioner Roth, approving motion to award bid contract to Joao Bradley Construction as explained by Mr. Bender. All in favor; none opposed. Vote 5:0. Motion carried.

9. CORRESPONDENCE AND INFORMATION ITEMS:

a. Upcoming Meeting Dates

CURRENT VACANCIES ON BOARDS/COMMISSIONS:

1. Civil Service Commission - 1 Alternate Vacancy
2. Environmental Advisory Council - 3 Vacancies
3. Green Advisory Council - 1 Vacancy
4. Landscape Shade Tree Commission - 1 Vacancy
5. Parks & Recreation Board - 1 Vacancy
6. Zoning Hearing Board - 3 Alternate Vacancies

UPCOMING MEETINGS: Details posted on website.

- Thursday, December 8, 2022 - Emergency Management Services Meeting, 7P
- Tuesday, December 13, 2022 - Planning Commission Comprehensive Plan, 7P
- Wednesday, December 14, 2022 - Civil Service Commission, 10A
- Thursday, December 15, 2022 - Planning Commission, 7:30P
- Monday, December 19, 2022 - Landscape and Shade Tree Commission, 10A
- Monday, December 19, 2022 - Green Advisory Council, 6P

11. OLD BUSINESS

a. Wehr's Dam – Explanation by Herb Bender, Director of Twp. Operations.

Herb Bender explained, they met with contractor today. Have run into some issues, so were in a holding pattern. We were working with PADEP to get everything resolved. Delay due to waiting for new rebar to come in—dam is thicker than originally anticipated, causing an additional cost to be incurred (for the rebar and concrete). Barring no other changes, we

will be at \$357,086.50. \$850,000 was put aside for this project. We are still currently under budget for this project.

b. Comprehensive Plan Update - Explanation by Dave Manhardt, Director, Community Development Department

Dave Manhardt explained, CP Workshop is scheduled for this Tuesday, the 13th. What we are working on is that we finalized the land use, and will bring those changes back to the Boards for discussion. Also, will be covering the implementation plan at the Workshop. Comments received were gone through; had internal staff meeting to simplify and clarify those comments, and will be presenting those. Additionally, changes sent to graphic designer to be incorporated into the plan and should be available to go out in Friday's agenda packet, which represents a final draft. Any minor changes beyond that can be handled in-house.

12. DIRECTION/DISCUSSION ITEMS:

a. Farm Lease between South Whitehall Township and Donald Newhard t/a Newhard Farms

Township Manager Tom Petrucci explained that as the Board of Commissioners is aware, the Township acquired approximately 26.87 acres located at 1036 Springhouse Road from David T. Davis and Joanne S. Davis; this land has been subsequently classified as "Davis-Smith Open Space". The Agreement of Sale required the Township to deliver at closing a lease agreement to permit the continued and uninterrupted farming of the property by the current tenant and the tenant's heirs, successors and assigns. The agricultural operator has provided notification to the Township that they will continue to utilize the property for the 2023 calendar/fiscal year, pursuant to the requirements of the current Lease Agreement. No action by the Board. Mr. Petrucci will make sure the proper insurance is in place as required by agreement.

b. Trexler Boulevard/Suncrest Traffic Calming - Recommendation from PennDOT Local Technical Assistant Program (Reviewed by Public Safety Commission on December 5, 2022)

Township Manager Tom Petrucci explained that the Township submitted a Technical Assistance Request through the Technical Assistance Program for PennDOT to exam Traffic Calming concepts for both Trexler Boulevard and Suncrest Drive. Township has received complaints regarding speeding on both roadways. Based on recommendations of LTAP, Trexler Boulevard would be appropriate for traffic calming measures. Suncrest was not recommend based on the speed report that came back. The Township does not have a traffic calming policy at this time. This was taken to the PSC Meeting (December 5th) and it was recommended by PSC that the next step be taken to set a public meeting to review possible traffic calming measures w/residents at the January 9th PSC Meeting. This is FYI and that we view this as a pilot program, in order to use this data, to see how these measures would be working. Installation would be handled by PW. Before we get to this point however, we want to review w/the neighborhood, and property owners on surrounding roads, which

would be done at the January 9th PSC Meeting. Mailer has already been put together, to be distributed by PW. The Board was in agreement with this.

c. Zero Balance Billing - Recommendation from Finance Department

Tricia Dickert, Director of Finance, explained that this is in follow up to direction/discussion conversation which took place at the November 16th BOC Meeting re-Zero Balance Bills. The first half of the year will be spent pushing electronic billing, putting a mailer with bills that go out 1Q23 which would ask:

1. Would you like to register for electronic billing?
2. Would you like to receive free emergency and community advisory alerts from the Township through the NIXLE system?
3. If you prepay, would you like to continue receiving invoices showing your zero balance?

At this point, Ms. Dickert, feels the mailer is a good idea to be included in the refuse bills, but if it is the desire of the Board to drop zero-balance bills, the Finance Department would then proceed with doing so. On the handout/insert a QR Code is given to assist residents when signing up for electronic billing. The second QR Code will allow for residents to sign up for Nixle. Tricia will add a space for resident's name to the insert, just in case it gets separated from the payment. With the newly designed insert, Ms. Dickert explained the question regarding zero balance billing will go away, once that button is turned off. However, if we find that many are requesting documentation showing their balance, this subject will need to be brought back to the board for further discussion.

Tree Lighting Event, December 3rd – President Kelly wanted to thank Township Manager Tom Petrucci and Director of Township Operations Herb Bender for overseeing this event. She said it was a great event for the community and was thankful to everyone who made it such a successful event. She thanked Finance who was there, PD, PW, the Volunteer Fire Departments, SWT Emergency Management, and especially Santa who made an appearance, and who was the highlight of the event.

Heroes for the Holiday – President Kelly also thanked Chief Dorney and the entire PD for sponsoring this event—33 PSD students who were adopted, and were able to buy/wrap presents so that they could give to their family members. A very special event. President Kelly asked Chief to pass the Board's appreciation on to everyone. Chief Dorney also thanked Lieutenant Brown and Sergeant Grozier for diligently putting together this incredible event. Chief thanked the Board for their support every year for this event.

13. COURTESY OF THE FLOOR: Public Comment on Non-Agenda Items

Tricia Dickert, Director of Finance – explained that there will be a shift in schedule in the Lobby on December 30th, where payments will be processed only until 10A. This will allow for Finance Staff an opportunity to post all the batches and run all the year end reports so they can go celebrate with their families. Payments will still be taken after 10A, however,

they will be posted once we resume operations on Tuesday, January 3rd of the New Year. This information has been placed on the Website for Residents.

Herb Bender, Director of Township Operations – Explained that today they had a well go down. Kohl Bros. were called in to handle. They will be getting the parts needed. Everyone does have water at this time—no one will go without water. We are looking at a \$70,000 repair. This repair will be covered by monies that were budgeted in a 2022 line item.

14. MOTION TO AUTHORIZE PAYMENT OF INVOICES & DISBURSEMENTS:

a. Invoices and Disbursements

A MOTION was made by Commissioner Kennedy, which was seconded by Commissioner Kelly, to approve the payment of all invoices. All in favor; none opposed. Motion carried. Vote 5:0.

15. EXECUTIVE SESSION: None.

16. ADJOURNMENT: At 10:12 p.m. President Kelly made a motion to adjourn. All in favor; none opposed.

**SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2022-__
(Duly Adopted December 21, 2022)**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL
TOWNSHIP CONFIRMING INDIVIDUALS NOMINATED BY THE VOLUNTEER FIRE
COMPANIES AS SPECIAL FIRE POLICE EACH FOR A ONE-YEAR TERM**

WHEREAS, pursuant to Section 1401.1 of the First Class Township Code, the Board of Commissioners may confirm any member of a volunteer fire company nominated to serve as special fire police under 35 Pa.C.S. Ch. 74 Subch. D (relating to special fire police); and

WHEREAS, each of the volunteer fire companies that serve South Whitehall Township have nominated individuals to serve as special fire police who are verified members in good standing with their respective volunteer fire companies with each having completed fire police training; and

WHEREAS, each of the officers confirmed hereby shall participate in an Oath of Office prior to assuming their specific powers pursuant to 35 Pa.C.S. Ch. 74 Subch. D (relating to special fire police); and

WHEREAS, the Board of Commissioners of South Whitehall Township has determined that confirming the fire police nominated by the volunteer fire companies is in the best interest of the Township.

NOW, THEREFORE, BE IT RESOLVED AND ADOPTED by the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, as follows:

Section 1. Confirmation of Fire Police. The following named individuals nominated by volunteer fire companies serving South Whitehall Township are confirmed as special fire police for a one (1) year term, expiring on December 31, 2023, so long as said individuals listed below faithfully fulfill the duties of special fire police pursuant to 35 Pa.C.S. Ch. 74 Subch. D (relating to special fire police).

Woodlawn Fire Department:

- Amy Beers
- Andrea Search
- Imaan Mughal
- Toseef Mughal
- Shoukat Mughal Fire Police Supervisor
- Mubashar Mughal

- James Gilleo Fire Police Lieutenant
- Nicole Gilleo Fire Police Specialist
- Jose Gonzalez Fire Police Lieutenant
- Noah Miller Fire Police Captain
- Robert Himes Fire Police Specialist
- William Friedman
- Jennifer Friedman
- James Gilbert
- Leandro Paulino
- Sally Melhim
- Jacob Yeakel
- Luis Perez

Section 2. Effective Date. This Resolution shall become effective as of December 21, 2022.

Section 3. Severability. In the event any provision, section, sentence, clause or part of this Resolution shall be held to be invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Resolution, it being the intent of the Board of Commissioners that the remainder of the Resolution shall remain in full force and effect.

Section 4. Repealer. All resolutions or parts thereof, insofar as the same are inconsistent herewith are repealed hereby.

DULY ADOPTED this **21st** day of **December 2022** by a majority of the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Resolution on behalf of the Board.

ATTESTED:

TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS

Tricia Dickert, Twp. Secretary

Diane Kelly, President

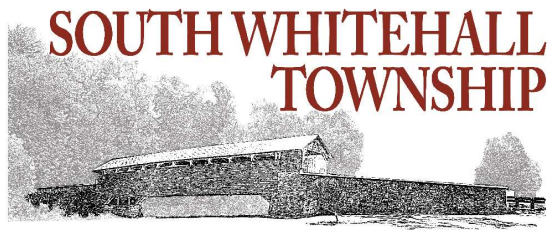
We, the undersigned, do hereby promise to abide by the Act named herein and known as Act No. 74 P.L. 1941.

SIGNED AS FOLLOWS BY THE **WOODLAWN FIRE DEPARTMENT**:

- _____ Amy Beers
- _____ Andrea Search
- _____ Imaan Mughal
- _____ Toseef Mughal
- _____ Shoukat Mughal Fire Police Supervisor
- _____ Mubashar Mughal
- _____ James Gilleo Fire Police Lieutenant
- _____ Nicole Gilleo Fire Police Specialist
- _____ Jose Gonzalez Fire Police Lieutenant
- _____ Noah Miller Fire Police Captain
- _____ Robert Himes Fire Police Specialist
- _____ William Friedman
- _____ Jennifer Friedman
- _____ James Gilbert
- _____ Leandro Paulino
- _____ Sally Melhim
- _____ Jacob Yeakel
- _____ Luis Perez

Sworn and subscribed to before me this **21st** day of **December 2022**.

Notary Signature and Notary Seal



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 13, 2022
SUBJECT:	Motion for Adoption of Ordinance- Board of Commissioners Regular Meeting Schedule Time (Amendment to § 17-29)
COPY TO:	H. Bender; T. Fehnel

- **Action Requested:**

A motion is requested to adopt a draft amendment to the South Whitehall Township Code to confirm that regular meetings are held at **7:00 PM** at the South Whitehall Township Municipal Building. The current ordinance lists the time as **7:30 PM**. The ordinance is summarized below:

An Ordinance of the Township of South Whitehall, County of Lehigh, and Commonwealth of Pennsylvania, Amending Part I (“Administrative Legislation”), Chapter 17 (“Boards, Commissions, Councils And Departments”), Article V (“Commission Meetings”) of the Codified Ordinances of South Whitehall Township to Designate the Meeting Location and Time for Regular Meetings of the Board of Commissioners, and Providing for a Repealer Clause, Severability Clause and Effective Date

The draft ordinance has been advertised in accordance with the requirements of the First Class Township and is now ready for adoption. A motion is requested from the Board of Commissioners to adopt the draft ordinance.

- **Background Information:**

The First Class Township Code states the following regarding monthly meetings:

Section 702. Monthly Meetings, Quorum, Voting.--(a) The board of commissioners shall meet at least once a month, at a time and place designated by ordinance.

(b) A majority of the members of the board of commissioners shall constitute a quorum. Except as provided in subsection (b.1)(1)(i), only members of the board of commissioners physically present at a meeting place within the township shall be counted in establishing a quorum.

The South Whitehall Code states the following regarding monthly meetings:

§ 17-29 Commission meetings.

The Commissioners of the Township of South Whitehall shall meet regularly on the first and third Wednesdays of each month, at 7:30 p.m., at their municipal building located on Walbert Avenue, east of the intersection of Walbert Avenue and U.S. Route 309, South Whitehall Township, Lehigh County, Pennsylvania. Regularly scheduled meetings of the Board may be augmented by additional meetings, canceled or postponed, from time to time, by agreement of a majority of the Board when it is deemed advisable because of inclement weather, a better opportunity for a quorum or any other reason that may facilitate prudent and efficient conduct of normal business.

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

N/A

SOUTH WHITEHALL TOWNSHIP

4444 Walbert Avenue, Allentown, PA 18104-1699
www.southwhitehall.com • 610-398-0401

Donna Hall
East Penn Press Legal Advertising
1633 N. 26th Street
Allentown, PA 18104

VIA EMAIL TO dhall@tnonline.com

ATTN: LEGAL ADVERTISING

November 23, 2022

**RE: South Whitehall Township – Public Notice Legal Advertisement Request
MEETING SCHEDULE ORDINANCE**

Dear Donna:

Enclosed please find a Public Notice in reference to the above-captioned matter. Please advertise this legal notice in your publication on **November 30, 2022**. Kindly send the proof of publication to our office.

Please send the Statement of Charges to Donna Zackeru-Lagonia at the South Whitehall Township Municipal Building, 4444 Walbert Avenue, Allentown, PA 18104.

Also attached please find the full ordinance as required by law. The ordinance consists of two (2) pages. Kindly notify the undersigned immediately if the ordinance is incomplete. If we have not heard from you, it is assumed that all pages were included and that none are missing.

If you should have any questions or require further information, please do not hesitate to contact our office. Thank you.

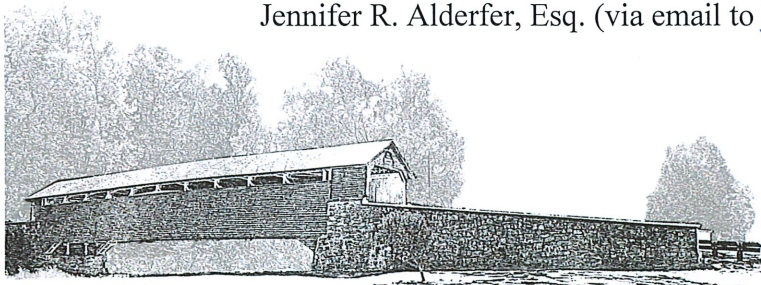
Sincerely,



Thomas R. Petrucci
Township Manager

Enclosures

cc: Tracy Fehnel (via email to fehnel@southwhitehall.com)
Donna Zackeru-Lagonia (via email to zackerud@southwhitehall.com)
Jennifer R. Alderfer, Esq. (via email to jalderfer@zatorlaw.com)



**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

ORDINANCE NO. ____

(Duly Adopted December 21, 2022)

AN ORDINANCE OF THE TOWNSHIP OF SOUTH WHITEHALL, COUNTY OF LEHIGH, AND COMMONWEALTH OF PENNSYLVANIA, AMENDING PART I (“ADMINISTRATIVE LEGISLATION”), CHAPTER 17 (“BOARDS, COMMISSIONS, COUNCILS AND DEPARTMENTS”), ARTICLE V (“COMMISSION MEETINGS”) OF THE CODIFIED ORDINANCES OF SOUTH WHITEHALL TOWNSHIP TO DESIGNATE THE MEETING LOCATION AND TIME FOR REGULAR MEETINGS OF THE BOARD OF COMMISSIONERS, AND PROVIDING FOR A REPEALER CLAUSE, SEVERABILITY CLAUSE AND EFFECTIVE DATE

WHEREAS, Article VII, Section 702 et seq., of the First Class Township Code, P.L. 1955, No. 569, as amended, establishes the requirements of the Board of Commissioners concerning regular monthly meetings; and

WHEREAS, the Board of Commissioners shall, pursuant to Section 702 of the First Class Township Code, designate the time and place for recurring monthly regular meetings via ordinance.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Board of Commissioners of South Whitehall Township, as follows:

SECTION I – AMENDMENT TO PART I (“ADMINISTRATIVE LEGISLATION”), CHAPTER 17 (“BOARDS, COMMISSIONS, COUNCILS AND DEPARTMENTS”), ARTICLE V (“COMMISSION MEETINGS”) OF THE CODIFIED ORDINANCES OF SOUTH WHITEHALL TOWNSHIP

Part I (“Administrative Legislation”), Chapter 17 (“Boards, Commissions, Councils and Departments”), Article V (“Commission Meetings”) of the Codified Ordinances of South Whitehall Township (§ 17-29) is hereby amended (revised) in its entirety to read as follows:

The Commissioners of the Township of South Whitehall shall meet regularly on the first and third Wednesdays of each month, at 7:00 p.m., prevailing time, at their municipal building located on Walbert Avenue, east of the intersection of Walbert Avenue and U.S. Route 309, South Whitehall Township, Lehigh County, Pennsylvania (with an address of 4444 Walbert Avenue, Allentown, PA 18104). Regularly scheduled meetings of the Board may be augmented by additional special meetings, canceled or postponed, from time to time, by agreement of a majority of the Board when it is deemed advisable because of inclement weather, a better opportunity for a quorum or any other reason that may facilitate prudent and efficient conduct of normal business.

SECTION II - REPEALER

All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

SECTION III - SEVERABILITY

If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Board of Commissioners that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

SECTION IV - EFFECTIVE DATE

This Ordinance shall become effective immediately following its adoption by the Board of Commissioners.

DULY ENACTED AND ORDAINED as an Ordinance this 21st day of December, 2022 by a majority of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Ordinance, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Ordinance on behalf of the Board.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

Diane Kelly, President

ATTEST:

Tricia L. Dickert, Secretary

PROOF OF PUBLICATION



East Penn Press * Parkland Press * Northwestern Press * Whitehall-Coplay Press
* Northampton Press * Salisbury Press * Catasauqua Press * Bethlehem Press

ALLENTOWN, LEHIGH COUNTY, PENNSYLVANIA

Commonwealth of Pennsylvania)
County of Carbon) ss.

Scott A. Masenheimer, being duly sworn according to law does depose and say:

1. THAT The Lehigh Valley Press is a group of weekly newspapers of general circulation published weekly, by Times News Media Group. Its place of business is Allentown, Lehigh County, Pennsylvania.

2. THAT The Lehigh Valley Press was established on April 9, 1959.

3. THAT the affiant is the Publisher of The Lehigh Valley Press newspapers and as such is authorized by the owner, Times News Media Group, to take this affidavit.

4. THAT the affiant is not interested in the subject matter of the notice or advertising.

5. THAT all of the allegations of this affidavit as to time, place and character of publication are true.

6. THAT copy of the notice or advertising attached hereto was printed and published in the regular weekly editions and issues of The Press on the following dates:

NOVEMBER 30, 2022

Scott A. Masenheimer

Sworn to and subscribed before me, this 6th day of December, A.D. 2022

Patti L. Solt

Commonwealth of Pennsylvania – Notary Seal
Patti L. Solt, Notary Public
Carbon County
My commission expires March 17, 2023
Commission number 1197569

PUBLIC NOTICE

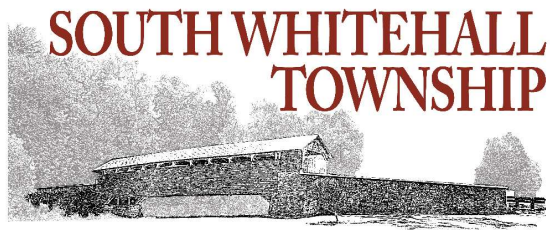
The Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania will hold a public meeting on **Wednesday, December 21, 2022**, beginning at **7:00 pm**, at the Township Municipal Building located at 4444 Walbert Avenue, Allentown, Lehigh County, PA 18104, for the purpose of voting on whether or not to enact a proposed ordinance. The proposed new Ordinance, of which this Notice is a summary, includes the following:

AN ORDINANCE OF THE TOWNSHIP OF SOUTH WHITEHALL, COUNTY OF LEHIGH, AND COMMONWEALTH OF PENNSYLVANIA, AMENDING PART I ("ADMINISTRATIVE LEGISLATION"), CHAPTER 17 ("BOARDS, COMMISSIONS, COUNCILS AND DEPARTMENTS"), ARTICLE V ("COMMISSION MEETINGS") OF THE CODIFIED ORDINANCES OF SOUTH WHITEHALL TOWNSHIP TO DESIGNATE THE MEETING LOCATION AND TIME FOR REGULAR MEETINGS OF THE BOARD OF COMMISSIONERS, AND PROVIDING FOR A REPEALER CLAUSE, SEVERABILITY CLAUSE AND EFFECTIVE DATE

A copy of the proposed ordinance in full-text is available for public inspection at the South Whitehall Township Municipal Building located at 4444 Walbert Avenue, Allentown, PA 18104 during normal business hours where it may be examined without charge or obtained for a charge not greater than the cost thereof, or for inspection during normal business hours at the offices of this newspaper.

Thomas Petrucci
Township Manager

Nov. 30



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 13, 2022
SUBJECT:	2023 Property Tax Rate- Request for Motion to Adopt Ordinance
COPY TO:	H. Bender; T. Dickert; T. Fehnel

- **Action Requested:**

In accordance with the requirements of the First Class Township Code, specifically Section 1709 (a), the Board of Commissioners are required to fix the property rate for the 2023 fiscal year in conjunction with the approval of the 2023 annual budget.

Each year the Township must pass an Ordinance to adopt the property tax rate. The Ordinance is summarized as follows:

An Ordinance of the Township of South Whitehall, County of Lehigh, and Commonwealth of Pennsylvania, Fixing the Property Tax Rate for the Fiscal Year 2023; Levying a Real State Tax for General Revenue Purposes and for Fire Tax Purposes for the Fiscal Year 2023; Reaffirming the Current Tax Rates Provided for Within Chapter 328, "Taxation", of the Codified Ordinances of South Whitehall Township; Providing for a Repealer Clause, Severability Clause And Effective Date

The draft ordinance has been advertised in accordance with the requirements of the First Class Township and is now ready for adoption. A motion is requested from the Board of Commissioners to adopt the draft ordinance.

- **Background Information:**

There is no proposed change to the property tax rates for 2023. The 2023 Budget includes this assumption in estimating revenues available in 2023 from property taxes. The rates are summarized as follows:

Property Tax Name/Purpose	Mills on Each Dollar of Assessed Valuation	Per Hundred Dollars of Assessed Valuation
Tax Rate for General Township Purposes	2.849750	\$0.2849750
Tax Rate for Fire Tax Purposes	.47	\$.047
TOTALS	3.31975	\$0.331975

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

N/A

SOUTH WHITEHALL TOWNSHIP

4444 Walbert Avenue, Allentown, PA 18104-1699
www.southwhitehall.com • 610-398-0401

Donna Hall
East Penn Press Legal Advertising
1633 N. 26th Street
Allentown, PA 18104

VIA EMAIL TO dhall@tnonline.com

ATTN: LEGAL ADVERTISING

November 23, 2022

**RE: South Whitehall Township – Public Notice Legal Advertisement Request
AFFIXING THE PROPERTY TAX FOR 2023 FISCAL YEAR ORDINANCE**

Dear Donna:

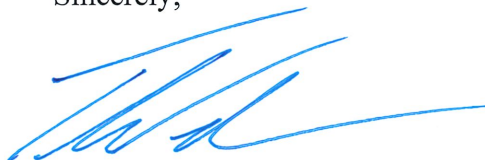
Enclosed please find a Public Notice in reference to the above-captioned matter. Please advertise this legal notice in your publication on **November 30, 2022**. Kindly send the proof of publication to our office.

Please send the Statement of Charges to Donna Zackeru-Lagonia at the South Whitehall Township Municipal Building, 4444 Walbert Avenue, Allentown, PA 18104.

Also attached please find the full ordinance as required by law. The ordinance consists of two (2) pages. Kindly notify the undersigned immediately if the ordinance is incomplete. If we have not heard from you, it is assumed that all pages were included and that none are missing.

If you should have any questions or require further information, please do not hesitate to contact our office. Thank you.

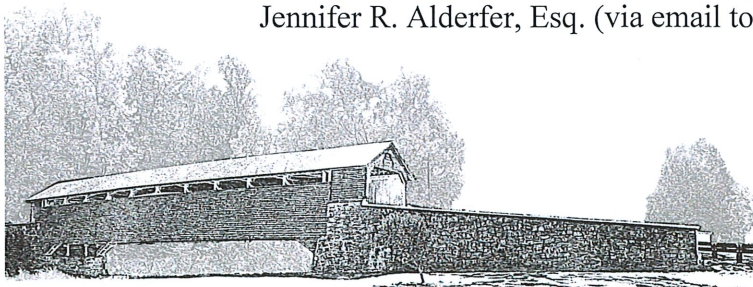
Sincerely,



Thomas R. Petrucci
Township Manager

Enclosures

cc: Tracy Fehnel (via email to fehnel@southwhitehall.com)
Donna Zackeru-Lagonia (via email to zackerud@southwhitehall.com)
Jennifer R. Alderfer, Esq. (via email to jalderfer@zatorlaw.com)



**TOWNSHIP OF SOUTH WHITEHALL
LEHIGH COUNTY, PENNSYLVANIA**

ORDINANCE NO. _____

(Duly Adopted Wednesday, December 21, 2022)

AN ORDINANCE OF THE TOWNSHIP OF SOUTH WHITEHALL, COUNTY OF LEHIGH, AND COMMONWEALTH OF PENNSYLVANIA, FIXING THE PROPERTY TAX RATE FOR THE FISCAL YEAR 2023; LEVYING A REAL STATE TAX FOR GENERAL REVENUE PURPOSES AND FOR FIRE TAX PURPOSES FOR THE FISCAL YEAR 2023; REAFFIRMING THE CURRENT TAX RATES PROVIDED FOR WITHIN CHAPTER 328, "TAXATION", OF THE CODIFIED ORDINANCES OF SOUTH WHITEHALL TOWNSHIP; PROVIDING FOR A REPEALER CLAUSE, SEVERABILITY CLAUSE AND EFFECTIVE DATE

WHEREAS, the First Class Township Code (53 P.S. § 55101 *et seq.*), and the Local Tax Enabling Act requires and authorizes the Board of Commissioners of South Whitehall Township to annually adopt a tax levy ordinance affixing the property tax upon all property and all occupations within South Whitehall Township made taxable for Township purposes and subject to valuation and assessment by the county assessment office; and

WHEREAS, the Board of Commissioners has met the procedural requirements of the First Class Township Code for the adoption of this proposed Ordinance.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Board of Commissioners of South Whitehall Township, as follows:

SECTION I - TAX LEVY – GENERAL REVENUE PURPOSES

Pursuant to 53 P.S. § 55101 *et seq.*, a tax is hereby levied on all real property within South Whitehall Township, which is subject to taxation for the fiscal year 2023, as follows:

- A. Tax rate for General Township purposes as described in Section 1709 (a) (1) of the First Class Township Code, the sum of 2.849750 mills on each dollar of assessed valuation or the sum of 28.49750 cents on each \$100.00 of assessed valuation.
- B. Tax rate for Fire Tax purposes as described in Section 1709 (a) (2) (i) of the First Class Township Code, the sum of .47 mills on each dollar of assessed valuation or the sum of 4.7 cents on each \$100.00 of assessed valuation.

The same being summarized in tabular form as follows:

Property Tax Name/Purpose	Mills on Each Dollar of Assessed Valuation	Per Hundred Dollars of Assessed Valuation
Tax Rate for General Township Purposes	2.849750	\$0.2849750

Tax Rate for Fire Tax Purposes	.47	\$.047
TOTALS	3.31975	\$0.331975

SECTION II - REAFFIRMATION OF CURRENT TAX RATES

The rates of taxation referred to in Chapter 328, "Taxation", of the Codified Ordinances of South Whitehall Township are hereby reaffirmed. All tax rates which are currently in effect in South Whitehall Township as of January 1, 2023, shall continue in effect from year-to-year unless specifically altered by Ordinance.

SECTION III - REPEALER

All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

SECTION IV - SEVERABILITY

If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Board of Commissioners that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

SECTION V - EFFECTIVE DATE

This Ordinance shall become effective January 1, 2023.

DULY ENACTED AND ORDAINED as an Ordinance this 21st day of December, 2022 by a majority of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Ordinance, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Ordinance on behalf of the Board.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

Diane Kelly, President

ATTEST:

Tricia L. Dickert, Township Secretary

PROOF OF PUBLICATION



East Penn Press * Parkland Press * Northwestern Press * Whitehall-Coplay Press
* Northampton Press * Salisbury Press * Catasauqua Press * Bethlehem Press

ALLENTOWN, LEHIGH COUNTY, PENNSYLVANIA

Commonwealth of Pennsylvania)
County of Carbon) ss.

Scott A. Masenheimer, being duly sworn according to law does depose and say:

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2. THAT The Lehigh Valley Press was established on April 9, 1959.

3. THAT the affiant is the Publisher of The Lehigh Valley Press newspapers and as such is authorized by the owner, Times News Media Group, to take this affidavit.

4. THAT the affiant is not interested in the subject matter of the notice or advertising.

5. THAT all of the allegations of this affidavit as to time, place and character of publication are true.

6. THAT copy of the notice or advertising attached hereto was printed and published in the regular weekly editions and issues of The Press on the following dates:

NOVEMBER 30, 2022

Scott A. Masenheimer

Sworn to and subscribed before me, this 6th day of November, A.D. 2022

Patti L. Solt

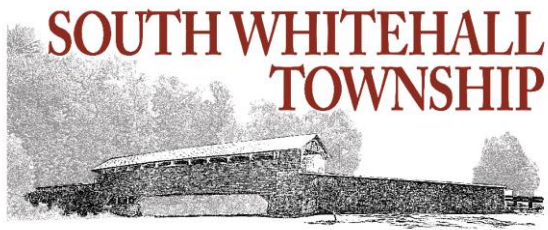
Commonwealth of Pennsylvania – Notary Seal
Patti L. Solt, Notary Public
Carbon County
My commission expires March 17, 2023
Commission number 1197589

PUBLIC NOTICE
The Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania will hold a public meeting on **Wednesday, December 21, 2022**, beginning at **7:00 pm**, at the Township Municipal Building located at 4444 Walbert Avenue, Allentown, Lehigh County, PA 18104, for the purpose of voting on whether or not to enact a proposed ordinance. The proposed new Ordinance, of which this Notice is a summary, includes the following:

AN ORDINANCE OF THE TOWNSHIP OF SOUTH WHITEHALL, COUNTY OF LEHIGH, AND COMMONWEALTH OF PENNSYLVANIA, FIXING THE PROPERTY TAX RATE FOR THE FISCAL YEAR 2023; LEVYING A REAL STATE TAX FOR GENERAL REVENUE PURPOSES AND FOR FIRE TAX PURPOSES FOR THE FISCAL YEAR 2023; REAFFIRMING THE CURRENT TAX RATES PROVIDED FOR WITHIN CHAPTER 328, "TAXATION", OF THE CODIFIED ORDINANCES OF SOUTH WHITEHALL TOWNSHIP; PROVIDING FOR A REPEALER CLAUSE, SEVERABILITY CLAUSE AND EFFECTIVE DATE

A copy of the proposed ordinance in full-text is available for public inspection at the South Whitehall Township Municipal Building located at 4444 Walbert Avenue, Allentown, PA 18104 during normal business hours where it may be examined without charge or obtained for a charge not greater than the cost thereof, or for inspection during normal business hours at the offices of this newspaper.

Tom Petrucci
Township Manager
Nov. 30



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Gregg R. Adams, Planner
DATE:	December 14, 2022
SUBJECT:	No-Impact/Low-Impact Home-Based Business Staff Draft Zoning Ordinance Amendment
COPY TO:	T. Petrucci, D. Manhardt, L. Harrier, H. Bender, M. Elias, J. Zator, Esq., J. Alderfer, Esq., A. Tallarida, S. Pidcock

- **Background Information:**

With the on-going pandemic creating shifts in business models, staff has noticed an increase in requests for home-based businesses within the Township. The Township's current Ordinance was last amended in 2002 to accommodate a change to the Pennsylvania Municipalities Planning Code permitting No-Impact Home-Based Businesses. Staff opined that it is not advisable to deviate from the regulations as stipulated in the MPC and proposed to amend said Section to maintain greater consistency with the PA MPC. Staff then developed the following new regulations to permit Home-Based Businesses that, while maintaining the compatibility with and appearance and impact of a residential Use in accordance with the intention of the No-Impact Home-Based Business regulations, permits a Home-Based Business to exceed certain standards of the No-Impact Home-Based Business regulations with Zoning Hearing Board review and approval. These new standards would account for the businesses that may no longer comply with the proposed No-Impact Home-Based Business Section, such as Music Teachers and the like. The proposed new Section, "Low-Impact Home-Based Business", would allow public notice and comment on each proposed Home-Based Business, would allow the Zoning Hearing Board to review each proposed Home-Based Business in context with the surrounding neighborhood, and would allow the Zoning Hearing Board to impose additional conditions upon the Home-Based Business as part of the approval process.

At their November 16, 2022 meeting, the Board of Commissioners directed staff to forward the Ordinance amendment to the Lehigh Valley Planning Commission for their 30-day review period. The amendment was received by the LVPC on November 18, therefore their 30-day review period ended on December 18, 2022. The comments of the LVPC were received on December 12, 2022. The LVPC notes that the amendment aligns with the intent of the regional comprehensive plan to continue diversification of the regional economy. The LVPC commends the Township for incorporating language of the MPC within the amendment to ensure that it is in line with state law.

The Board of Commissioners reviewed the revised amendment at their October 19, 2022 meeting and decided to table action pending a Solicitor review. The Solicitor determined that the proposed subsection that would terminate the approval of the No-Impact Home-Based Business with the sale of the property by the owner receiving the Special Exception approval could not be supported by current case law. Staff determined that the subsection could be safely removed, and the approval allowed to run with the land, as the conditions of the approval would remain in place for all subsequent owners and any deviation from the approval and conditions would require a further Special Exception approval from the Zoning Hearing Board.

The Board of Commissioners reviewed the proposed Ordinance Amendment at their September 15, 2021 meeting and decided to table the Amendment with comments. The proposed Amendment was revised to address comments but was not returned to the Board. Staff believes that the comments were not significant and that the revised Amendment may not need to be returned to the Planning Commission. If the Board chooses to move the draft Amendment forward, at a minimum a direction for staff to return the proposed Amendment to the LVPC for their 30-day review period and for staff to advertise the hearing for the adoption of the draft Amendment would be in order.

The Planning Commission reviewed the proposed Amendment at their March 18, May 20 and June 17, 2021 meetings. At their June 17, 2021 meeting they recommended approval of the Amendment to the Board of Commissioners.

The proposed amendments, including the existing text in grey, *the proposed additions in bold, italicized blue*, ~~and the text to be deleted in red strike-through~~ follow this memo.

- **Action Requested:**

Staff requests direction with regard to the draft Zoning Ordinance Amendment. Should the Board of Commissioners feel sufficiently comfortable, they could direct staff to advertise a hearing and possible adoption of the draft Ordinance for a future Board of Commissioners meeting.

- **Budget Line Item (if applicable):**

Not applicable.

- **Attachments:**

LVPC Review dated December 12, 2022

Draft Amendment with commentary

Draft Adopting Resolution



STEVEN GLICKMAN
Chair

CHRISTOPHER AMATO
Vice Chair

KEVIN SCHMIDT
Treasurer

BECKY A. BRADLEY, AICP
Executive Director

December 12, 2022

Mr. David Manhardt, Director
Community Development Department
South Whitehall Township
4444 Walbert Avenue
Allentown, Pennsylvania 18104

**RE: Zoning Ordinance Amendment – No/Low-Impact Home-Based Businesses
South Whitehall Township
Lehigh County**

Dear Mr. Manhardt:

The Lehigh Valley Planning Commission (LVPC) will consider the subject application at its Comprehensive Planning Committee and Full Commission meetings, pursuant to the requirements of the Pennsylvania Municipalities Planning Code (MPC). Discussion on agenda items largely happens during the Committee meeting. Both meetings are virtual, and we encourage your participation. The LVPC will issue a follow-up letter after the Commission meeting if Commission members have any additional comments. Meeting participation details are below:

- LVPC Comprehensive Planning Committee Meeting
 - December 20, 2022 at 12:00 PM
 - <https://lvpc.org/meetings.html>
- LVPC Full Commission Meeting
 - December 22, 2022 at 11:00 AM
 - <https://lvpc.org/meetings.html>

The subject amendment proposes to revise the Township zoning ordinance by amending the current standards and definition of no-impact home-based businesses to align with the Pennsylvania Municipalities Planning Code, and create a new section and standards pertaining to low-impact home-based businesses.


This proposal aligns with the intent of *FutureLV: The Regional Plan* to continue diversification of the regional economy by allowing home-based businesses that have no or low impact. These uses support modern workforce needs through increased flexibility and economic opportunities (of Policy 4.2).

The Pennsylvania Municipalities Planning Code was amended in 2002 to provide a definition for no-impact home-based businesses, and to require that municipalities permit this use by right in all residential zones. The LVPC commends the Township for incorporating language of the MPC in its proposed amendment to ensure the proposal is in line with the state law.

Municipalities, when considering ordinance amendments, should reasonably attempt to be consistent with *FutureLV: The Regional Plan*, as required by the Pennsylvania Municipalities Planning Code (MPC) [Article 1§105, Article III§303, §304 & §306(a), Article VI§603(j)]. Please send a copy of any final amendments that are adopted, per the requirements of the MPC.

If you have any questions regarding the content of this letter, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jillian Seitz', with a stylized, cursive script.

Jillian Seitz
Senior Community Planner

cc: Gregg Adams, Township Planner

1. Create a new Section 350-48(h)(5) Home-Based Business, No-Impact, move the current No-Impact Home-Based Businesses section to it, and amend the Section to mirror the PA MPC definition more closely that the current Section does. The amendments below will bring the Section into exact consistency with the PA MPC, with the following exceptions:

Subsection (i) was originally included to maintain a municipal record of the No-Impact Home-Based Businesses within the Township and to ensure that said businesses are in compliance with the MPC's requirements and is being amended for clarity.

Subsections (ii) and (iv) were modified from the MPC's language, "The business shall employ no employees other than family members residing in the dwelling." Staff opines that this was to permit a No-Impact Home-Based Business to employ non-residents of the property, so long as the non-residents operated off-site at all times. Subsection (ii) also added a sentence to clarify that the approval of the business was limited to the property's current owner and that future property owners would have to secure a Zoning permit to continue the Business. Staff proposes consolidating Subsections (ii) and (iv) and re-numbering the sections to be consistent with the order of the PA MPC.

350-48~~(n)(2)~~ No-Impact Home-Based Businesses (h)(5) Home-Based Business, No-Impact

(A) Definition: A business or commercial activity administered or conducted as an Accessory Use which is clearly secondary to the Use as a residential Dwelling and which involves no customer, client or patient traffic ~~(except with regard to music teachers, art instructors, or academic tutors)~~, whether vehicular or pedestrian, pickup, delivery or removal functions to or from the premises, in excess of those normally associated with residential Use.

(B) Use Classification: Residential

(C) Where Permitted:

Zoning District	RR-3	RR-2	RR	R-2	R-3	R-4	R-5	R-10	NC	OC	GC	GC-1	HC	HC-1	CR	IC-1	I
Primary																	
Accessory	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Special Exception																	
Conditional Use																	

(D) Minimum Off-Street Parking Calculations: Not Applicable.

(E) Additional Regulations:

(i) **A** Zoning Permits ~~are~~ **is** to be secured from the Community Development Department **for the No-Impact Home-Based Business**.

(iii) The business activity shall be compatible with the residential Use of the property and surrounding residential uses.

(iii) No-impact Home-based Businesses shall be owned and controlled by a resident of the property on which the activity takes place. **Only residents of the Dwelling unit may be employed onsite at the business.** ~~Termination of residence by the owner who establishes the No-impact Home-based Business shall automatically terminate the No-impact Home-based Business at that residence.~~

~~(iv) Only residents of the Dwelling unit may be employed onsite at the business.~~

(iv) There shall be no display or sale of retail goods and no stockpiling or inventory of a substantial nature.

(vi) There shall be no **outside** appearance of a business Use, including, but not limited to, parking, signs or lights.

(vi) The business activity may not Use any equipment or process which creates noise, vibration, glare, fumes, odors or electrical **or electronic** interference, including interference with radio or television reception, which is detectable on the adjacent Lots.

(vii) The business activity may not generate any solid waste or sewage discharge in volume or type, which is not normally associated with residential Use in the neighborhood.

~~(xviii)~~ The business activity shall be conducted only within the Dwelling and may not occupy more than 25% of the gross Floor Area.

(ix) The business may not involve any illegal activity.

~~(xi) Special requirements for music teachers, art instructors, and academic tutors.~~

~~(a) Hours of operation shall be limited to 7:30 a.m. to 9:30 p.m.~~

~~(b) Sounds relating to the above occupations shall not be audible at the Lot Line of any adjacent Lots, without the express written approval of the occupants of the adjacent Lot; and~~

~~(c) No more than six (6) non-occupant students shall be present at the residence at any time.~~

~~(xii) The No-Impact Home-Based Business provisions of this Section shall not apply to Kennels permitted as residential accessory uses or to Family Day Care Homes.~~

2. Create a new Section 350-48(h)(4) Home-Based Business, Low-Impact to set requirements by which a Low-Impact Home-Based Business shall be permitted by Special Exception review and approval.

350-48(h)(4) Home-Based Business, Low-Impact

(A) Definition: A business or commercial activity administered or conducted as an Accessory Use which is clearly secondary to the Primary residential Use, is compatible with the surrounding neighborhood, and produces no adverse impacts to the surrounding neighborhood.

(B) Use Classification: Residential

(C) Where Permitted:

<i>Zoning District</i>	<i>RR-3</i>	<i>RR-2</i>	<i>RR</i>	<i>R-2</i>	<i>R-3</i>	<i>R-4</i>	<i>R-5</i>	<i>R-10</i>	<i>NC</i>	<i>OC</i>	<i>GC</i>	<i>GC-1</i>	<i>HC</i>	<i>HC-1</i>	<i>CR</i>	<i>IC-1</i>	<i>I</i>
<i>Primary</i>																	
<i>Accessory</i>																	
<i>Special Exception</i>	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<i>Conditional Use</i>																	

(D) Minimum Off-Street Parking Calculations: Additional Parking as required by the Zoning Hearing Board, based upon the parking requirements of uses similar in character and impact to the proposed use.

(E) Additional Regulations:

(i) A Low-Impact Home-Based Business shall be permitted by Special Exception subject to the standards and criteria set forth in the subsections below, as well as the minimum standards and criteria set forth in Section 350-16(i). The Zoning Hearing Board may attach such reasonable conditions and safeguards as it may deem necessary to implement the purposes of this Ordinance on the operations of the Low-Impact Home-Based Business related to (but not limited to) parking, buffering, hours of operation, and number and activity of customers and/or employee.

(a) All Low-Impact Home-Based Business-related activities on the site shall be controlled by a resident of the property on which the activity takes place.

(b) A Low-Impact Home-Based Business is permitted in a Dwelling Unit and associated Accessory structures.

(c) The business activity shall have the outward appearance of a residential Use and shall be compatible with the residential Use of the property and surrounding residential uses.

(d) The business activity may not use any equipment or process which creates noise, vibration, glare, fumes, odors, or electrical or electronic interference, including interference with radio or television reception, which is detectable on or in adjacent Dwelling Units or Lots.

(e) The business activity may not generate any solid waste or sewage discharge in volume or type, which is not normally associated with residential Use in the neighborhood.

(f) The business will not generate traffic or on-street parking that adversely impact the neighborhood.

(g) One non-resident employee may be permitted on-site at any one time.

(h) The business activity shall:

(1) be conducted only within the Dwelling and/or associated Accessory structures.

(2) not occupy more than 25% of the total gross Floor Area of the Dwelling and associated Accessory structures combined.

(3) not occupy more than 25% of the total gross Floor Area of the Dwelling.

(i) Items related to the Low-Impact Home-Based Business, such as equipment or inventory, shall be stored within the dwelling or within a garage or accessory storage building while on the residential property. All vehicles, trailers or other similar towable equipment utilized by the business that are determined by the Zoning Hearing Board to be inconsistent with the appearance of a residential Use shall be stored within a garage or otherwise screened while on the residential property to maintain the appearance of a residential Use.

(j) Applicants for Special Exception review of a Low-Impact Home-Based Business shall submit evidence that the proposed Low-Impact Home-Based Business will not adversely impact the surrounding neighborhood including, but not limited to, the impacts of the proposed hours of operations, number and activities of people associated with the business activity to be onsite (including, but not limited to, employee, clients or customers), traffic, off-street and on-street parking, onsite location of equipment and storage, onsite lighting and signage, and deliveries and refuse collection.

(ii) The Low-Impact Home-Based Business provisions of this Section shall not apply to other Uses already defined within the Zoning Ordinance.

3. Renumber the existing Sections 350-48(n)(3) Nursing Home to Section 350-48(n)(2).
4. Renumber the existing Sections 350-48(h)(4) through (h)(6) to Sections 350-48(h)(6) through (h)(8) to accommodate the new Sections 350-48(h)(4) and (h)(5) created above.
5. Ensure all current links related to the impacted Sections above are amended as necessary.

SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA

ORDINANCE NO. ____
(Duly Adopted _____, 2022)

AN ORDINANCE AMENDING THE SOUTH WHITEHALL TOWNSHIP ZONING ORDINANCE BY DELETING SECTION 350-48(n)(2) NO-IMPACT HOME-BASED BUSINESS, CREATING NEW SECTIONS 350-48(h)(5) HOME-BASED BUSINESS, NO-IMPACT AND 350-48(h)(4) HOME-BASED BUSINESS, LOW-IMPACT, RENUMBERING EXISTING SECTION 350-48(n)(3) NURSING HOME TO SECTION 350-48(n)(2), RENUMBERING EXISTING SECTIONS 350-48(h)(4) THROUGH (h)(6) TO 350-48(h)(6) THROUGH (h)(8) TO ACCOMMODATE THE NEW SECTIONS 350-48(h)(4) AND (h)(5), CORRECT ALL IMPACTED LINKS WITHIN THE ZONING ORDINANCE; AND, PROVIDING FOR A SEVERABILITY CLAUSE, RETENTION OF RIGHTS TO ENFORCE CLAUSE, A REPEALER CLAUSE, AND AN EFFECTIVE DATE.

WHEREAS, The South Whitehall Township Board of Commissioners adopted a new Zoning Ordinance on April 5, 2017, which became effective on April 10, 2017; and

WHEREAS, The South Whitehall Township Board of Commissioners recognizes that the Zoning Ordinance may require adjustments as the new regulations are put into practice; and

WHEREAS, The South Whitehall Township staff recommends, from the experiences related to the COVID quarantine and from accelerating trends toward more “work from home” situations within the economy, that modifications to the existing regulations to provide greater and more flexible accommodation for no-impact and low-impact home based businesses would be prudent; and

WHEREAS, pursuant to Section 609 of the MPC, 53 P.S. 10609, the Township is authorized and empowered to enact amendments to the South Whitehall Township Zoning Ordinance after public hearing thereon pursuant to public notice; and

WHEREAS, The South Whitehall Township Planning Commission reviewed the following amendments to the South Whitehall Township Zoning Ordinance at its duly advertised public meetings on June 17, 2021 and recommended approval thereof; and

WHEREAS, The South Whitehall Township Board of Commissioners has conducted a public hearing pursuant to public notice concerning the following amendments to the South Whitehall Township Zoning Ordinance; and

WHEREAS, after public hearing pursuant to public notice, The South Whitehall Township Board of Commissioners desires to ordain and enact the amendments to the South Whitehall Township Zoning Ordinance as set forth hereinafter.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by The South Whitehall Township Board of Commissioners and it is hereby ordained and enacted by the authority of the same, to wit:

SECTION 1. AMENDMENTS TO ZONING ORDINANCE

Amendment 1.

Delete Section 350-48(n)(2) No-Impact Home-Based Businesses in its entirety.

Amendment 2.

Renumber existing Section 350-48(n)(3) Nursing Home to Section 350-48(n)(2) Nursing Home.

Amendment 3.

Renumber the existing Sections 350-48(h)(4) Hospital, (h)(5) Hotel, and (h)(6) Hotel, Extended Stay to Sections 350-48(h)(6) Hospital, (h)(7) Hotel and (h)(8) Hotel, Extended Stay.

Amendment 4.

Insert new Section 350-48(h)(5) Home-Based Business, No-Impact:

350-48(h)(5) Home-Based Business, No-Impact

(A) Definition: A business or commercial activity administered or conducted as an Accessory Use which is clearly secondary to the Use as a residential Dwelling and which involves no customer, client or patient traffic, whether vehicular or pedestrian, pickup, delivery or removal functions to or from the premises, in excess of those normally associated with residential Use.

(B) Use Classification: Residential

(C) Where Permitted:

Zoning District	RR-3	RR-2	RR	R-2	R-3	R-4	R-5	R-10	NC	OC	GC	GC-1	HC	HC-1	CR	IC-1	I
Primary																	
Accessory	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Special Exception																	
Conditional Use																	

(D) Minimum Off-Street Parking Calculations: Not Applicable.

(E) Additional Regulations:

(i) A Zoning Permit is to be secured from the Community Development Department for the No-Impact Home-Based Business.

(ii) The business activity shall be compatible with the residential Use of the property and surrounding residential uses.

(iii) No-impact Home-based Businesses shall be owned and controlled by a resident of the property on which the activity takes place. Only residents of the Dwelling unit may be employed onsite at the business.

(iv) There shall be no display or sale of retail goods and no stockpiling or inventory of a substantial nature.

(v) There shall be no outside appearance of a business Use, including, but not limited to, parking, signs or lights.

(vi) The business activity may not Use any equipment or process which creates noise, vibration, glare, fumes, odors or electrical or electronic interference, including interference with radio or television reception, which is detectable on the adjacent Lots.

(vii) The business activity may not generate any solid waste or sewage discharge in volume or type, which is not normally associated with residential Use in the neighborhood.

(viii) The business activity shall be conducted only within the Dwelling and may not occupy more than 25% of the gross Floor Area.

(ix) The business may not involve any illegal activity.

Amendment 5.

Insert new Section 350-48(h)(4) Home-Based Business, Low-Impact:

Home-Based Business, Low-Impact

(A) Definition: A business or commercial activity administered or conducted as an Accessory Use which is clearly secondary to the Primary residential Use, is compatible with the surrounding neighborhood, and produces no adverse impacts to the surrounding neighborhood.

(B) Use Classification: Residential

(C) Where Permitted:

Zoning District	RR-3	RR-2	RR	R-2	R-3	R-4	R-5	R-10	NC	OC	GC	GC-1	HC	HC-1	CR	IC-1	I
Primary																	
Accessory																	
Special Exception	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Conditional Use																	

(D) Minimum Off-Street Parking Calculations: Additional Parking as required by the Zoning Hearing Board, based upon the parking requirements of uses similar in character and impact to the proposed use.

(E) Additional Regulations:

(i) A Low-Impact Home-Based Business shall be permitted by Special Exception subject to the standards and criteria set forth in the subsections below, as well as the minimum standards and criteria set forth in Section 350-16(i). The Zoning Hearing Board may attach such reasonable conditions and safeguards as it may deem necessary to implement the purposes of this Ordinance on the operations of the Low-Impact Home-Based Business related to (but not limited to) parking, buffering, hours of operation, and number and activity of customers and/or employee.

(a) All Low-Impact Home-Based Business-related activities on the site shall be controlled by a resident of the property on which the activity takes place.

(b) A Low-Impact Home-Based Business is permitted in a Dwelling Unit and associated Accessory structures.

(c) The business activity shall have the outward appearance of a residential Use and shall be compatible with the residential Use of the property and surrounding residential uses.

(d) The business activity may not use any equipment or process which creates noise, vibration, glare, fumes, odors, or electrical or electronic interference, including interference with radio or television reception, which is detectable on or in adjacent Dwelling Units or Lots.

(e) The business activity may not generate any solid waste or sewage discharge in volume or type, which is not normally associated with residential Use in the neighborhood.

(f) The business will not generate traffic or on-street parking that adversely impact the neighborhood.

(g) One non-resident employee may be permitted on-site at any one time.

(h) The business activity shall:

(1) be conducted only within the Dwelling and/or associated Accessory structures.

(2) not occupy more than 25% of the total gross Floor Area of the Dwelling and associated Accessory structures combined.

(3) not occupy more than 25% of the total gross Floor Area of the Dwelling.

(i) Items related to the Low-Impact Home-Based Business, such as

equipment or inventory, shall be stored within the dwelling or within a garage or accessory storage building while on the residential property. All vehicles, trailers or other similar towable equipment utilized by the business that are determined by the Zoning Hearing Board to be inconsistent with the appearance of a residential Use shall be stored within a garage or otherwise screened while on the residential property to maintain the appearance of a residential Use.

(j) Applicants for Special Exception review of a Low-Impact Home-Based Business shall submit evidence that the proposed Low-Impact Home-Based Business will not adversely impact the surrounding neighborhood including, but not limited to, the impacts of the proposed hours of operations, number and activities of people associated with the business activity to be onsite (including, but not limited to, employee, clients or customers), traffic, off-street and on-street parking, onsite location of equipment and storage, onsite lighting and signage, and deliveries and refuse collection.

(ii) The Low-Impact Home-Based Business provisions of this Section shall not apply to other Uses already defined within the Zoning Ordinance.

Amendment 6.

Within the “ACCESSORY USES, Residential” Use Schedule within the following Sections:

350-24(c)(1) RR-3 Rural Residential-3 RR-3,
 350-24(c)(2) Rural Residential-2 RR-2,
 350-24(c)(3) Rural Residential RR,
 350-24(c)(4) Low Density Residential R-2,
 350-24(c)(5) Low density Residential R-3,
 350-24(c)(6) Medium Density Residential R-4,
 350-24(c)(7) Medium Density Residential R-5,
 350-24(c)(8) High Density Residential R-10,
 350-24(c)(9) Neighborhood Commercial NC,
 350-24(c)(10) Office Commercial OC,
 350-24(c)(11) General Commercial GC,
 350-24(c)(12) General Commercial – Special Height Limitation GC-1,
 350-24(c)(13) Highway Commercial HC,
 350-24(c)(14) Highway Commercial – Special Height Limitation HC-1,
 350-24(c)(15) Commercial Recreation CR,
 350-24(c)(16) Industrial-Commercial Special Height Limitation IC-1,
 350-24(c)(17) Industrial I,
 350-31(f)(5) AAND-O Uses Permitted,

amend the “No-impact home-based businesses” line as indicated below:

No-impact home-based businesses <i>Home-Based Business, No-Impact</i>	Subject to the provisions of Section 350-48(n)(h)(2)(5)
--	--

and place it alphabetically within the table

Amendment 7.

Within the “ACCESSORY USES, Residential” Use Schedule within the following Sections:

350-24(c)(1) RR-3 Rural Residential-3 RR-3,
 350-24(c)(2) Rural Residential-2 RR-2,
 350-24(c)(3) Rural Residential RR,
 350-24(c)(4) Low Density Residential R-2,
 350-24(c)(5) Low density Residential R-3,
 350-24(c)(6) Medium Density Residential R-4,
 350-24(c)(7) Medium Density Residential R-5,
 350-24(c)(8) High Density Residential R-10,
 350-24(c)(9) Neighborhood Commercial NC,
 350-24(c)(10) Office Commercial OC,
 350-24(c)(11) General Commercial GC,
 350-24(c)(12) General Commercial – Special Height Limitation GC-1,
 350-24(c)(13) Highway Commercial HC,
 350-24(c)(14) Highway Commercial – Special Height Limitation HC-1,
 350-24(c)(15) Commercial Recreation CR,
 350-24(c)(16) Industrial-Commercial Special Height Limitation IC-1,
 350-24(c)(17) Industrial I,

add the following in the appropriate alphabetical location within the table:

<i>Home-Based Business, Low-Impact</i>	<i>Subject to the provisions of Section 350-48(h)(4)</i>
--	--

Amendment 8.

Within the “SPECIAL EXCEPTION USES” Use Schedule within Section 350-24(c)(3) Rural Residential RR, amend the “Hospital” line as indicated below:

Hospital	see Section 350-48(h)(4)(6)		1 acre	200	75	25	25		70
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SECTION 2. SEVERABILITY

The provisions of this Ordinance are declared to be severable. If any sentence, clause, section, term, phrase or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, terms, provisions, or parts of this Ordinance. It is hereby declared the intent of the Board of Commissioners for South Whitehall Township that this Ordinance would have been adopted had such an unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

SECTION 3. FAILURE TO ENFORCE NOT A WAIVER

The failure of the Township to enforce any provision of this Ordinance shall not constitute a waiver by the Township of its rights of future enforcement hereunder.

SECTION 4. REPEALER

Any ordinance, resolution and/or other regulation of the Township, or any parts of ordinances, resolutions and/or other regulations of the Township, including but not limited to all prior zoning ordinances and amendments or parts of prior zoning ordinances and amendments, including prior zoning maps, which are inconsistent herewith are hereby repealed. All other provisions of the ordinances, resolutions and/or other regulations of the Township of South Whitehall, Lehigh County, Pennsylvania shall remain in full force and effect.

SECTION 5. EFFECTIVE DATE

This Ordinance shall become effective on the first day of the month following the date of adoption by the Board of Commissioners.

DULY ORDAINED AND ENACTED this __th day of _____ **2022** by a majority of the Board of Commissioners of the Township of South Whitehall Township, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners. As part of this Ordinance, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Ordinance on behalf of the Board.

**BOARD OF COMMISSIONERS
SOUTH WHITEHALL TOWNSHIP**

Diane Kelly, President

ATTEST: _____
Tricia Dickert, Twp. Secretary

11/29/2022

Michael Rebert, P. E.
PA Department of Transportation
Engineering District 05

Lehigh County
SR: 0309
Section: 12M

Subject: PA Cost Sharing Request Letter

ATTN: Utility Relocation

This correspondence is submitted in accordance with Chapter 8.1C of Design Manual Part 5, Utility Relocation, for referral to the Secretary of Transportation.

The proposed Highway Improvement Project of State Route 0309, Section 12M , Segment / Offset and Segment / Offset , located in South Whitehall (1TWP) in Lehigh County requires the relocation and/or adjustment of certain Water facilities owned by South Whitehall Township Authority.

It is understood that the cost of relocating and/or adjusting our facilities are normally at our cost and expense, but that under the provisions of Section 412.1 of the Act of June 1, 1945, P.L. 1242, as amended (36 P.S. §670-412.1), the Secretary of Transportation may determine that the Department will share in such cost.

Accordingly, it is hereby requested that the Department of Transportation share in the costs of the relocation and/or adjustment of our Water facilities.

South Whitehall Township Authority hereby offers to pay 25.00 percent of the actual cost to relocate and/or adjust our Water facilities, provided the Department of Transportation will share in the balance of the actual cost thereof, less any betterments.

Furthermore, South Whitehall Township Authority - Water hereby agrees to execute an Agreement prepared by the Department of Transportation with such terms and conditions as the Secretary may deem necessary and advisable.

If the Secretary of Transportation accepts our offer and determines that the Department will share in the said costs as above stated, South Whitehall Township Authority hereby agrees provide:

- The justification for utility impacts no later than the agreed upon date of March 21, 2023,
- The utility relocation plans, specifications, and Preliminary Estimate form no later than the agreed upon date of March 21, 2023,

- The signed agreement to the Department no later than the agreed upon date of September 7, 2023.

South Whitehall Township Authority recognizes and accepts that failure to meet the above stated milestones may result in the Department reducing its share to 0.00 percent of the actual cost to relocate and/or adjust our Water facilities. However, if South Whitehall Township Authority can recover from a missed milestone date without delaying the project letting, the Department will cost share for 25.00 percent. Attached hereto and made a part hereof is an executed resolution authorizing specified representative to make the within offer.

Attached hereto and made a part hereof is an executed resolution authorizing specified representative to make the within offer.

Sincerely,

The

BY: _____
Title:

(SEAL)

ATTEST: BY: _____
Title:

**SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2022-__

(Duly Adopted December 21, 2022)

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH
WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA,
AUTHORIZING THE TOWNSHIP MANAGER TO EXECUTE A
UTILITY REIMBURSEMENT AGREEMENT WITH THE
PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE
HIGHWAY IMPROVEMENT PROJECT OF STATE ROUTE 0309,
SECTION 12M**

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, hereby approves of the following Resolution:

In accordance with the requirements of the Pennsylvania Department of Transportation Design Manual – Part 5, Chapter 8.1.C, South Whitehall Township does hereby authorize the submission of the attached request for the Pennsylvania Department of Transportation to provide a seventy-five (75%) percent reimbursement to South Whitehall Township for all costs, less any betterments, incurred in relocating our public Water utility facilities affected by the Highway Improvement Project of State Route 0309, Section 12M , necessitated by the Pennsylvania Department of Transportation Highway Improvement in Lehigh County.

Also, the Township Manager of said Municipality shall be hereby authorized and directed to sign a Utility Reimbursement Agreement on its behalf and that the Secretary be authorized and directed to attest the Township Manager's signature on the Utility Reimbursement Agreement for this highway project.

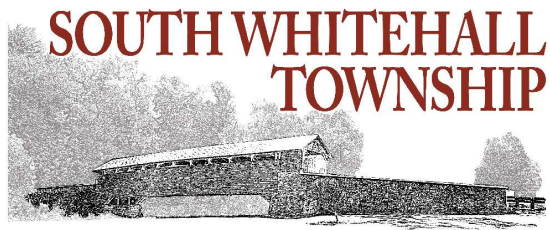
DULY ADOPTED, this 21st day of December, 2022 by a majority of the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Resolution on behalf of the Board.

**TOWNSHIP OF SOUTH
WHITEHALL BOARD OF
COMMISSIONERS**

Diane Kelly, President

ATTEST:

Tricia Dickert, Twp. Secretary



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 21, 2022
SUBJECT:	Approval of Resolutions for Fees for Water, Sanitary Sewer and Municipal Solid Waste for 2023
COPY TO:	H. Bender; T. Dickert; K. Blahnik; T. Fehnel

- **Action Requested:**

Official action is requested from the Board of Commissioners in order to approve the following three (3) Resolutions to confirm the rate of service charges for water (increase), sewer (increase) and municipal solid waste (no change for 2023 from 2022).

1. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING RATES, RENTS, CHARGES, AND DELINQUENT CHARGES FOR FURNISHING WATER SERVICE TO CONSUMERS, AND ESTABLISHING THE CIRCUMSTANCES UNDER WHICH WATER SERVICE IS DISCONTINUED AND MUNICIPAL LIENS FILED**
2. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING RATES, RENTS, CHARGES, AND DELINQUENT CHARGES FOR FURNISHING SANITARY SEWERAGE SERVICES TO OWNERS AND/OR CONSUMERS, AND ESTABLISHING THE CIRCUMSTANCES UNDER WHICH WATER SERVICE IS DISCONTINUED AND MUNICIPAL LIENS FILED**
3. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, APPROVING AND ADOPTING MUNICIPAL SOLID WASTE COLLECTION CHARGES FOR CALENDAR YEAR 2023**

- **Background Information:**

During the course of preparing the 2023 Budget, increases to water and sewer were recommended by Township administrative staff. These recommended rate increases were approved by official action taken by the Board of Commissioners during the October 19th Board of Commissioners meeting (as well as factored into the revenue projections included within the 2023 South

Whitehall Township Proposed Budget). Please note that there is no fee increase set forth in the Resolution for Municipal Solid Waste Collection. \

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

Revenue line items per each fund as set forth in the 2023 Budget.

Enclosures

**BOARD OF COMMISSIONERS
SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2022-__
(Duly Adopted December 21, 2022)**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY,
PENNSYLVANIA, ESTABLISHING RATES, RENTS, CHARGES,
AND DELINQUENT CHARGES FOR FURNISHING WATER
SERVICE TO CONSUMERS, AND ESTABLISHING THE
CIRCUMSTANCES UNDER WHICH WATER SERVICE IS
DISCONTINUED AND MUNICIPAL LIENS FILED**

WHEREAS, South Whitehall Township (“**Township**”) operates a water supply and distribution system serving users and consumers located in and about South Whitehall Township; and

WHEREAS, it is the responsibility of the Township to insure that revenues collected for the supply and distribution of water are sufficient to meet lending requirements and obligations to bondholders, as well as administrative and operating expenses.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED by the Board of Commissioners of the Township, as follows:

1. Definitions. Unless the context specifically and clearly indicates otherwise, the meaning of terms used in this Resolution shall be as follows:

(a) “Consumer” means a Person (hereinafter defined) who, prior to, upon, or after the effective date hereof, has contracted or contracts for and/or is receiving or shall receive water service for each Consumer Unit; or who has been notified of a required connection to the Water System, but has failed or refused to so connect.

(b) “Consumer Unit” means:

(i) A building under one roof and occupied by one family or business;

or

(ii) A combination of buildings in one enclosure or group and occupied by one family or business; or

(iii) One side of a double building or house having a solid vertical partition wall; or

(iv) A building, house, or other structure, or any room, group of rooms, or parts thereof, occupied by more than one family or business, the water fixtures of which are used in common; or

(v) Each room or group of rooms in a building occupied or intended for occupancy as a separate business or as separate living quarters by a family or other group of Persons living together or by a Person living alone, the water fixtures of which are not used in common; or

(vi) Each apartment, office, or suite of offices in a building or house having several such apartments, offices, or suites of offices and using common one or more hallways and one or more means of entrance; or

(vii) Any trailer, mobile, or modular home occupied by one family or business; or

(viii) Any other unit or category listed in the schedule of rates set forth elsewhere in this Resolution.

(c) “Owner” means any Person having an interest, whether legal or equitable, sole or partial, in any Property which contains one or more Consumer Units.

(d) “Person” means any individual, firm, partnership, company, association, society, corporation, trust, governmental body, or an agency, department, or political subdivision thereof, or any other group or entity.

(e) “Property” means any building, group of buildings or land upon which buildings are to be constructed, containing one or more Consumer Units, which Property is or may be served by the Township’s Water System.

(f) “Township” means the Township of South Whitehall, Lehigh County, Pennsylvania, a political subdivision, municipal corporation, and Township of the First Class, duly organized and lawfully existing under the First Class Township Code of the Commonwealth of Pennsylvania, as amended.

(g) “Water System” means the water production, treatment, storage, and distribution facilities, including all related facilities to be constructed, installed, or acquired

by or for the Township, including all property, real, personal, and mixed, rights, powers, licenses, easements, rights of way, privileges, franchises, and other property or interest in property of whatsoever nature, used or useful in connection with such facilities, and together with all additions, extension, alterations, improvements and betterments thereof or thereto which may be made, installed, or acquired, from time to time, by or for the Township.

2. WATER RATES, RENTS AND CHARGES

(a) Schedule of Water Distribution and Consumption Fees. Each Consumer served or to be served by the Water System of the Township shall be charged a Water Distribution and Consumption Fee and other charges in accordance with the following schedule, effective April 1, 2023 and thereafter:

Base Charge per quarter (not pro-rated) for each water connection (with the exception of connections solely used for fire protection), without regard to water usage:	\$30.00
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Water Distribution and Consumption Fee per 1,000 gallons used:	\$7.44
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Minimum Non-Connection Charge per quarter (not pro-rated) for Owners or Consumers who were notified of required connection to Water System but have failed or refused to connect to Water System:	\$118.00
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(b) Water Shut-Off and Turn-On Charges, and Fire Hydrant Fees: Water shut-off and turn-on charges, and fire hydrant related fees, shall be established, from time to time, by Resolution of the Board of Commissioners.

3. PREVIOUS PROVISIONS, RATES, RENTS, AND CHARGES

All previous water consumption rates, rents, and charges established by either the Township or the former South Whitehall Township Authority, are hereby superseded, except as to those periods which precede the adoption of this Resolution for which rates, rents, or charges remain unpaid.

4. BILLINGS AND PAYMENT

(a) All bills for water service furnished to Consumers shall be rendered quarterly, and shall represent the amount due for water service rendered during the preceding three months.

(b) Whenever water service to any Consumer Unit begins after the first day or terminates before the last day of any billing period, the water rates, rents, and charges for such period shall consist of the Base Charge (not pro-rated) and the amount of the Water Distribution and Consumption Fee for the actual water usage:

(c) No allowance or rebate will be made for unoccupied Property.

(d) Owner and Consumer Responsibilities:

(i) From and after the date of this Resolution, all new billing shall be in the name of an Owner of the Property served.

(ii) From and after the date of this Resolution, the Owner of each served Property is responsible for payment of all fees and charges which are incurred by the occupants of such Property.

(iii) The Owner of the Property served may request that the name of a tenant or occupant be added to the bill in the form of a "care of" on the address line, but no such addition or designation shall relieve or exonerate the Owner of the Property from his primary responsibility for payment of any bill for water service.

(iv) Each Consumer initially shall provide the Township with, and thereafter shall keep Township advised of, his correct billing address.

(v) Failure to receive a bill for water service shall not be considered an excuse for nonpayment nor shall such failure result in an extension of the period of time

during which such bill shall be payable without penalty, interest, and delinquency charges as established herein.

(e) All bills for water service furnished to Consumers shall be due and payable as of the date thereof. If any bill for such water service is not paid within thirty (30) days after such bill shall become due and payable, then such bill shall be deemed delinquent and delinquency charges shall become due and payable at such rates as are established herein.

(f) The Director of Operations, or his designee, is hereby authorized to commence the billing of Water Distribution and Consumption Fees to any prospective Owner who has received notice from the Township that a water connection is required, commencing thirty (30) days following the receipt of such connection notice.

(g) The Director of Operations, or his designee, is authorized to establish reasonable estimates of an Owner's water consumption in establishing the amount to be charged as a Water Distribution and Consumption Fee, and to add an administrative charge of \$35.00 to reimburse the Township for the actual cost of separately administering estimated charges, for those who fail or refuse to connect.

(h) The Director of Operations, or his designee, is also authorized to establish reasonable estimates of an Owner's water consumption in establishing the amount to be charged as a Water Distribution and Consumption Fee for those Owners whose meters fail to properly monitor consumption and usage.

5. DELINQUENT CHARGES, RATES, AND PROCESSES INVOLVING DELINQUENCIES

The Township hereby establishes delinquency charges to be assessed against delinquent Consumers and Owners as follows:

(a) Bills for water service shall be due and payable as of the date of the bill.

(b) Failure to remit payment within thirty (30) days after such date shall result in any unpaid amount being deemed to be delinquent.

(c) The Township may assess and collect any and all costs and fees associated with the collection of the delinquent amount after it becomes delinquent, and after thirty (30) days' notice to the Consumer and/or the Owner of the Township's intent to assess and collect such costs and fees, including but not limited to reasonable attorney's fees as permitted by law.

(d) Any delinquent amount for water service shall be considered to be a municipal claim, and a municipal lien against the Property for the municipal claim in the delinquent amount may be filed in the office of the Clerk of Judicial Records – Civil Division of Lehigh County, Pennsylvania. The municipal lien shall be in addition to, and not in lieu of, any other collection method available to the Township under this Resolution or otherwise by law. The municipal lien shall be entered and collected in the manner set forth by the Pennsylvania Municipal Claims and Tax Lien Law, 53 P.S. Section 7101, *et seq.*, as amended. The following may also be added to the amount of the lien, and any judgment upon the lien for collection, as permitted by law:

(i) Interest shall accrue and be assessed after the date of the filing of the lien in the manner permitted by law at the specific rate of ten percent (10%) per annum.

(ii) An Administrative Fee in the amount of \$35.00 may also be assessed to reimburse the Township for any actual costs incurred by the Township in the processing of the claim to be filed as a lien. The Administrative Fee may be amended by Resolution of the Board of Commissioners from time to time.

(iii) Court costs as actually incurred may also be added.

(e) The Administrative Fee and delinquency charges established hereby shall be uniformly assessed against all water Consumers or Owners who become delinquent, and shall be in addition to any and all collection and other charges which are assessable in accordance with law.

6. DISCONTINUANCE OF WATER SERVICE FOR NON-PAYMENT OF BILLS

(a) Discontinuance (“shut off”) of water service for non-payment of bills for either water service or sewerage service shall be in accordance with the applicable provisions of the Water Services Act, 53 P.S. Section 3102.502 Termination of Service, the Utility Service Tenants Rights Act, 68 P.S. Section 399.1 *et seq.*, each as amended, and any other applicable law or regulation.

(b) An appointment with a designee of the Township at the Property shall be required to have water service re-established. All applicable turn-on charges and fees shall be paid before water service is restored.

7. RIGHTS RESERVED BY TOWNSHIP; RATES BY RESOLUTION

The Township reserves the right to repeal, amend, supplement, or modify this Resolution or any part thereof, or to change the water rates, rents, and charges established and imposed by this Resolution in such manner and at such times as, in the opinion of the Board of Commissioners, shall be necessary or desirable, all after due legal procedure.

8. CONSTRUCTION AND SEVERABILITY

In the event any provision, section, sentence, clause, or part hereof, or the application of any provision, section, sentence, clause, or part hereof, shall be held to be invalid, then such invalidity shall not affect or impair any remaining provision, section, sentence, clause, or part hereof, it being the intent of the Township that such remainder shall be and shall remain in full force and effect.

9. REPEALER

All Resolutions and parts of Resolutions inconsistent herewith are expressly repealed. Specifically, but not limited to, this Resolution shall be deemed to supersede and replace Resolution No. 2021-58.1.

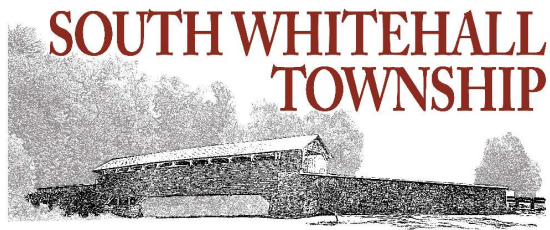
DULY ADOPTED this **21st** day of **December 2022**, by a majority of the Board of Commissioners of the Township of South Whitehall Township, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, or Secretary in the absence of both the President and Vice-President, execute this Resolution on behalf of the Board.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

Diane Kelly, President

ATTEST:

Tricia Dickert, Twp. Secretary



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 21, 2022
SUBJECT:	Approval of Resolutions for Fees for Water, Sanitary Sewer and Municipal Solid Waste for 2023
COPY TO:	H. Bender; T. Dickert; K. Blahnik; T. Fehnel

- **Action Requested:**

Official action is requested from the Board of Commissioners in order to approve the following three (3) Resolutions to confirm the rate of service charges for water (increase), sewer (increase) and municipal solid waste (no change for 2023 from 2022).

1. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING RATES, RENTS, CHARGES, AND DELINQUENT CHARGES FOR FURNISHING WATER SERVICE TO CONSUMERS, AND ESTABLISHING THE CIRCUMSTANCES UNDER WHICH WATER SERVICE IS DISCONTINUED AND MUNICIPAL LIENS FILED**
2. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING RATES, RENTS, CHARGES, AND DELINQUENT CHARGES FOR FURNISHING SANITARY SEWERAGE SERVICES TO OWNERS AND/OR CONSUMERS, AND ESTABLISHING THE CIRCUMSTANCES UNDER WHICH WATER SERVICE IS DISCONTINUED AND MUNICIPAL LIENS FILED**
3. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, APPROVING AND ADOPTING MUNICIPAL SOLID WASTE COLLECTION CHARGES FOR CALENDAR YEAR 2023**

- **Background Information:**

During the course of preparing the 2023 Budget, increases to water and sewer were recommended by Township administrative staff. These recommended rate increases were approved by official action taken by the Board of Commissioners during the October 19th Board of Commissioners meeting (as well as factored into the revenue projections included within the 2023 South

Whitehall Township Proposed Budget). Please note that there is no fee increase set forth in the Resolution for Municipal Solid Waste Collection. \

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

Revenue line items per each fund as set forth in the 2023 Budget.

Enclosures

**SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2022-
(Duly Adopted December 21, 2022)**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL
TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING RATES, RENTS,
CHARGES, AND DELINQUENT CHARGES FOR FURNISHING SANITARY
SEWERAGE SERVICES TO OWNERS AND/OR CONSUMERS, AND ESTABLISHING
THE CIRCUMSTANCES UNDER WHICH WATER SERVICE IS DISCONTINUED AND
MUNICIPAL LIENS FILED**

WHEREAS, South Whitehall Township (“**Township**”) operates a sanitary sewerage collection system serving Consumers located in and about the Township, which transports effluent collected to the City of Allentown Sewage Treatment Plant for treatment; and

WHEREAS, it is the responsibility of the Township to insure that revenues collected for the collection, transportation, and treatment of sanitary sewerage are sufficient to meet lending requirements and obligations to bondholders, as well as to pay the administrative and operating expenses of the Township for such services.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED by the Board of Commissioners of the Township, as follows:

1. Definitions. Unless otherwise specified herein, or unless the context specifically and clearly indicates otherwise, the meaning of terms used in this Resolution shall be as follows:

(a) “Consumer” means a Person (hereafter defined) who, prior to, upon, or after the effective date hereof, has contracted or contracts for and/or is receiving or shall receive sanitary sewerage collection, transportation, and/or treatment service for each Consumer Unit; or who has been notified of a required connection to the Sewer System, but has failed or refused to so connect.

(b) “Consumer Unit” means:

(i) A building under one roof and occupied by one family or business;
or

(ii) A combination of buildings in one enclosure or group and occupied by one family or business; or

(iii) One side of a double building or house having a solid vertical partition wall; or

(iv) A building, house, or other structure, or any room, group of rooms, or parts thereof, occupied by more than one family, the water fixtures of which are used in common; or

(v) Each room or group of rooms in a building occupied or intended for occupancy as a separate business or as separate living quarters by a family or other group of Persons living together or by a Person living alone, the water fixtures of which are not used in common; or

(vi) Each apartment, office, or suite of offices in a building or house having several such apartments, offices, or suites of offices and using in common one or more hallways and one or more means of entrance; or

(vii) Any trailer, mobile, or modular home occupied by one family or business; or

(viii) Any other unit or category listed in the schedule of rates set forth elsewhere in this Resolution.

(c) “Owner” means any Person having an interest, whether legal or equitable, sole or partial, in any Property.

(d) “Person” means any individual, firm, partnership, company, association, society, corporation, trust, governmental body, or an agency, department, or political subdivision thereof, or any other group or entity.

(e) “Property” means any building, group of buildings, or land upon which buildings are to be constructed which is or may be served by the Township.

(f) “Township” means the Township of South Whitehall, Lehigh County, Pennsylvania, a political subdivision, municipal corporation, and Township of the First Class, duly organized and lawfully existing under the First Class Township Code of the Commonwealth of Pennsylvania, as amended.

(g) “Sewer System” means all sanitary sewerage collection and transportation facilities of the Township, including all related facilities to be constructed, installed, or acquired by or for the Township, including all property, real, personal, and mixed, rights, powers, licenses, easements, rights of way, privileges, franchises, and other property or interest in property of whatsoever nature used or useful in connection with such facilities, and together with all additions, extension, alterations, improvements, and betterments thereof or thereto which may be made, installed, or acquired, from time to time, by or for the Township.

2. SEWER RENTALS AND CHARGES

(a) Sewer rentals and charges are imposed upon and shall be collected from the Owner of each improved Property which is connected or which was required to be connected to the Township’s Sewer System, for use of the Sewer System, whether such use shall be direct or indirect, which sewer rentals and charges shall commence and shall be effective as of the earlier of the date of connection, or the date when connection was required by the Township, and shall be payable as provided herein, in accordance with the following schedule of rates and classifications. For purposes of this Resolution, a dwelling unit or equivalent dwelling unit is a building or use which shall be presumed to have an average daily consumption of 172 gallons of water per day (one EDU) and an equivalent amount of sewage flow into the Sewer System.

3. RATE SCHEDULE

The rentals and charges for sewerage service shall be as set forth below.

(a) Flat Rate: Effective January 1, 2023, all Owners of residential and nonresidential improved Properties connected to the Sewer System who are not billed based upon metered water consumption or sewage flow shall pay sewer rentals or charges, except as hereinafter noted, at the rate of a base charge of \$35.00 per quarter and \$87.50 per quarter per Consumer Unit as set forth in the following schedule:

<u>Category</u>	<u>Equivalent Dwelling Units</u>
Residential (a Consumer Unit)	1 unit
Each retail store, business, professional office, or beauty shop, attached to or part of a home and operated by the homeowner; the rate includes the residence.	1-1/2 units
Each retail store, business, professional office, or beauty shop, not operated in a home by the homeowner.	1-1/2 units
Each service station.	2 units
Each fire station	1/2 unit
Each social hall	1 unit

Each church	1 unit
Barbershops (non-home operated)	1 unit

(b) Metered Rate: Effective April 1, 2023, all Owners of residential and non-residential Property who are billed on the basis of metered water consumption or sewage flow shall pay sewer rentals at the rate of a \$35.00 base charge per quarter per connection and a usage charge at the rate of \$4.79 per 1000 gallons of water consumption or sewage flow per quarter.

(c) The Township, at its sole discretion, shall determine when an Owner shall be billed on the basis of metered water consumption, sewage flow, or on a flat rate basis. That determination shall be made on the basis of water consumption, or where applicable, sewage flow reports.

(d) The volume of water to be used for billing sewer rentals or charges as set forth in subparagraphs (b) and (c) above shall include any and all water purchased from private or public water companies and all water obtained from any other sources (wells, springs, streams, etc.) as determined by: (i) meters installed and maintained by any private or public water company, if any; (ii) meters installed and maintained by the Township; (iii) meters installed and maintained by the Property Owner as may be approved by the Township; or (iv) from estimates or measurements made by the Township where the Township considers metering impractical.

(e) For service periods of less or more than one quarter, the computation of the volume of water consumed, and the resulting sewer rentals or charges, shall be proportionally adjusted.

(f) If the Owner of any improved Property shall fail to provide the Township with all information required to compute the sewer rentals or charges to such improved Property, then the Township may estimate a reasonable applicable sewer rental

or charge for such improved Property, and such estimated sewer rental or charge shall be the actual sewer rental or charge payable until the required information is filed; provided, however, that no rebates will be paid by the Township if the information filed reveals a lower indicated sewer rental or charge than that estimated by the Township.

(g) Additional classifications and sewer rentals or charges or modifications of the above schedule for sewer rentals or charges may be established by Resolution of the Township from time to time as deemed necessary.

(h) Nothing herein contained shall be deemed to prohibit the Township from entering into separate agreements with Owners with respect to sewer rentals and charges to be imposed in those circumstances where, due to seasonal fluctuations or other unusual circumstances, the sewer rentals or charges set forth herein shall be deemed by the Township to be unfair or inequitable.

4. PREVIOUS PROVISIONS

All previous sanitary sewerage collection, transportation, or treatment rates, rents, and charges are hereby superseded, except as to those periods which precede the adoption of this Resolution for which rates, rents, or charges remain unpaid.

5. BILLINGS AND PAYMENT

(a) Flat Rate:

(i) All bills for sewer rentals or charges, except those based on metered water consumption, shall be rendered quarterly on the first day of January, April, July, and October in each year, or on such other dates as the Township shall specify and shall permit Owners to pay sewer rentals or charges in advance or on an annual or quarterly basis.

(ii) Unmetered Owners shall receive a sewer rentals and charges bill quarterly as in subsection (a). This bill shall provide for quarterly payments to be made

in advance in the amount specified without discount, which payments shall be due and payable on or before January 31 for the first quarter, April 30 for the second quarter, July 31 for the third quarter, and October 31 for the fourth quarter.

(b) Metered Rate:

(i) All bills for sewer rentals or charges based on metered water consumption or estimates by the Township shall be rendered quarterly, and shall represent the amount due for sewer service rendered during the preceding three months.

(ii) Owners of improved Properties connected to the Sewer System for less than a full quarter shall pay a pro rata consumption-based sewer rental or charge for service for the balance of the quarter, together with a full base charge for the quarter.

(c) No allowance or rebate will be made for unoccupied Property.

(d) Owner and Consumer Responsibilities.

(i) From and after the date of this Resolution, all new billing shall be in the name of an Owner of the Property served.

(ii) From and after the date of this Resolution, the Owner of each served Property is responsible for payment of all fees and charges which are incurred by the occupants of such Property.

(iii) The Owner of the Property served may request that the name of a tenant or occupant be added to the bill in the form of a “care of” on the address line but no such addition or designation shall relieve or exonerate the Owner of the Property from their primary responsibility for payment of any bill for sewer service.

(iv) Each Consumer initially shall provide the Township with, and thereafter shall keep Township advised of their correct billing address.

(v) Failure to receive a bill for sewer service shall not be considered an excuse for nonpayment. No such failure result in an extension of the period of time during which such bill shall be payable without penalty, interest, or delinquency fees and charges.

(e) All bills for sewer service furnished to Consumers shall be due and payable as of the date thereof. If any bill for such sewer service is not paid within thirty (30) days after such bill shall become due and payable, such bill shall be deemed delinquent and delinquency charges shall become due and payable at such rates as are established herein.

(f) The Director of Operations, or their designee, is hereby authorized to commence the billing of sanitary sewerage rentals and charges to any prospective Owner who has received notice from the Township that a connection to the Sewer System is required, commencing thirty (30) days following the receipt of such connection notice.

(g) The Director of Operations, or their designee, is authorized to establish reasonable estimates of an Owner's water consumption in establishing the amount to be charged for sanitary sewerage rentals and charges, and to add an administrative charge of \$35.00 to reimburse the Township for the cost of separately administering estimated charges, for those who fail or refuse to connect.

(h) For properties whose sanitary sewerage discharges are metered, the Director of Operations, or their designee, is also authorized to establish reasonable estimates of an Owner's water consumption in establishing the amount of sanitary sewerage rentals and charges to be charged for those Owners whose sewer meters fail to properly monitor effluent flows.

6. DELINQUENT CHARGES, RATES, AND PROCESSES INVOLVING DELINQUENCIES

The Township hereby establishes delinquency charges to be assessed against delinquent sanitary sewer Owners and Consumers as follows:

(a) Bills for sewer service shall be due and payable as of the date of the bill.

(b) Failure to remit payment within thirty (30) days after such date shall result in in any unpaid amount being deemed to be delinquent.

(c) The Township may assess and collect any and all costs and fees associated with the collection of the delinquent amount after it becomes delinquent, and after thirty (30) days' notice of the Township's intent to assess and collect such costs and fees, including but not limited to reasonable attorney's fees as permitted by law. The reasonable attorney's fees shall be established by Ordinance or Resolution of the Township from time to time.

(d) Any delinquent amount shall be considered to be a municipal claim, and a municipal lien against the Property served may be filed in the office of the Clerk of Judicial Records – Civil Division of Lehigh County, Pennsylvania. The municipal lien shall be in addition to and not in lieu of, any other collection method available to the Township under this Ordinance or otherwise by law. The municipal lien shall be entered and collected in the manner set forth by the Pennsylvania Municipal Claims and Tax Lien Law, 53 P.S. Section 7101, *et seq.*, as amended. The following may also be added to the amount of the lien, and any judgment upon the lien for collection, as permitted by law:

(i) Interest shall accrue and be assessed after the date of the filing of the lien in the manner permitted by law at the specific rate of ten percent (10%) per annum.

(ii) An Administrative Fee in the amount of \$35.00 may also be assessed to reimburse the Township for any actual costs incurred by it in the processing of the claim to be filed as a lien. The Administrative Fee may be amended by Resolution of the Board of Commissioners from time to time.

(iii) Court costs as actually incurred may also be added.

(e) The Administrative Fee and delinquency charges established hereby shall be uniformly assessed against all Sewer System Consumers or Owners who become delinquent, and shall be in addition to any and all collection and other charges which are assessable in accordance with law.

7. DISCONTINUANCE OF WATER SERVICE FOR NON-PAYMENT OF BILLS

(a) Discontinuance (“shut off”) of water service for non-payment of bills for sewerage service shall be in accordance with the applicable provisions of the Water Services Act, 53 P.S. Section 3102.502 Termination of Service, the Utility Service Tenants Rights Act, 68 P.S. Section 399.1 *et seq.*, each as amended, and any other applicable law or regulation.

(b) An appointment with a designee of the Township at the Property shall be required to have water service re-established. All applicable turn-on charges and fees shall be paid before water service is restored.

8. RIGHTS RESERVED BY TOWNSHIP

The Township reserves the right to repeal, amend, supplement, or modify this Resolution or any part thereof, or to change the sewer rates, rents, and charges established and imposed by this Resolution in such manner and at such times as, in the opinion of the Board of Commissioners, shall be necessary or desirable, all after due legal procedure. Specifically, the rates rents, and charges may be changed by Resolution.

9. CONSTRUCTION AND SEVERABILITY

In the event any provision, section, sentence, clause, or part hereof, or the application of any provision, section, sentence, clause, or part hereof, shall be held to be invalid, then such invalidity shall not affect or impair any remaining provision, section, sentence, clause, or part hereof, it being the intent of Township that such remainder shall be and shall remain in full force and effect.

10. REPEALER

All Resolutions and parts of Resolutions inconsistent herewith are expressly repealed. Specifically, but not limited to, this Resolution shall be deemed to supersede and replace South Whitehall Township Board of Authority Resolutions 2013-12-BOA and 2014-07-BOA.

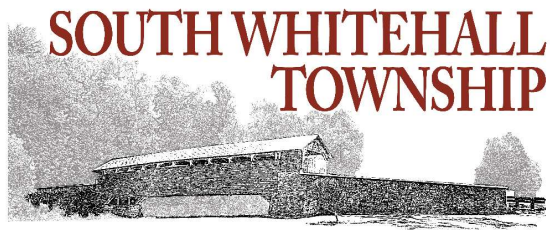
DULY ADOPTED this 21st day of December 2022, by a majority of the Board of Commissioners of the Township of South Whitehall Township, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, or Secretary in the absence of both the President and Vice-President, execute this Resolution on behalf of the Board.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

Diane Kelly, President

ATTEST:

Tricia Dickert, Twp. Secretary



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 21, 2022
SUBJECT:	Approval of Resolutions for Fees for Water, Sanitary Sewer and Municipal Solid Waste for 2023
COPY TO:	H. Bender; T. Dickert; K. Blahnik; T. Fehnel

- **Action Requested:**

Official action is requested from the Board of Commissioners in order to approve the following three (3) Resolutions to confirm the rate of service charges for water (increase), sewer (increase) and municipal solid waste (no change for 2023 from 2022).

1. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING RATES, RENTS, CHARGES, AND DELINQUENT CHARGES FOR FURNISHING WATER SERVICE TO CONSUMERS, AND ESTABLISHING THE CIRCUMSTANCES UNDER WHICH WATER SERVICE IS DISCONTINUED AND MUNICIPAL LIENS FILED**
2. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING RATES, RENTS, CHARGES, AND DELINQUENT CHARGES FOR FURNISHING SANITARY SEWERAGE SERVICES TO OWNERS AND/OR CONSUMERS, AND ESTABLISHING THE CIRCUMSTANCES UNDER WHICH WATER SERVICE IS DISCONTINUED AND MUNICIPAL LIENS FILED**
3. **A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, APPROVING AND ADOPTING MUNICIPAL SOLID WASTE COLLECTION CHARGES FOR CALENDAR YEAR 2023**

- **Background Information:**

During the course of preparing the 2023 Budget, increases to water and sewer were recommended by Township administrative staff. These recommended rate increases were approved by official action taken by the Board of Commissioners during the October 19th Board of Commissioners meeting (as well as factored into the revenue projections included within the 2023 South

Whitehall Township Proposed Budget). Please note that there is no fee increase set forth in the Resolution for Municipal Solid Waste Collection. \

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

Revenue line items per each fund as set forth in the 2023 Budget.

Enclosures

**SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA**

**RESOLUTION NO. 2022-
(Duly Adopted December 21, 2022)**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH
WHITEHALL TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA,
APPROVING AND ADOPTING MUNICIPAL SOLID WASTE
COLLECTION CHARGES FOR CALENDAR YEAR 2023**

WHEREAS, the Township of South Whitehall has contracted for Municipal Solid Waste and Recycling collection, hauling, and disposal services (the “Hauling Services”) for its residents; and

WHEREAS, Township Ordinance 887, duly adopted December 30, 2008, authorizes the Board of Commissioners to establish, by resolution, a schedule of fees from time to time for municipal Waste Hauling; and

WHEREAS, the most recent resolution establishing Hauling Services fees was Resolution 2022-59, adopted December 15, 2021, which set fees for the 2022 calendar year; and

WHEREAS, pursuant to Ordinance 887, the Board of Commissions desires to set Waste Hauling fees, penalties, and other charges for the 2023 calendar year.

NOW, THEREFORE, BE IT ADOPTED AND RESOLVED, that the Board of Commissioners of South Whitehall Township hereby approve of and adopt the following schedule of fees, penalties, and other charges for municipal solid waste collection for the calendar year 2023:

- A. For the period commencing **January 1, 2023**, through and including **December 31, 2023**, the Hauling Services fee for the entire billing year shall be Three Hundred Eighty Dollars (\$380.00) per Residential Establishment. The Hauling Services fee charged for any quarter within the billing year shall be Ninety-Five Dollars (\$95.00).
- B. Hauling Services fees shall be due and payable no later than thirty (30) days from the date of the invoice. Failure to remit payment shall result in the assessment of a penalty in the amount of ten percent (10%) on the delinquent amount together with any and all costs and fees associated with the collection of the delinquent amount, including but not limited to attorney fees, as permitted by law.

C. Any delinquent amount shall be considered a lien against the real estate served and shall be filed in office of the Prothonotary of Lehigh County, Pennsylvania. The lien shall be entered and collected in the manner set forth by the Pennsylvania Municipal Claims and Tax Lien Law, 53 P.S. Section 7101, et. seq., as amended. Interest shall be assessed in the manner permitted by law and at a rate of ten percent (10%) per annum or at the maximum rate permitted by law.

D. South Whitehall Township reserves the right to pursue any other method of collection and/or avail itself of any other legal remedy.

BE IT FURTHER RESOLVED, that the fees, penalties, and charges adopted by this Resolution shall continue in full force and effect until such time as an updated fee schedule is approved by Resolution.

BE IT FURTHER RESOLVED, that any resolution or any part of any resolution and/or any regulations of the Township, including but not limited to Resolution 2022-59 which are inconsistent herewith are hereby repealed. All other provisions of the resolutions and/or other regulations of the Township of South Whitehall, Lehigh County, Pennsylvania shall remain in full force and effect.

BE IT FURTHER RESOLVED, that the provisions of this Resolution are declared to be severable. If any sentence, clause, section, term, phrase or part of this Resolution or the attachments hereto is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections, terms, provisions, or parts of this Resolution. It is hereby declared the intent of the Board of Commissioners for South Whitehall Township that this Resolution would have been adopted had such an unconstitutional, illegal, or invalid sentence, clause, section, or part thereof not been included herein.

DULY ADOPTED this 21st day of **December 2022**, by a majority of the Board of Commissioners of the Township of South Whitehall Township, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Resolution on behalf of the Board.

BOARD OF COMMISSIONERS
TOWNSHIP OF SOUTH WHITEHALL

By: _____
Diane Kelly, President

ATTEST:

Tricia Dickert, Twp. Secretary

SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA

RESOLUTION 2022-__

(Duly Adopted December 21, 2022)

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP TO AUTHORIZE SUPPLEMENTAL APPROPRIATIONS FROM FUNDS ACTUALLY RECEIVED WITHIN THE 2022 FISCAL YEAR TO BALANCE DESIGNATED LINE ITEM EXPENDITURES WITHIN THE 2022 APPROVED SOUTH WHITEHALL TOWNSHIP GENERAL FUND BUDGET

WHEREAS, Article XVII (Finance and Taxation), Section 1701 (c) of the First Class Township Code of the Commonwealth of Pennsylvania authorizes the Board of Commissioners of South Whitehall Township to at any time by resolution make supplemental appropriations for any lawful purpose from any funds on hand or estimated to be received within the fiscal year and not appropriated to any other purpose, including the proceeds of any borrowing as authorized by law. Supplemental appropriations may be made whether or not an appropriation for that purpose was included in the original budget as adopted; and

WHEREAS, the Board of Commissioners has determined that it is necessary to make supplemental appropriations to certain line items as set forth within the 2022 Approved South Whitehall Township Budget (including the General Fund, Fire Fund, Water Fund, Sewer Fund, Refuse Fund, Debt Fund, and Capital Fund) due to unanticipated expenditures that have arisen during the 2022 fiscal year; and

WHEREAS, the use of unencumbered of moneys is necessary in order to balance designated line item expenditures within the approved 2022 South Whitehall Township General Fund Budget.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, as follows:

1. All “WHEREAS” clauses are incorporated herein as though more fully set forth at length.
2. That the Board of Commissioners of South Whitehall Township, Lehigh County, Commonwealth of Pennsylvania duly approve the supplemental appropriations using unencumbered funds that have been received within the 2022 fiscal year as enumerated in “Exhibit A”, which is incorporated herein as though more fully set forth at length, in order to balance certain line items as set forth within the 2022 Approved South Whitehall Township (including the General Fund, Fire Fund, Water Fund, Sewer Fund, Refuse Fund, Debt Fund, and Capital Fund) that experienced overages due to unanticipated expenditures.

DULY ADOPTED, this 21st day of December, 2022 by a majority of the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Resolution on behalf of the Board.

**TOWNSHIP OF SOUTH WHITEHALL
BOARD OF COMMISSIONERS**

ATTEST:

Diane Kelly, President

Tricia Dickert, Secretary

EXHIBIT A

GENERAL FUND

FINANCE DEPT.

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
01402001	40115	Salary/Wages Part Time Staff	\$18,720.00	\$18,720.00	\$19,197.00	\$1,500.00	\$0.00	-\$1,977.00	111.00

ADMINISTRATIVE DEPT.

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
01406002	40341	Advertising/Printing	\$23,000.00	\$23,000.00	\$26,836.20	\$2,000.00	\$0.00	-\$5,836.20	116.70
01406002	40342	Printing	\$4,000.00	\$4,108.00	\$5,343.43	\$1,000.00	\$0.00	-\$2,235.43	130.10
01406002	40450	Contracted Services	\$12,000.00	\$12,191.70	\$26,422.53	\$1,000.00	\$859.96	-\$15,230.83	223.80

POLICE DEPT.

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
01410002	40420	Due Subscriptions Memberships	\$7,000.00	\$7,000.00	\$11,826.66	\$500.00	\$0.00	-\$5,326.66	176.00
01410201	40172	Holiday Pay	\$100,000.00	\$100,000.00	\$181,927.92	\$45,000.00	\$0.00	-\$126,927.92	227.00
01410201	40461	Continuing Education Reimbursement	\$15,000.00	\$15,000.00	\$22,326.09	\$0.00	\$0.00	-\$7,326.09	148.80

PUBLIC WORKS DEPT.

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
01430002	40230	Fuels	\$185,000.00	\$185,000.00	\$254,795.64	\$44,000.00	\$0.00	-\$113,795.64	162.00

PARKS & REC. DEPT.

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
01451001	40180	Overtime Pay	\$15,000.00	\$15,000.00	\$16,055.39	\$0.00	\$0.00	-\$1,055.39	107.00
01451002	40238	Uniform Clothing Expense	\$5,625.00	\$5,625.00	\$6,080.50	\$0.00	\$0.00	-\$455.50	108.10

01451002	40450	Contracted Services	\$104,750.00	\$104,750.00	\$108,144.74	\$500.00	\$700.00	-\$3,894.74	105.90
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FIRE FUND

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
03411002	40245	Vehicle Maintenance	\$120,000.00	\$150,000.00	\$162,415.43	\$0.00	\$0.00	-\$12,415.43	108.30
03411002	40370	Maintenance Services and Repair	\$8,000.00	\$11,451.44	\$11,877.40	\$0.00	\$0.00	-\$425.96	103.70
03411003	40800	Contingency	\$291,681.00	\$234,016.32	\$224,128.00	\$320,000.00	\$34,497.75	-\$344,609.43	247.00

CETRONIA FIRE DEPT.

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
03411102	40238	Uniform Clothing Expense	\$6,000.00	\$6,000.00	\$7,392.10	\$0.00	\$0.00	-\$1,392.10	123.20

WATER FUND

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL NEEDED	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
06431002	40215	Postage	\$15,000.00	\$15,000.00	\$16,640.87	\$0.00	\$0.00	-\$1,640.87	110.90
06431002	40321	Telephone Charges	\$20,000.00	\$20,425.30	\$22,305.15	\$1,262.00	\$1,261.71	-\$3,141.85	115.40
06431002	40325	Internet Fees	\$900.00	\$900.00	\$845.95	\$100.00	\$100.50	-\$45.95	105.20

SEWER FUND

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
08431001	40173	Stand By	\$7,000.00	\$7,000.00	\$7,691.25	\$1,500.00	\$0.00	-\$2,191.25	109.90
08431002	40311	Accounting & Auditing Services	\$7,500.00	\$7,500.00	\$8,000.00	\$0.00	\$0.00	-\$500.00	106.70
08431002	40313	Engineering Services	\$50,000.00	\$50,000.00	\$69,760.12	\$0.00	\$0.00	-\$19,760.12	139.50
08431002	40365	Disposal Fees	\$1,400,000.00	\$1,404,116.36	\$1,161,552.67	\$370,000.00	\$305,597.08	-\$127,436.31	110.00
08431003	40760	Major Machinery and Equipment	\$443,000.00	\$815,807.67	\$816,472.49	\$0.00	\$0.00	-\$664.82	100.10

REFUSE FUND

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
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09426002	40347	Resident Education	\$2,000.00	\$2,000.00	\$2,168.00	\$0.00	\$0.00	-\$168.00	108.40
09426002	40365	Disposal Fees	\$53,000.00	\$53,000.00	\$77,590.00	\$5,000.00	\$0.00	-\$29,590.00	146.40
09426002	40450	Contracted Services	\$2,617,224.00	\$2,795,180.75	\$2,606,439.91	\$230,000.00	\$228,559.09	-\$41,259.16	101.40

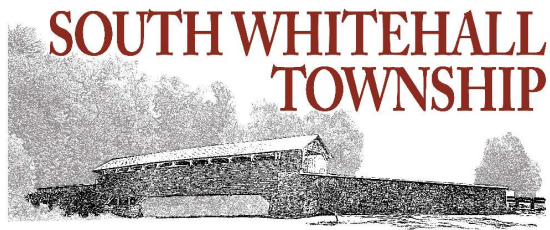
DEBT FUND

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
23406002	40710	Interest Payment	\$359,021.00	\$359,021.00	\$397,401.65	\$0.00	\$0.00	-\$38,380.65	110.70

CAPITAL FUND

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROPRIATION	REVISED BUDGET	YTD EXPENDED AS OF 12/16/2022	ADDITIONAL ESTIMATED FUNDS NEEDED TO END OF FISCAL YEAR	ENCUMBRANCE/REQ	AMT. OVER BUDGET	% USED
30430003	40720	Vehicles	\$174,700.00	\$246,909.66	\$162,109.66	\$87,377.00	\$87,377.00	-\$2,577.00	101.00

FUND	TOTAL AMOUNT OF THE OVER BUDGET LINE ITEMS
General Fund	-\$284,061.40
Fire Fund	-\$358,842.92
Water Fund	-\$4,828.67
Sewer Fund	-\$150,552.50
Refuse Fund	-\$71,017.16
Debt Fund	-\$38,380.65
Capital Fund	-\$2,577.00



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tricia Dickert, Director of Finance
DATE:	December 21, 2022
SUBJECT:	EOY Finance Items / Cash Carry Forward
COPY TO:	T. Petrucci; H. Bender; K. Blahnik; D. Zackeru

The Finance Department wishes to properly book expenses related to closing out the 2020 purchase of a fire truck that was received in 2021 and added to the Woodlawn fleet. Please review the details below.

Fire Truck Purchase

In 2020, upon Board approval, SWT ordered a new fire truck for the Woodlawn fleet using Fire Capital Contingency monies (03411003/40800). This was not an approved budgeted line item for 2020. This cost, knowing the truck would not be received or paid for in 2020, should have been added to the previously approved 2021 budget.

Because this purchase was approved in 2020, when the invoice was received in February 2021, dated for 12/28/2020, it was accrued back to a 2020 expense in Fire Capital Contingency. In 2021 during the 2020 financial audit, the auditor submitted an audit adjusting journal entry (#302) that reversed the booking of that 2020 accrual, sending the expense to the AP accrual account (03/20025).

During the 2021 audit, the auditor made another audit adjusting journal entry (#301) moving the expense from the AP accrual account to Fire Capital Contingency. A second 2021 audit adjusting journal entry was made moving this expense from Fire Capital Contingency to Fire Prepaids (03/15500). Which is where the expense is currently sitting.

The truck was received in January 2022 and this expense now needs to be moved from Fire Prepaids, back to Fire Capital Contingency where it was originally booked before the above detailed audit adjusting journal entries were made. This is going to result in an over budget line item in Fire Capital Contingency, in the amount of \$317,766. Irrespective of when this expense is finally booked, it always would have resulted in pushing a line over budget, because it was never a budgeted line item from the onset.

Keep in mind, this has no impact on current cash, because this invoice had already been paid in 2021.

Estimated EOY Cash Carry Forward

GENERAL FUND = \$4,079,608.59

Bank Balance as of 12/16/2022 = \$6,566,920.23
Estimate of additional Revenues for 2022 = \$837,000.00
Estimate of additional Expenses for 2022 = \$766,076.20
Total = \$6,627,844.03

Notes:

- This bank balance includes \$1,016,661.22 received for Campus Reno final drawdown. Republic bank continued to hold the final amount of the loan until the project was complete. They released that money to SWT last week.
- We would move \$88,827.65 into a Campus Reno checking account to hold until the final payment needs to be made to Ankiewicz Enterprises.
- We would pay back \$459,407.77 to Fire for the Salaries and Benefits charged to the Fire Fund during 2020 and 2021. The money will be deposited into the Fire Apparatus account for future truck purchases.
- We recommend moving an additional \$2,000,000.00 into the Fiscal Stability Fund. \$1,000,000.00 to payback Fiscal Stability for the amount used for the soft costs at the onset of the Campus Renovation project as well as an additional \$1,000,000.00 to continue to grow the Fund Balance with the additional interest the money will earn.

CAPITAL FUND = \$56,100.42

Bank Balance as of 12/16/2022 = \$236,808.59
Estimate of additional Revenue for 2022 = \$321,637.97*
Estimate of additional Expenses for 2022 = \$502,346.14

Notes:

- The amount listed as Revenue is a transfer from Bond Sinking Fund to repay the Capital fund for the Wehr's Dam costs incurred in 2022.

STATE HIGHWAY AID FUND = \$329,331.10

Bank Balance as of 12/16/2022 = \$557,418.80
Estimate of additional Revenues for 2022 = \$0.00
Estimate of additional Expenses for 2022 = \$228,087.70

WATER FUND = \$4,629,326.69

Bank Balance as of 12/16/2022 = \$4,758,791.68 @ Wells Fargo & \$557,043.01 @ Neffs Bank
Estimate of additional Revenue for 2022 = \$250,000.00
Estimate of additional Expenses for 2022 = \$936,508.00

Notes:

- We recommend moving \$1,500,000.00 and the \$557,043.01 in Water Fiscal Stability money (currently at Neffs Bank) into a new account at Univest Bank so that it can earn a higher interest rate on these funds and grow the Fund Balance.

SEWER FUND = \$4,668,756.98

Bank Balance as of 12/16/2022 = \$3,327,912.98 @ Wells Fargo & \$2,000,000.00 @ Univest

Estimate of additional Revenues for 2022 = \$152,000.00

Estimate of additional Expenses for 2022 = \$811,156.00

REFUSE FUND = \$538,855.77

Bank Balance as of 12/16/2022 = \$748,831.26

Estimate of additional Revenues for 2022 = \$23,000.00

Estimate of additional Expenses for 2022 = \$232,975.49

FIRE FUND = \$341,479.55

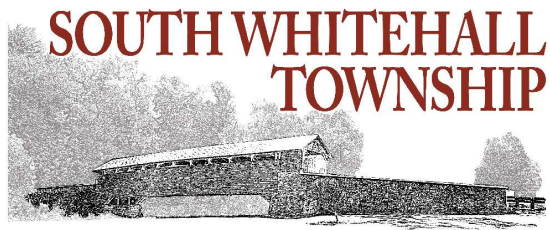
Bank Balance as of 12/16/2022 = \$421,479.55

Estimate of additional Revenues for 2022 = \$20,000.00

Estimate of additional Expenses for 2022 = \$100,000.00

Notes:

- This figure does not include the \$459,407.77 being paid back from the General Fund as the recommendation is for those funds to be deposited into the Fire Apparatus Fund account for future truck purchases.



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 19, 2022
SUBJECT:	Consideration of Approval of Resolution (Supplemental Appropriations for 2022 Expenditures)
COPY TO:	H. Bender; T. Dickert; T. Fehnel

- **Action Requested:**

Approval of official action to approve the below-described Resolution:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL TOWNSHIP TO AUTHORIZE SUPPLEMENTAL APPROPRIATIONS FROM FUNDS ACTUALLY RECEIVED WITHIN THE 2022 FISCAL YEAR TO BALANCE DESIGNATED LINE ITEM EXPENDITURES WITHIN THE 2022 APPROVED SOUTH WHITEHALL TOWNSHIP GENERAL FUND BUDGET

- **Background Information:**

Article XVII (Finance and Taxation), Section 1701 (c) of the First Class Township Code authorizes the Board of Commissioners of South Whitehall Township to at any time by resolution make supplemental appropriations for any lawful purpose from any funds on hand or estimated to be received within the fiscal year and not appropriated to any other purpose, including the proceeds of any borrowing as authorized by law. Supplemental appropriations may be made whether or not an appropriation for that purpose was included in the original budget as adopted.

The enclosed Resolution that is consistent with Section 1701 (c) of the First Class Township Code has been prepared in order to utilize unencumbered funds that were actually received by the Township to adjust and reconcile line items that have gone over budget, as applicable. This exercise is necessary to be conducted at the conclusion of each fiscal year in order to ensure that the Township can adequately justify and explain any budget overages during the course of the 2022 fiscal year audit to be conducted in 2023.

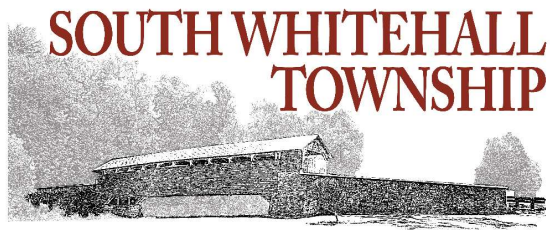
As memorialized within the memorandum prepared by the Finance Department dated December 21, 2022 entitled, "EOY Finance Items / Cash Carry Forward", the Township has taken in enough funds YTD that are not appropriated to any other purpose (i.e. a revenue surplus) in order to account for the line items that went over budget as identified within the enclosed Resolution.

Moving forward, Township executive/management personnel will endeavor to minimize the number of line items that are significantly over budget at the conclusion of each fiscal year. The standing goal to achieve is a budget that accurately forecasts both revenues and expenditures. However, it is important to note that the First Class Township Code provides for adjustments to adopted budgets each year, as determined to be appropriate by the governing body, factoring in that there are sometimes unexpected expenditures or windfall revenue received by municipalities.

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

N/A

Enclosure



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 21, 2022
SUBJECT:	Approval of 2023 South Whitehall Township Final Adopted Budget
COPY TO:	H. Bender; T. Dickert; K. Blahnik; T. Fehnel

- **Action Requested:**

A **two-step process** of official action is requested from the Board of Commissioners in order to approve the 2023 South Whitehall Township Final Adopted Budget:

1. **Agenda Item 9 (Motions) (A):** A separate motion is requested from the Board of Commissioners to approve recommended revisions to the 2023 South Whitehall Township Budget as follows:

General Fund Administrative FICA Employer Paid (Line Item 01406001-40192)

\$170,434.09 (proposed)

\$186,165.55 (adjusted)

\$15,731.46 (increase)

Police Department Union FICA Employer Paid (Line Item 01410701-40192)

\$276,237.57 (proposed)

\$307,090.02 (adjusted)

\$30,852.45 (increase)

Public Works Union FICA Employer Paid (Line Item 01430101-40192)

\$108,820.65 (proposed)

\$117,541.65 (adjusted)

\$8,721.00 (increase)

Total Increase to General Fund FICA Employer Paid Line Items: \$55,304.91

General Fund Surplus

\$84,865.73 (proposed)

\$29,560.82 (adjusted)

Water FICA Employer Paid (Line Item 06431001-40192)

\$35,554.27 (proposed)

\$38,384.77 (adjusted)

\$2,830.50 (increase)

Water Fund Surplus

\$748,658.02 (proposed)

\$745,827.52 (adjusted)

Sewer Fund FICA Employer Paid (Line Item 08431001-40192)

\$45,158.36 (proposed)

\$48,906.86 (adjusted)

\$3,748.50 (increase)

Sewer Fund Surplus

\$113,394.24 (proposed)

\$109,645.74 (adjusted)

2. **Agenda Item 8 (Resolutions) (F)**: Following the approval of the above-listed motion, approval of a Resolution identified as below is also requested:

A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Approving the Budget for the 2023 Calendar/Fiscal Year Beginning on the First Day of January, 2023 and Ending on the Last Day of December, 2023

- **Background Information:**

Pursuant to Article XVII, Section 1701 (b.2) of the First Class Township Code, after the Proposed Budget has been made available for a period of at least twenty (20) days, the South Whitehall Township Board of Commissioners shall, **after making revisions as appropriate**, adopt the final budget not later than December 31. The Township has met (exceeded) its obligations to advertise the notice of availability of the Proposed Budget.

The First Class Township Code provides for revisions to any one (1) line item in the Proposed Budget not to exceed twenty-five percent (25%) and the overall budget not to exceed ten percent (10%).

The recommended revisions to the line items as delineated in this memorandum above are necessary as a result of the Township Manager and Finance Director determining that the FICA line items for overtime, seasonal staff, longevity pay and stand by pay (by department, as applicable) were not carried through as part of the new budget compilation process that utilized ClearGov for the first time this year. The Finance Department has confirmed that the requested revisions are consistent with the percentage limitations set forth in the First Class Township Code for individual line items and the budget in the aggregate.

Management has deemed it necessary and appropriate to make these revisions now (as permitted by the First Class Township Code) rather than begin the 2023 fiscal year with figures that are knowingly inaccurate. It is important to note that these revisions will decrease the projected surplus figures and not result in any other shifting/transfers of line items to provide a balanced budget. In other words, the Final Adopted Budget will still have the net effect of a surplus.

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

As identified herein for 2023 Budget.

Enclosures

**SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2022-__

(Duly Adopted December 21, 2022)

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL
TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE BUDGET FOR
THE 2023 CALENDAR/FISCAL YEAR BEGINNING ON THE FIRST DAY OF JANUARY,
2023 AND ENDING ON THE LAST DAY OF DECEMBER, 2023**

WHEREAS, the Finance Department and Executive Office prepared a draft 2023 South Whitehall Township Proposed Budget for all funds (including the General Fund, Fire Fund, Water Fund, Sewer Fund, Refuse Fund, Capital Fund, Open Space Fund and Highway State Aid Fund) for the 2023 calendar/fiscal year in accordance with the requirements of First Class Township Code 53 P.S. §56701(b), as amended; and

WHEREAS, pursuant to Article XVII, Section 1701 of the First Class Township Code, the 2023 South Whitehall Township Proposed Budget has been advertised and available for public review for a period of twenty (20) days prior to the December 21, 2022 Board of Commissioners regular meeting, which is the date and time that was fixed by the Board of Commissioners for adoption of the 2023 South Whitehall Township Proposed Budget.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, as follows:

1. All “Whereas” clauses are incorporated herein and made a part of as though the same were more fully set forth at length.
2. The South Whitehall Township Board of Commissioners hereby estimates the revenues and appropriated expenditures from the fund equities, revenues, and other financing sources available for the 2023 calendar/fiscal year for the purposes set forth in the 2023 South Whitehall Township Proposed Budget.
3. Pursuant to Article XVII, Section 1701 (b.2) of the First Class Township Code, after the Proposed Budget has been made available for a period of at least twenty (20) days, the South Whitehall Township Board of Commissioners shall, after making revisions as appropriate, adopt the final budget not later than December 31.

PROOF OF PUBLICATION



East Penn Press * Parkland Press * Northwestern Press * Whitehall-Coplay Press
* Northampton Press * Salisbury Press * Catasauqua Press * Bethlehem Press

ALLENTOWN, LEHIGH COUNTY, PENNSYLVANIA

Commonwealth of Pennsylvania)
County of Carbon) ss.

Scott A. Masenheimer, being duly sworn according to law does depose and say:

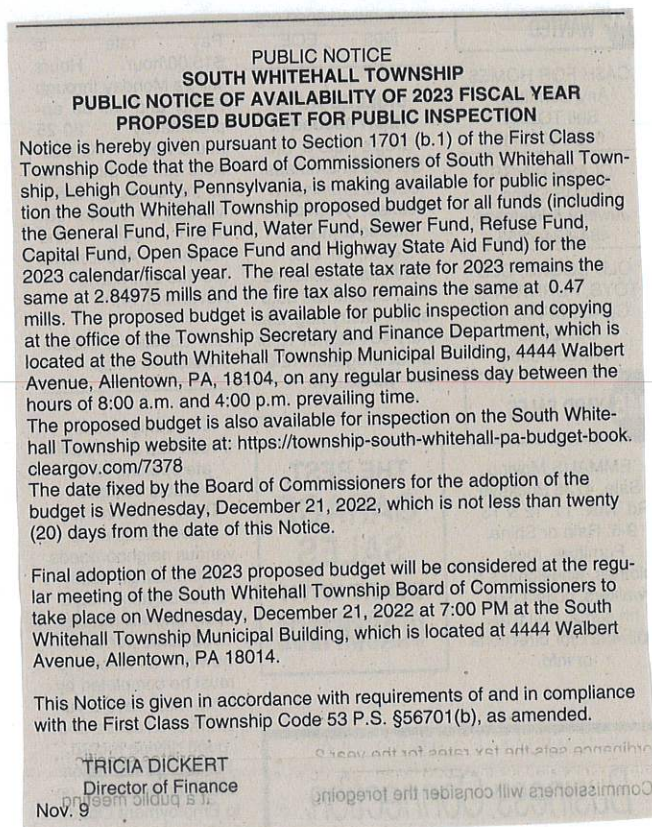
1. THAT The Lehigh Valley Press is a group of weekly newspapers of general circulation published weekly, by Times News Media Group. Its place of business is Allentown, Lehigh County, Pennsylvania.
2. THAT The Lehigh Valley Press was established on April 9, 1959.
3. THAT the affiant is the Publisher of The Lehigh Valley Press newspapers and as such is authorized by the owner, Times News Media Group, to take this affidavit.
4. THAT the affiant is not interested in the subject matter of the notice or advertising.
5. THAT all of the allegations of this affidavit as to time, place and character of publication are true.
6. THAT copy of the notice or advertising attached hereto was printed and published in the regular weekly editions and issues of The Press on the following dates:

NOVEMBER 9, 2022

Scott A. Masenheimer

Sworn to and subscribed before me, this 11th day of November, A.D. 2022

Patti L. Solt



Commonwealth of Pennsylvania – Notary Seal
Patti L. Solt, Notary Public
Carbon County
My commission expires March 17, 2023
Commission number 1197589

4. The Board of Commissioners have determined the following revisions to the 2023 South Whitehall Township Proposed Budget as summarized below are necessary and appropriate:

General Fund Administrative FICA Employer Paid (Line Item 01406001-40192)

\$170,434.09 (proposed)

\$186,165.55 (adjusted)

\$15,731.46 (increase)

Police Department Union FICA Employer Paid (Line Item 01410701-40192)

\$276,237.57 (proposed)

\$307,090.02 (adjusted)

\$30,852.45 (increase)

Public Works Union FICA Employer Paid (Line Item 01430101-40192)

\$108,820.65 (proposed)

\$117,541.65 (adjusted)

\$8,721.00 (increase)

Total Increase to General Fund FICA Employer Paid Line Items: \$55,304.91

General Fund Surplus

\$84,865.73 (proposed)

\$29,560.82 (adjusted)

Water FICA Employer Paid (Line Item 06431001-40192)

\$35,554.27 (proposed)

\$38,384.77 (adjusted)

\$2,830.50 (increase)

Water Fund Surplus

\$748,658.02 (proposed)

\$745,827.52 (adjusted)

Sewer Fund FICA Employer Paid (Line Item 08431001-40192)

\$45,158.36 (proposed)

\$48,906.86 (adjusted)

\$3,748.50 (increase)

Sewer Fund Surplus

\$113,394.24 (proposed)

\$109,645.74 (adjusted)

5. The 2023 South Whitehall Township Proposed Budget as submitted and summarized by fund and subject to any revisions made via official action as deemed appropriate by the Board of Commissioners, is hereby approved and adopted as the Final Budget of South Whitehall Township for the 2023 calendar/fiscal year, which begins on the first day of January, 2023 and ends on the last day of December, 2023.
6. The 2023 South Whitehall Township Final Adopted Budget which includes all necessary and appropriate revisions as further described above is incorporated herein as though more fully set forth at length as “Exhibit A”.

DULY ADOPTED, this 21st day of December, 2022 by a majority of the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Resolution on behalf of the Board.

**SOUTH WHITEHALL TOWNSHIP
BOARD OF COMMISSIONERS**

By: _____

Diane Kelly, President

ATTEST:

Tricia Dickert, Twp. Secretary



South Whitehall Township 2023 Budget



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INTRODUCTION

Message from the Township Manager

2023 South Whitehall Township Proposed Budget

Budget Presentation

The Administration of South Whitehall Township is pleased to present the 2023 South Whitehall Township Proposed Budget to the Board of Commissioners, residents, and business owners. The 2023 Proposed Budget does not require a real estate tax millage increase.

In accordance with First Class Township Code requirements, a balanced budget is provided to the Board of Commissioners for all funds, including the General Fund, Capital Fund, Debt Fund, Fire Fund, Fiscal Stability Fund, Open Space Fund, Refuse Fund, Sewer Fund, State Highway Aid Fund, and the Water Fund.

Budget Priorities

The key factors that were followed during the entire budgetary development process are listed as follows:

- Providing a balanced operational and priority-driven budget for the consideration of the Board of Commissioners. This fulfills a stated policy goal of the governing body.
- Ensuring that all line items are appropriately forecasted based on actual trends from previous fiscal years (while still making appropriate adjustments based on anticipated needs and projected inflationary increased costs).
- Increasing the level of transparency associated with the line numbers set forth in the budget.
- Promotion of long-range thinking that supports responsible decision making.
- Encouraging the utilization of possible grant revenue across all Township Departments and programs, including vehicle and equipment replacement needs.
- Positioning the Township to begin to develop a steady source of capital improvements revenue and maintain fund balances in accordance with the recently adopted Fund Balance Policy.
- Focusing on the continued development of the existing South Whitehall Township workforce to ensure the efficient and effective delivery of public services.

Municipal budgets serve as a comprehensive financial work plan covering the entire fiscal year. The articulation of goals, objectives, strategies, and priorities are indispensable to the development of a sound budget. The adopted budget provides the necessary foundation for Township personnel to execute the vision for the community that is established by the Board of Commissioners as the elected governing body.

Sincerely,



Thomas R. Petrucci
Township Manager

History of the Township

Background

South Whitehall Township is a unique community located in the Lehigh Valley, one of the fastest growing regions in Pennsylvania. Conveniently situated in the center of the Lehigh Valley, South Whitehall is easily accessible by major interstates, including State Route 309, US Route 22, US Route 222, and the Northeast Extension (Interstate 476).

South Whitehall can be best described as a transitional landscape between the urban fringe of Allentown and the rural character of northwest Lehigh County. The southern part of the Township benefits from a strong commercial core, allowing the northern region to remain predominantly agricultural and undeveloped. Suburban development has shaped the growth of the Township over the past fifty years and continues to be a dominating land use in South Whitehall.

South Whitehall Yesterday

The history of South Whitehall is a complex story of boundary disputes, settlement, and growth. This region and most of eastern Pennsylvania was first home to the native Lenni Lenape tribes, also referred to as the Minsi Delaware. The Native Americans who occupied South Whitehall inhabited the areas along rivers and creeks, taking advantage of the region's fertile soils for crops, reliable water supply, and steep ridges for protection.

Pennsylvania became a colony of England in 1681 when King Charles II granted the land to William Penn. Historically, Penn was praised for his fair treatment of Native Americans, attempting to peacefully offer fair payment for land purchases. In the late 1680's, Penn had made a deal with the Lenni Lenape to purchase a large portion of land surrounding the Lehigh and Delaware Rivers, but the deal was never consummated during his lifetime. Years later, Penn's sons revived this deal with the Lenape but did not honor the terms of the agreement, causing tension with the Lenape. This deal was famously known as "The Walking Purchase of 1737" and expanded European settlement in the Lehigh Valley.

Early Settlements

The first European settlers to the area were primarily German emigrants from the Oley Valley in the early 1700's. The first organized settlement was established by Nicholas Kern in 1735 between what would later be called Guthsville and Guth's Station. More villages and settlements continued to pop up over a twenty-year period, while the region remained predominantly agrarian for the next fifty years. The Township was originally known just as "Whitehall" and encompassed what we now identify as Coplay Borough, Whitehall Township, South Whitehall Township, and North Whitehall Township. Historians argue whether the name Whitehall was derived from another settlement in England, like other village names in the area, or if it was inspired by Lynford Lardner's Grouse Hall; a large white hunting lodge located near the Jordan Creek.

Township Independence

In the early 1800's, most of the Lehigh Valley was considered part of Northampton County, including the larger area of Whitehall. In November of 1810, a petition was filed with the Northampton County Court to divide Whitehall into Townships, but South Whitehall was still considered part of Northampton County. It wasn't until two years later, in March of 1812, that the area west of the Lehigh River was divided from Northampton County to form a new county. This act established South Whitehall Township as an independent Township in the center of the newly established *Lehigh County*.

Industrial Age

Leading into the early 20th Century, small villages and communities developed slowly around agriculture and growing industries, including the mining of iron ore and stone or slate quarries. Many settlements were built around the Catasauqua and Fogelsville Railroad, which served these industries from the 1850's through the 1940's. Industry and agriculture shaped the development of South Whitehall, concentrated around crossroad villages and access to the railroad. Family-run feed mills were also prominent in the Township and played a major role in the economics of the agricultural community.

Pre-War Development

The Township continued to develop around industry in the early 20th Century, but the expansion of roadways and the construction of trolley lines allowed for the development of smaller compact neighborhoods away from the central villages. The Allentown to Slatington Line ran through the northern part of the Township, making several stops including Greenawalds and Siegersville. This line discontinued service between Greenawalds and Slatington in the 1930's and service to Allentown was replaced by bus similar to many other local trolley lines around that time. However, the continued access to transit into Allentown allowed for more neighborhood development in South Whitehall away from industrial centers.

Post-War Suburbanization

The population in the Township nearly doubled between the 1950's and 1960's during the post-war building boom. The attraction to the suburbs and the construction of the interstate highway system made South Whitehall an attractive bedroom community for Allentown. The intense and sporadic development over the 1950's and 1960's would greatly contribute to issues associated with suburban sprawl and emphasize the need for more coordinated planning and development regulations. Also, around this time, several areas of the Township were annexed by the City of Allentown. This was allowable between a City and a Second Class Township, therefore prompting a petition for South Whitehall to become a First Class Township in 1996.

1970's to 2009

The Township adopted its first Comprehensive Plan in 1969, helping to establish a better framework for growth and development. The population continued to rise steadily in the 1970's and 1980's with suburban development being the predominant land use in the Township. The

population began to stabilize in the 1990's but residential development continued to increase, indicating a shift to smaller households and family sizes. During this period, more larger-lot single family residences were built, contributing even more to suburban sprawl in the Township.

Population Overview



TOTAL POPULATION

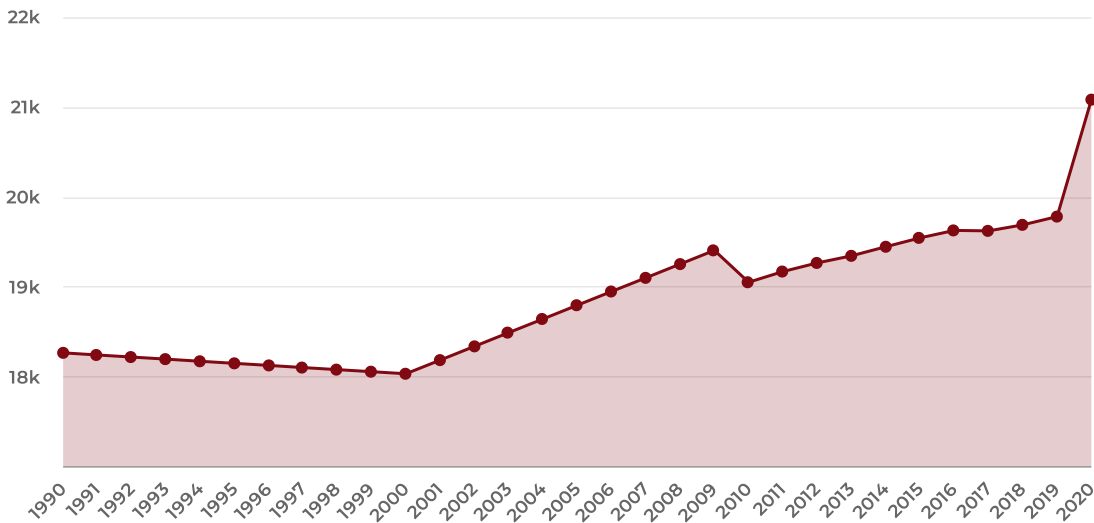
21,080

▲ 6.6%
vs. 2019

GROWTH RANK

488 out of 2561

Municipalities in Pennsylvania



* Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



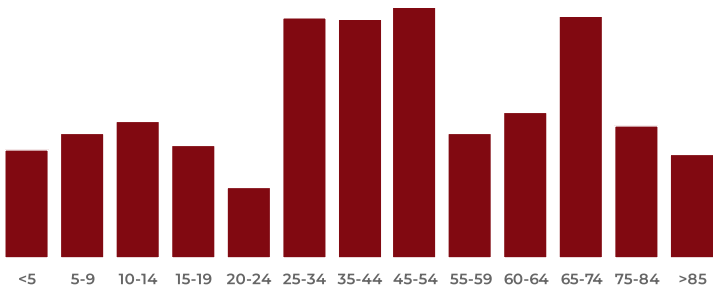
DAYTIME POPULATION

28,436

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

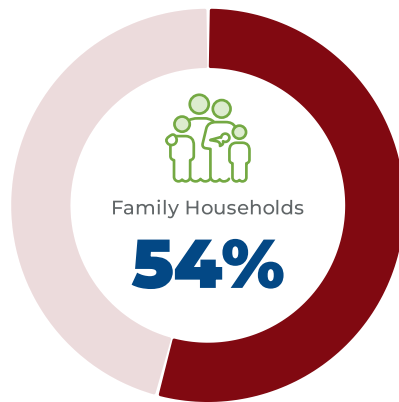
* Data Source: American Community Survey 5-year estimates

Household Analysis

TOTAL HOUSEHOLDS

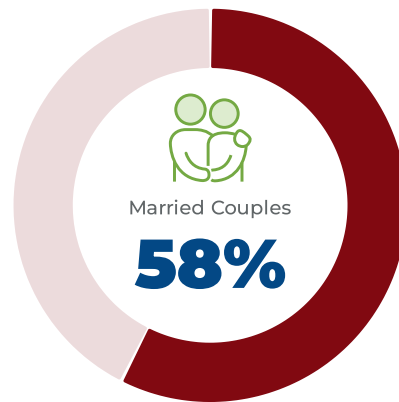
7,758

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



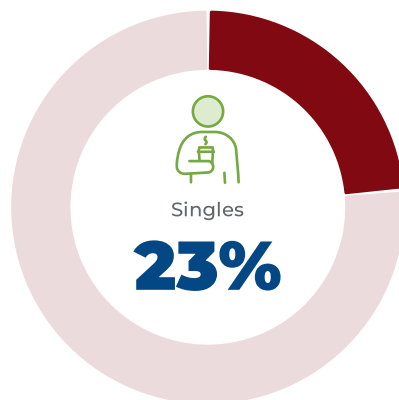
▲ 14%

higher than state average



▲ 20%

higher than state average



▼ 21%

lower than state average



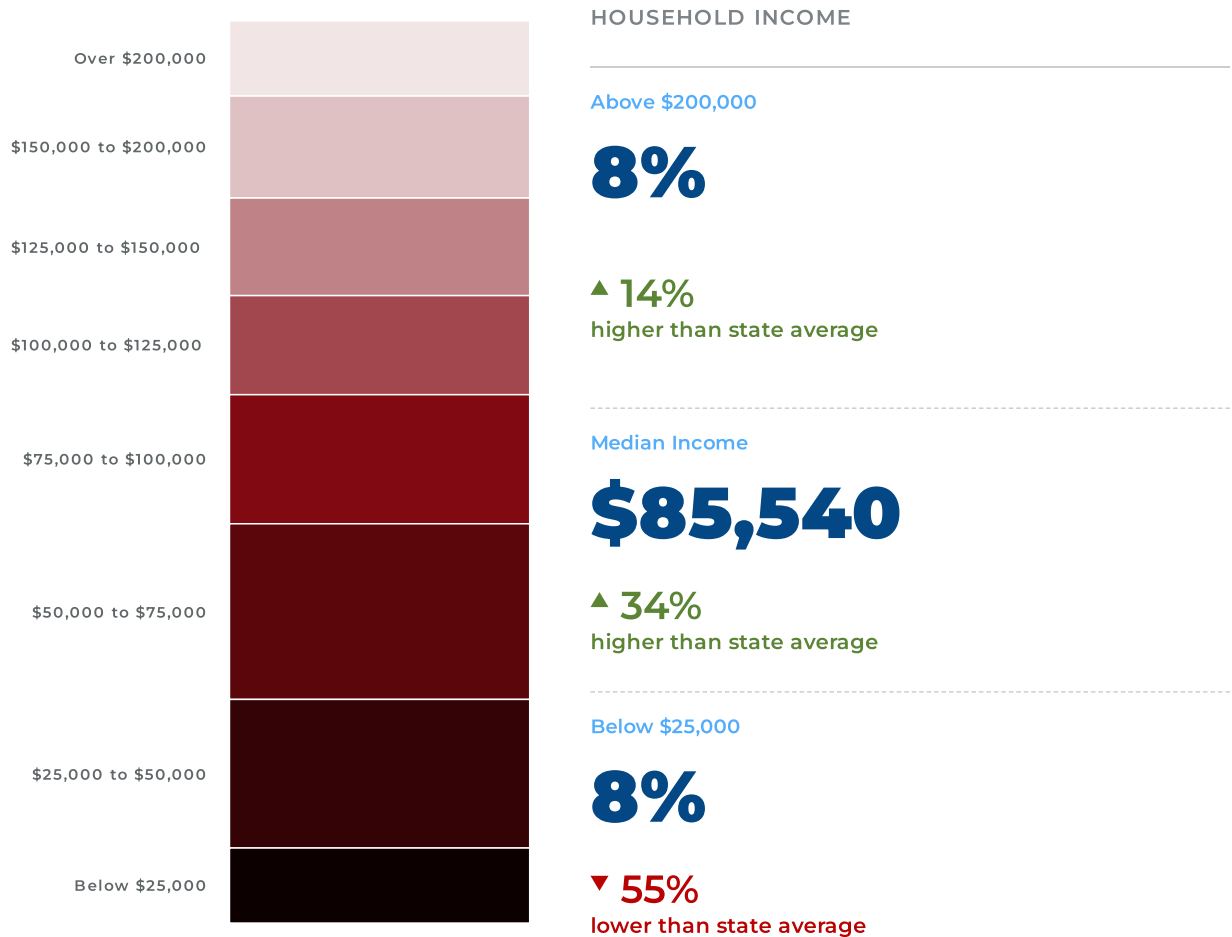
▼ 9%

lower than state average

** Data Source: American Community Survey 5-year estimates*

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.

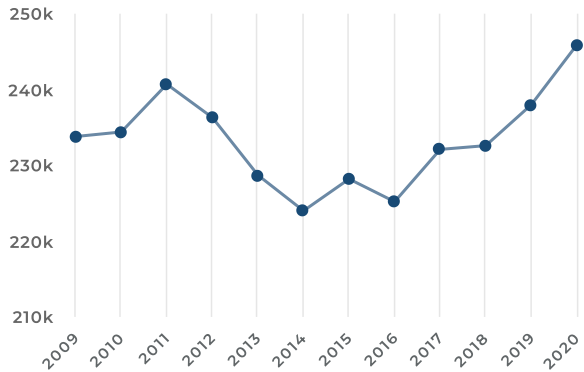


* Data Source: American Community Survey 5-year estimates

Housing Overview



2020 MEDIAN HOME VALUE
\$245,900



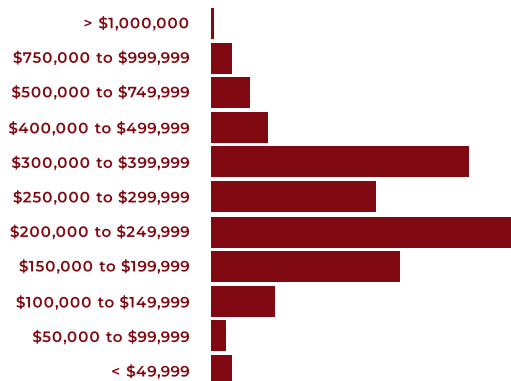
** Data Source: 2020 US Census Bureau
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.*

HOME OWNERS VS RENTERS

South Whitehall State Avg.



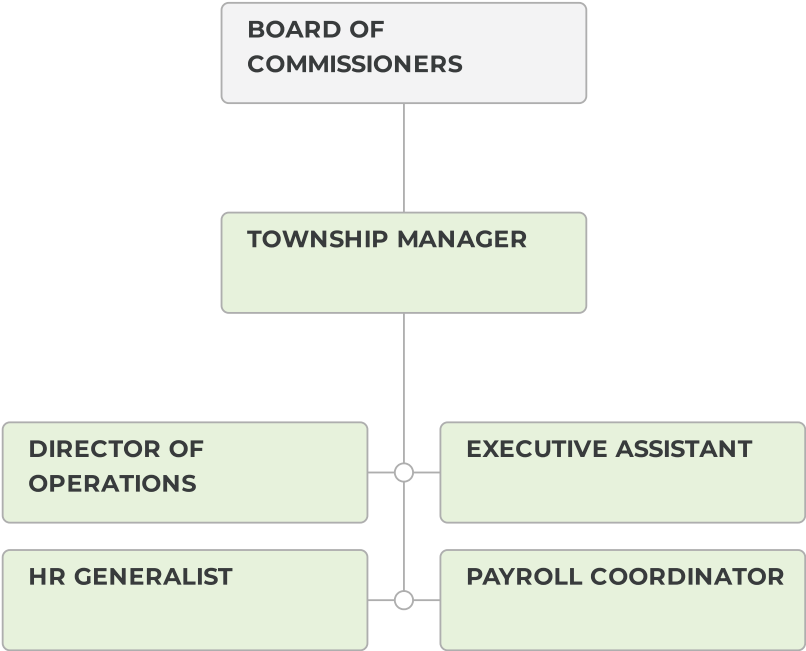
HOME VALUE DISTRIBUTION



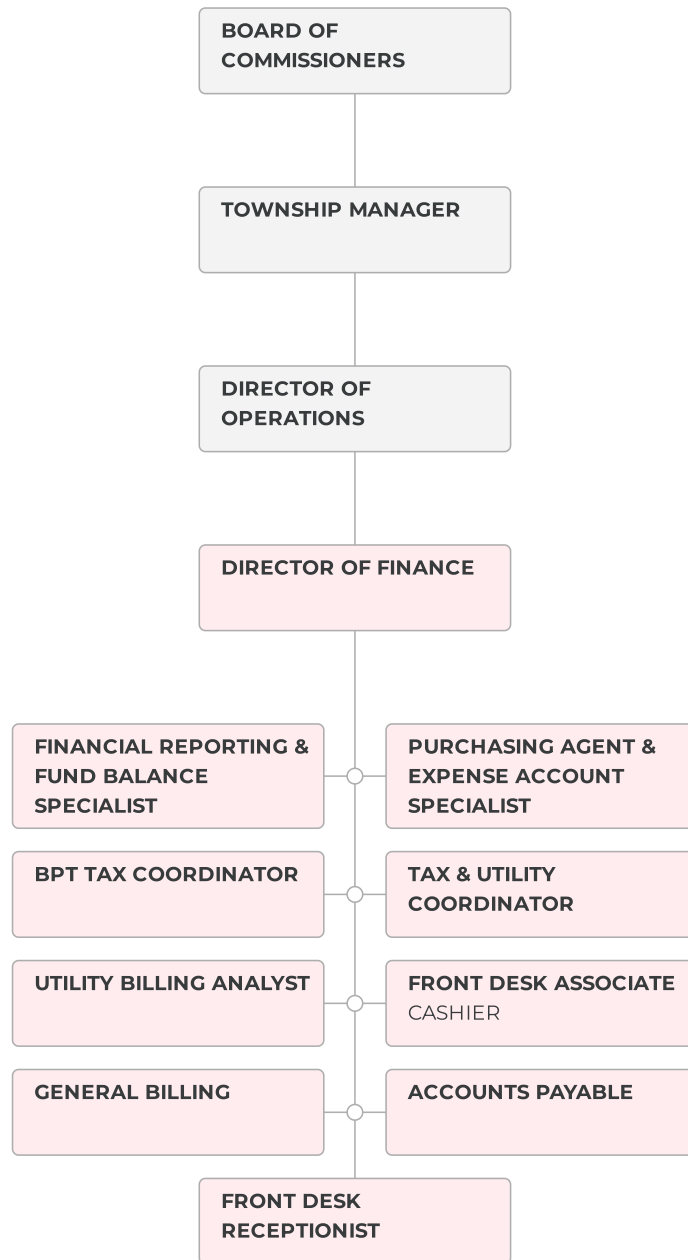
** Data Source: 2020 US Census Bureau
(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.*

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(<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.*

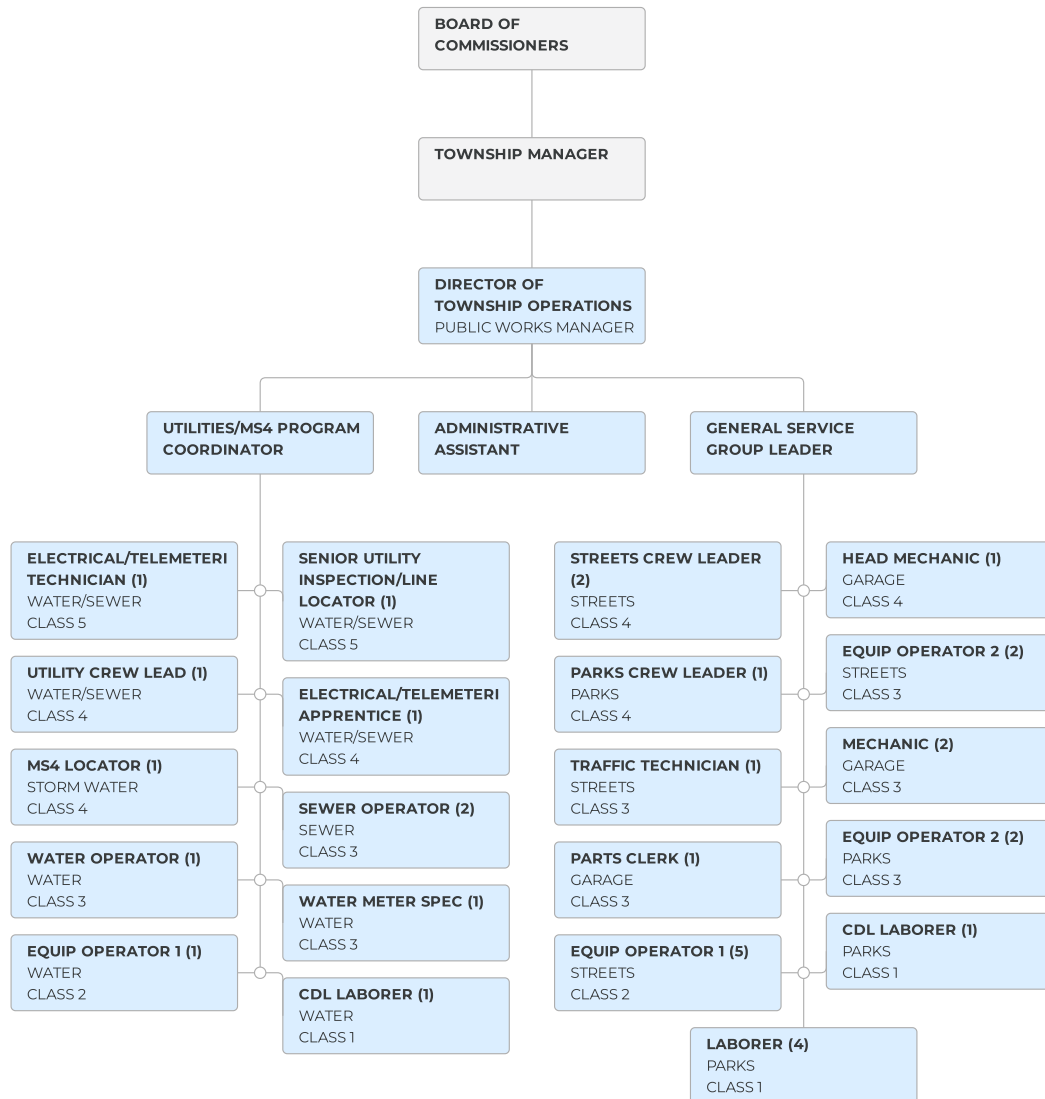
EXECUTIVE OFFICE



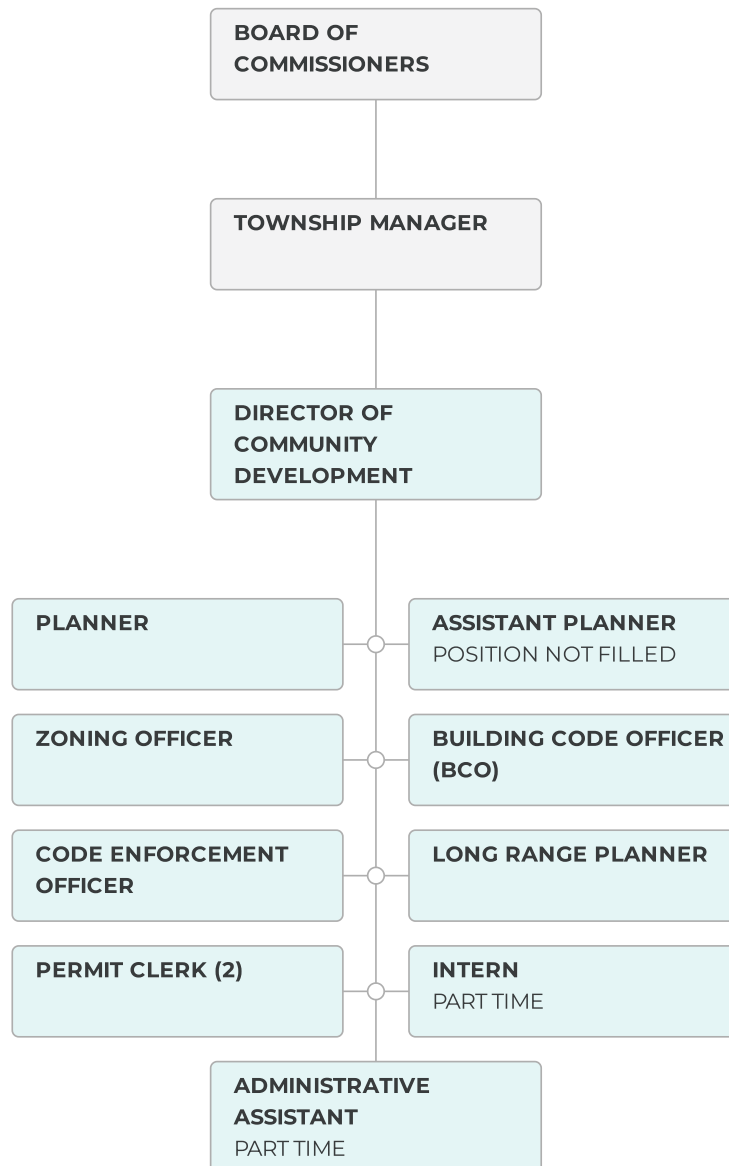
FINANCE DEPARTMENT



PUBLIC WORKS DEPARTMENT



COMMUNITY DEVELOPMENT DEPARTMENT



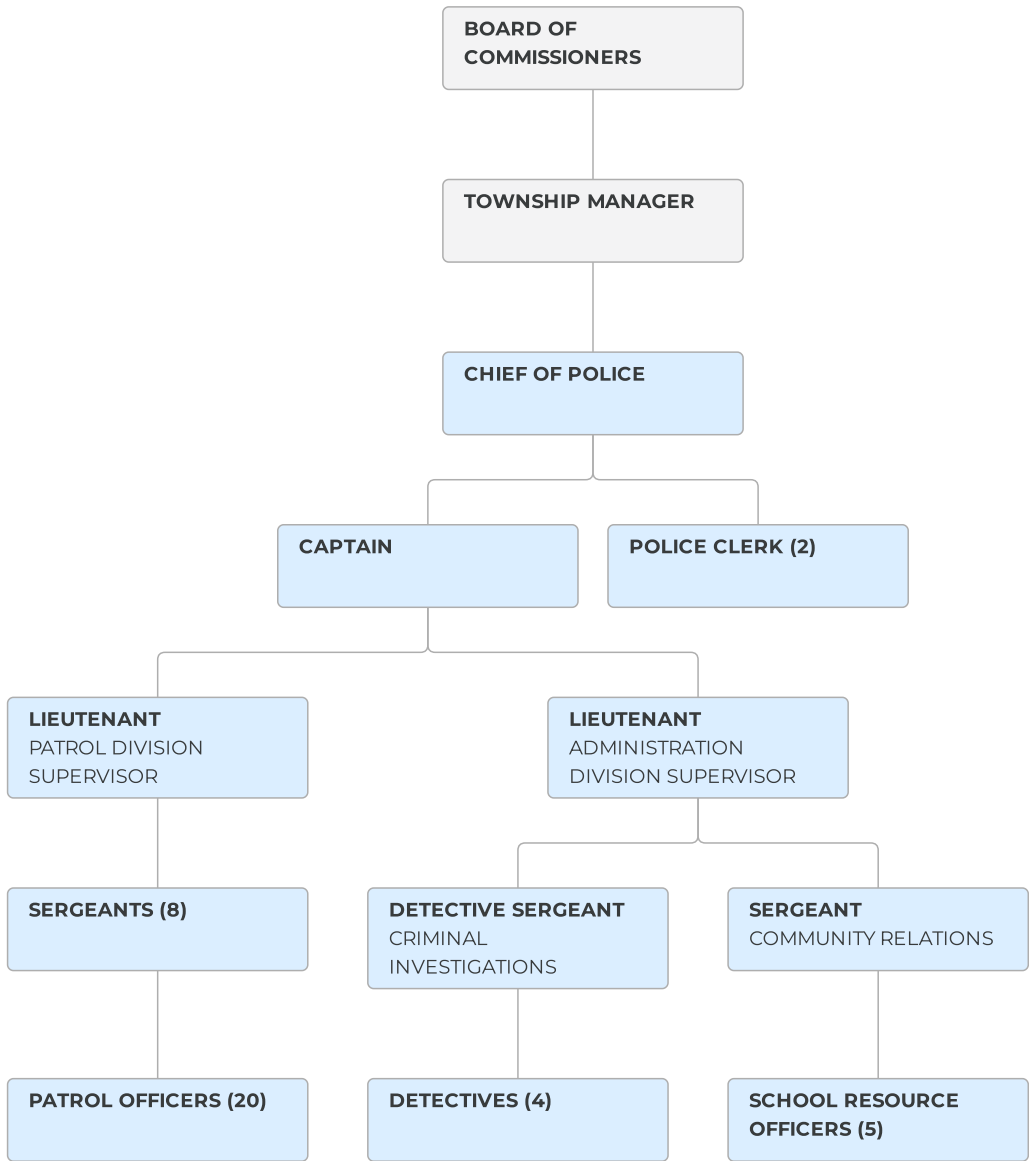
PARKS AND RECREATION DEPARTMENT



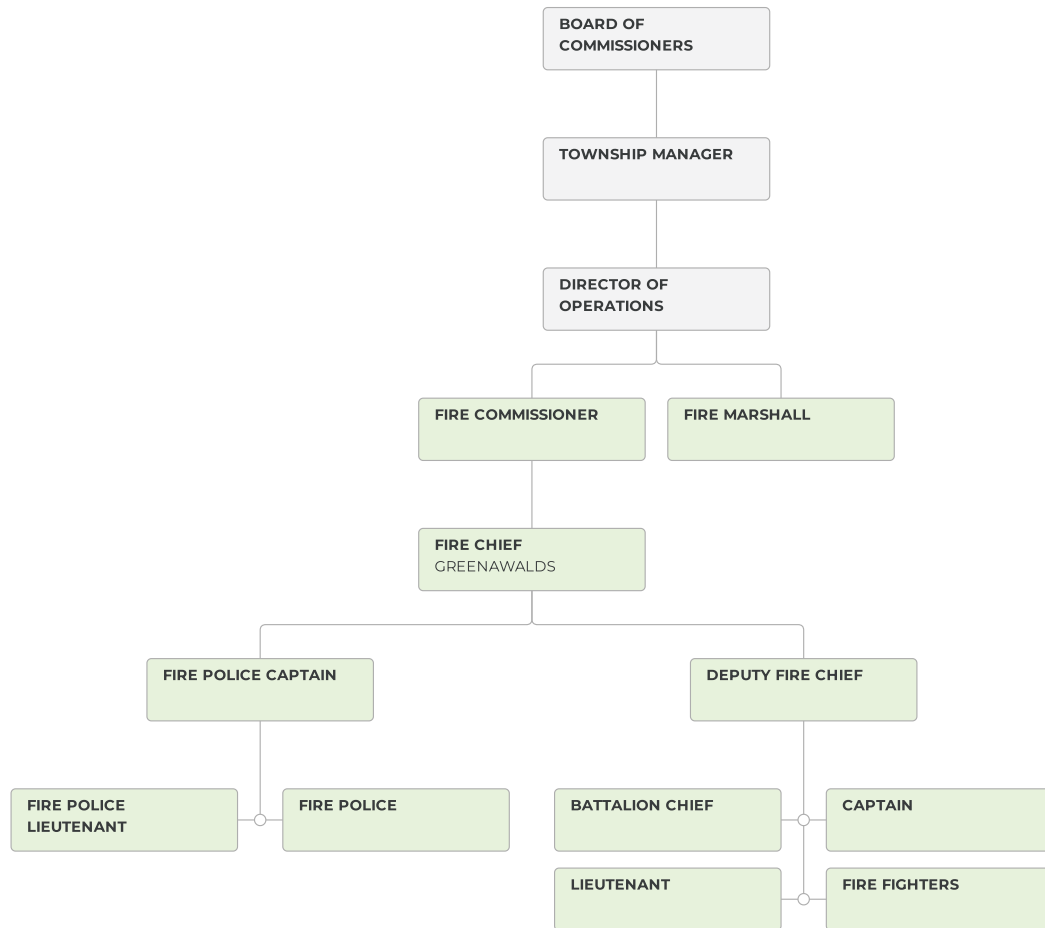
INFORMATION TECHNOLOGY DEPARTMENT



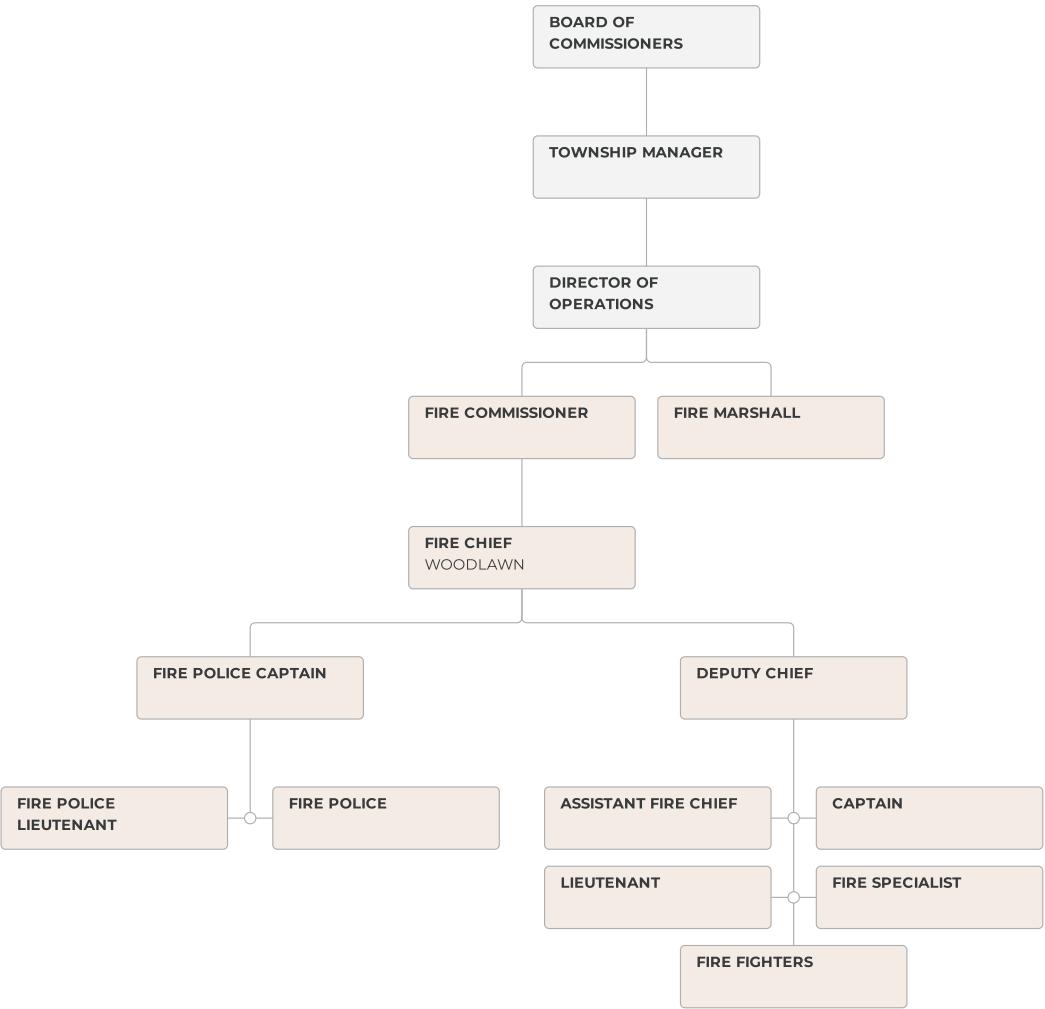
POLICE DEPARTMENT



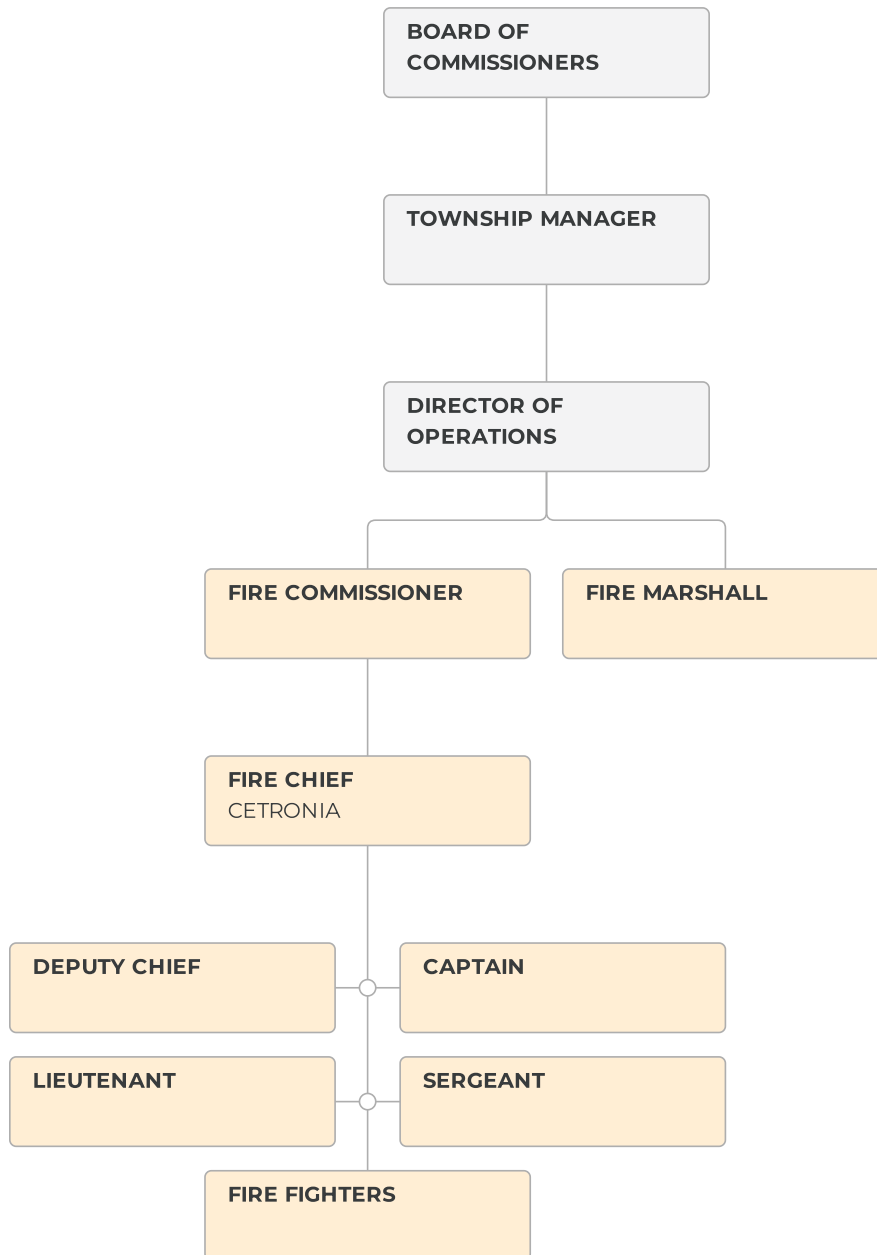
GREENAWALDS STATION



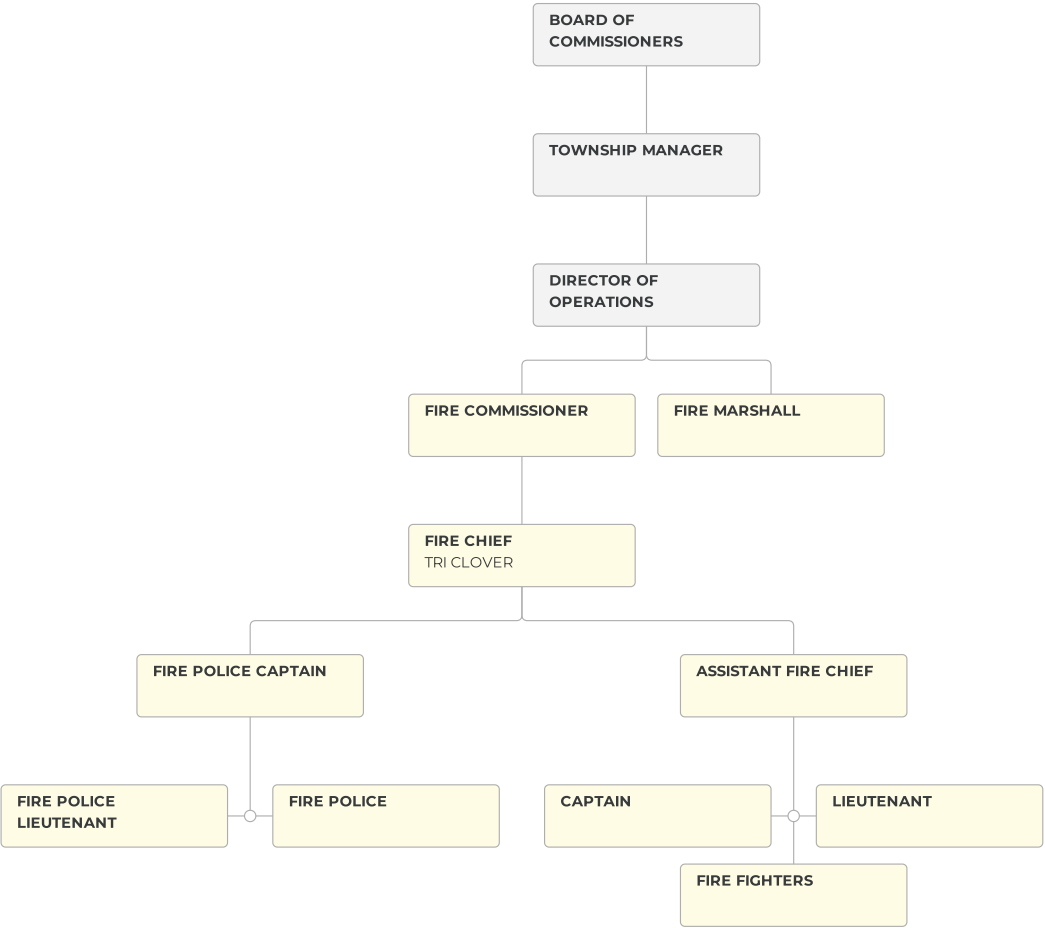
WOODLAWN STATION



CETRONIA STATION



TRI-CLOVER STATION



Annual Budget Objectives and Timeline

South Whitehall Township is accountable to its citizens for the use of public dollars. A balance must be struck between sources and uses of public dollars so the public can realize the full benefits of a fiscally sound government. All activities supported by the Township must function within the limits of the financial resources provided to them. The Township recognizes that our financial policies are applied over periods of time extending well beyond the current budget period. Thus, expenditures cannot exceed available resources over the long term. The Township exists to provide high quality services to its residents. This cannot be accomplished if the Township allows long-term deficits or chooses to support on-going needs through one-time revenues.

To ensure that financial stability is maintained, an annual budget that demonstrates revenues and other financing sources meet or exceed expenditures will be prepared by the Administration and adopted by the Board of Commissioners ("BOC") of the Township.

It is our goal to thoroughly and effectively communicate with the BOC and Department Heads throughout this process while producing and promoting a fiscally sound budget. The following table is intended to best outline the preferred budget timeline.

Date	Activity	Responsible Party
June	Budget pre-Season memo	Director of Finance
June	Department goals & objectives	Intradepartmental Discussion
July	BOC goals & objectives	Budget Team and Board of Commissioners
July 15	Communicate budget preparation guidelines to department heads.	Director of Finance
August (1st Week)	Meet with Fire Chiefs to discuss next FY budget allocations.	Budget Team, Fire Chiefs, Fire Commissioner
August (2nd Week)	Revenue projections due to the Director of Finance	Department Heads
August (4th Friday)	All departmental budget information to be entered into the system	Finance Department / Department Heads
September (3rd Week)	Review departments operating & capital requests	Budget Team
October (2nd Week)	Workshop to review the proposed operating and capital budgets	Budget Team and Board of Commissioners
November (1st Wednesday)	1st reading of the proposed budget	Township Manager, Director of Finance
November (1st Thursday)	Advertise public inspection and post the proposed budget to the Township website	Township Manager, Director of Finance
November (3rd Wednesday)	2nd reading of the proposed budget	Township Manager, Director of Finance
December (3rd Wednesday)	Adoption of the budget	Board of Commissioners
January (1st Wednesday)	Approval of the resolution for fees and taxes	Board of Commissioners

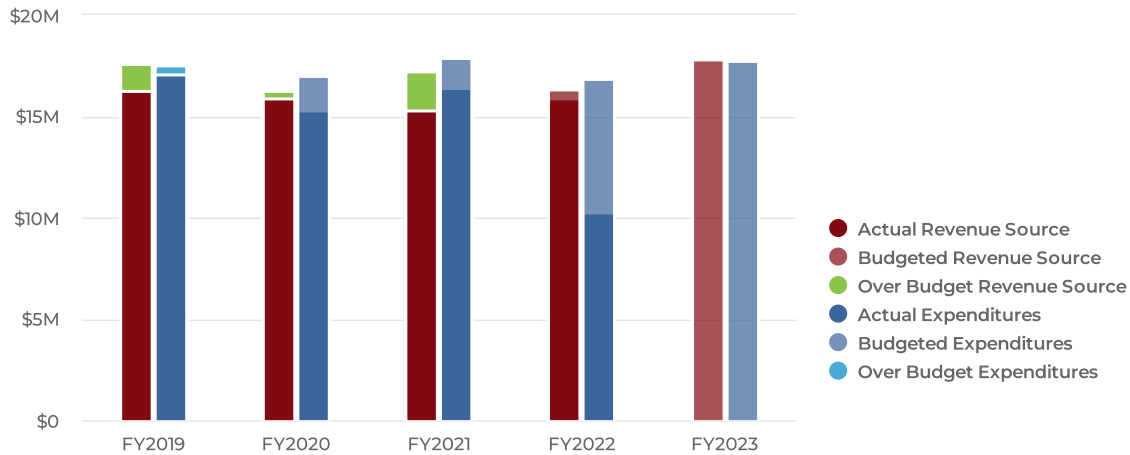
FUND SUMMARIES

The General Fund is a major governmental fund established to account for resources devoted to financing the general services that the Township performs for its citizens. General tax revenues and other sources of revenue used to finance the fundamental operations of the Township are included in this fund. The fund is charged with all costs of operating the government, for which a separate fund has not been established.

Summary

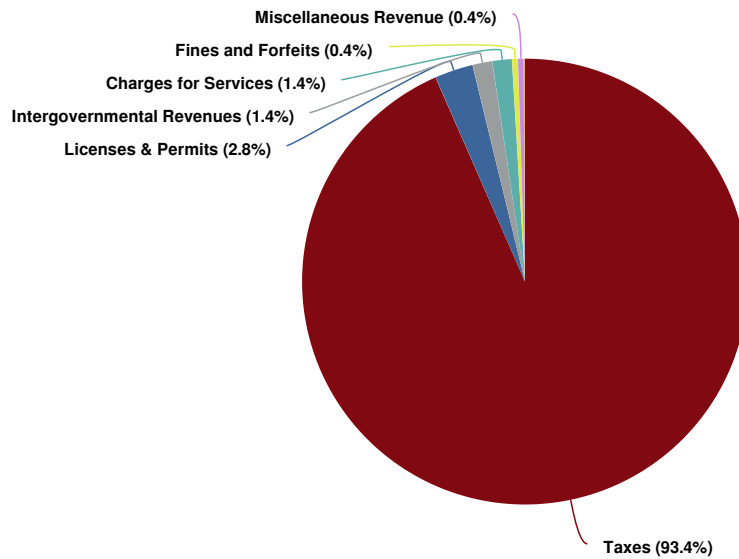
The Township of South Whitehall is projecting \$17.83M of revenue in FY2023, which represents a 8.8% increase over the prior year. Budgeted expenditures are projected to increase by 5.5% or \$926.57K to \$17.8M in FY2023.

The General Fund budget includes a forecasted surplus of \$29,561.

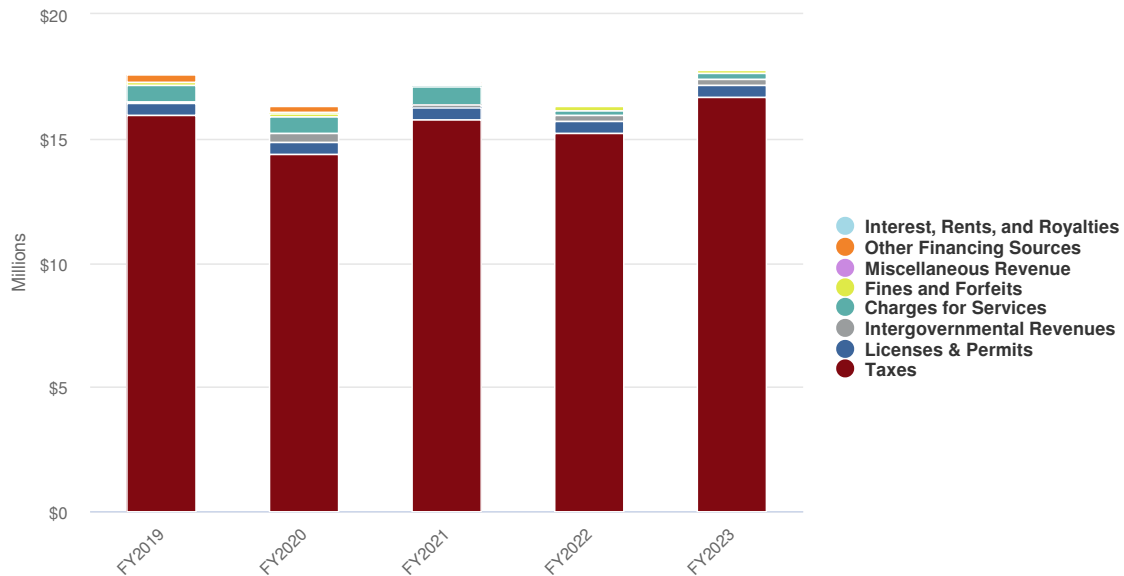


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Taxes					
Non-Departmental					
Real Estate Tax Revenue	01000009-30110-	\$6,895,444.00	\$6,738,737.88	\$6,900,000.00	0.1%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Real Estate Tax Refund Revenue	01000009-30120-	-\$15,000.00	\$0.00	-\$3,000.00	-80%
Delinquent Real Estate Revenue	01000009-30130-	\$65,000.00	\$141,040.89	\$110,000.00	69.2%
Interim Real Estate Tax Revenue	01000009-30160-	\$20,000.00	\$40,489.10	\$50,000.00	150%
Discounts Real Estate Offset R	01000009-37392-	-\$137,909.00	-\$129,953.32	-\$123,000.00	-10.8%
Coll Charge R E Transfer Offse	01000009-37395-	-\$20,000.00	-\$13,377.46	-\$18,000.00	-10%
Real Estate Transfer Tax Reven	01000009-31010-	\$700,000.00	\$668,873.60	\$875,000.00	25%
Earned Income Tax Revenue	01000009-31021-	\$3,500,000.00	\$3,148,994.45	\$3,900,000.00	11.4%
B P Tax Revenue	01000009-31036-	\$2,350,000.00	\$2,612,323.78	\$2,700,000.00	14.9%
B P Tax Refund Revenue	01000009-31038-	-\$5,000.00	\$0.00	-\$5,000.00	0%
B P Tax Agreements Revenue	01000009-31040-	\$5,000.00	\$7,150.37	\$7,150.37	43%
Local Services Tax Revenue	01000009-31051-	\$600,000.00	\$345,212.72	\$625,000.00	4.2%
Admissions Tax Revenue	01000009-31061-	\$1,300,000.00	\$1,448,012.16	\$1,650,000.00	26.9%
Coll Charge E I Tax Offset Rev	01000009-37398-	-\$50,000.00	-\$35,373.16	-\$50,000.00	0%
Penalties Real Estate Tax Reve	01000009-31902-		\$73.78	\$15,000.00	N/A
Interest B P Tax Revenue	01000009-31913-	\$4,500.00	\$37,748.39	\$15,000.00	233.3%
Penalties BP Tax Revenue	01000009-31914-	\$4,500.00	\$10,454.60	\$7,000.00	55.6%
Amusement Admission Permit Rev	01000009-36247-	\$30.00	\$30.00	\$30.00	0%
Total Non-Departmental:		\$15,216,565.00	\$15,020,437.78	\$16,655,180.37	9.5%
Total Taxes:		\$15,216,565.00	\$15,020,437.78	\$16,655,180.37	9.5%
Licenses & Permits					
Non-Departmental					
Junkyard License Revenue	01000009-32132-	\$300.00	\$0.00	\$200.00	-33.3%
Beverage License Revenue	01000009-32135-	\$7,350.00	\$900.00	\$7,500.00	2%
B P License Revenue	01000009-32145-	\$67,000.00	\$79,925.54	\$75,000.00	11.9%
Cable TV Franchise Tax Revenue	01000009-32180-	\$325,000.00	\$163,578.46	\$325,000.00	0%
Coll Charge Comm Bldg Offset R	01000009-37394-	-\$4,000.00	-\$1,638.00	-\$4,000.00	0%
Total Non-Departmental:		\$395,650.00	\$242,766.00	\$403,700.00	2%

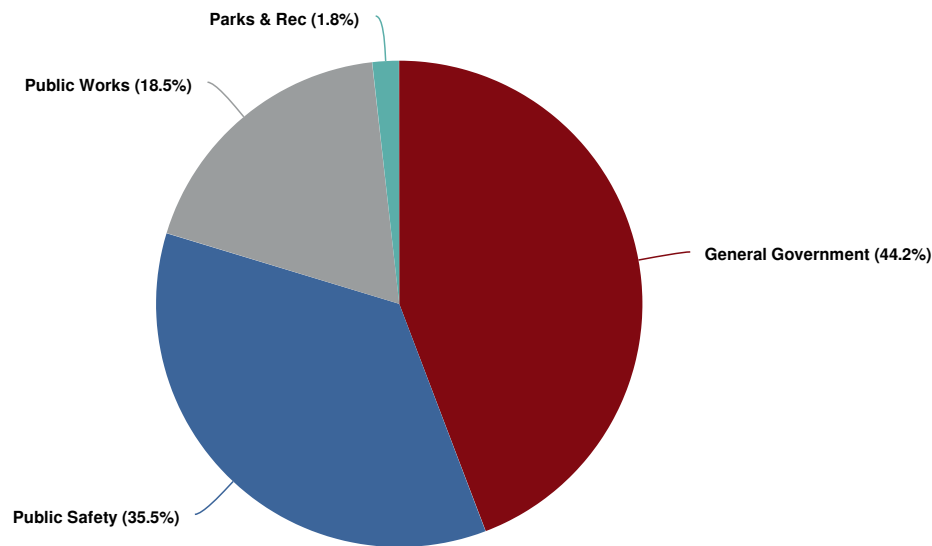
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Community Development					
Non-Res. Applic. Fees	01460009-36241-	\$12,000.00	\$15,800.00	\$14,000.00	16.7%
Sewage Disposal Permit Revenue	01460009-36244-			\$250.00	N/A
ROW Permits & Fees	01460009-36245-	\$15,000.00	\$17,000.00	\$17,000.00	13.3%
Residential Application Fees	01460009-36246-	\$30,000.00	\$24,850.00	\$30,000.00	0%
Residential Issuance Fees	01460009-36248-	\$30,000.00	\$27,450.00	\$30,000.00	0%
Plumbing License Revenue	01460009-36250-	\$0.00	\$510.00	\$1,000.00	N/A
Special Flood Hazard Permit	01460009-36260-	\$300.00	\$200.00	\$300.00	0%
Total Community Development:		\$87,300.00	\$85,810.00	\$92,550.00	6%
Total Licenses & Permits:		\$482,950.00	\$328,576.00	\$496,250.00	2.8%
Fines and Forfeits					
Police					
Vehicle Code Violations Revenu	01410009-33111-	\$60,000.00	\$35,857.21	\$50,000.00	-16.7%
Criminal Code Violations Reven	01410009-33112-	\$8,000.00	\$13,240.77	\$8,000.00	0%
State Police Fines Revenue	01410009-33113-	\$85,000.00	\$4,557.49	\$10,000.00	-88.2%
Police Fees and Fines	01410009-36211-	\$8,000.00	\$5,984.00	\$8,000.00	0%
Total Police:		\$161,000.00	\$59,639.47	\$76,000.00	-52.8%
Total Fines and Forfeits:		\$161,000.00	\$59,639.47	\$76,000.00	-52.8%
Interest, Rents, and Royalties					
Non-Departmental					
Interest Earned Checking Reven	01000009-34101-	\$0.00	\$1,178.43	\$1,500.00	N/A
Total Non-Departmental:		\$0.00	\$1,178.43	\$1,500.00	N/A
Total Interest, Rents, and Royalties:		\$0.00	\$1,178.43	\$1,500.00	N/A
Intergovernmental Revenues					
Non-Departmental					
Grant Revenue PURTA	01001009-35400-	\$14,000.00	\$0.00	\$14,000.00	0%
Local Govt Pay in Lieu of Tax	01000009-35900-	\$1,000.00	\$1,000.00	\$1,000.00	0%
Total Non-Departmental:		\$15,000.00	\$1,000.00	\$15,000.00	0%
Police					

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Grant Revenue Seat Belt	01005009-35400-	\$8,000.00	\$0.00		-100%
Grant Revenue DUI	01006009-35400-	\$216,184.00	\$77,279.29	\$239,215.00	10.7%
DARE Revenue	01302009-35401-	\$3,000.00	\$0.00		-100%
Total Police:		\$227,184.00	\$77,279.29	\$239,215.00	5.3%
Parks & Rec					
Grant Revenue	01451009-35400-	\$3,500.00	\$0.00	\$2,500.00	-28.6%
Total Parks & Rec:		\$3,500.00	\$0.00	\$2,500.00	-28.6%
Total Intergovernmental Revenues:		\$245,684.00	\$78,279.29	\$256,715.00	4.5%
Miscellaneous Revenue					
Police					
Special Police Services Revenu	01410009-36210-	\$50,000.00	\$53,573.75	\$60,000.00	20%
Total Police:		\$50,000.00	\$53,573.75	\$60,000.00	20%
Community Development					
Traffic Improvement Contribut	01303009-38317-	\$15,000.00	\$8,800.00	\$15,000.00	0%
Total Community Development:		\$15,000.00	\$8,800.00	\$15,000.00	0%
Total Miscellaneous Revenue:		\$65,000.00	\$62,373.75	\$75,000.00	15.4%
Charges for Services					
Non-Departmental					
Miscellaneous Revenue	01000009-36255-	\$2,000.00	\$24,474.55	\$2,000.00	0%
Library Lease	01000009-36715-	\$1.00	\$1.00	\$1.00	0%
Total Non-Departmental:		\$2,001.00	\$24,475.55	\$2,001.00	0%
Police					
Miscellaneous Revenue	01410009-36255-	\$3,000.00	\$1,999.00	\$2,500.00	-16.7%
False Alarm Response Revenue	01410009-36212-	\$12,000.00	\$10,500.00	\$10,000.00	-16.7%
Total Police:		\$15,000.00	\$12,499.00	\$12,500.00	-16.7%
Public Works					
Work on Property Revenue	01430009-36252-	\$1,000.00	\$0.00	\$1,000.00	0%
PennDot Winter Road Maint Agre	01430009-36259-	\$3,000.00	\$0.00	\$8,000.00	166.7%
Total Public Works:		\$4,000.00	\$0.00	\$9,000.00	125%

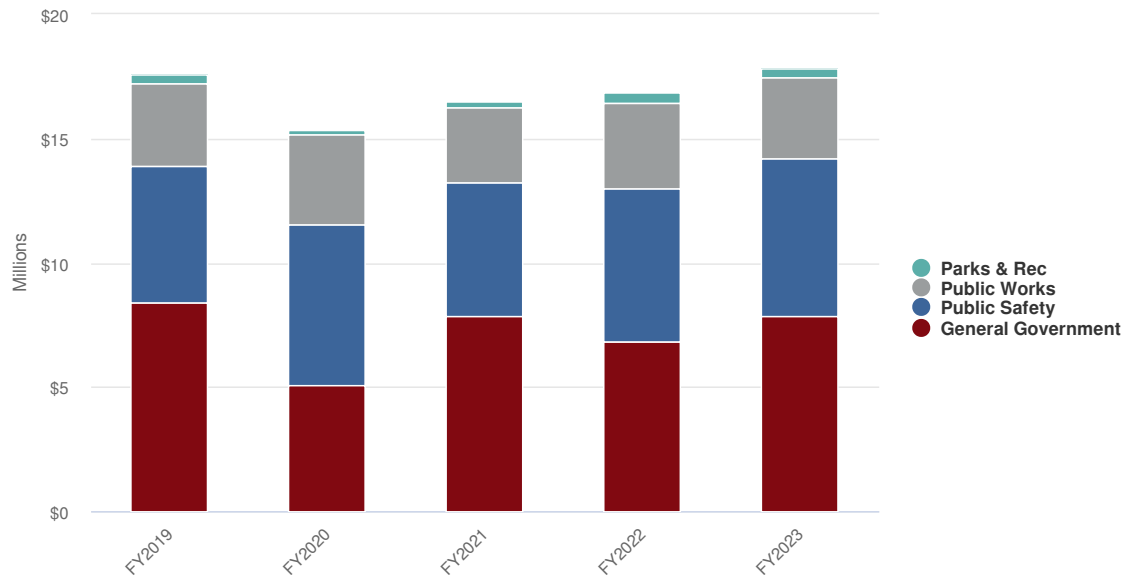
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Parks & Rec					
Pavilion Rental Fees Revenue	01451009-36714-	\$10,000.00	\$14,955.00	\$15,000.00	50%
Recreation Program Fees Revenue	01451009-36720-	\$100,000.00	\$218,278.50	\$155,000.00	55%
Sponsorships/Donations	01451009-36721-	\$9,000.00	\$465.00	\$2,000.00	-77.8%
PHEAA Reimb Rev	01451009-36728-	\$6,000.00	\$0.00	\$3,000.00	-50%
Total Parks & Rec:		\$125,000.00	\$233,698.50	\$175,000.00	40%
Community Development					
Zoning Hearing Board Review	01460009-36133-	\$7,000.00	\$4,900.00	\$7,000.00	0%
All Plan Review/App Fees	01460009-36140-	\$20,000.00	\$14,500.00	\$25,000.00	25%
Fire Code Fee Revenue	01460009-36220-	\$6,000.00	\$7,750.00	\$8,000.00	33.3%
ACT157 Fees	01460009-36240-	\$1,500.00	\$2,164.50	\$1,500.00	0%
Non-Res. Issuance Fees	01460009-36242-	\$10,000.00	\$15,450.00	\$12,000.00	20%
Total Community Development:		\$44,500.00	\$44,764.50	\$53,500.00	20.2%
Total Charges for Services:		\$190,501.00	\$315,437.55	\$252,001.00	32.3%
Other Financing Sources					
Non-Departmental					
Sale of Fixed Assets Revenue	01000009-39110-	\$20,000.00	\$60,177.00	\$12,500.00	-37.5%
Total Non-Departmental:		\$20,000.00	\$60,177.00	\$12,500.00	-37.5%
Total Other Financing Sources:		\$20,000.00	\$60,177.00	\$12,500.00	-37.5%
Total Revenue Source:		\$16,381,700.00	\$15,926,099.27	\$17,825,146.37	8.8%

Expenditures by Department

Budgeted Expenditures by Department



Budgeted and Historical Expenditures by Department



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expenditures					
General Government					

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Salaries and Benefits Expenses					
Salary and Wages Elected Off	01400001-40105-	\$28,995.00	\$10,312.50	\$20,625.00	-28.9%
Wages	01401001-40112-	\$255,146.00	\$111,736.94	\$234,312.22	-8.2%
Special Allocation	01401001-40113-	-\$13,982.00	\$0.00	-\$16,474.02	17.8%
Holiday Pay	01401001-40172-	\$0.00	\$2,502.78		N/A
Attendance Incentive	01401001-40184-	\$2,875.00	\$2,257.50	\$2,625.00	-8.7%
PTO	01401001-40188-	\$0.00	\$10,820.03		N/A
Wages	01402001-40112-	\$288,950.00	\$159,030.68	\$319,002.88	10.4%
Special Allocation	01402001-40113-	-\$62,534.00	\$0.00	-\$94,165.70	50.6%
Salary and Wages PT Staff	01402001-40115-	\$18,720.00	\$12,078.00	\$20,000.00	6.8%
Holiday Pay	01402001-40172-	\$0.00	\$5,273.17		N/A
Sick Pay	01402001-40177-	\$0.00	\$5,303.62		N/A
Overtime Pay	01402001-40180-	\$2,500.00	\$677.46	\$2,500.00	0%
Attendance Incentive	01402001-40184-	\$5,425.00	\$3,000.00	\$7,300.00	34.6%
PTO	01402001-40188-	\$0.00	\$19,001.73		N/A
Bereavement Pay	01402001-40221-	\$0.00	\$127.26		N/A
Salary and Wages Elected Off	01403001-40105-	\$10,000.00	\$6,600.00	\$10,000.00	0%
Wages	01405001-40112-	\$123,087.00	\$20,670.69	\$132,344.66	7.5%
Special Allocation	01405001-40113-	-\$6,579.00	\$0.00	-\$7,352.48	11.8%
Holiday Pay	01405001-40172-	\$0.00	\$901.32		N/A
Sick Pay	01405001-40177-	\$0.00	\$13,566.78		N/A
Overtime Pay	01405001-40180-	\$1,000.00	\$315.46	\$0.00	-100%
Attendance Incentive	01405001-40184-	\$2,250.00	\$1,125.00	\$1,125.00	-50%
PTO	01405001-40188-	\$0.00	\$1,111.63		N/A
FICA-Employer Paid	01406001-40192-	\$179,884.00	\$106,956.47	\$186,165.55	3.5%
Workers Compensation Ins.	01406001-40195-	\$321,266.00	\$94,913.77	\$186,750.00	-41.9%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Health Insurance	01406001-40196-	\$528,317.00	\$320,570.52	\$569,503.70	7.8%
Pension	01406001-40197-	\$2,537,557.00	\$0.00	\$2,911,312.00	14.7%
2023 MMO Payment		\$0.00	\$0.00	\$2,854,362.00	N/A
Add'l Pension Payment		\$0.00	\$0.00	\$56,950.00	N/A
Dental	01406001-40198-	\$18,911.00	\$10,916.32	\$19,639.54	3.9%
Life Insurance	01406001-40199-	\$12,685.00	\$8,499.18	\$13,557.33	6.9%
Thrift Savings	01406001-40901-	\$51,720.00	\$29,650.38	\$42,000.00	-18.8%
Cobra Reimbursement	01406001-40917-	\$0.00	-\$7,436.26	-\$10,000.00	N/A
Pension Reimbursement Water	01406001-40932-	-\$112,773.00	\$0.00	-\$142,718.00	26.6%
Pension Reimbursement Sewer	01406001-40933-	-\$119,847.00	\$0.00	-\$142,718.00	19.1%
State Pension Reimbursement	01406001-40934-	-\$620,000.00	\$0.00	-\$650,000.00	4.8%
Salary and Wages FT Staff	01407001-40112-	\$76,323.00	\$46,968.00	\$78,612.69	3%
Overtime Pay	01407001-40180-	\$1,000.00	\$0.00	\$1,000.00	0%
Attendance Incentive	01407001-40184-	\$1,250.00	\$0.00	\$1,250.00	0%
Wages	01460001-40112-	\$562,742.00	\$281,267.95	\$636,658.37	13.1%
Salary and Wages PT Staff	01460001-40115-	\$39,520.00	\$3,997.50	\$0.00	-100%
Salary and Wages Seasonal Staf	01460001-40117-	\$0.00	\$2,193.75		N/A
Holiday Pay	01460001-40172-	\$0.00	\$10,017.21		N/A
Sick Pay	01460001-40177-	\$0.00	\$12,099.34		N/A
Overtime Pay	01460001-40180-	\$12,000.00	\$3,379.42	\$14,500.00	20.8%
Attendance Incentive	01460001-40184-	\$10,150.00	\$6,493.98	\$10,150.00	0%
PTO	01460001-40188-	\$0.00	\$24,210.11		N/A
Bereavement Pay	01460001-40221-	\$0.00	\$142.14		N/A
Salary and Wages Appointed Off	01414001-40110-	\$4,000.00	\$1,800.00	\$4,000.00	0%
Total Salaries and Benefits Expenses:		\$4,160,558.00	\$1,343,052.33	\$4,361,505.74	4.8%
Operating Expenses					
Clifford Park Seniors	01400002-45001-	\$1,000.00	\$1,000.00	\$1,000.00	0%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Meals on Wheels	01400002-45002-	\$6,000.00	\$6,000.00	\$6,000.00	0%
Lehigh County Seniors	01400002-45004-	\$1,000.00	\$1,000.00	\$1,000.00	0%
Cetronia Senior Citizens	01400002-45006-	\$1,000.00	\$1,000.00	\$1,000.00	0%
Treatment Trends	01400002-45009-	\$1,500.00	\$1,500.00	\$1,500.00	0%
Parkland Elem Wrestling Club	01400002-45011-	\$500.00	\$500.00	\$500.00	0%
Pocono Wildlife Rehab	01400002-45014-	\$500.00	\$500.00	\$500.00	0%
Turning Point Lehigh Valley	01400002-45015-	\$1,500.00	\$1,500.00	\$1,500.00	0%
Meal/Food	01401002-40229-	\$500.00	\$95.37	\$500.00	0%
Telephone Charges	01401002-40321-	\$0.00	\$0.00	\$4,200.00	N/A
Dues/Subscriptions/Books and M	01401002-40420-	\$2,500.00	\$771.25	\$2,000.00	-20%
Continuing Education	01401002-40460-	\$2,500.00	\$706.00	\$3,750.00	50%
General Government Expense	01401002-40573-	\$500.00	\$0.00	\$500.00	0%
Meal/Food	01402002-40229-	\$0.00	\$171.57	\$500.00	N/A
Tax Appeal Hearing Officer	01402002-40315-			\$1,000.00	N/A
Telephone Charges	01402002-40321-	\$0.00	\$0.00	\$540.00	N/A
Travel	01402002-40331-	\$1,500.00	\$552.12	\$3,000.00	100%
Dues/Subscriptions/Books and M	01402002-40420-	\$1,000.00	\$775.00	\$1,000.00	0%
Contracted Services	01402002-40450-	\$200,000.00	\$32,115.00	\$50,000.00	-75%
Continuing Education	01402002-40460-	\$5,000.00	\$775.00	\$5,000.00	0%
Minor Machinery and Equipment	01402002-40760-	\$2,500.00	\$1,850.70	\$2,500.00	0%
Postage	01403002-40215-	\$4,500.00	\$364.82	\$4,500.00	0%
Bond	01403002-40375-	\$1,000.00	\$519.87	\$1,000.00	0%
Contracted Services	01403002-40450-	\$6,300.00	\$0.00	\$6,000.00	-4.8%
Pension	01404102-40197-	\$25,000.00	\$3,475.00	\$20,000.00	-20%
General Government Expense	01404102-40573-	\$180,000.00	\$86,147.53	\$170,000.00	-5.6%
Meetings and Preparation Expen	01404102-40937-	\$40,000.00	\$15,713.00	\$35,000.00	-12.5%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Zoning Expenses	01404102-40939-	\$50,000.00	\$16,573.96	\$50,000.00	0%
Subdivision Billable	01404102-40940-	\$110,000.00	\$71,870.61	\$125,000.00	13.6%
Subdivision Reimbursable	01404102-40941-	-\$110,000.00	-\$62,565.25	-\$125,000.00	13.6%
Grievances	01404102-40946-	\$5,000.00	\$0.00	\$5,000.00	0%
Negotiations	01404102-40947-	\$5,000.00	\$0.00	\$0.00	-100%
Arbitration	01404102-40948-	\$5,000.00	\$0.00	\$5,000.00	0%
Litigation	01404102-40949-	\$40,000.00	\$769.50	\$20,000.00	-50%
Collections	01404102-40950-	\$2,000.00	\$0.00	\$2,000.00	0%
Codification	01404102-40952-	\$10,000.00	\$0.00	\$10,000.00	0%
Labor	01404102-40953-	\$75,000.00	\$13,975.53	\$75,000.00	0%
Civil Service	01404102-40955-	\$15,000.00	\$914.50	\$15,000.00	0%
Tax Appeals	01404102-40956-	\$1,500.00	\$256.50	\$1,500.00	0%
Ordinances	01404102-40958-	\$20,000.00	\$4,402.50	\$15,000.00	-25%
Professional Services	01405002-40310-	\$7,500.00	\$7,500.00		-100%
Continuing Education	01405002-40460-	\$10,000.00	\$617.18	\$10,000.00	0%
Employee Event	01405002-40571-	\$5,000.00	\$666.68	\$5,000.00	0%
Recruitment Expense	01405002-40796-	\$1,000.00	\$783.55	\$1,000.00	0%
Unemployment Compensation	01406002-40194-	\$10,000.00	\$0.00	\$10,000.00	0%
Office Supplies	01406002-40210-	\$13,386.93	\$2,755.34	\$8,000.00	-40.2%
Computer/Copier Supplies	01406002-40213-	\$26,507.48	\$11,806.45	\$22,000.00	-17%
Postage	01406002-40215-	\$15,000.00	\$8,428.47	\$18,000.00	20%
Miscellaneous Expense	01406002-40218-	\$500.00	\$243.99	\$500.00	0%
Professional Services	01406002-40310-	\$49,500.00	\$34,809.20	\$50,000.00	1%
Accounting and Auditing Serv	01406002-40311-	\$75,000.00	\$35,000.00	\$50,000.00	-33.3%
Answering Service	01406002-40317-	\$4,551.25	\$2,013.65	\$3,900.00	-14.3%
Telephone Charges	01406002-40321-	\$70,852.32	\$46,092.42	\$24,000.00	-66.1%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Equipment Lease	01406002-40326-	\$37,779.28	\$20,436.80	\$36,000.00	-4.7%
Travel	01406002-40331-	\$500.00	\$0.00	\$500.00	0%
Freight and Express Charges	01406002-40334-	\$1,000.00	\$161.20	\$500.00	-50%
Advertising/Printing	01406002-40341-	\$23,000.00	\$15,331.21	\$24,000.00	4.3%
Printing	01406002-40342-	\$7,079.10	\$3,509.99	\$5,000.00	-29.4%
Rate Reserve/Deductibles	01406002-40350-	\$10,000.00	\$10,000.00	\$10,000.00	0%
Insurance Repairs	01406002-40372-	\$50,000.00	\$139,969.05	\$50,000.00	0%
Insurance Reimbursement	01406002-40373-	-\$50,000.00	-\$118,551.04	-\$50,000.00	0%
WC Insurance Audit	01406002-40374-	\$20,000.00	\$8,070.00	\$20,000.00	0%
Insurance	01406002-40378-	\$614,653.00	\$302,298.63	\$600,000.00	-2.4%
Dues/Subscriptions/Books and M	01406002-40420-	\$1,000.00	\$955.75	\$1,000.00	0%
Laundry/Uniform Cleaning Servi	01406002-40440-	\$0.00	\$4,540.04	\$0.00	0%
Contracted Services	01406002-40450-	\$13,521.60	\$18,419.83	\$10,000.00	-26%
Employee Event	01406002-40571-	\$1,500.00	\$332.33	\$1,500.00	0%
General Government Expense	01406002-40573-	\$2,500.00	\$2,275.03	\$3,000.00	20%
Minor Machinery and Equipment	01406002-40760-	\$1,000.00	\$45.99	\$1,000.00	0%
Supply Water Reimbursement	01406002-40905-	-\$4,813.00	-\$1,937.50	-\$3,750.00	-22.1%
Supply Sewer Reimbursement	01406002-40906-	-\$4,813.00	-\$1,937.50	-\$3,750.00	-22.1%
Communications Water Reimburse	01406002-40912-	-\$8,263.00	-\$4,243.76	-\$2,987.50	-63.8%
Communications Sewer Reimburse	01406002-40913-	-\$8,263.00	-\$4,243.76	-\$2,987.50	-63.8%
Medical/Physical Expense	01406002-40915-	\$500.00	\$0.00	\$500.00	0%
Lehigh County Abuse Investigat	01406002-45005-	\$4,000.00	\$0.00	\$0.00	-100%
Interfund Transfer	01406002-49000-	\$0.00	\$1,739,079.26	\$1,156,813.26	N/A
<i>Debt Payments</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$956,813.26</i>	<i>N/A</i>
<i>Transfer to Fire App. Fund</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$200,000.00</i>	<i>N/A</i>
Internet Fees	01407002-40325-	\$13,975.00	\$8,775.00	\$12,500.00	-10.6%
Maintenance Services and Repai	01407002-40370-	\$5,000.00	\$0.00	\$15,000.00	200%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
IT Water Reimb	01407002-40382-	-\$35,966.00	-\$22,062.50	-\$39,625.00	10.2%
IT Sewer Reimb	01407002-40383-	-\$35,966.00	-\$22,062.50	-\$39,625.00	10.2%
Contracted IT/Networking	01407002-40452-	\$722,526.01	\$374,397.77	\$662,884.00	-8.3%
<i>Streamline</i>		\$0.00	\$0.00	\$290,000.00	N/A
<i>Software Licensing</i>		\$0.00	\$0.00	\$108,269.00	N/A
<i>Tyler</i>		\$0.00	\$0.00	\$65,000.00	N/A
<i>Hard/Software - Server/Desktop</i>		\$0.00	\$0.00	\$52,995.00	N/A
<i>Hard/Software - Network</i>		\$0.00	\$0.00	\$19,000.00	N/A
<i>Document Scanning Svc</i>		\$0.00	\$0.00	\$35,000.00	N/A
<i>PD Software</i>		\$0.00	\$0.00	\$29,000.00	N/A
<i>AED Maintenance</i>		\$0.00	\$0.00	\$22,000.00	N/A
<i>Camera/Security Sys Maint</i>		\$0.00	\$0.00	\$11,520.00	N/A
<i>GIS Consulting</i>		\$0.00	\$0.00	\$7,200.00	N/A
<i>Worxtime</i>		\$0.00	\$0.00	\$4,900.00	N/A
<i>RecDesk</i>		\$0.00	\$0.00	\$4,400.00	N/A
<i>Domains</i>		\$0.00	\$0.00	\$1,000.00	N/A
<i>SSL Security Certificates</i>		\$0.00	\$0.00	\$600.00	N/A
<i>Backupify</i>		\$0.00	\$0.00	\$4,000.00	N/A
<i>Pace Days</i>		\$0.00	\$0.00	\$8,000.00	N/A
Continuing Education	01407002-40460-	\$3,000.00	\$0.00	\$3,000.00	0%
Minor Machinery and Equipment	01407002-40760-	\$30,000.00	\$494.66	\$20,000.00	-33.3%
<i>Computer Replacement</i>		\$0.00	\$0.00	\$15,000.00	N/A
<i>Time Clock</i>		\$0.00	\$0.00	\$5,000.00	N/A
General Government Expense	01409102-40573-	\$100,000.00	\$80,421.16	\$100,000.00	0%
Subdivision Billable	01409102-40940-	\$700,000.00	\$416,163.54	\$800,000.00	14.3%
Subdivision Reimbursable	01409102-40941-	-\$700,000.00	-\$376,226.63	-\$800,000.00	14.3%
Traffic Control and Study	01409102-40944-	\$7,000.00	\$0.00		-100%
Storm Water Management	01409102-40945-	\$5,000.00	\$0.00		-100%
Uniform/Clothing Expense	01460002-40238-	\$500.00	\$0.00	\$0.00	-100%
Safety Supplies	01460002-40239-	\$200.00	\$0.00	\$200.00	0%
Small Tools/Minor Equip Purcha	01460002-40260-	\$400.00	\$0.00	\$0.00	-100%
Consulting Services	01460002-40312-	\$100,000.00	\$3,055.85	\$150,000.00	50%
<i>Zoning and SALDO Update</i>		\$0.00	\$0.00	\$100,000.00	N/A

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
<i>Planning Documents</i>		\$0.00	\$0.00	\$50,000.00	N/A
Telephone Charges	01460002-40321	\$0.00	\$0.00	\$2,700.00	N/A
Travel	01460002-40331-	\$1,500.00	\$0.00	\$1,500.00	0%
Court Costs	01460002-40400-	\$1,200.00	\$0.00	\$1,200.00	0%
Dues/Subscriptions/Books and M	01460002-40420-	\$2,500.00	\$1,164.30	\$2,000.00	-20%
Contracted Services	01460002-40450-	\$12,323.85	\$5,866.85	\$10,000.00	-18.9%
Continuing Education	01460002-40460-	\$2,500.00	\$306.58	\$2,000.00	-20%
General Government Expense	01460002-40573-	\$200.00	\$184.66	\$200.00	0%
Minor Machinery and Equipment	01460002-40760-	\$500.00	\$0.00	\$0.00	-100%
Codification	01460002-40952-	\$1,195.00	\$1,095.42	\$20,000.00	1,573.6%
Inspections/Permit-Residential	01460002-40968-	\$10,000.00	\$2,080.00	\$5,000.00	-50%
Total Operating Expenses:		\$2,662,566.82	\$2,962,112.72	\$3,510,162.26	31.8%
Total General Government:		\$6,823,124.82	\$4,305,165.05	\$7,871,668.00	15.4%
Public Safety					
Salaries and Benefits Expenses					
Wages	01410001-40112-	\$334,043.00	\$162,100.27	\$338,137.20	1.2%
Holiday Pay	01410001-40172-	\$0.00	\$5,828.64		N/A
Sick Pay	01410001-40177-	\$0.00	\$16,312.35		N/A
Longevity Pay	01410001-40179-	\$5,400.00	\$2,900.00	\$5,400.00	0%
Overtime Pay	01410001-40180-	\$4,500.00	\$0.00	\$2,000.00	-55.6%
Attendance Incentive	01410001-40184-	\$5,000.00	\$2,178.57	\$5,000.00	0%
PTO	01410001-40188-	\$0.00	\$30,050.33		N/A
Bereavement Pay	01410001-40221-	\$0.00	\$162.42	\$0.00	0%
Wages	01410201-40112-	\$3,339,806.00	\$1,632,275.41	\$3,610,948.61	8.1%
Special Allocation	01410201-40113-	-\$164,800.00	-\$52,888.63	-\$275,000.00	66.9%
Vacation Pay	01410201-40171-	\$0.00	\$120,094.57		N/A

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Holiday Pay	01410201-40172-	\$100,000.00	\$112,079.03	\$100,000.00	0%
Training Pay	01410201-40174-	\$0.00	\$171,971.25		N/A
Personal Pay	01410201-40176-	\$0.00	\$19,142.92		N/A
Sick Pay	01410201-40177-	\$0.00	\$30,485.47		N/A
Longevity Pay	01410201-40179-	\$38,300.00	\$27,300.00	\$38,300.00	0%
Overtime Pay	01410201-40180-	\$300,000.00	\$136,633.28	\$250,000.00	-16.7%
Court Overtime Pay	01410201-40181-	\$15,000.00	\$7,919.90	\$15,000.00	0%
Attendance Incentive	01410201-40184-	\$42,750.00	\$42,327.10	\$61,500.00	43.9%
Comp Time Pay Out	01410201-40187-	\$0.00	\$61,692.06		N/A
Bereavement Pay	01410201-40221-	\$0.00	\$5,063.85		N/A
Dorney Park Extra Job Pay	01410201-40222-	\$25,000.00	\$0.00		-100%
Continuing Education Reimburse	01410201-40461-	\$15,000.00	\$15,259.36	\$26,000.00	73.3%
FICA-Employer Paid	01410701-40192-	\$294,763.00	\$182,075.54	\$307,090.02	4.2%
Health Insurance	01410701-40196-	\$740,075.00	\$471,705.71	\$800,159.72	8.1%
Health Insurance		\$0.00	\$0.00	\$711,843.00	N/A
Health Opt Out		\$0.00	\$0.00	\$88,316.72	N/A
Dental	01410701-40198-	\$27,540.00	\$13,674.32	\$25,701.54	-6.7%
Life Insurance	01410701-40199-	\$22,351.00	\$16,193.92	\$22,725.91	1.7%
Thrift Savings	01410701-40901-	\$80,000.00	\$49,100.00	\$76,000.00	-5%
Post Retirement Health	01410701-40921-	\$24,000.00	\$7,395.20	\$24,000.00	0%
Salary and Wages FT Staff	01411001-40112-	\$151,006.00	\$81,632.54	\$155,805.91	3.2%
Holiday Pay	01411001-40172-	\$0.00	\$2,904.00		N/A
Sick Pay	01411001-40177-	\$0.00	\$4,464.85		N/A
Overtime Pay	01411001-40180-	\$1,000.00	\$1,399.23	\$1,000.00	0%
Attendance Incentive	01411001-40184-	\$1,875.00	\$625.00	\$1,875.00	0%
PTO	01411001-40188-	\$0.00	\$8,083.08		N/A
Salary and Wages Appointed Off	01415001-40110-	\$2,000.00	\$1,000.00	\$5,000.00	150%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Salary and Wages Seasonal Staf	01415001-40117-	\$1,000.00	\$0.00	\$1,000.00	0%
Total Salaries and Benefits Expenses:		\$5,405,609.00	\$3,389,141.54	\$5,597,643.91	3.6%
Operating Expenses					
K-9 Supplies	01410002-40228-	\$18,490.26	\$2,282.98	\$12,000.00	-35.1%
Meal/Food	01410002-40229-	\$3,000.00	\$1,735.87	\$2,000.00	-33.3%
Fuels	01410002-40230-	\$0.00	\$0.00	\$68,000.00	N/A
Uniform/Clothing Expense	01410002-40238-	\$47,248.15	\$28,346.03	\$45,000.00	-4.8%
General Government Supplies	01410002-40241-	\$16,336.00	\$8,015.87	\$11,000.00	-32.7%
Small Tools/Minor Equip Purcha	01410002-40260-	\$34,815.45	\$10,898.42	\$15,000.00	-56.9%
Professional Services	01410002-40310-	\$6,000.00	\$150.00	\$3,000.00	-50%
Testing Fees	01410002-40316-	\$5,000.00	\$0.00	\$3,000.00	-40%
Telephone Charges	01410002-40321-	\$0.00	\$0.00	\$26,500.00	N/A
Radio Equip Maintenance	01410002-40327-	\$3,000.00	\$1,065.00	\$2,500.00	-16.7%
Travel	01410002-40331-	\$5,000.00	\$2,574.22	\$3,000.00	-40%
Explorer Post	01410002-40338-	\$1,000.00	\$0.00	\$0.00	-100%
Criminal Investigations Expens	01410002-40339-	\$5,000.00	\$739.06	\$3,000.00	-40%
MERT Expense	01410002-40340-	\$15,000.00	\$7,521.12	\$5,000.00	-66.7%
DUI Grant Expense	01410002-40345-	\$216,184.00	\$67,777.96	\$239,215.00	10.7%
SWEEP Expense	01410002-40346-	\$1,000.00	\$0.00	\$0.00	-100%
Dues/Subscriptions/Books and M	01410002-40420-	\$7,000.00	\$9,718.88	\$10,000.00	42.9%
Laundry/Uniform Cleaning Service	01410002-40440-	\$0.00	\$0.00	\$8,500.00	N/A
Contracted Services	01410002-40450-	\$17,880.00	\$9,220.00	\$16,000.00	-10.5%
Continuing Education	01410002-40460-	\$0.00	\$1,645.00	\$0.00	0%
Training Expense	01410002-40462-	\$51,391.00	\$26,193.62	\$35,000.00	-31.9%
Major Machinery and Equipment	01410002-40760-	\$20,000.00	\$4,898.00	\$15,000.00	-25%
Public Relations Expense	01410002-40781-	\$21,597.83	\$9,352.88	\$16,000.00	-25.9%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Heroes and Helpers	01410002-40784-	\$2,000.00	-\$4,500.00	\$5,000.00	150%
Project Life Saver	01410002-40789-	\$3,000.00	\$0.00	\$2,000.00	-33.3%
National Night Out	01410002-40790-	\$2,000.00	\$1,324.10	\$2,000.00	0%
Recruitment Expense	01410002-40796-	\$12,000.00	\$6,965.00	\$20,000.00	66.7%
Weapons and Ammunition	01410002-40797-	\$150,785.40	\$87,298.20	\$75,000.00	-50.3%
<i>Tasers</i>		\$0.00	\$0.00	\$34,600.00	N/A
<i>Weapons and Ammo</i>		\$0.00	\$0.00	\$40,400.00	N/A
Medical/Physical Expense	01410002-40915-	\$5,000.00	\$1,119.88	\$3,000.00	-40%
Medical/Physical Expense	01410502-40915-	\$5,000.00	-\$389.01		-100%
Small Tools/Minor Equip Purcha	01411002-40260-	\$0.00	\$333.74		N/A
Contribution	01412002-40792-	\$30,000.00	\$30,000.00	\$30,000.00	0%
<i>Cetronia Ambulance</i>		\$0.00	\$0.00	\$30,000.00	N/A
Uniform/Clothing Expense	01415002-40238-	\$1,000.00	\$0.00	\$1,000.00	0%
General Government Materials	01415002-40240-	\$3,500.00	\$999.60	\$3,500.00	0%
Small Tools/Minor Equip Purcha	01415002-40260-	\$2,000.00	\$1,659.22	\$2,000.00	0%
Radio Equip and Installation	01415002-40328-	\$6,675.00	\$2,395.14	\$5,500.00	-17.6%
Travel	01415002-40331-	\$600.00	\$0.00	\$600.00	0%
Dues/Subscriptions/Books and M	01415002-40420-	\$700.00	\$369.00	\$700.00	0%
Contracted Services	01415002-40450-	\$250.00	\$0.00		-100%
Continuing Education	01415002-40460-	\$10,000.00	\$0.00	\$20,000.00	100%
Community Event	01415002-40570-	\$2,500.00	\$915.00	\$3,000.00	20%
Computers	01415002-40750-	\$3,000.00	\$569.00	\$2,000.00	-33.3%
Total Operating Expenses:		\$734,953.09	\$321,193.78	\$714,015.00	-2.8%
Total Public Safety:		\$6,140,562.09	\$3,710,335.32	\$6,311,658.91	2.8%
Public Works					
Salaries and Benefits Expenses					
Wages	01430001-40112-	\$122,600.00	\$67,125.04	\$141,523.26	15.4%
Salary and Wages Seasonal Staf	01430001-40117-	\$0.00	\$30,765.75	\$63,000.00	N/A

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Holiday Pay	01430001-40172-	\$0.00	\$1,992.09		N/A
Sick Pay	01430001-40177-	\$0.00	\$646.53		N/A
Overtime Pay	01430001-40180-	\$3,000.00	\$0.00	\$3,000.00	0%
Attendance Incentive	01430001-40184-	\$2,250.00	\$1,647.54	\$2,625.00	16.7%
PTO	01430001-40188-	\$0.00	\$2,445.89		N/A
License Reimbursement	01430001-40914-	\$1,000.00	\$0.00	\$400.00	-60%
Wages	01430101-40112-	\$1,358,355.00	\$710,407.15	\$1,422,492.20	4.7%
Special Allocation	01430101-40113-	-\$85,975.00	\$0.00	-\$76,596.08	-10.9%
Salary and Wages Seasonal Staf	01430101-40117-	\$63,000.00	\$0.00	\$0.00	-100%
Holiday Pay	01430101-40172-	\$0.00	\$18,824.02		N/A
Stand By	01430101-40173-	\$14,000.00	\$9,187.50	\$14,000.00	0%
Sick Pay	01430101-40177-	\$0.00	\$20,221.77		N/A
Overtime Pay	01430101-40180-	\$115,000.00	\$51,488.78	\$100,000.00	-13%
Attendance Incentive	01430101-40184-	\$27,600.00	\$9,831.20	\$29,250.00	6%
PTO	01430101-40188-	\$0.00	\$59,185.94		N/A
Workers Compensation Offset	01430101-40189-	\$0.00	\$1,342.35	\$0.00	0%
FICA-Employer Paid	01430101-40192-	\$120,714.00	\$72,308.67	\$117,541.65	-2.6%
Health Insurance	01430101-40196-	\$422,769.00	\$252,907.88	\$446,393.99	5.6%
Health Insurance		\$0.00	\$0.00	\$338,949.60	N/A
Health Opt Out		\$0.00	\$0.00	\$107,444.39	N/A
Dental	01430101-40198-	\$15,059.00	\$7,264.88	\$12,576.74	-16.5%
Life Insurance	01430101-40199-	\$8,886.00	\$6,377.37	\$9,254.05	4.1%
Bereavement Pay	01430101-40221-	\$0.00	\$3,114.44		N/A
Drug and Alcohol Testing	01430101-40470-	\$3,500.00	\$0.00		-100%
Thrift Savings	01430101-40901-	\$27,500.00	\$16,857.32	\$40,800.00	48.4%
Total Salaries and Benefits Expenses:		\$2,219,258.00	\$1,343,942.11	\$2,326,260.81	4.8%
Operating Expenses					

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Meal/Food	01430002-40229-	\$500.00	\$157.39	\$0.00	-100%
Fuels	01430002-40230-	\$185,000.00	\$161,740.26	\$126,000.00	-31.9%
Uniform/Clothing Expense	01430002-40238-	\$8,000.00	\$2,909.70	\$5,000.00	-37.5%
General Government Materials	01430002-40240-	\$322,581.09	\$175,411.98	\$250,000.00	-22.5%
<i>Blacktop And Stone</i>		\$0.00	\$0.00	\$100,000.00	N/A
<i>Concrete</i>		\$0.00	\$0.00	\$25,000.00	N/A
<i>Sealing Oil</i>		\$0.00	\$0.00	\$10,000.00	N/A
<i>General Maint. Supplies</i>		\$0.00	\$0.00	\$65,000.00	N/A
<i>Pesticides/Herbicides</i>		\$0.00	\$0.00	\$10,000.00	N/A
<i>Plantings</i>		\$0.00	\$0.00	\$5,000.00	N/A
<i>Fertilizer & Grass Seed</i>		\$0.00	\$0.00	\$15,000.00	N/A
<i>Topsoil</i>		\$0.00	\$0.00	\$10,000.00	N/A
<i>Playground Mulch</i>		\$0.00	\$0.00	\$10,000.00	N/A
General Government Supplies	01430002-40241-	\$0.00	\$92.25		N/A
Parts	01430002-40251-	\$132,364.26	\$89,136.77	\$135,000.00	2%
Small Tools/Minor Equip Purcha	01430002-40260-	\$13,500.00	\$4,787.19	\$5,000.00	-63%
Engineering Services	01430002-40313-	\$10,000.00	\$2,814.49	\$0.00	-100%
Telephone Charges	01430002-40321-	\$0.00	\$0.00	\$6,300.00	N/A
PA One Call	01430002-40329-	\$19,858.11	\$1,635.62	\$4,000.00	-79.9%
Travel	01430002-40331-	\$500.00	\$17.70	\$100.00	-80%
Advertising/Printing	01430002-40341-	\$500.00	\$0.00	\$500.00	0%
Utilities	01430002-40361-	\$75,547.07	\$45,186.27	\$88,000.00	16.5%
Maintenance Services and Repai	01430002-40370-	\$12,786.80	\$10,513.83	\$7,000.00	-45.3%
TOWNSHIP BUILDING UTILITIES	01430002-40377-	\$2,000.00	\$994.01	\$2,000.00	0%
Rental of Machinery and Equipm	01430002-40384-	\$20,000.00	\$2,386.12	\$15,000.00	-25%
Dues/Subscriptions/Books and M	01430002-40420-	\$700.00	\$12.95	\$300.00	-57.1%
Laundry/Uniform Cleaning Servi	01430002-40440-	\$23,262.32	\$3,002.00	\$15,000.00	-35.5%
Contracted Services	01430002-40450-	\$250,906.23	\$87,110.99	\$184,020.00	-26.7%
<i>Aqua Mist</i>		\$0.00	\$0.00	\$1,500.00	N/A
<i>Facility Maintenance</i>		\$0.00	\$0.00	\$40,000.00	N/A
<i>Janitorial Supplies</i>		\$0.00	\$0.00	\$48,000.00	N/A

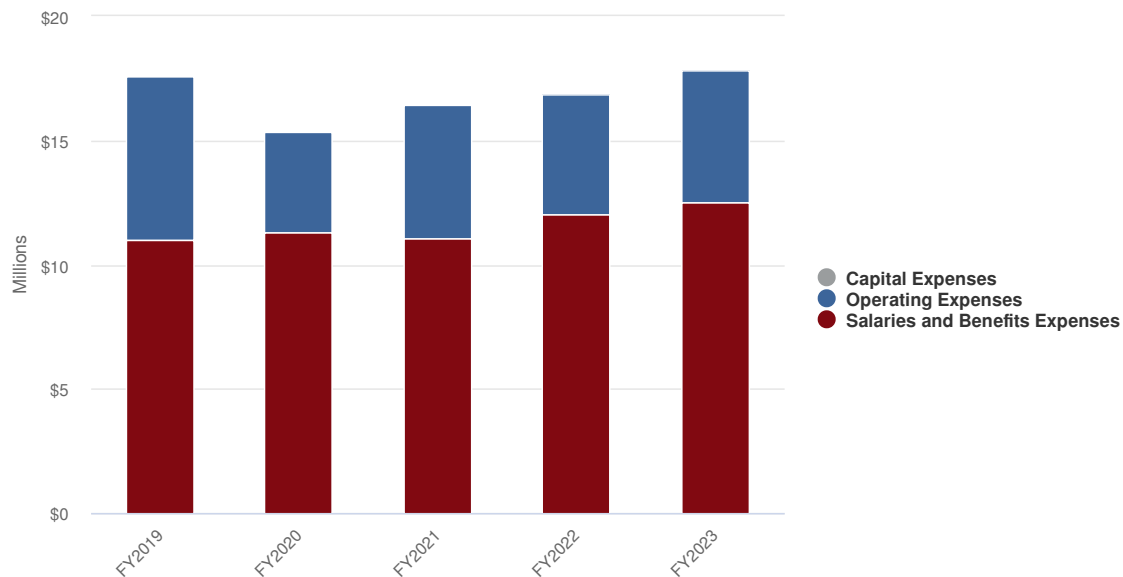
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
<i>Leaf Disposal</i>		\$0.00	\$0.00	\$28,000.00	N/A
<i>Cintas Paper/Soap</i>		\$0.00	\$0.00	\$10,000.00	N/A
<i>Pest/Rodent Removal</i>		\$0.00	\$0.00	\$5,000.00	N/A
<i>Guide Rail Spraying</i>		\$0.00	\$0.00	\$5,000.00	N/A
<i>Car Washing</i>		\$0.00	\$0.00	\$2,000.00	N/A
<i>Elevator Service</i>		\$0.00	\$0.00	\$5,000.00	N/A
<i>Cintas Eye Wash</i>		\$0.00	\$0.00	\$1,000.00	N/A
<i>Cintas First Aid</i>		\$0.00	\$0.00	\$2,000.00	N/A
<i>Generator Service</i>		\$0.00	\$0.00	\$10,000.00	N/A
<i>Septic Tank Service</i>		\$0.00	\$0.00	\$7,000.00	N/A
<i>Vehicle Inspection</i>		\$0.00	\$0.00	\$2,000.00	N/A
<i>Weather Updates</i>		\$0.00	\$0.00	\$1,000.00	N/A
<i>HVAC Maint Svc Contract</i>		\$0.00	\$0.00	\$11,520.00	N/A
<i>Contingency</i>		\$0.00	\$0.00	\$5,000.00	N/A
Continuing Education	01430002-40460-	\$5,000.00	\$614.99	\$1,000.00	-80%
General Government Expense	01430002-40573-	\$2,500.00	\$1,247.33	\$1,000.00	-60%
Major Machinery and Equipment	01430002-40760-	\$25,300.00	\$25,243.50		-100%
Tires	01430002-40793-	\$34,499.21	\$9,510.48	\$30,000.00	-13%
Traffic Maintenance	01430002-40798-	\$35,000.00	\$10,391.21	\$35,000.00	0%
License Reimbursement	01430002-40914-	\$0.00	\$144.00	\$1,000.00	N/A
Medical/Physical Expense	01430002-40915-	\$5,000.00	\$1,922.00	\$5,000.00	0%
Storm Water Management	01430002-40945-	\$65,505.25	\$30,404.41	\$75,500.00	15.3%
Electric Water Reimbursement	01430002-40960-	-\$9,000.00	-\$4,687.50	-\$11,000.00	22.2%
Electric Sewer Reimbursement	01430002-40961-	-\$9,000.00	-\$4,687.50	-\$11,000.00	22.2%
Total Operating Expenses:		\$1,232,810.34	\$658,012.44	\$969,720.00	-21.3%
Total Public Works:		\$3,452,068.34	\$2,001,954.55	\$3,295,980.81	-4.5%
Parks & Rec					
Salaries and Benefits Expenses					
Salary and Wages FT Staff	01451001-40112-	\$80,765.00	\$47,216.38	\$83,187.83	3%
Salary and Wages PT Staff	01451001-40115-	\$13,500.00	\$6,400.00	\$0.00	-100%
Salary and Wages Seasonal Staf	01451001-40117-	\$103,720.00	\$66,089.71	\$97,240.00	-6.2%
Holiday Pay	01451001-40172-	\$0.00	\$1,242.52	\$0.00	0%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Sick Pay	01451001-40177-	\$0.00	\$621.27	\$0.00	0%
Overtime Pay	01451001-40180-	\$15,000.00	\$9,103.21	\$15,000.00	0%
Attendance Incentive	01451001-40184-	\$1,250.00	\$0.00	\$1,250.00	0%
PTO	01451001-40188-	\$0.00	\$2,174.42		N/A
Total Salaries and Benefits Expenses:		\$214,235.00	\$132,847.51	\$196,677.83	-8.2%
Operating Expenses					
Uniform/Clothing Expense	01451002-40238-	\$5,625.00	\$6,080.50	\$4,000.00	-28.9%
Materials	01451002-40240-	\$6,500.00	\$3,056.08	\$3,500.00	-46.2%
Culture Recreation Supplies	01451002-40247-	\$12,500.00	\$7,110.60	\$11,500.00	-8%
Small Tools/Minor Equip Purcha	01451002-40260-	\$4,413.68	\$2,902.94	\$2,500.00	-43.4%
Professional Services	01451002-40310-	\$49,985.00	\$38,023.88	\$0.00	-100%
Telephone Charges	01451002-40321-	\$0.00	\$0.00	\$2,500.00	N/A
Wehrs Dam DEP Compliance	01451002-40335-	\$5,500.00	\$0.00	\$0.00	-100%
Vehicle/Machinery/Equip Rental	01451002-40384-	\$6,000.00	\$1,380.00	\$5,000.00	-16.7%
Contracted Services	01451002-40450-	\$104,750.00	\$94,199.07	\$51,100.00	-51.2%
<i>Summer Camp Transport/Field Trips</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$9,600.00</i>	<i>N/A</i>
<i>Portable Toilets</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$9,000.00</i>	<i>N/A</i>
<i>Individual Program Instructors</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$32,500.00</i>	<i>N/A</i>
Continuing Education	01451002-40460-	\$2,000.00	\$535.00	\$2,000.00	0%
Community Event	01451002-40570-	\$34,000.00	\$13,887.70	\$31,750.00	-6.6%
<i>Movies in the Park (4)</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,000.00</i>	<i>N/A</i>
<i>Concerts in the Park (4)</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$10,000.00</i>	<i>N/A</i>
<i>Senior Concerts</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,000.00</i>	<i>N/A</i>
<i>Tree Lighting Ceremony</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$5,000.00</i>	<i>N/A</i>
<i>Fall Festival</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,500.00</i>	<i>N/A</i>
<i>Youth Fishing Derby</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,500.00</i>	<i>N/A</i>
<i>Environmental Education Programs</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,000.00</i>	<i>N/A</i>
<i>Candy Cane Hunt</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,000.00</i>	<i>N/A</i>
<i>Halloween Event</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,750.00</i>	<i>N/A</i>

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Senior Programs with PASD		\$0.00	\$0.00	\$3,000.00	N/A
Event/Program Marketing		\$0.00	\$0.00	\$1,000.00	N/A
Miscellaneous Event Expenses		\$0.00	\$0.00	\$1,000.00	N/A
General Government Expense	01451002-40573-	\$2,000.00	\$0.00	\$0.00	-100%
Facility Usage Fee	01451002-40795-	\$5,000.00	\$0.00	\$5,000.00	0%
Recruitment Expense	01451002-40796-	\$750.00	\$652.45	\$750.00	0%
Total Operating Expenses:		\$239,023.68	\$167,828.22	\$119,600.00	-50%
Total Parks & Rec:		\$453,258.68	\$300,675.73	\$316,277.83	-30.2%
Total Expenditures:		\$16,869,013.93	\$10,318,130.65	\$17,795,585.55	5.5%

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expense Objects					
Salaries and Benefits Expenses					
General Government		\$4,160,558.00	\$1,343,052.33	\$4,361,505.74	4.8%
Public Safety		\$5,405,609.00	\$3,389,141.54	\$5,597,643.91	3.6%
Public Works		\$2,219,258.00	\$1,343,942.11	\$2,326,260.81	4.8%
Parks & Rec		\$214,235.00	\$132,847.51	\$196,677.83	-8.2%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Total Salaries and Benefits Expenses:		\$11,999,660.00	\$6,208,983.49	\$12,482,088.29	4%
Operating Expenses					
General Government		\$2,662,566.82	\$2,962,112.72	\$3,510,162.26	31.8%
Public Safety		\$734,953.09	\$321,193.78	\$714,015.00	-2.8%
Public Works		\$1,232,810.34	\$658,012.44	\$969,720.00	-21.3%
Parks & Rec		\$239,023.68	\$167,828.22	\$119,600.00	-50%
Total Operating Expenses:		\$4,869,353.93	\$4,109,147.16	\$5,313,497.26	9.1%
Total Expense Objects:		\$16,869,013.93	\$10,318,130.65	\$17,795,585.55	5.5%

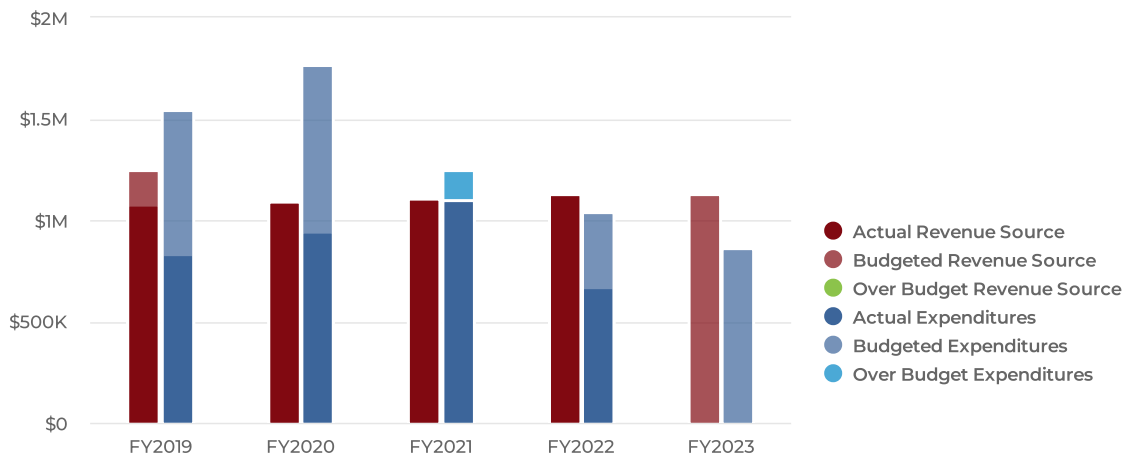
The Fire Tax Fund is used to account for the receipts generated from the 0.47 mill assessment received from the Township property owners for the purpose of providing fire protection support throughout the Township. These funds support four volunteer stations across the Township; Greenawalds, Woodlawn, Cetronia and Tri-Clover.

Summary

The Township of South Whitehall is projecting \$1.14M of revenue in FY2023, which represents a 0% increase over the prior year. Budgeted expenditures are projected to decrease by 17% or \$177.78K to \$870K in FY2023.

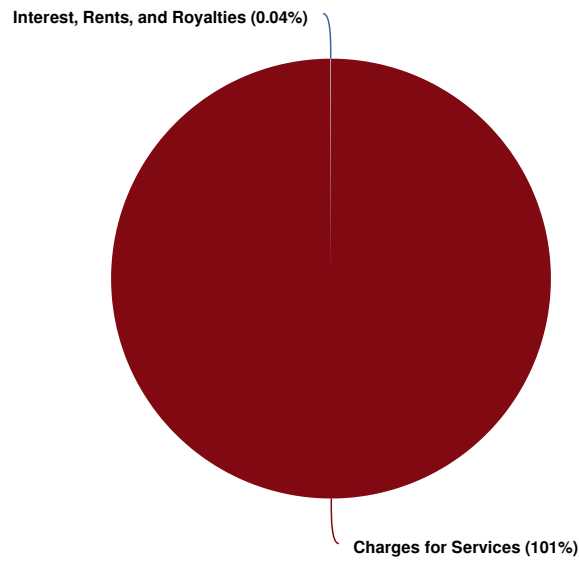
The Fire Fund budget includes a forecasted surplus of \$265,000. The approval of the 2023 budget will distribute that surplus as follows:

- \$200,000 will be transferred into the Fire Apparatus Fund
- \$50,000 will be transferred into the Fire Fiscal Stability account
- \$15,000 will be transferred into the Fire Fiscal Stability account to cover a portion of what was used (\$63,000) in 2022

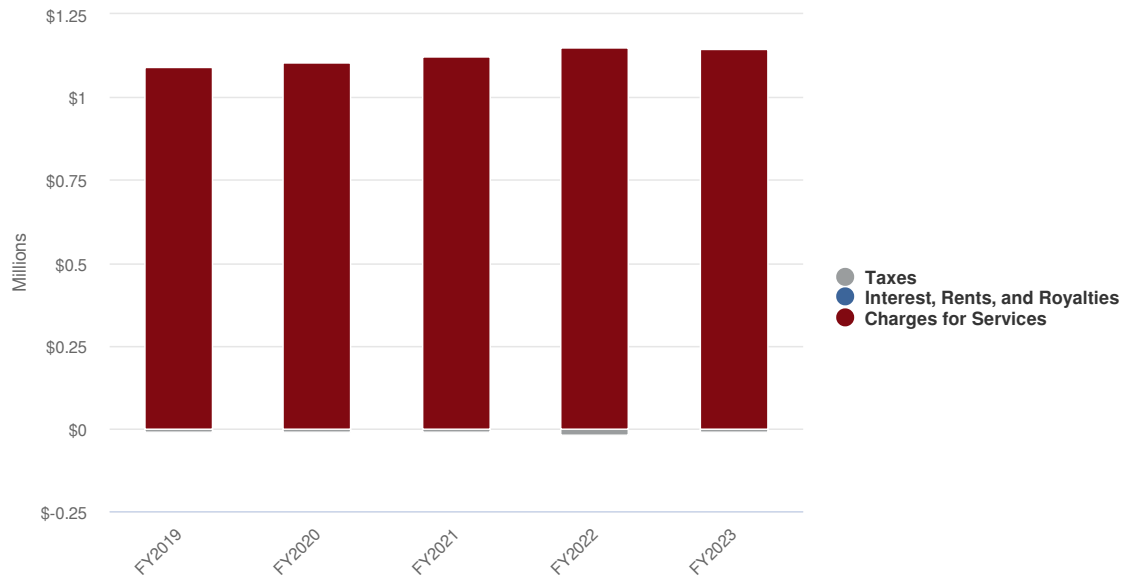


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

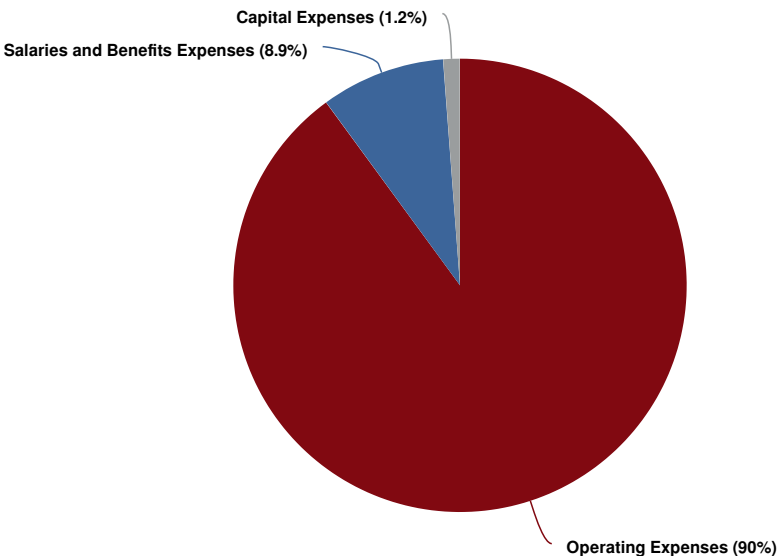


Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Taxes					
Fire					
Fire Tax Exceptions	03000009-30161-	\$5,000.00	\$7,784.63	\$6,000.00	20%

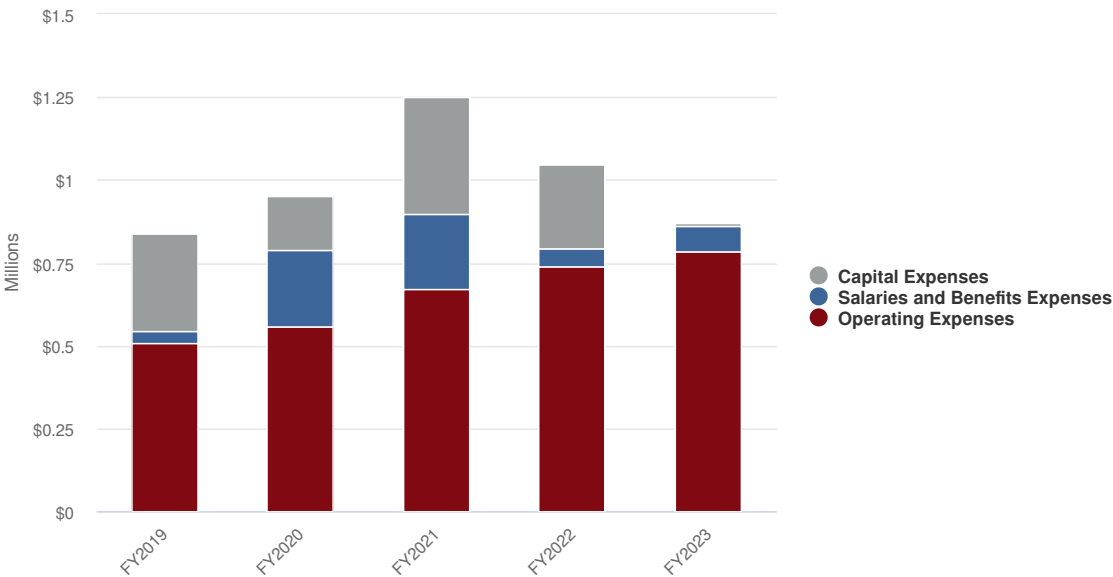
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Discounts Fire Tax Offset Reve	03000009-37221-	-\$22,745.00	-\$21,432.20	-\$21,000.00	-7.7%
Penalties Fire Tax Revenue	03000009-31221-		\$12.17	\$3,000.00	N/A
Total Fire:		-\$17,745.00	-\$13,635.40	-\$12,000.00	-32.4%
Total Taxes:		-\$17,745.00	-\$13,635.40	-\$12,000.00	-32.4%
Interest, Rents, and Royalties					
Fire					
Interest Earned	03000009-34101-	\$0.00	\$340.79	\$500.00	N/A
Total Fire:		\$0.00	\$340.79	\$500.00	N/A
Total Interest, Rents, and Royalties:		\$0.00	\$340.79	\$500.00	N/A
Charges for Services					
Fire					
False Alarm Response Revenue	03000009-36212-	\$0.00	\$0.00	\$1,500.00	N/A
Fire Tax Revenue	03000009-36221-	\$1,137,263.00	\$1,110,295.18	\$1,130,000.00	-0.6%
Delinquent Fire Tax Revenue	03000009-36222-	\$15,000.00	\$26,343.10	\$15,000.00	0%
Total Fire:		\$1,152,263.00	\$1,136,638.28	\$1,146,500.00	-0.5%
Total Charges for Services:		\$1,152,263.00	\$1,136,638.28	\$1,146,500.00	-0.5%
Other Financing Sources					
Fire					
Sale of Fixed Assets Revenue	03000009-39110-	\$0.00	\$9,110.00		N/A
Total Fire:		\$0.00	\$9,110.00		N/A
Total Other Financing Sources:		\$0.00	\$9,110.00	\$0.00	0%
Total Revenue Source:		\$1,134,518.00	\$1,132,453.67	\$1,135,000.00	0%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expense Objects					
Salaries and Benefits Expenses					

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Public Safety					
Workers Compensation Ins.	03411001-40195-	\$55,000.00	\$30,637.82	\$77,000.00	40%
Total Public Safety:		\$55,000.00	\$30,637.82	\$77,000.00	40%
Total Salaries and Benefits Expenses:		\$55,000.00	\$30,637.82	\$77,000.00	40%
Operating Expenses					
Public Safety					
Fuels	03411002-40230-	\$45,000.00	\$43,431.09	\$70,000.00	55.6%
Uniform/Clothing Expense	03411002-40238-	\$750.00	\$0.00	\$750.00	0%
Miscellaenous Supplies	03411002-40241-	\$11,548.56	\$11,979.62	\$3,000.00	-74%
Public Safety Supplies	03411002-40242-	\$0.00	-\$378.97		N/A
Vehicle Maintenance	03411002-40245-	\$150,000.00	\$110,360.47		-100%
Small Tools/Minor Equip Purcha	03411002-40260-	\$1,750.00	\$1,586.89		-100%
Accounting and Auditing Servic	03411002-40311-	\$17,000.00	\$10,935.58		-100%
Testing Fees	03411002-40316-	\$17,000.00	\$7,288.46		-100%
Telephone Charges	03411002-40321-	\$23,000.00	\$15,079.72	\$28,000.00	21.7%
Equipment/Vehicle Lease	03411002-40326-	\$5,000.00	\$2,448.34	\$4,000.00	-20%
Freight and Express Charges	03411002-40334-	\$500.00	\$350.18		-100%
Maintenance Services and Repai	03411002-40370-	\$11,451.44	\$11,877.40		-100%
Insurance Reimbursement	03411002-40373-	\$0.00	\$16,361.66		N/A
Insurance	03411002-40378-	\$25,000.00	\$7,841.82	\$25,000.00	0%
Vehicle/Machinery/Equip Rental	03411002-40384-	\$379.68	\$379.68		-100%
Dues/Subscriptions/Books and M	03411002-40420-	\$385.00	\$385.00	\$500.00	29.9%
Contracted Services	03411002-40450-	\$25,000.00	\$29,935.02		-100%
Contracted IT/Networking	03411002-40452-	\$35,000.00	\$13,684.51		-100%
Continuing Education	03411002-40460-	\$32,500.00	\$20,885.43	\$5,000.00	-84.6%
Fire Police	03411002-40785-	\$10,000.00	\$6,908.11		-100%
Fire Prevention Expenses	03411002-40791-	\$4,000.00	\$784.19		-100%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Contribution	03411002-40792-	\$25,000.00	\$0.00	\$22,000.00	-12%
FC Incentive Program Expense	03411002-40799-	\$200,000.00	\$93,333.50	\$3,000.00	-98.5%
Contingency	03411002-40800-	\$10,000.00	\$0.00	\$25,000.00	150%
Medical/Physical Expense	03411002-40915-	\$5,000.00	\$0.00		-100%
Uniform/Clothing Expense	03411102-40238-	\$6,000.00	\$3,802.19	\$6,000.00	0%
Materials	03411102-40240-	\$1,000.00	\$570.95	\$1,000.00	0%
Miscellaenous Supplies	03411102-40241-	\$2,500.00	\$2,500.00	\$3,000.00	20%
Vehicle Maintenance	03411102-40245-	\$0.00	\$0.00	\$50,000.00	N/A
Small Tools/Minor Equip Purcha	03411102-40260-	\$1,750.00	\$1,750.00	\$500.00	-71.4%
Accounting and Auditing Servic	03411102-40311-	\$0.00	\$0.00	\$5,600.00	N/A
Testing Fees	03411102-40316-	\$0.00	\$0.00	\$5,000.00	N/A
Freight and Express Charges	03411102-40334-	\$0.00	\$0.00	\$500.00	N/A
Electric	03411102-40361-	\$6,500.00	\$4,291.56	\$7,000.00	7.7%
Maintenance Services and Repai	03411102-40370-	\$1,500.00	\$1,500.00	\$5,000.00	233.3%
Gas	03411102-40401-	\$4,500.00	\$2,190.59	\$4,000.00	-11.1%
Dues/Subscriptions/Books and M	03411102-40420-	\$4,500.00	\$1,735.20	\$6,500.00	44.4%
Contracted Services	03411102-40450-	\$0.00	\$0.00	\$20,000.00	N/A
Contracted IT/Networking	03411102-40452-	\$0.00	\$0.00	\$5,000.00	N/A
Continuing Education	03411102-40460-	\$0.00	\$0.00	\$11,500.00	N/A
FC Incentive Program Expense	03411102-40799-	\$0.00	\$0.00	\$35,000.00	N/A
Uniform/Clothing Expense	03411202-40238-	\$6,000.00	\$2,333.81	\$6,000.00	0%
Materials	03411202-40240-	\$1,000.00	\$953.92	\$1,000.00	0%
Miscellaenous Supplies	03411202-40241-	\$2,500.00	\$2,500.00	\$9,000.00	260%
Vehicle Maintenance	03411202-40245-	\$0.00	\$0.00	\$60,000.00	N/A
Small Tools/Minor Equip Purcha	03411202-40260-	\$1,750.00	\$1,750.00	\$2,000.00	14.3%
Accounting and Auditing Services	03411202-40311-	\$0.00	\$0.00	\$7,500.00	N/A

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Testing Fees	03411202-40316-	\$0.00	\$0.00	\$5,000.00	N/A
Freight and Express Charges	03411202-40334-	\$0.00	\$0.00	\$500.00	N/A
Electric	03411202-40361-	\$5,500.00	\$3,982.40	\$8,000.00	45.5%
Maintenance Services and Repai	03411202-40370-	\$1,500.00	\$1,500.00	\$2,500.00	66.7%
Oil	03411202-40402-	\$6,500.00	\$5,087.13	\$8,000.00	23.1%
Dues/Subscriptions/Books and M	03411202-40420-	\$2,500.00	\$802.60	\$1,000.00	-60%
Contracted Services	03411202-40450-	\$0.00	\$0.00	\$18,000.00	N/A
Contracted IT/Networking	03411202-40452-	\$0.00	\$0.00	\$2,930.00	N/A
Continuing Education	03411202-40460-	\$0.00	\$0.00	\$10,000.00	N/A
Fire Police	03411202-40785-	\$0.00	\$0.00	\$1,000.00	N/A
Fire Prevention Expenses	03411202-40791-	\$0.00	\$0.00	\$1,000.00	N/A
FC Incentive Program Expense	03411202-40799-	\$0.00	\$0.00	\$75,000.00	N/A
Uniform/Clothing Expense	03411302-40238-	\$3,080.92	\$2,726.46	\$5,000.00	62.3%
Materials	03411302-40240-	\$3,919.08	\$3,919.08	\$3,500.00	-10.7%
Miscellaenous Supplies	03411302-40241-	\$2,500.00	\$2,224.39	\$2,500.00	0%
Vehicle Maintenance	03411302-40245-	\$0.00	\$0.00	\$40,000.00	N/A
Small Tools/Minor Equip Purcha	03411302-40260-	\$1,750.00	\$1,750.00	\$400.00	-77.1%
Accounting and Auditing Services	03411302-40311-	\$0.00	\$0.00	\$5,000.00	N/A
Testing Fees	03411302-40316-	\$0.00	\$0.00	\$4,500.00	N/A
Freight and Express Charges	03411302-40334-	\$0.00	\$0.00	\$1,500.00	N/A
Electric	03411302-40361-	\$6,600.00	\$3,146.11	\$6,600.00	0%
Maintenance Services and Repai	03411302-40370-	\$1,500.00	\$810.67	\$2,000.00	33.3%
Vehicle/Machinery/Equip Rental	03411302-40384-	\$0.00	\$0.00	\$600.00	N/A
Oil	03411302-40402-	\$4,550.00	\$2,838.95	\$5,000.00	9.9%
Dues/Subscriptions/Books and M	03411302-40420-	\$2,500.00	\$712.50	\$1,500.00	-40%
Contracted Services	03411302-40450-	\$0.00	\$0.00	\$10,000.00	N/A

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Contracted IT/Networking	03411302-40452-	\$0.00	\$0.00	\$10,000.00	N/A
Continuing Education	03411302-40460-	\$0.00	\$0.00	\$3,263.00	N/A
Fire Police	03411302-40785-	\$0.00	\$0.00	\$5,000.00	N/A
Fire Prevention Expenses	03411302-40791-	\$0.00	\$0.00	\$3,000.00	N/A
FC Incentive Program Expense	03411302-40799-	\$0.00	\$0.00	\$100,000.00	N/A
Medical/Physical Expense	03411302-40915-	\$0.00	\$0.00	\$3,000.00	N/A
Total Public Safety:		\$737,164.68	\$460,836.21	\$782,643.00	6.2%
Total Operating Expenses:		\$737,164.68	\$460,836.21	\$782,643.00	6.2%
Capital Expenses					
Public Safety					
Contingency	03411003-40800-	\$255,616.32	\$181,825.79		-100%
Capital Contingency	03411103-40800-	\$0.00	\$0.00	\$10,357.00	N/A
Total Public Safety:		\$255,616.32	\$181,825.79	\$10,357.00	-95.9%
Total Capital Expenses:		\$255,616.32	\$181,825.79	\$10,357.00	-95.9%
Total Expense Objects:		\$1,047,781.00	\$673,299.82	\$870,000.00	-17%

The Water Fund is a major enterprise fund established to account for the user charges and operating expenses of providing water services to Township residents. It includes the activity of the South Whitehall Township Authority, a blended component unit of the Township, as well as the Township water fund, used to hold the net pension liability and long term debt activity. This fund is maintained to account for activities that are financed and operated in a manner similar to a private business, with the intent that the costs of providing goods or services on a continuing basis be financed or recovered, primarily through user charges.

Summary

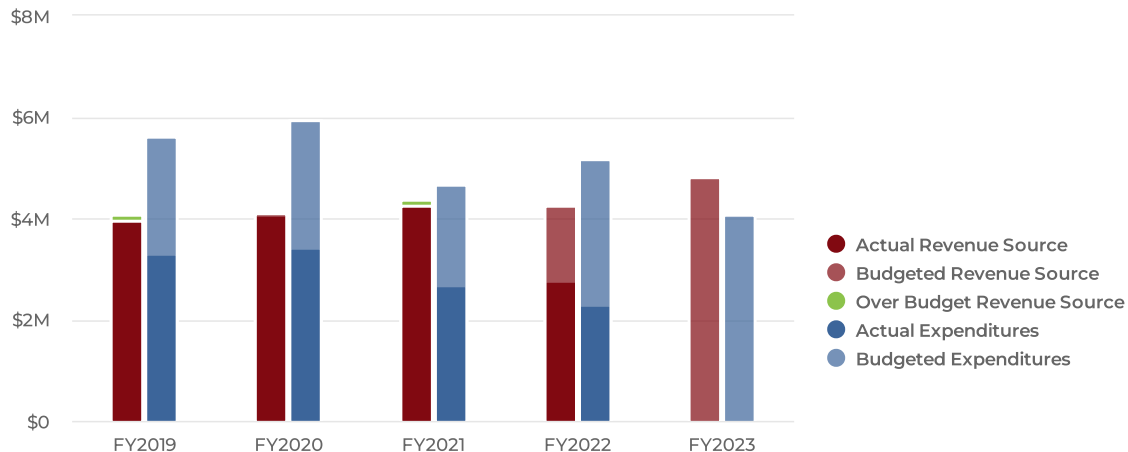
The Township of South Whitehall is projecting \$4.83M of revenue in FY2023, which represents a 13.5% increase over the prior year. Budgeted expenditures are projected to decrease by 21% or \$1.09M to \$4.09M in FY2023.

The Water rates will increase by 11%. The base charge will increase by \$5.00 per quarter. For an average household using 44,349 gallons a year, the impact of both would be approximately \$53.00 annually.

Compare 2022 to 2023:

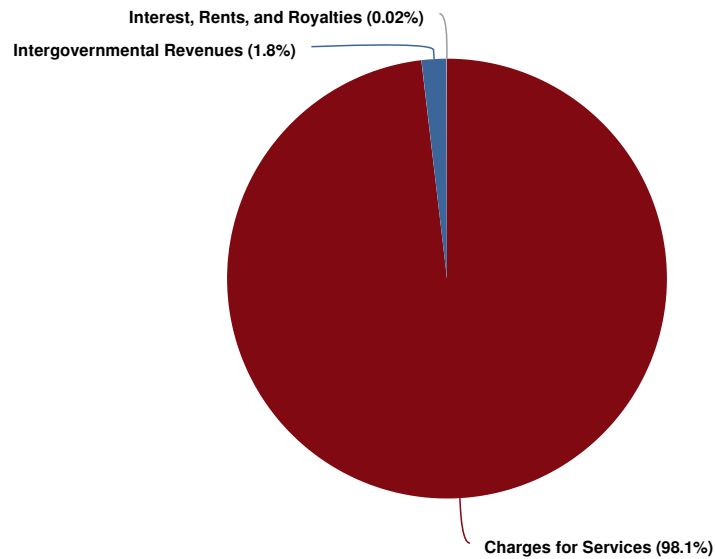
2022: \$6.70/1,000 gallons and \$25.00/quarter base rate

2023: \$7.44/1,000 gallons and \$30.00/quarter base rate

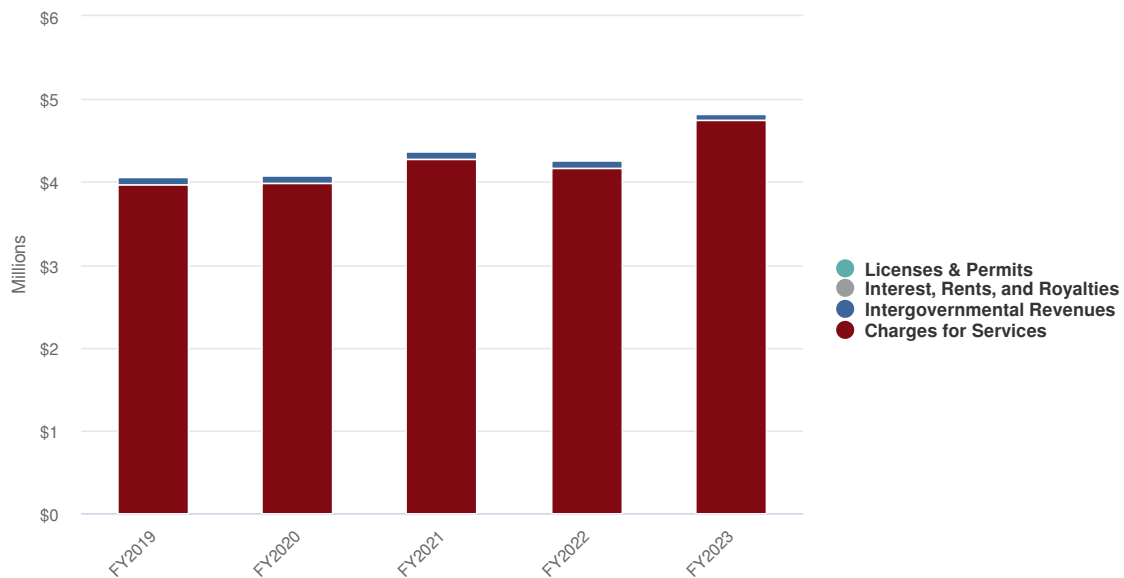


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

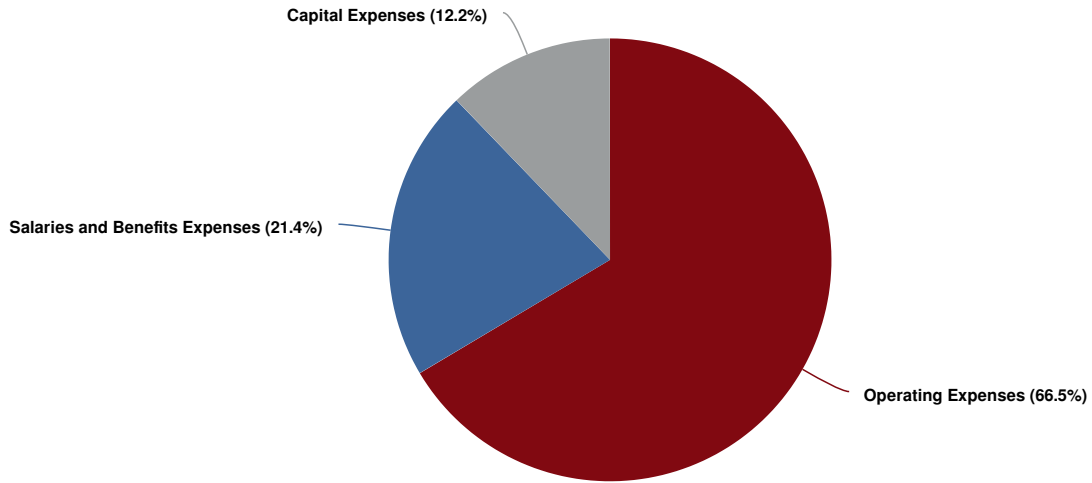


Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Interest, Rents, and Royalties					
Non-Departmental					
Interest Earned Checking Reven	06000009-34101-	\$0.00	\$865.51	\$750.00	N/A

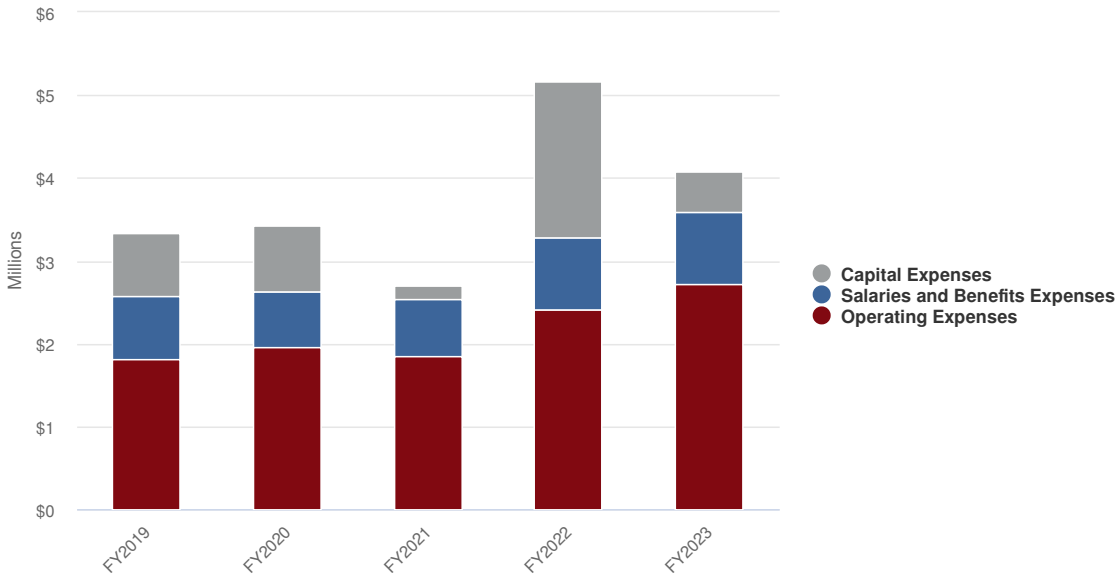
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Total Non-Departmental:		\$0.00	\$865.51	\$750.00	N/A
Total Interest, Rents, and Royalties:		\$0.00	\$865.51	\$750.00	N/A
Intergovernmental Revenues					
Non-Departmental					
Intergovernmental Revenues	06000009-35000-	\$83,400.00	\$65,569.95	\$89,000.00	6.7%
Total Non-Departmental:		\$83,400.00	\$65,569.95	\$89,000.00	6.7%
Total Intergovernmental Revenues:		\$83,400.00	\$65,569.95	\$89,000.00	6.7%
Charges for Services					
Non-Departmental					
Work on Property Revenue	06000009-36252-	\$1,000.00	\$13,868.88	\$2,000.00	100%
Miscellaneous Revenue	06000009-36255-	\$4,000.00	\$3,550.00	\$4,000.00	0%
Certification Fees	06000009-36258-	\$10,000.00	\$5,180.00	\$7,000.00	-30%
Connections Tap Fees Revenue	06000009-36411-	\$250,000.00	\$156,370.68	\$175,000.00	-30%
Use Charge Revenue	06000009-36412-	\$6,500.00	\$4,100.00	\$3,000.00	-53.8%
Penalties/Administration/Lien	06000009-36413-	\$3,000.00	\$7,235.16	\$4,500.00	50%
Grant of Allocation/Determinat	06000009-36414-	\$10,000.00	\$4,491.70	\$10,000.00	0%
Portnoff Fees Offset Revenue	06000009-37390-	\$0.00	\$1,058.81		N/A
Metered Sales	06000009-37811-	\$3,888,000.00	\$2,514,906.64	\$4,536,000.00	16.7%
Total Non-Departmental:		\$4,172,500.00	\$2,710,761.87	\$4,741,500.00	13.6%
Total Charges for Services:		\$4,172,500.00	\$2,710,761.87	\$4,741,500.00	13.6%
Total Revenue Source:		\$4,255,900.00	\$2,777,197.33	\$4,831,250.00	13.5%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expense Objects					
Salaries and Benefits Expenses					

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Public Works Authority					
Wages	06431001-40112-	\$459,706.00	\$247,855.86	\$464,761.78	1.1%
Holiday Pay	06431001-40172-	\$0.00	\$6,737.61		N/A
Stand By	06431001-40173-	\$7,000.00	\$3,246.25	\$7,000.00	0%
Sick Pay	06431001-40177-	\$0.00	\$4,992.82	\$0.00	0%
Overtime Pay	06431001-40180-	\$40,000.00	\$19,651.20	\$30,000.00	-25%
Attendance Incentive	06431001-40184-	\$9,500.00	\$5,339.12	\$8,775.00	-7.6%
PTO	06431001-40188-	\$0.00	\$21,513.08		N/A
FICA-Employer Paid	06431001-40192-	\$39,242.00	\$24,621.61	\$38,384.77	-2.2%
Workers Compensation Ins.	06431001-40195-	\$14,397.00	\$8,398.25	\$15,750.00	9.4%
Health Insurance	06431001-40196-	\$155,958.00	\$75,413.64	\$143,945.18	-7.7%
Pension	06431001-40197-	\$112,773.00	\$0.00	\$142,718.00	26.6%
Dental	06431001-40198-	\$5,380.00	\$2,960.65	\$4,518.39	-16%
Life Insurance	06431001-40199-	\$2,936.00	\$1,855.52	\$2,971.30	1.2%
Bereavement Pay	06431001-40221-	\$0.00	\$45.04		N/A
Thrift Savings	06431001-40901-	\$10,990.00	\$7,449.50	\$13,600.00	23.7%
Total Public Works Authority:		\$857,882.00	\$430,080.15	\$872,424.42	1.7%
Total Salaries and Benefits Expenses:		\$857,882.00	\$430,080.15	\$872,424.42	1.7%
Operating Expenses					
Public Works Authority					
Postage	06431002-40215-	\$15,000.00	\$11,272.61	\$18,500.00	23.3%
Valve Boxes and Lids	06431002-40232-	\$7,500.00	\$1,794.50	\$7,500.00	0%
Uniform/Clothing Expense	06431002-40238-	\$1,500.00	\$1,274.61	\$2,000.00	33.3%
General Government Materials	06431002-40240-	\$88,213.90	\$26,152.76	\$75,000.00	-15%
Small Tools/Minor Equip Purcha	06431002-40260-	\$6,000.00	\$3,742.16	\$5,000.00	-16.7%
Accounting and Auditing Servic	06431002-40311-	\$8,500.00	\$8,000.00	\$9,000.00	5.9%
Engineering Services	06431002-40313-	\$60,000.00	\$31,800.81	\$250,000.00	316.7%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Legal Services	06431002-40314-	\$15,000.00	\$0.00	\$15,000.00	0%
Testing Fees	06431002-40316-	\$96,259.00	\$36,376.50	\$60,000.00	-37.7%
Telephone Charges	06431002-40321-	\$23,556.54	\$16,198.32	\$25,000.00	6.1%
DEP Fees	06431002-40323-	\$32,000.00	\$22,703.00	\$32,000.00	0%
Internet Fees	06431002-40325-	\$900.55	\$629.55	\$900.00	-0.1%
PA One Call	06431002-40329-	\$0.00	\$0.00	\$4,000.00	N/A
Freight and Express Charges	06431002-40334-	\$300.00	\$0.00	\$300.00	0%
Advertising/Printing	06431002-40341-	\$3,000.00	\$840.52	\$2,000.00	-33.3%
Printing	06431002-40342-	\$8,500.00	\$4,423.99	\$8,500.00	0%
Utilities	06431002-40361-	\$122,843.17	\$70,782.17	\$120,000.00	-2.3%
Water Purchase	06431002-40366-	\$1,511,578.00	\$832,920.36	\$1,646,108.00	8.9%
Maintenance Services and Repai	06431002-40370-	\$67,925.00	\$7,830.00	\$50,000.00	-26.4%
Insurance	06431002-40378-	\$40,000.00	\$23,333.32	\$40,000.00	0%
Vehicle/Machinery/Equip Rental	06431002-40384-	\$2,500.00	\$0.00	\$2,000.00	-20%
Bank Service Charges/Fees	06431002-40390-	\$500.00	\$0.00	\$0.00	-100%
Dues/Subscriptions/Books and M	06431002-40420-	\$1,800.00	\$1,461.00	\$1,800.00	0%
Laundry/Uniform Cleaning Servi	06431002-40440-	\$6,803.18	\$802.07	\$3,800.00	-44.1%
Contracted Services	06431002-40450-	\$153,678.73	\$67,471.20	\$157,695.00	2.6%
Continuing Education	06431002-40460-	\$7,000.00	\$2,565.00	\$6,000.00	-14.3%
General Government Expense	06431002-40573-	\$16,125.00	\$2,082.00	\$45,000.00	179.1%
Interest Expense	06431002-40710-	\$38,381.00	\$0.00	\$41,142.54	7.2%
Major Machinery and Equipment	06431002-40760-	\$4,000.00	\$0.00	\$4,000.00	0%
License Reimbursement	06431002-40914-	\$500.00	\$328.00	\$500.00	0%
Operating Expense Reimb.	06431002-40965-	\$53,500.00	\$32,931.26	\$57,362.52	7.2%
Bad Debt Expense	06431002-45533-	\$25,000.00	\$0.00	\$25,000.00	0%
Total Public Works Authority:		\$2,418,364.07	\$1,207,715.71	\$2,715,108.06	12.3%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Non-Departmental					
Interfund Transfer	06-49000-	\$0.00	\$16,985.39		N/A
Total Non-Departmental:		\$0.00	\$16,985.39	\$0.00	0%
Total Operating Expenses:		\$2,418,364.07	\$1,224,701.10	\$2,715,108.06	12.3%
Capital Expenses					
Public Works Authority					
Engineering Services	06431003-40313-	\$0.00	\$3,820.79		N/A
Vehicles	06431003-40720-	\$92,500.00	\$89,900.00		-100%
Buildings	06431003-40730-	\$495,862.99	\$149,486.45	\$35,000.00	-92.9%
<i>Cedarbrook New Doors</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$10,000.00</i>	<i>N/A</i>
<i>Whitehall & Huckleberry new doors & steel frame work</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$25,000.00</i>	<i>N/A</i>
System Improvement	06431003-40740-	\$1,140,806.05	\$354,564.90	\$387,590.00	-66%
<i>Water Meters</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$40,000.00</i>	<i>N/A</i>
<i>Highland St Water Main Replacement (direct connects)</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$347,590.00</i>	<i>N/A</i>
Water Station Maintenance	06431003-40745-	\$74,100.00	\$19,715.77	\$65,300.00	-11.9%
<i>Lighting</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,000.00</i>	<i>N/A</i>
<i>Flood sensors</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,500.00</i>	<i>N/A</i>
<i>Chlorine feed equipmment</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,400.00</i>	<i>N/A</i>
<i>Update heat & A/C systems</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$4,000.00</i>	<i>N/A</i>
<i>Replace wall heaters</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$6,000.00</i>	<i>N/A</i>
<i>Transducer replacements</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$2,400.00</i>	<i>N/A</i>
<i>Replace injection pumps</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$4,000.00</i>	<i>N/A</i>
<i>Replace level controls in water storage tanks</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$12,000.00</i>	<i>N/A</i>
<i>Replace subcontrol</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$24,000.00</i>	<i>N/A</i>
<i>Replacement of process control/alarm equipment</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$5,000.00</i>	<i>N/A</i>
Major Machinery and Equipment	06431003-40760-	\$91,809.67	\$43,809.67	\$10,000.00	-89.1%
Total Public Works Authority:		\$1,895,078.71	\$661,297.58	\$497,890.00	-73.7%
Total Capital Expenses:		\$1,895,078.71	\$661,297.58	\$497,890.00	-73.7%
Total Expense Objects:		\$5,171,324.78	\$2,316,078.83	\$4,085,422.48	-21%



Sewer Fund

The Sewer Fund is a major enterprise fund established to account for the user charges and operating expenses of providing sewer services to Township residents. It includes the activity of the South Whitehall Township Authority, a blended component unit of the Township, as well as the Township sewer fund, used to hold the net pension liability. This fund is maintained to account for activities that are financed and operated in a manner similar to a private business, with the intent that the costs of providing goods or services on a continuing basis be financed or recovered, primarily through user charges.

Summary

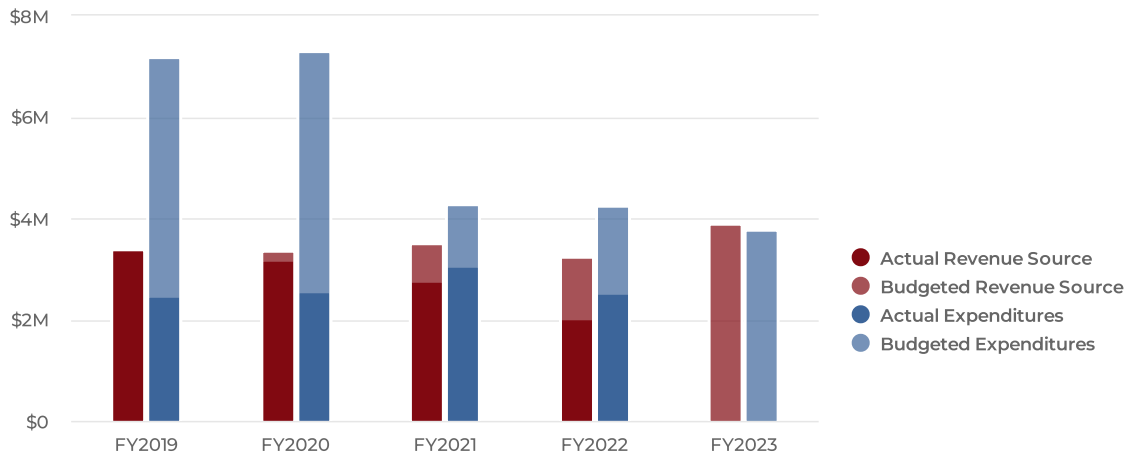
The Township of South Whitehall is projecting \$3.92M of revenue in FY2023, which represents a 20% increase over the prior year. Budgeted expenditures are projected to decrease by 10.6% or \$451.35K to \$3.81M in FY2023.

The Sewer rates will increase by 20%. The base charge will increase by \$10.00 per quarter. For an average household using 44,349 gallons a year, the impact of both would be approximately \$75.48 annually.

Compare 2022 to 2023:

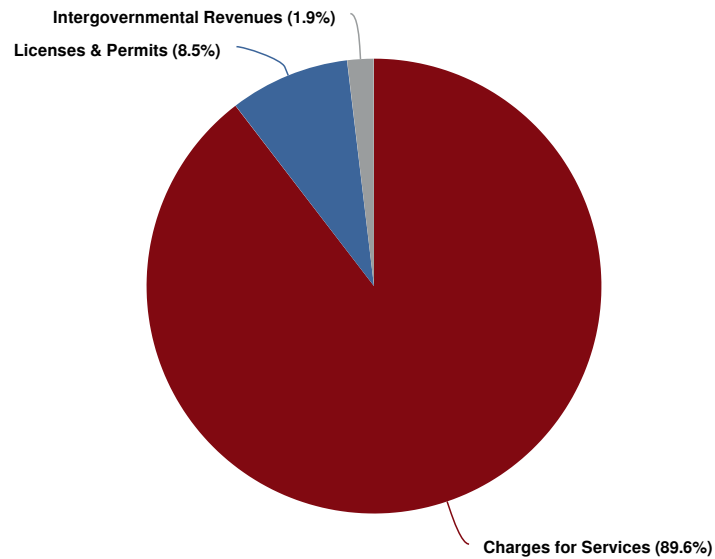
2022: \$3.99/1,000 gallons and \$25.00/quarter base rate

2023: \$4.79/1,000 gallons and \$35.00/quarter base rate

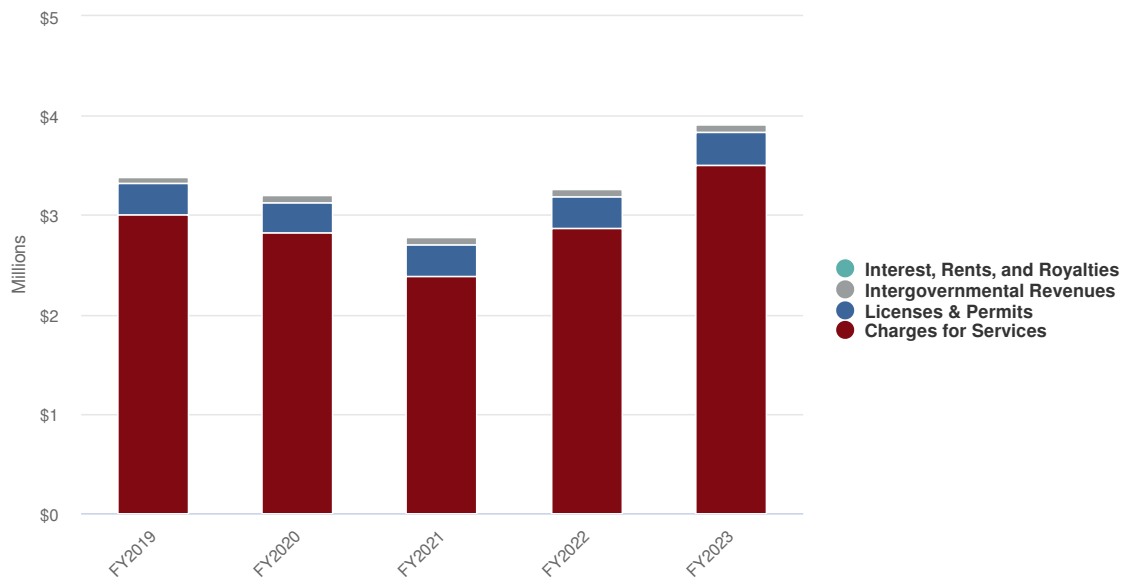


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

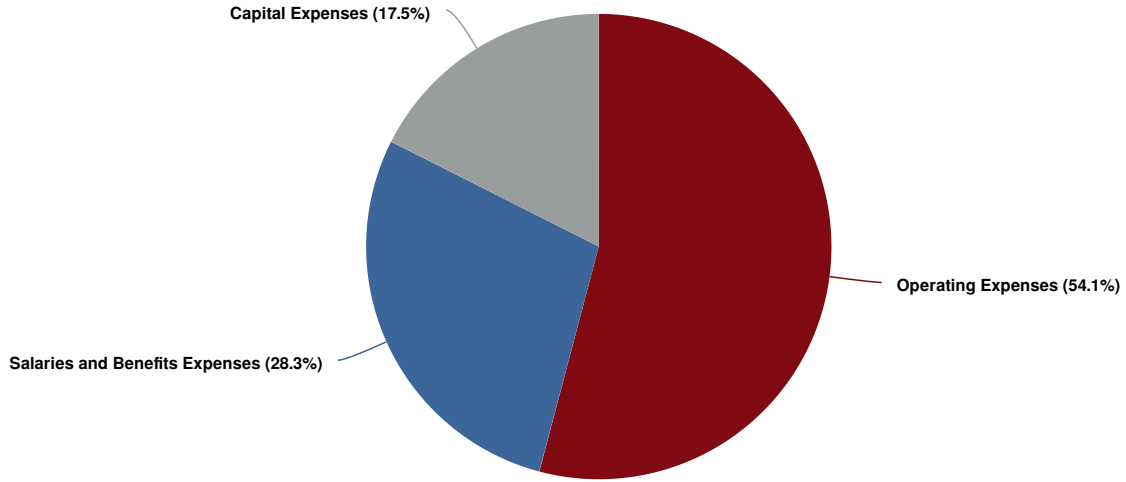


Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Licenses & Permits					
Non-Departmental					
Flat Rate Sales	08000009-32821-	\$315,000.00	\$232,243.50	\$333,858.00	6%

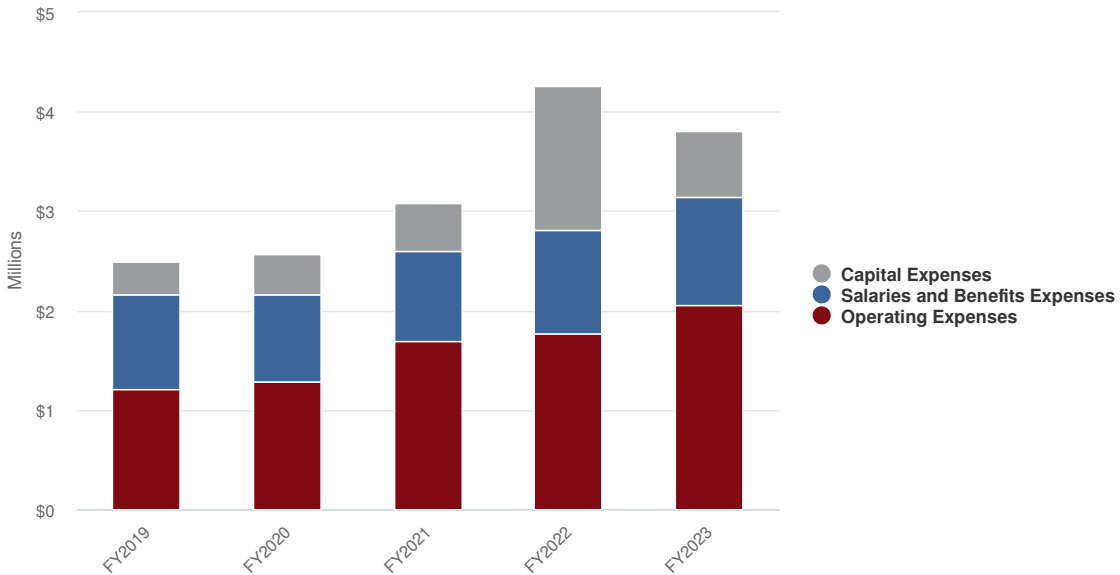
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Total Non-Departmental:		\$315,000.00	\$232,243.50	\$333,858.00	6%
Total Licenses & Permits:		\$315,000.00	\$232,243.50	\$333,858.00	6%
Intergovernmental Revenues					
Non-Departmental					
Intergovernmental Revenues	08000009-35000-	\$80,000.00	\$49,139.00	\$74,000.00	-7.5%
Total Non-Departmental:		\$80,000.00	\$49,139.00	\$74,000.00	-7.5%
Total Intergovernmental Revenues:		\$80,000.00	\$49,139.00	\$74,000.00	-7.5%
Charges for Services					
Non-Departmental					
Work on Property Revenue	08000009-36252-	\$500.00	\$0.00		-100%
Miscellaneous Revenue	08000009-36255-	\$1,000.00	\$0.00		-100%
Industrial Waste Dis Permit	08000009-36257-	\$2,500.00	\$400.00	\$500.00	-80%
Certification Fees	08000009-36258-	\$8,000.00	\$5,060.00	\$5,000.00	-37.5%
Connections Tap Fees Revenue	08000009-36411-	\$300,000.00	\$282,868.36	\$200,000.00	-33.3%
Penalties/Administration/Lien	08000009-36413-	\$3,000.00	\$6,723.21	\$4,000.00	33.3%
Grant of Allocation/Determinat	08000009-36414-	\$7,500.00	\$4,241.70	\$7,500.00	0%
Portnoff Fees Offset Revenue	08000009-37390-	\$0.00	\$1,146.13		N/A
Metered Sales	08000009-37812-	\$2,547,000.00	\$1,475,093.86	\$3,291,000.00	29.2%
Total Non-Departmental:		\$2,869,500.00	\$1,775,533.26	\$3,508,000.00	22.3%
Total Charges for Services:		\$2,869,500.00	\$1,775,533.26	\$3,508,000.00	22.3%
Total Revenue Source:		\$3,264,500.00	\$2,056,915.76	\$3,915,858.00	20%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expense Objects					
Salaries and Benefits Expenses					
Public Works Authority					

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Wages	08431001-40112-	\$577,618.00	\$318,059.27	\$590,305.48	2.2%
Holiday Pay	08431001-40172-	\$0.00	\$8,532.99		N/A
Stand By	08431001-40173-	\$7,000.00	\$5,206.25	\$9,000.00	28.6%
Sick Pay	08431001-40177-	\$0.00	\$4,992.85		N/A
Overtime Pay	08431001-40180-	\$40,000.00	\$29,661.02	\$40,000.00	0%
Attendance Incentive	08431001-40184-	\$11,875.00	\$7,700.18	\$11,275.00	-5.1%
PTO	08431001-40188-	\$0.00	\$24,228.63		N/A
FICA-Employer Paid	08431001-40192-	\$48,421.00	\$31,286.60	\$48,906.86	1%
Workers Compensation Ins.	08431001-40195-	\$20,022.00	\$11,679.50	\$22,500.00	12.4%
Health Insurance	08431001-40196-	\$195,341.00	\$99,804.12	\$186,125.18	-4.7%
Pension	08431001-40197-	\$119,847.00	\$0.00	\$142,718.00	19.1%
Dental	08431001-40198-	\$7,236.00	\$4,190.29	\$6,553.83	-9.4%
Life Insurance	08431001-40199-	\$3,704.00	\$2,375.88	\$3,785.39	2.2%
Bereavement Pay	08431001-40221-	\$0.00	\$45.04		N/A
Thrift Savings	08431001-40901-	\$12,790.00	\$8,622.80	\$17,600.00	37.6%
Total Public Works Authority:		\$1,043,854.00	\$556,385.42	\$1,078,769.74	3.3%
Total Salaries and Benefits Expenses:		\$1,043,854.00	\$556,385.42	\$1,078,769.74	3.3%
Operating Expenses					
Public Works Authority					
Postage	08431002-40215-	\$17,000.00	\$10,135.50	\$18,500.00	8.8%
Manholes and Risers	08431002-40233-	\$14,308.50	\$6,971.90	\$7,500.00	-47.6%
Uniform/Clothing Expense	08431002-40238-	\$1,300.00	\$115.00	\$1,300.00	0%
General Government Materials	08431002-40240-	\$10,691.50	\$3,526.73	\$10,000.00	-6.5%
Small Tools/Minor Equip Purcha	08431002-40260-	\$2,000.00	\$0.00	\$1,500.00	-25%
Accounting and Auditing Servc	08431002-40311-	\$7,500.00	\$8,000.00	\$9,000.00	20%
Engineering Services	08431002-40313-	\$50,000.00	\$40,541.31	\$75,000.00	50%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Legal Services	08431002-40314-	\$40,000.00	\$0.00	\$20,000.00	-50%
Telephone Charges	08431002-40321-	\$5,628.22	\$2,889.53	\$5,000.00	-11.2%
PA One Call	08431002-40329-	\$0.00	\$0.00	\$4,000.00	N/A
Freight and Express Charges	08431002-40334-	\$500.00	\$0.00	\$500.00	0%
Advertising/Printing	08431002-40341-	\$1,000.00	\$448.53	\$2,500.00	150%
Printing	08431002-40342-	\$8,500.00	\$3,517.54	\$8,500.00	0%
Electric	08431002-40361-	\$2,937.27	\$1,166.46	\$2,500.00	-14.9%
Disposal Fees	08431002-40365-	\$1,407,056.13	\$1,038,389.21	\$1,719,530.00	22.2%
Maintenance Services and Repai	08431002-40370-	\$18,890.00	\$8,338.72	\$12,000.00	-36.5%
Insurance	08431002-40378-	\$1,900.00	\$1,108.32	\$1,900.00	0%
Vehicle/Machinery/Equip Rental	08431002-40384-	\$2,000.00	\$0.00	\$2,000.00	0%
Bank Service Charges/Fees	08431002-40390-	\$250.00	\$0.00		-100%
Dues/Subscriptions/Books and M	08431002-40420-	\$500.00	\$0.00	\$400.00	-20%
Laundry/Uniform Cleaning Servi	08431002-40440-	\$6,303.18	\$802.16	\$4,500.00	-28.6%
Contracted Services	08431002-40450-	\$46,807.54	\$5,108.00	\$38,000.00	-18.8%
<i>Sewer Camera Repairs</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$10,000.00</i>	<i>N/A</i>
<i>Misc. Repairs</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$10,000.00</i>	<i>N/A</i>
<i>Support Contracts/Telog</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$15,000.00</i>	<i>N/A</i>
<i>Witner/Gas meters</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$3,000.00</i>	<i>N/A</i>
Continuing Education	08431002-40460-	\$4,000.00	\$0.00	\$4,000.00	0%
General Government Expense	08431002-40573-	\$4,000.00	\$0.00	\$4,000.00	0%
License Reimbursement	08431002-40914-	\$450.00	\$0.00	\$450.00	0%
Operating Expense Reimb.	08431002-40965-	\$60,000.00	\$32,931.26	\$57,362.52	-4.4%
Bad Debt Expense	08431002-45533-	\$50,000.00	\$0.00	\$50,000.00	0%
Total Public Works Authority:		\$1,763,522.34	\$1,163,990.17	\$2,059,942.52	16.8%
Total Operating Expenses:		\$1,763,522.34	\$1,163,990.17	\$2,059,942.52	16.8%
Capital Expenses					
Public Works Authority					

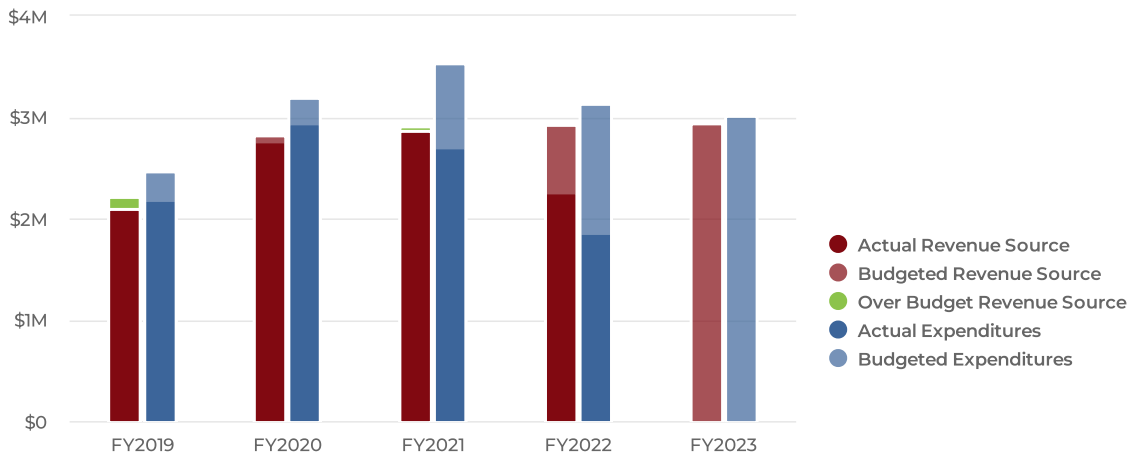
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
EPA	08431003-40322-	\$325,000.00	\$0.00	\$285,000.00	-12.3%
<i>Point Repairs</i>		\$0.00	\$0.00	\$200,000.00	N/A
<i>Sewer Repairs by PW Staff</i>		\$0.00	\$0.00	\$25,000.00	N/A
<i>Manhole rehab</i>		\$0.00	\$0.00	\$60,000.00	N/A
Buildings	08431003-40730-	\$2,500.00	\$0.00	\$2,500.00	0%
System Improvement	08431003-40740-	\$306,876.10	\$0.00	\$370,000.00	20.6%
<i>Planning docs. for DEP Act 537</i>		\$0.00	\$0.00	\$120,000.00	N/A
<i>Tilghman St Sewer line relocation</i>		\$0.00	\$0.00	\$250,000.00	N/A
Major Machinery and Equipment	08431003-40760-	\$815,807.67	\$816,472.49	\$10,000.00	-98.8%
Total Public Works Authority:		\$1,450,183.77	\$816,472.49	\$667,500.00	-54%
Total Capital Expenses:		\$1,450,183.77	\$816,472.49	\$667,500.00	-54%
Total Expense Objects:		\$4,257,560.11	\$2,536,848.08	\$3,806,212.26	-10.6%

The Refuse Fund is a major enterprise fund established to account for the user charges and operating expenses of providing trash and recycling collection services to Township residents.

Summary

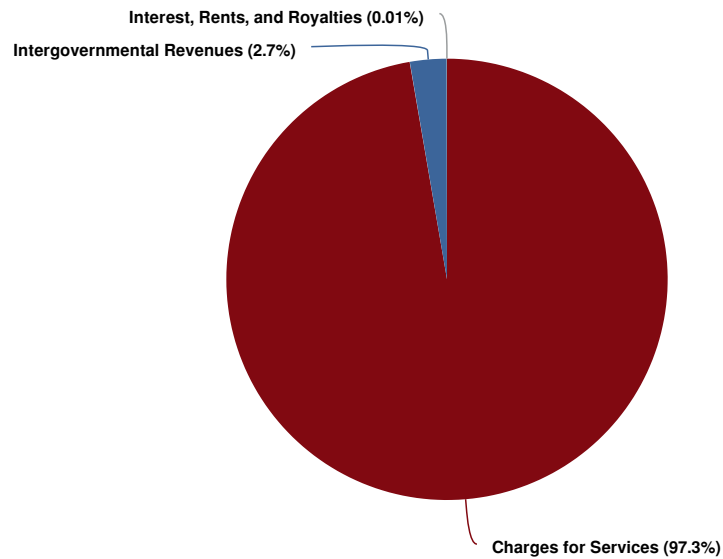
The Township of South Whitehall is projecting \$2.94M of revenue in FY2023, which represents a 0.4% increase over the prior year. Budgeted expenditures are projected to decrease by 4% or \$125.95K to \$3.02M in FY2023.

The Refuse Fund budget includes a forecasted deficit of -\$80,588 which will be taken from the fund balance.

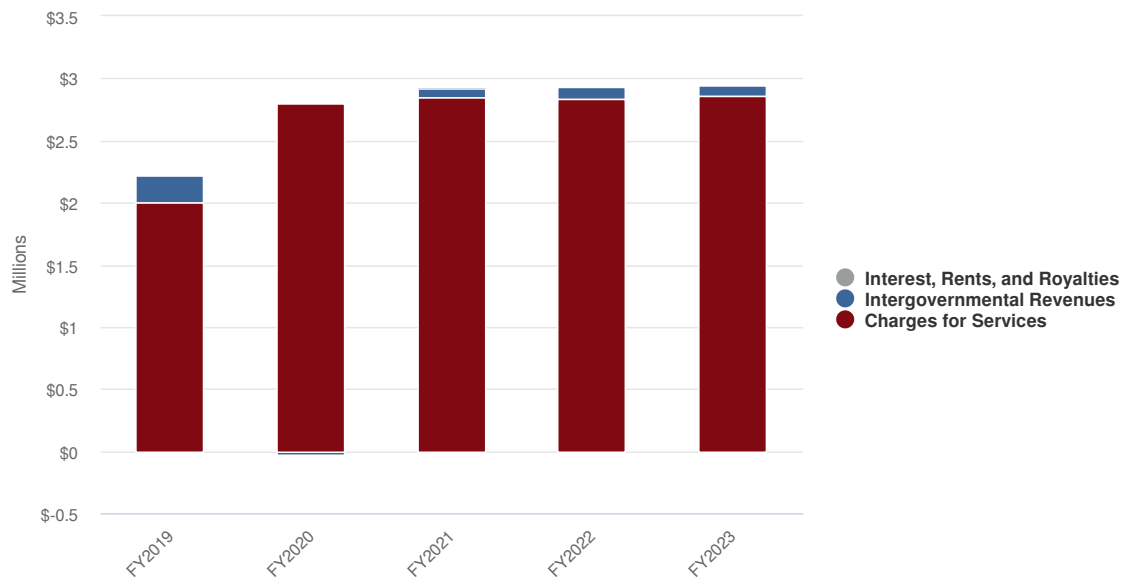


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

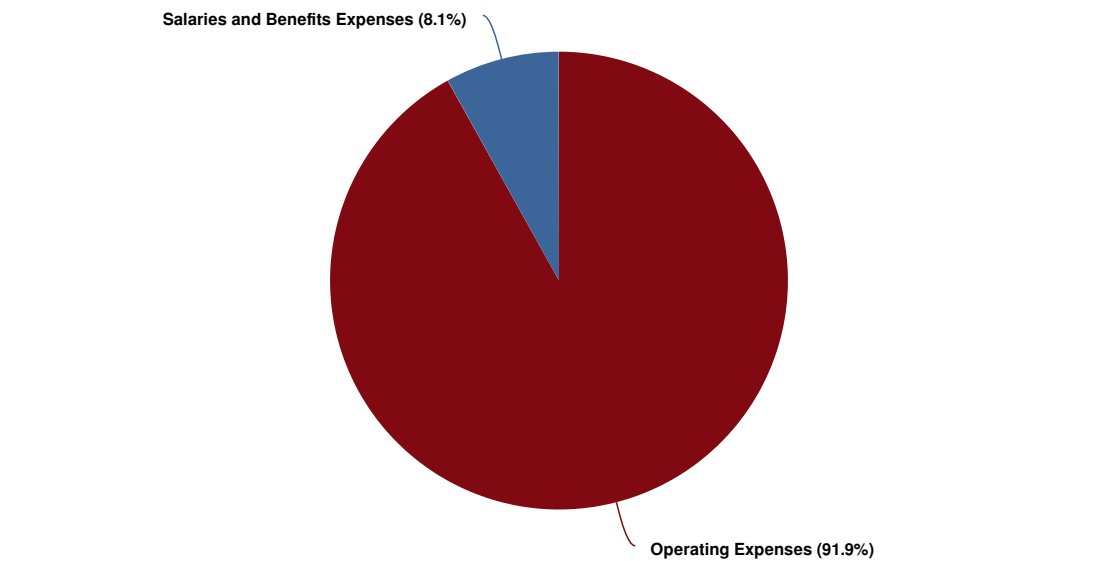


Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Interest, Rents, and Royalties					
Refuse					
Interest Earned Checking Reven	09000009-34101-			\$400.00	N/A

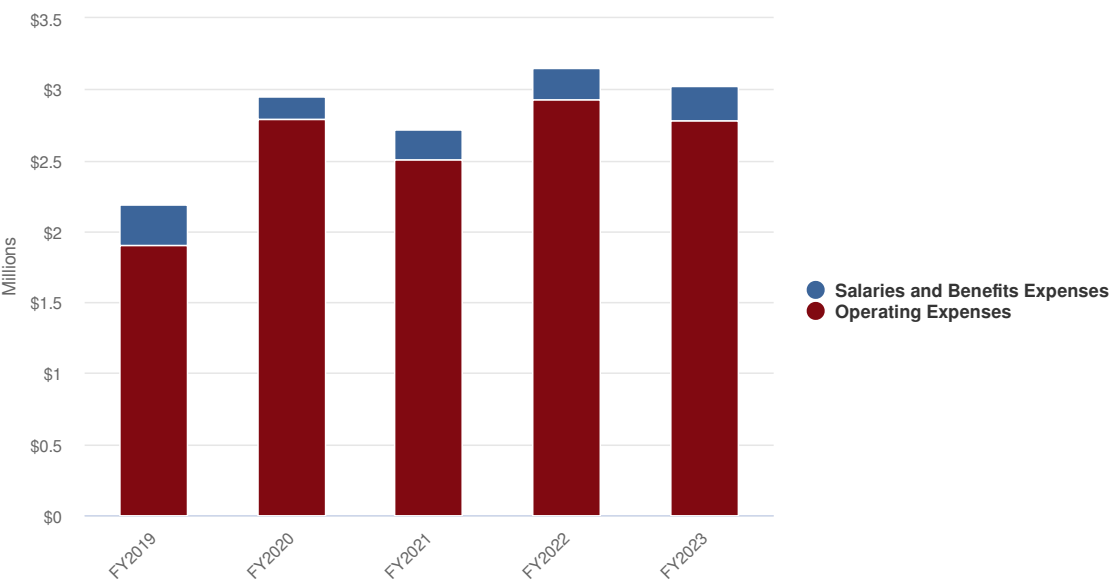
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Total Refuse:				\$400.00	N/A
Total Interest, Rents, and Royalties:				\$400.00	N/A
Intergovernmental Revenues					
Refuse					
Grant Revenue	09016009-35400-	\$111,000.00	\$102,376.60	\$89,768.00	-19.1%
Grant Offset Revenue	09016009-37399-	-\$16,300.00	-\$14,194.00	-\$11,042.00	-32.3%
Total Refuse:		\$94,700.00	\$88,182.60	\$78,726.00	-16.9%
Total Intergovernmental Revenues:		\$94,700.00	\$88,182.60	\$78,726.00	-16.9%
Charges for Services					
Refuse					
Miscellaneous Revenue	09000009-36255-	\$20,000.00	\$18,476.00	\$25,000.00	25%
Certification Fees	09000009-36258-	\$7,000.00	\$5,160.00	\$7,000.00	0%
Penalties/Administration/Lien	09000009-36413-	\$20,000.00	\$41,091.74	\$30,000.00	50%
Portnoff Fees Offset Revenue	09000009-37390-	\$0.00	\$5,759.57		N/A
Solid Waste Revenue	09000009-36430-	\$2,787,300.00	\$2,106,716.50	\$2,800,000.00	0.5%
Total Refuse:		\$2,834,300.00	\$2,177,203.81	\$2,862,000.00	1%
Total Charges for Services:		\$2,834,300.00	\$2,177,203.81	\$2,862,000.00	1%
Total Revenue Source:		\$2,929,000.00	\$2,265,386.41	\$2,941,126.00	0.4%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expense Objects					
Salaries and Benefits Expenses					

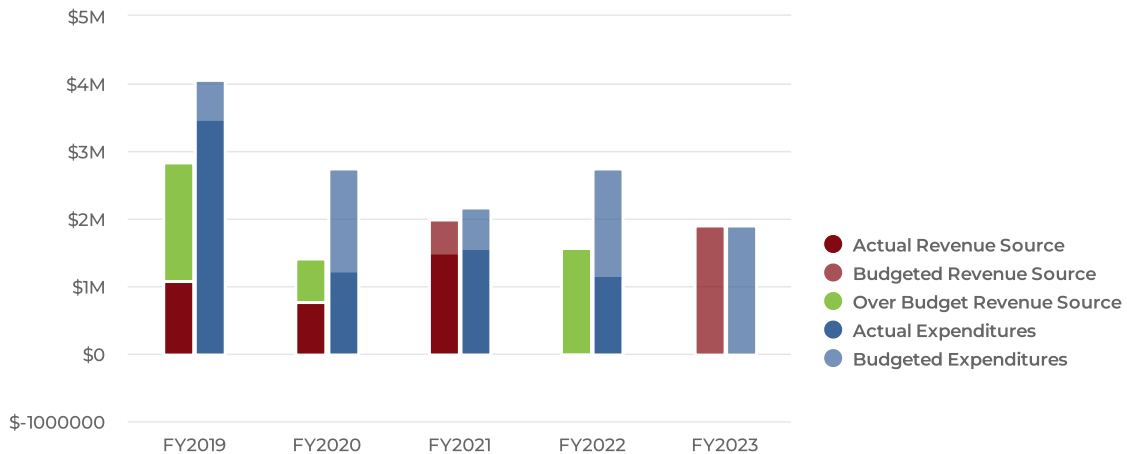
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Refuse					
Wages	09426001-40112-	\$47,269.00	\$28,726.35	\$48,686.58	3%
Finance		\$0.00	\$0.00	\$48,686.58	N/A
Special Allocation	09426001-40113-	\$169,071.00	\$0.00	\$194,588.28	15.1%
Executive		\$0.00	\$0.00	\$16,474.02	N/A
Finance		\$0.00	\$0.00	\$94,165.70	N/A
Human Resources		\$0.00	\$0.00	\$7,352.48	N/A
Public Works Union		\$0.00	\$0.00	\$76,596.08	N/A
Holiday Pay	09426001-40172-	\$0.00	\$909.00		N/A
Sick Pay	09426001-40177-	\$0.00	\$181.80		N/A
Overtime Pay	09426001-40180-	\$2,500.00	\$209.07	\$500.00	-80%
PTO	09426001-40188-	\$0.00	\$1,999.81		N/A
Bereavement Pay	09426001-40221-	\$0.00	\$363.60		N/A
Total Refuse:		\$218,840.00	\$32,389.63	\$243,774.86	11.4%
Total Salaries and Benefits Expenses:		\$218,840.00	\$32,389.63	\$243,774.86	11.4%
Operating Expenses					
Refuse					
Postage	09426002-40215-	\$16,000.00	\$12,956.91	\$17,500.00	9.4%
Leaf Collection	09426002-40217-	\$27,500.00	\$0.00	\$0.00	-100%
General Government Supplies	09426002-40241-	\$15,000.00	\$0.00	\$15,000.00	0%
Professional Services	09426002-40310-	\$2,000.00	\$0.00	\$2,000.00	0%
Legal Services	09426002-40314-	\$10,000.00	\$1,159.00	\$37,000.00	270%
Advertising/Printing	09426002-40341-	\$8,144.80	\$4,531.31	\$9,000.00	10.5%
Resident Education	09426002-40347-	\$2,000.00	\$2,168.00	\$3,000.00	50%
Electronic Recycling Event		\$0.00	\$0.00	\$3,000.00	N/A
Hauler Disposal Fees	09426002-40365-	\$53,000.00	\$59,870.00	\$55,000.00	3.8%
Contracted Services	09426002-40450-	\$2,795,180.75	\$1,756,298.90	\$2,639,439.00	-5.6%
Total Refuse:		\$2,928,825.55	\$1,836,984.12	\$2,777,939.00	-5.2%
Total Operating Expenses:		\$2,928,825.55	\$1,836,984.12	\$2,777,939.00	-5.2%
Total Expense Objects:		\$3,147,665.55	\$1,869,373.75	\$3,021,713.86	-4%

The Capital Fund is a major governmental fund established to account for financial resources to be used for the acquisition or construction of major capital equipment or facilities (other than those financed by proprietary funds). This includes capital reserve and campus renovation activity.

Summary

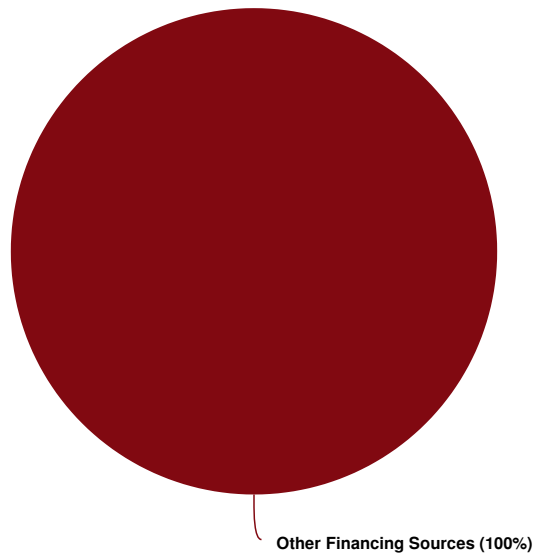
The Township of South Whitehall is projecting \$1.92M of revenue in FY2023, which represents a % increase over the prior year. Budgeted expenditures are projected to decrease by 30.3% or \$831.56K to \$1.92M in FY2023.

The 2023 Capital requests, totaling \$1,916,787 will be funded using the projected 2022 General Fund cash carry forward.

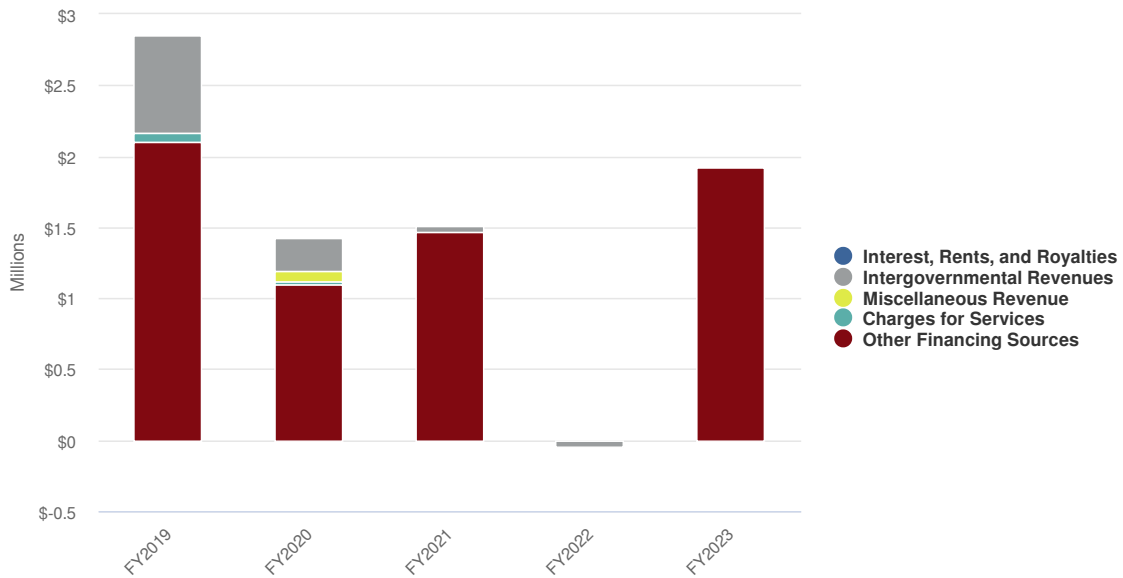


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

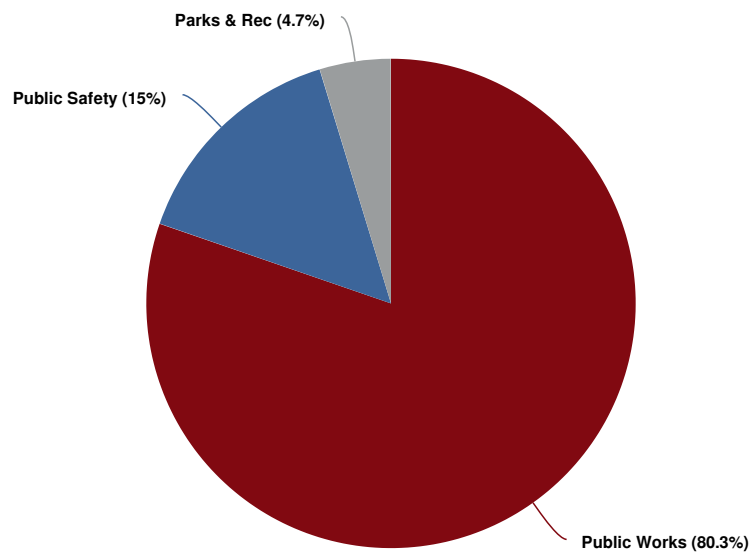


Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Intergovernmental Revenues					
Non-Departmental					
Grant Revenue	30000009-35400-	-\$30,000.00	\$0.00	\$0.00	-100%

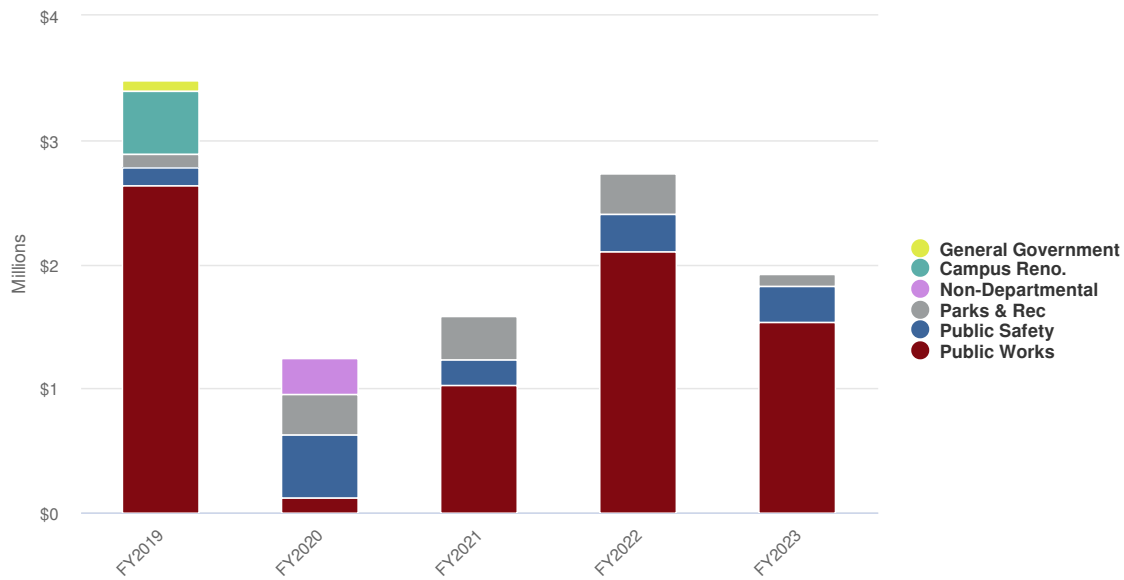
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
JordanCreek#3 DesignPermit Rev	30000009-35973-	-\$15,000.00	\$0.00	\$0.00	-100%
Kohler Ridge MP Grant	30000009-35980-	-\$1,970.00	\$0.00	\$0.00	-100%
Total Non-Departmental:		-\$46,970.00	\$0.00	\$0.00	-100%
Total Intergovernmental Revenues:		-\$46,970.00	\$0.00	\$0.00	-100%
Other Financing Sources					
Non-Departmental					
Interfund Transfer	30-39000-	\$0.00	\$1,580,813.00		N/A
Interfund Transfer	30000009-39000-			\$1,916,787.00	N/A
<i>From General Fund</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,916,787.00</i>	<i>N/A</i>
Total Non-Departmental:		\$0.00	\$1,580,813.00	\$1,916,787.00	N/A
Total Other Financing Sources:		\$0.00	\$1,580,813.00	\$1,916,787.00	N/A
Total Revenue Source:		-\$46,970.00	\$1,580,813.00	\$1,916,787.00	-4,180.9%

Expenditures by Department

Budgeted Expenditures by Department



Budgeted and Historical Expenditures by Function



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expenditures					
General Government					
Administration					
Capital Expenses					
Property Improvement	30406003-40801-	\$0.00	\$101,505.70		N/A
Total Capital Expenses:		\$0.00	\$101,505.70	\$0.00	0%
Total Administration:		\$0.00	\$101,505.70	\$0.00	0%
Community Development					
Capital Expenses					
Vehicles	30460003-40720-	\$22,000.00	\$0.00		-100%
Total Capital Expenses:		\$22,000.00	\$0.00		-100%
Total Community Development:		\$22,000.00	\$0.00		-100%
Total General Government:		\$22,000.00	\$101,505.70	\$0.00	-100%
Public Safety					
Police					
Capital Expenses					
Vehicles	30410003-40720-	\$217,113.00	\$68,347.10	\$287,712.00	32.5%
3 Patrol Vehicles including upfit		\$0.00	\$0.00	\$237,712.00	N/A
1 Used Detective Vehicle		\$0.00	\$0.00	\$50,000.00	N/A

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Total Capital Expenses:		\$217,113.00	\$68,347.10	\$287,712.00	32.5%
Total Police:		\$217,113.00	\$68,347.10	\$287,712.00	32.5%
Emergency Management					
Capital Expenses					
Vehicles	30415003-40720-	\$40,000.00	\$36,100.00		-100%
Major Machinery and Equipment	30415003-40760-	\$50,000.00	\$0.00		-100%
Total Capital Expenses:		\$90,000.00	\$36,100.00		-100%
Total Emergency Management:		\$90,000.00	\$36,100.00		-100%
Total Public Safety:		\$307,113.00	\$104,447.10	\$287,712.00	-6.3%
Public Works					
Capital Expenses					
Street Construction	30430003-40610-	\$1,000,000.00	\$785,402.14	\$1,250,000.00	25%
Paving		\$0.00	\$0.00	\$1,000,000.00	N/A
Retaining Wall - Brickyard Rd		\$0.00	\$0.00	\$250,000.00	N/A
Vehicles	30430003-40720-	\$246,909.66	\$133,709.66	\$122,400.00	-50.4%
Major Machinery and Equipment	30430003-40760-			\$155,000.00	N/A
Contingency	30430003-40800-	\$850,000.00	\$0.00		-100%
Property Improvement	30430003-40801-			\$11,675.00	N/A
Fuel Upgrades		\$0.00	\$0.00	\$11,675.00	N/A
Total Capital Expenses:		\$2,096,909.66	\$919,111.80	\$1,539,075.00	-26.6%
Total Public Works:		\$2,096,909.66	\$919,111.80	\$1,539,075.00	-26.6%
Parks & Rec					
Capital Expenses					
Property Improvement	30451003-40801-	\$13,060.00	\$13,060.00	\$90,000.00	589.1%
Winchester Heights Tennis Courts		\$0.00	\$0.00	\$90,000.00	N/A
JC#3 Design/Permitting	30451003-40973-	\$212,162.00	\$20,091.56		-100%
CovBrg Playground Exp	30451003-40981-	\$97,100.00	\$15,133.84		-100%
Total Capital Expenses:		\$322,322.00	\$48,285.40	\$90,000.00	-72.1%
Total Parks & Rec:		\$322,322.00	\$48,285.40	\$90,000.00	-72.1%
Total Expenditures:		\$2,748,344.66	\$1,173,350.00	\$1,916,787.00	-30.3%

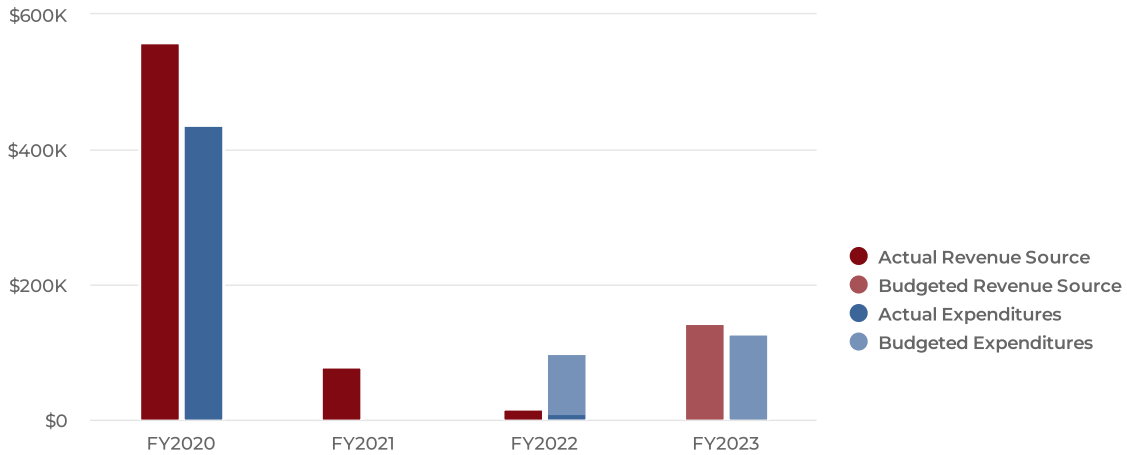
Open Space Fund

The Open Space Fund is a nonmajor governmental fund established to account for the receipts generated from open space contributions for the purpose of providing culture and recreation services throughout the Township.

Summary

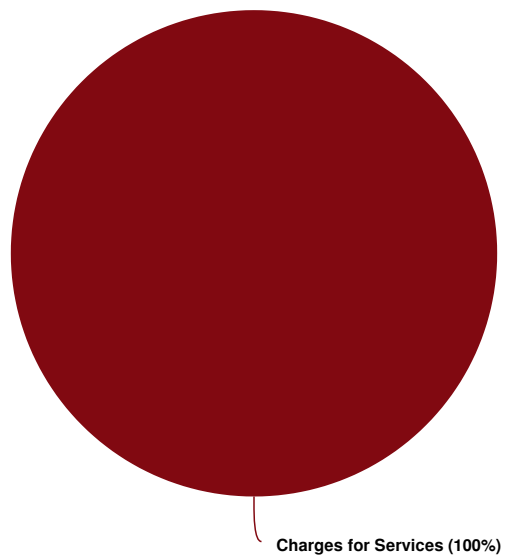
The Township of South Whitehall is projecting \$144.61K of revenue in FY2023, which represents a % increase over the prior year. Budgeted expenditures are projected to increase by 28% or \$28K to \$128K in FY2023.

The Open Space Fund budget includes a forecasted surplus of \$16,614.

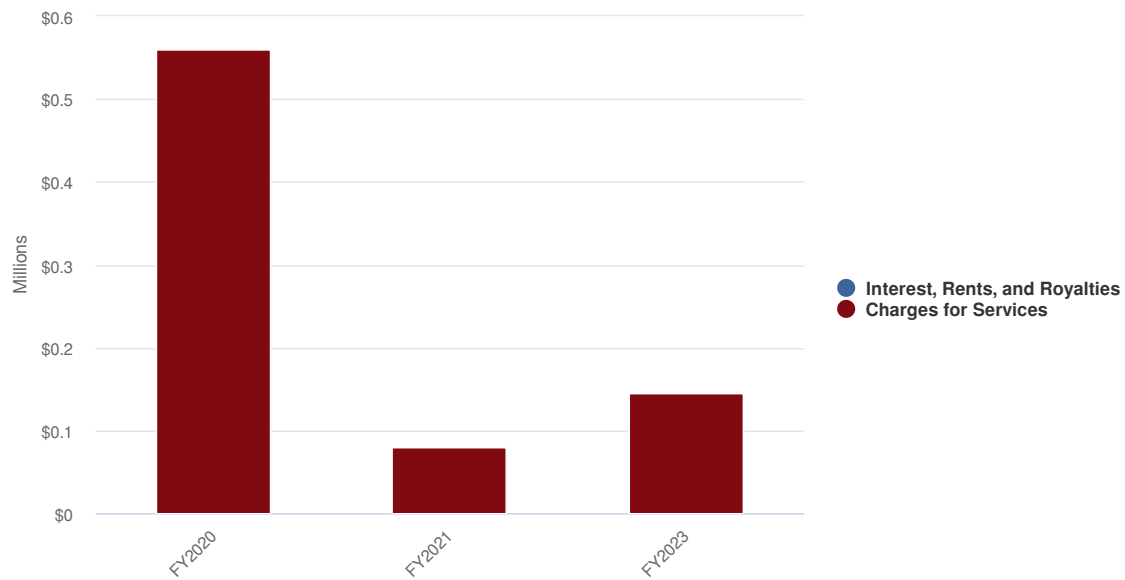


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

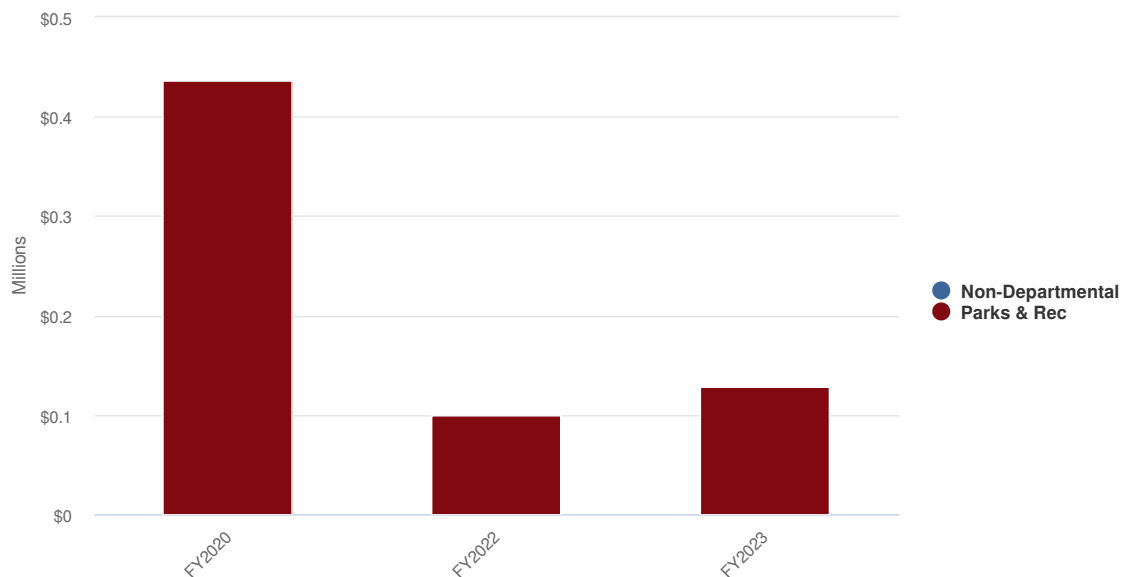


Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Charges for Services					
Non-Departmental					
Open Space - E/W Rev	04000009-37871-	\$0.00	\$3,113.50	\$84,069.50	N/A

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Montar Group Self-Storage		\$0.00	\$0.00	\$8,675.50	N/A
1670 Church Road		\$0.00	\$0.00	\$13,284.75	N/A
1810 PA Route 309 Wawa		\$0.00	\$0.00	\$16,800.00	N/A
Flew Building 1215 Hausman Road		\$0.00	\$0.00	\$45,309.25	N/A
Open Space - East Rev	04000109-37871-	\$0.00	\$14,483.50	\$9,979.25	N/A
1420 North 22nd Street		\$0.00	\$0.00	\$2,500.00	N/A
KRE Spring Vie Commercial II		\$0.00	\$0.00	\$7,479.25	N/A
Open Space - West Rev	04000209-37871-	\$0.00	\$926.75	\$50,565.25	N/A
Eck Road Outdoor Storage		\$0.00	\$0.00	\$29,313.75	N/A
PSD New Operations Center		\$0.00	\$0.00	\$21,251.50	N/A
Total Non-Departmental:		\$0.00	\$18,523.75	\$144,614.00	N/A
Total Charges for Services:		\$0.00	\$18,523.75	\$144,614.00	N/A
Total Revenue Source:		\$0.00	\$18,523.75	\$144,614.00	N/A

Expenditures by Department

Budgeted and Historical Expenditures by Department



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expenditures					
Parks & Rec					

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Capital Expenses					
CovBrg Playground Exp	04451003-40981-	\$7,000.00	\$4,520.00	\$13,000.00	85.7%
Chase Park Upgrades	04451003-40982-	\$82,500.00	\$7,425.00	\$0.00	-100%
Mill House Roof Project	04451003-40983-	\$10,500.00	\$0.00	\$0.00	-100%
Vistas Park Improvements	04451003-40984-	\$0.00	\$0.00	\$115,000.00	N/A
Total Capital Expenses:		\$100,000.00	\$11,945.00	\$128,000.00	28%
Total Parks & Rec:		\$100,000.00	\$11,945.00	\$128,000.00	28%
Total Expenditures:		\$100,000.00	\$11,945.00	\$128,000.00	28%

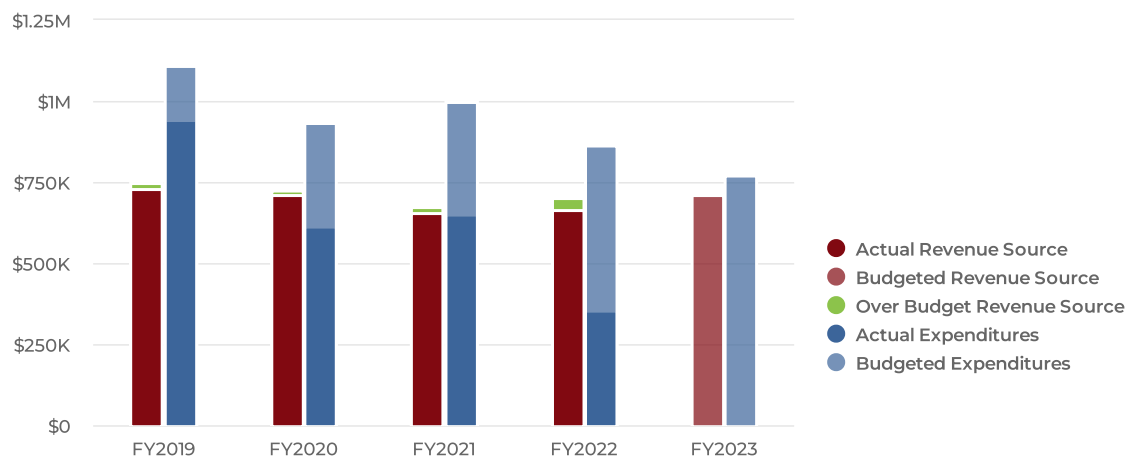
State Highway Aid Fund

The State Highway Aid Fund is a nonmajor governmental fund used to account for the proceeds from the State Motor License Fund. Under the act of June 1, 1956, P.L. 1944, No. 145, this fund must be kept separate from all other funds and no other funds shall be commingled with this fund. Disbursements are legally restricted to disbursements for highway purposes in accordance with the Department of Transportation regulations.

Summary

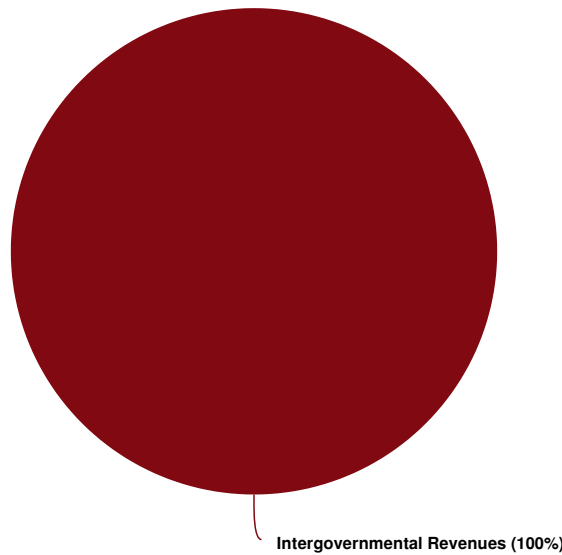
The Township of South Whitehall is projecting \$713.92K of revenue in FY2023, which represents a 7.4% increase over the prior year. Budgeted expenditures are projected to decrease by 10.7% or \$92.08K to \$772K in FY2023.

The State Highway Aid budget includes a forecasted deficit of -\$58,081 which will be absorbed by the projected 2022 cash carry forward.

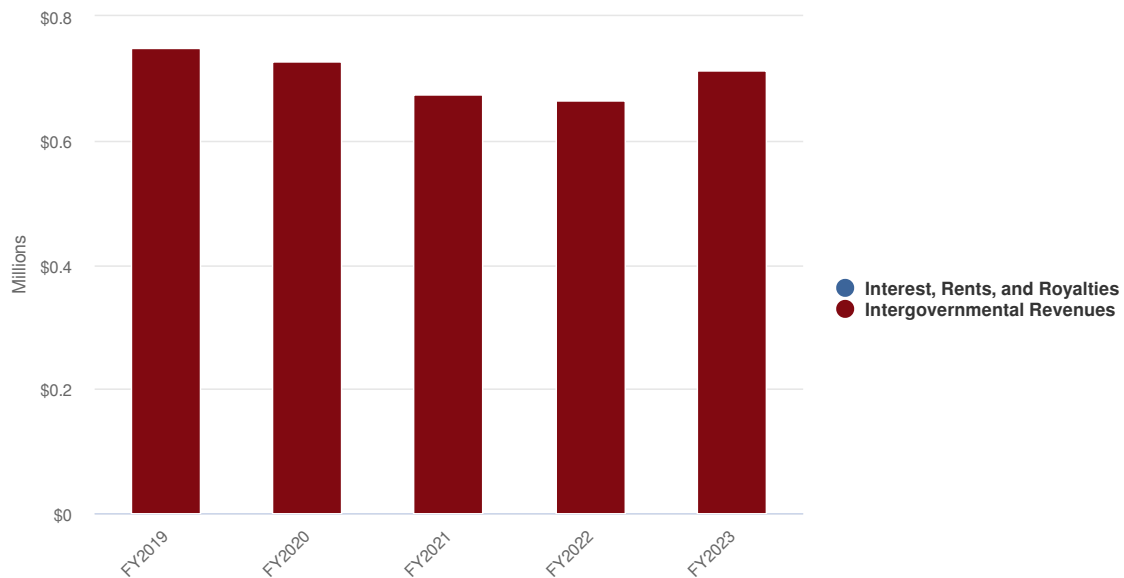


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

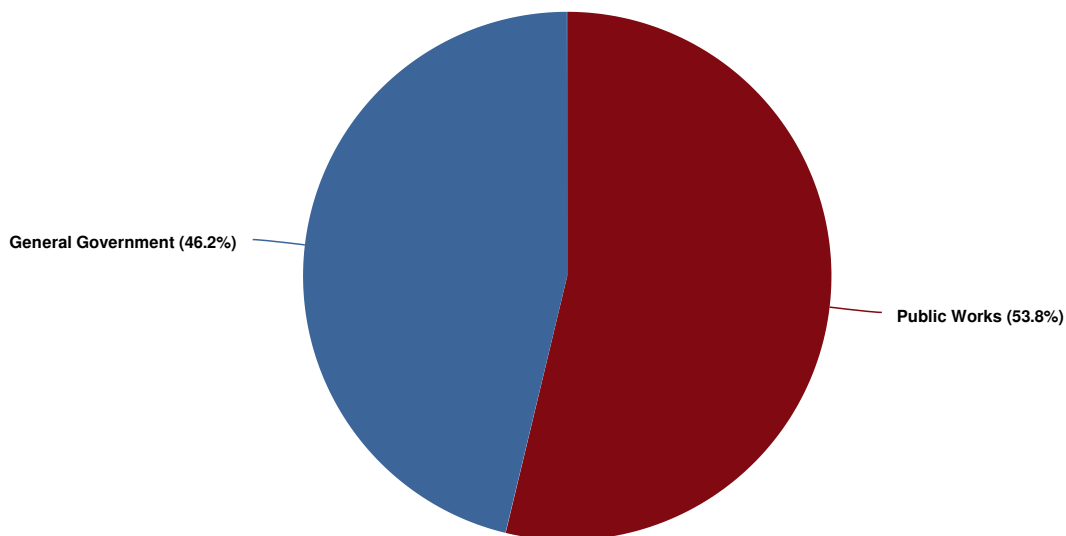


Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Revenue Source					
Interest, Rents, and Royalties					
Non-Departmental					
Interest Earned Checking Reven	35000009-34101-	\$0.00	\$176.76		N/A

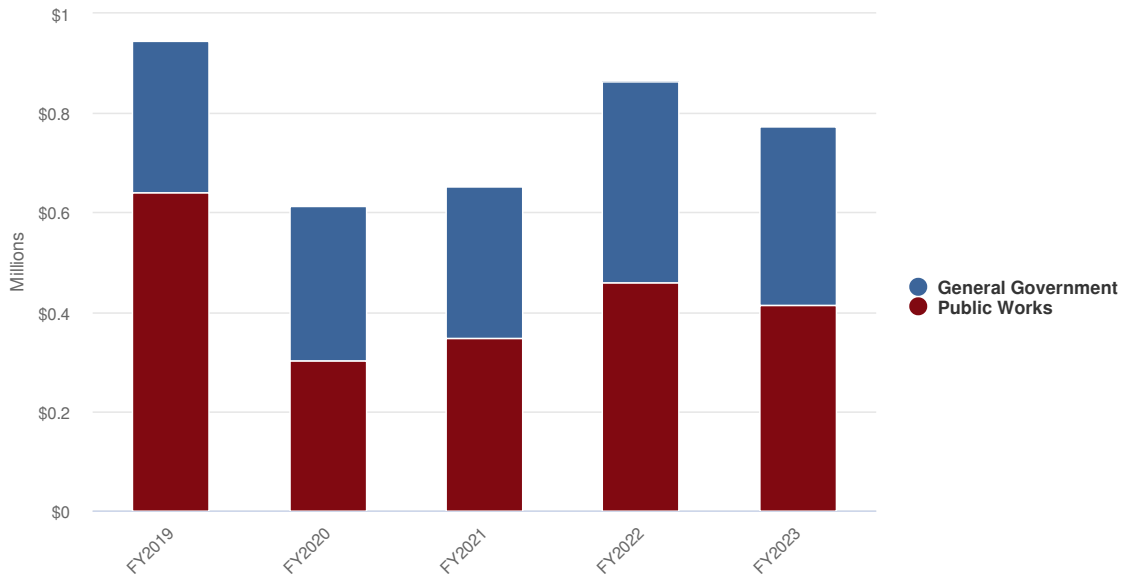
Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Total Non-Departmental:		\$0.00	\$176.76		N/A
Total Interest, Rents, and Royalties:		\$0.00	\$176.76		N/A
Intergovernmental Revenues					
Non-Departmental					
Grant Revenue	35010009-35400-	\$665,000.00	\$705,835.06	\$713,919.16	7.4%
Total Non-Departmental:		\$665,000.00	\$705,835.06	\$713,919.16	7.4%
Total Intergovernmental Revenues:		\$665,000.00	\$705,835.06	\$713,919.16	7.4%
Total Revenue Source:		\$665,000.00	\$706,011.82	\$713,919.16	7.4%

Expenditures by Department

Budgeted Expenditures by Department



Budgeted and Historical Expenditures by Department



Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Expenditures					
General Government					
Operating Expenses					
Street Lighting	35406002-40376-	\$405,359.86	\$215,129.13	\$357,000.00	-11.9%
Total Operating Expenses:		\$405,359.86	\$215,129.13	\$357,000.00	-11.9%
Total General Government:		\$405,359.86	\$215,129.13	\$357,000.00	-11.9%
Public Works					
Operating Expenses					
Salt	35430002-40216-	\$150,000.00	\$111,428.40	\$150,000.00	0%
Traffic Maintenance	35430002-40798-	\$59,574.06	\$10,113.66	\$50,000.00	-16.1%
Total Operating Expenses:		\$209,574.06	\$121,542.06	\$200,000.00	-4.6%
Capital Expenses					
Street Construction	35430003-40610-			\$205,000.00	N/A
Bridge Maintenance	35430003-40611-	\$20,000.00	\$0.00	\$10,000.00	-50%
Vehicles	35430003-40720-	\$192,500.00	\$0.00		-100%
Major Machinery and Equipment	35430003-40760-	\$36,642.00	\$21,002.90		-100%
Total Capital Expenses:		\$249,142.00	\$21,002.90	\$215,000.00	-13.7%
Total Public Works:		\$458,716.06	\$142,544.96	\$415,000.00	-9.5%

Name	ERP Code	FY2022 Amended Budget	FY2022 Actuals	FY2023 Budgeted	2022 vs. 2023 % Change
Total Expenditures:		\$864,075.92	\$357,674.09	\$772,000.00	-10.7%

CAPITAL PURCHASES AND PROJECTS

2023 Capital - General

2023 General Fund Capital Requests

ACCOUNT ID	Description	Department Name	Sub Detail	2023 Capital Requests
30410003-40720	Vehicles	Police		\$287,712.00
	3 Patrol Vehicles including upfit		\$237,712.02	
	1 Used Detective Vehicle		\$50,000.00	
30430003-40610	Street Construction	Public Works		\$1,250,000.00
	Paving		\$1,000,000.00	
	Retaining Wall - Brickyard Rd		\$250,000.00	
30430003-40720	Vehicles	Public Works		\$122,400.00
30430003-40760	Major Machinery and Equipment	Public Works		\$155,000.00
30430003-40801	Property Improvement	Public Works		\$11,675.00
	(Underground Fuel Upgrade)			
30451003-40801	Property Improvement	Parks & Rec		\$90,000.00
	(Winchester Heights Tennis Courts)			
				\$1,916,787.00

The 2023 General Fund Capital Requests, estimated at \$1,916,787.00 will be funded using the expected cash carryforward from the fiscal year ending December 31, 2022.

2023 Capital - Water

2023 Water Fund Capital Requests

ACCOUNT ID	Description	Department Name	Sub Detail	2023 Capital Requests
06431003-40730	Buildings	Public Works		\$35,000.00
	Cedarbrook New Doors		\$10,000.00	
	Huckleberry Water Station		\$25,000.00	
06431003-40740	System Improvement	Public Works		\$387,590.00
	Water Meters		\$40,000.00	
	Highland St Water Main Replacement		\$347,590.00	
06431003-40745	Water Station Maintenance	Public Works		\$65,300.00
	Lighting		\$3,000.00	
	Flood Sensors		\$2,500.00	
	Chlorine Feed Equipment		\$2,400.00	
	Update Heat and A/C Systems		\$4,000.00	
	Replace Wall Heaters		\$6,000.00	
	Transducer Replacements		\$2,400.00	
	Replace Injection Pumps		\$4,000.00	
	Replace Level Controls in Water Storage Tanks		\$12,000.00	
	Replace Subcontrol		\$24,000.00	
	Replacement of Process Control/Alarm Equipment		\$5,000.00	
06431003-40760	Major Machinery and Equipment	Public Works		\$10,000.00
				\$497,890.00

The 2023 Water Capital Requests are
estimated at \$497,890.00.

2023 Capital - Sewer

2023 Sewer Fund Capital Requests				
ACCOUNT ID	Description	Department Name	Sub Detail	2023 Capital Requests
08431003-40322	EPA	Public Works		\$285,000.00
	Point Repairs		\$200,000.00	
	Sewer Repairs by PW Staff		\$25,000.00	
	Manhole Rehab		\$60,000.00	
08431003-40730	Buildings	Public Works		\$2,500.00
08431003-40740	System Improvement	Public Works		\$370,000.00
	Planning Docs for DEP Act 537		\$120,000.00	
	Tilghman St Sewer Line Relocation		\$250,000.00	
08431003-40760	Major Machinery and Equipment	Public Works		\$10,000.00
				\$667,500.00

The 2023 Sewer Capital Requests are
estimated at \$667,500.00.

2023 Capital - Open Space

2023 Open Space Fund Capital Request

ACCOUNT ID	Description	Department Name	Sub Detail	2023 Capital Requests
04451003-40984	Vistas Park Improvements	Parks & Rec		\$115,000.00
04451003-40981	Covered Bridge Park MPI	Parks & Rec		\$13,000.00
				\$128,000.00

The 2023 Open Space Capital Request is estimated at \$128,000.00

The forecasted Open Space Revenue for the fiscal year ending
December 31, 2023 is \$144,614.00.

The Open Space account balance, as of
October 31, 2022 is \$413,261.46.

2023 Capital - ARPA

2023 ARPA Fund Request

ACCOUNT ID	Description	Department Name	Sub Detail	2023 Capital Requests
	Body Camera & In-Car Camera Repl.	SWPD		\$635,993.00
				\$635,993.00

The 2023 SWPD ARPA Fund Request is estimated at \$635,993.00

The unappropriated ARPA balance, as of
October 31, 2022 is \$1,674,801.44.

SWPD has also submitted a grant for this purchase.

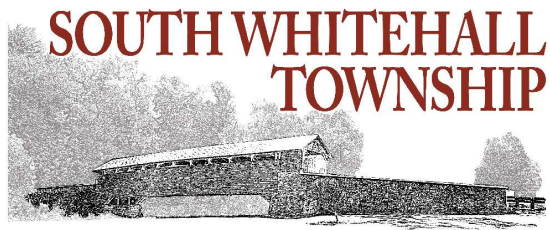
2023 Capital - Debt Service / Bond

2023 Debt Service Fund / Bond Request

ACCOUNT ID	Description	Department Name	Sub Detail	2023 Capital Requests
xxxxxxxxxxx3999	Township Municipal Building Sidewalk	Public Works		\$287,000.00
				\$287,000.00

The 2023 Public Works Request is estimated at \$287,000

The unappropriated Debt Service / Bond account balance, as of
October 31, 2022 is \$289,286.88.



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 21, 2022
SUBJECT:	Approval of 2023 South Whitehall Township Final Adopted Budget
COPY TO:	H. Bender; T. Dickert; K. Blahnik; T. Fehnel

- **Action Requested:**

A **two-step process** of official action is requested from the Board of Commissioners in order to approve the 2023 South Whitehall Township Final Adopted Budget:

1. **Agenda Item 9 (Motions) (A):** A separate motion is requested from the Board of Commissioners to approve recommended revisions to the 2023 South Whitehall Township Budget as follows:

General Fund Administrative FICA Employer Paid (Line Item 01406001-40192)

\$170,434.09 (proposed)

\$186,165.55 (adjusted)

\$15,731.46 (increase)

Police Department Union FICA Employer Paid (Line Item 01410701-40192)

\$276,237.57 (proposed)

\$307,090.02 (adjusted)

\$30,852.45 (increase)

Public Works Union FICA Employer Paid (Line Item 01430101-40192)

\$108,820.65 (proposed)

\$117,541.65 (adjusted)

\$8,721.00 (increase)

Total Increase to General Fund FICA Employer Paid Line Items: \$55,304.91

General Fund Surplus

\$84,865.73 (proposed)

\$29,560.82 (adjusted)

Water FICA Employer Paid (Line Item 06431001-40192)

\$35,554.27 (proposed)

\$38,384.77 (adjusted)

\$2,830.50 (increase)

Water Fund Surplus

\$748,658.02 (proposed)

\$745,827.52 (adjusted)

Sewer Fund FICA Employer Paid (Line Item 08431001-40192)

\$45,158.36 (proposed)

\$48,906.86 (adjusted)

\$3,748.50 (increase)

Sewer Fund Surplus

\$113,394.24 (proposed)

\$109,645.74 (adjusted)

2. **Agenda Item 8 (Resolutions) (F)**: Following the approval of the above-listed motion, approval of a Resolution identified as below is also requested:

A Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Approving the Budget for the 2023 Calendar/Fiscal Year Beginning on the First Day of January, 2023 and Ending on the Last Day of December, 2023

- **Background Information:**

Pursuant to Article XVII, Section 1701 (b.2) of the First Class Township Code, after the Proposed Budget has been made available for a period of at least twenty (20) days, the South Whitehall Township Board of Commissioners shall, **after making revisions as appropriate**, adopt the final budget not later than December 31. The Township has met (exceeded) its obligations to advertise the notice of availability of the Proposed Budget.

The First Class Township Code provides for revisions to any one (1) line item in the Proposed Budget not to exceed twenty-five percent (25%) and the overall budget not to exceed ten percent (10%).

The recommended revisions to the line items as delineated in this memorandum above are necessary as a result of the Township Manager and Finance Director determining that the FICA line items for overtime, seasonal staff, longevity pay and stand by pay (by department, as applicable) were not carried through as part of the new budget compilation process that utilized ClearGov for the first time this year. The Finance Department has confirmed that the requested revisions are consistent with the percentage limitations set forth in the First Class Township Code for individual line items and the budget in the aggregate.

Management has deemed it necessary and appropriate to make these revisions now (as permitted by the First Class Township Code) rather than begin the 2023 fiscal year with figures that are knowingly inaccurate. It is important to note that these revisions will decrease the projected surplus figures and not result in any other shifting/transfers of line items to provide a balanced budget. In other words, the Final Adopted Budget will still have the net effect of a surplus.

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

As identified herein for 2023 Budget.

Enclosures

**SOUTH WHITEHALL TOWNSHIP
LEHIGH COUNTY, PENNSYLVANIA**

RESOLUTION NO. 2022-__

(Duly Adopted December 21, 2022)

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHITEHALL
TOWNSHIP, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE BUDGET FOR
THE 2023 CALENDAR/FISCAL YEAR BEGINNING ON THE FIRST DAY OF JANUARY,
2023 AND ENDING ON THE LAST DAY OF DECEMBER, 2023**

WHEREAS, the Finance Department and Executive Office prepared a draft 2023 South Whitehall Township Proposed Budget for all funds (including the General Fund, Fire Fund, Water Fund, Sewer Fund, Refuse Fund, Capital Fund, Open Space Fund and Highway State Aid Fund) for the 2023 calendar/fiscal year in accordance with the requirements of First Class Township Code 53 P.S. §56701(b), as amended; and

WHEREAS, pursuant to Article XVII, Section 1701 of the First Class Township Code, the 2023 South Whitehall Township Proposed Budget has been advertised and available for public review for a period of twenty (20) days prior to the December 21, 2022 Board of Commissioners regular meeting, which is the date and time that was fixed by the Board of Commissioners for adoption of the 2023 South Whitehall Township Proposed Budget.

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, as follows:

1. All “Whereas” clauses are incorporated herein and made a part of as though the same were more fully set forth at length.
2. The South Whitehall Township Board of Commissioners hereby estimates the revenues and appropriated expenditures from the fund equities, revenues, and other financing sources available for the 2023 calendar/fiscal year for the purposes set forth in the 2023 South Whitehall Township Proposed Budget.
3. Pursuant to Article XVII, Section 1701 (b.2) of the First Class Township Code, after the Proposed Budget has been made available for a period of at least twenty (20) days, the South Whitehall Township Board of Commissioners shall, after making revisions as appropriate, adopt the final budget not later than December 31.

PROOF OF PUBLICATION



East Penn Press * Parkland Press * Northwestern Press * Whitehall-Coplay Press
* Northampton Press * Salisbury Press * Catasauqua Press * Bethlehem Press

ALLENTOWN, LEHIGH COUNTY, PENNSYLVANIA

Commonwealth of Pennsylvania)
County of Carbon) ss.

Scott A. Masenheimer, being duly sworn according to law does depose and say:

1. THAT The Lehigh Valley Press is a group of weekly newspapers of general circulation published weekly, by Times News Media Group. Its place of business is Allentown, Lehigh County, Pennsylvania.

2. THAT The Lehigh Valley Press was established on April 9, 1959.

3. THAT the affiant is the Publisher of The Lehigh Valley Press newspapers and as such is authorized by the owner, Times News Media Group, to take this affidavit.

4. THAT the affiant is not interested in the subject matter of the notice or advertising.

5. THAT all of the allegations of this affidavit as to time, place and character of publication are true.

6. THAT copy of the notice or advertising attached hereto was printed and published in the regular weekly editions and issues of The Press on the following dates:

NOVEMBER 9, 2022

Scott A. Masenheimer

Sworn to and subscribed before me, this 11th day of November, A.D. 2022

Patti L. Solt

PUBLIC NOTICE
SOUTH WHITEHALL TOWNSHIP
PUBLIC NOTICE OF AVAILABILITY OF 2023 FISCAL YEAR
PROPOSED BUDGET FOR PUBLIC INSPECTION

Notice is hereby given pursuant to Section 1701 (b.1) of the First Class Township Code that the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, is making available for public inspection the South Whitehall Township proposed budget for all funds (including the General Fund, Fire Fund, Water Fund, Sewer Fund, Refuse Fund, Capital Fund, Open Space Fund and Highway State Aid Fund) for the 2023 calendar/fiscal year. The real estate tax rate for 2023 remains the same at 2.84975 mills and the fire tax also remains the same at 0.47 mills. The proposed budget is available for public inspection and copying at the office of the Township Secretary and Finance Department, which is located at the South Whitehall Township Municipal Building, 4444 Walbert Avenue, Allentown, PA, 18104, on any regular business day between the hours of 8:00 a.m. and 4:00 p.m. prevailing time. The proposed budget is also available for inspection on the South Whitehall Township website at: <https://township-south-whitehall-pa-budget-book.cleargov.com/7378>. The date fixed by the Board of Commissioners for the adoption of the budget is Wednesday, December 21, 2022, which is not less than twenty (20) days from the date of this Notice.

Final adoption of the 2023 proposed budget will be considered at the regular meeting of the South Whitehall Township Board of Commissioners to take place on Wednesday, December 21, 2022 at 7:00 PM at the South Whitehall Township Municipal Building, which is located at 4444 Walbert Avenue, Allentown, PA 18014.

This Notice is given in accordance with requirements of and in compliance with the First Class Township Code 53 P.S. §56701(b), as amended.

TRICIA DICKERT
Director of Finance
Nov. 9

Commonwealth of Pennsylvania – Notary Seal
Patti L. Solt, Notary Public
Carbon County
My commission expires March 17, 2023
Commission number 1197589

4. The Board of Commissioners have determined the following revisions to the 2023 South Whitehall Township Proposed Budget as summarized below are necessary and appropriate:

General Fund Administrative FICA Employer Paid (Line Item 01406001-40192)

\$170,434.09 (proposed)

\$186,165.55 (adjusted)

\$15,731.46 (increase)

Police Department Union FICA Employer Paid (Line Item 01410701-40192)

\$276,237.57 (proposed)

\$307,090.02 (adjusted)

\$30,852.45 (increase)

Public Works Union FICA Employer Paid (Line Item 01430101-40192)

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Total Increase to General Fund FICA Employer Paid Line Items: \$55,304.91

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\$2,830.50 (increase)

Water Fund Surplus

\$748,658.02 (proposed)

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Sewer Fund FICA Employer Paid (Line Item 08431001-40192)

\$45,158.36 (proposed)

\$48,906.86 (adjusted)

\$3,748.50 (increase)

Sewer Fund Surplus

\$113,394.24 (proposed)

\$109,645.74 (adjusted)

5. The 2023 South Whitehall Township Proposed Budget as submitted and summarized by fund and subject to any revisions made via official action as deemed appropriate by the Board of Commissioners, is hereby approved and adopted as the Final Budget of South Whitehall Township for the 2023 calendar/fiscal year, which begins on the first day of January, 2023 and ends on the last day of December, 2023.
6. The 2023 South Whitehall Township Final Adopted Budget which includes all necessary and appropriate revisions as further described above is incorporated herein as though more fully set forth at length as “Exhibit A”.

DULY ADOPTED, this 21st day of December, 2022 by a majority of the Board of Commissioners of the Township of South Whitehall, Lehigh County, Pennsylvania, at a duly advertised meeting of the Board of Commissioners at which a quorum was present. As part of this Resolution, the Board of Commissioners has directed that the President, or Vice-President in the absence of the President, execute this Resolution on behalf of the Board.

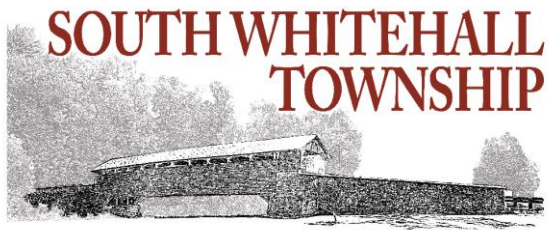
**SOUTH WHITEHALL TOWNSHIP
BOARD OF COMMISSIONERS**

By: _____

Diane Kelly, President

ATTEST:

Tricia Dickert, Twp. Secretary



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Herb Bender
DATE:	December 14, 2022
SUBJECT:	Sanitary Sewer Stacks
COPY TO:	T.Petrucci, M.Elias, T.Dickert

- **Background Information and/or Justification of Expense:**
Public Works Sewer Department is respectfully requesting a motion to approve Utility Services Group Inc to perform \$60,000 in I&I work throughout the township on the sanitary sewer pipes. This work is required to be done by DEP.
- **Action Requested:**
Motion to approve sanitary sewer I&I work
- **Budget Line Item (if applicable):**
EPA Sanitary Sewer Repairs Capitol 08431003/40322
This was budgeted for \$325,000
This is the account we moved \$250,000 for the Tilghman St sewer line relocation
Balance in this account is \$75,000

[illegible]

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting Required	Materials Needed
28'	1-C72B-1-C72A	9-28-22	Sterling St.	FL	3	8	VCP			197'
140.8'	1-C72-1-C70	9-29-22	Turner ST	FL	3	8	VCP			313'
68.7'	1-C70-1-C68	9-29-22	Turner ST	FC	2	8	VCP			303.8'
237'	"	"	"	FC	2	8	VCP			303.8'
303'	"	"	"	FC	2	8	VCP			303.8'
153.4'	1-D1AC-1-D1	9-29-22	CHew ST	FC	2	8	VCP			175'
256'	1-C54A-1-C54	9-30-22	N 41 st ST	FL	3	8	VCP			267'
255'	1-C68-1-C66	10-3-22	Turner ST	FL	3	8	VCP			310'
260'	1-C86A-1-C86	10-7-22	40 th ST	FC	2	8	VCP			263'
149'	1-C84-1-C82	10-10-22	Chew ST	FC	2	8	VCP			312'
202'	1-C84-1-C82	10-10-22	Chew ST	T4I Intruding Tap	5	8	VCP			312'
3.6'	1-C82-1-C80	10-10-22	Chew ST	FL	3	8	VCP			288'
164'	1-C64-1-C62	10-13-22	Turner ST	FC	2	8	VCP			260'
137'	1-C62A-1-C62	10-18-22	38 th	FL	3	8	VCP			329'
145'	1-C68B-1-C68A	10-19-22	N. Scenic ST	FC	2	8	VCP			164'
69'	1-C46-1-C44	10-21-22	Linden ST	FM	4	8	VCP			284'
66'	"	"	"	FL	3	8	VCP			284'
68'	"	"	"	FL	3	8	VCP			284'

Y:\UTILITIES\SEWER\I&I Manhole Evaluation\SS Mainline ID.xlsx\Blank for guys to use in field

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting	Required	Materials Needed
108'	1-E260-1-E280	9-21-22	Beverly Dr	FL	2	8	VCP				153'
133'	1-E260-1-E280	9-21-22	Beverly Dr	FL	2	8	VCP				153'
6.8'	1-HH5C-1-HH5A	9-22-22	Angus PL	FL	3	8	VCP				148'
12.3'	"	"	"	FL	3	8	VCP				148'
32.2'	"	"	"	FL	3	8	VCP				148'
57.5'	"	"	"	FL	4	8	VCP				148'
22'	1-HH5B-1-HH5A	9-23-22	N 42nd st	FL	3	8	VCP				136'
27'	1-HH5B-1-HH5A	9-23-22	N 42nd st	FL	3	8	VCP				136'
115'	1-HH5A-1-HH5	9-23-22	N 42nd st	FL	3	8	VCP				142'
285'	1-H200-1-H158B	9-23-22	Angus PL	Broken	4	10"	VCP				287
38.3'	1-C88B-1-C88A	9-27-22	CHEW ST	FL	3	8	VCP				105'
42.6'	"	"	"	FL	3	8	VCP				105'
68.8'	"	"	"	FL	4	8	VCP				105'
73.7'	"	"	"	FL	3	8	VCP				105'
78.9'	"	"	"	FL	3	8	VCP				105'
176'	1-C88-1-C86	9-27-22	CHEW ST	FL	3	8	VCP				312'
177'	1-C88-1-C86	9-27-22	CHEW ST	FL	3	8	VCP				312'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do Work	Grouting Required	Materials Needed
27.3'	1-D4A-1-D4	9-9-22	windsor Dr	FM	4	8	VCP			38'
32.9'	"	9-9-22	"	FC	2	8	VCP			38'
36.7'	"	9-9-22	"	FC	2	8	VCP			38'
225'	1E220-1E240	9-13-22	Beverly Dr	FC	2	8	VCP			228'
49'	1-E144-1-E143	9-13-22	chelsea LN	FS	3	8	VCP			108'
107'	1-E144-1-E143	9-13-22	chelsea LN	FC	2	8	VCP			108'
0.9'	1E143-1E142	9-13-22	chelsea LN	FM	4	8	VCP			229 ' 229'
2.1'	1-E143-1E142	9-13-22	chelsea LN	FM	4	8	VCP			229'
226	1-E143-1E142	9-13-22	chelsea LN	FC	2	8	VCP			229'
1.5'	1-E142-1E141	9-13-22	chelsea LN	FC	2	8	VCP			242'
15.8'	1-E142-1E141	9-13-22	chelsea LN	FM	4	8	VCP			242'
236'	1E142-1E141	9-13-22	chelsea LN	FC	2	8	VCP			242'
240'	1E142-1E141	9-13-22	chelsea LN	FC	2	8	VCP			242'
106.5	1E262-1E266	9-21-22	chelsea LN	FC	2	8	VCP			194'
162'	1E262-1E260	9-21-22	chelsea LN	FC	3	8	VCP			214'
213'	1E262-1E260	9-21-22	chelsea LN	FC	2	8	VCP			214'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting Required	Materials Needed
174.7'	6-SS213-6SS21	7-25-22	Ruth ST	Intruding Lateral	5	8	VCP			276' M.H. Not shown on map
184'	6-SS21-6-SS19	7-25-22	N. 17 th ST	Broken Soil visible	5	8	VCP			295'
64'	6-SS19-6-SS-16A	7-26-22	Brown ST	FL	3	8	VCP			297'
62'	6-SS19-6-SS-16A	7-26-22	Brown ST	FS	3	8	VCP			297'
130'	1-1-E25-1-E23	9-7-22	Midland Rd	Broken	4	8	VCP			210'
209'	1-E25-1-E23	9-7-22	Midland Rd	FL	2	8	VCP			210'
104'	1-E23-1-E21	9-8-22	Midland Rd	FL	2	8	VCP			107'
255'	1-E21-1-E20	9-8-22	Midland Rd	FL	2	8	VCP			257'
2.4'	1-E26A-1-E26	9-8-22	Manor Dr	Broken	4	8	VCP			240'
2.0'	1-E26-1-E24	9-8-22	Manor Dr	Broken	4	8	VCP			94'
126'	1-D10-1-D4	9-9-22	Beverly Dr	Broken Soil visible	5	8	VCP			265'
177'	"	"	"	FL	3	8	VCP			265'
258'	"	"	"	Broken	4	8	VCP			265'
263'	"	"	"	FL	2	8	VCP			265'
111'	1-D5-1-D4A	9-9-22	Windsor Dr	FL	3	8	VCP			209'
17.2'	1-D4A-1-D4	9-9-22	Windsor Dr	FL	3	8	VCP			38'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting	Required	Materials Needed
1.0'	1-E30-1-E10	6-14-22	Windsor Dr	7C	2	8	VCP				89'
83'	1-E30-1-E10	6-14-22	Windsor Dr	7C	2	8	VCP				89'
1.4'	6-SS16-6SS14	6-21-22	Pirnia Ave	7S	3	8	VCP				257'
132'	6-SS16-6SS14	6-21-22	Pirnia Ave	7L	3	8	VCP				257'
40'	6-SS64-6SS63	6-24-22	Wehr Ave	7L	3	8	VCP				243'
118'	6SS82A-6SS82	6-28-22	Focht Ave	Broken	4	8	VCP				120'
312'	6-SS82-6SS81	6-28-22	Focht Ave	Broken	4	8	VCP				327'
198'	6-CP142-6CP140	6-29-22	Brown St.	Broken	4	8	VCP				244'
166'	6-CP140-6CP140A	6-29-22	Brown ST	Fracture Multiple	4	8	VCP				168'
75'	6CP14A-6CP140B	6-29-22	Brown ST	Introducing lateral	5	4	LIP				296'
117'	6-G12-6G11	7-1-22	Latta St.	7L	3	8	VCP				294'
274'	6-G12-6-G11	7-1-22	Latta ST	7L	3	8	VCP				294'
278'	6-SS34D-6SS34E	7-1-22	Latta ST	7C	2	8	VCP				280'
33'	6-SS34G-6SS34E	7-5-22	N 20th St.	7L	3	8	VCP				148'
145'	6-SS34G-6SS34E	7-5-22	N 20th St.	7M	4	8	VCP				148'
87'	6-G4-6-G5	7-6-22	Latta ST	7L	3	8	VCP				218'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do Work	Grouting Required	Materials Needed
79.4'	3-CP18	5-18-22	Alley behind sushi manhole near parking lot	FL manhole not shown on map	3	8	VCP			265'
103.5'				CL	2	8	VCP			268'
126'				FL	3	8	VCP			265'
161.8'				CL	2	8	VCP			268'
202.5'				CL	3	8	VCP			268'
4.2'	3-CP18A-3-CP18	5-18-22	Stone Alley off Columbis St. East Side	Broken	4	8	VCP			247'
133'	3-W10-3-W8	5-18-22	Belmont st.	Broken	4	8	VCP			224'
155'	3-W10-3-W8	5-18-22	Belmont st.	Tap factory Intruding	5	8	VCP			224'
252'	3-W8-3-W6	5-18-22	Belmont st.	FL	3	8	VCP			224'
0.2'	6-SS28C-6-SS28B	5-27-22	Orchard AC	FM	4	8	VCP			184'
150'	6-SS24A-6-SS24	6-13-22	Whitehall Ave	FL	2	8	VCP			151'
13'	6-SS24-6-SS22	6-13-22	Pirma Ave	FL	3	8	VCP			317'
183'	6-SS24-6-SS22	6-13-22	Pirma Ave	FL 12 o'clock	3	8	VCP			317'
94'	1-E71-1-E70	6-14-22	Branchiff Rd	FL	2	8	VCP			98'
155'	1-E70-1-E50	6-14-22	Branchiff Rd	FL At a lateral 9 o'clock	2	8	VCP			172'
1'	1-E50-1-E30	6-14-22	Branchiff Rd	FL	2	8	VCP			128'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting Required	Materials Needed
1.0	3CP20-3CP18	5-17-22	Columbia ST	7C	2	8	VCP			175'
32	3CP20-3CP22	5-17-22	Columbia	7C manhole Not shown on map	2	8	VCP			178' up stream
116'	3CP24A-3CP18	5-17-22	Alley off of Columbia	Broken 4 o'clock to 8 o'clock	4	8	VCP			350'
334'	3CP24A-3CP18	5-17-22	"	7L From Center manhole to 3CP18	3	8	VCP			350'
348'	3CP24A-3CP18	5-17-22	"	7C (Same) Not shown on map	2	8	VCP			350'
86.9'	3CP24A-3CP18	5-17-22	"	7L From CP24A to Center manhole not shown on map	3	8	VCP			199'
92.3'		5-17-22	"	7L	3	8	VCP			199'
97.2'		5-17-22	"	7L	3	8	VCP			199'
107.2'		5-17-22	"	7L	3	8	VCP			199'
112.7'		5-17-22	"	7L	3	8	VCP			199'
137.2'		5-17-22	"	7L	3	8	VCP			199'
142.8'		5-17-22	"	7L	3	8	VCP			199'
163.0'	3CP24A-3CP18	5-17-22	Alley off of Columbia ST.	7C	2	8	VCP			199'
6.8'	3CP18	5-18-22	Alley behind Sushi manhole in rear parking lot	7L manhole not on map	3	8	VCP			268'
67.3				7L	3	8	VCP			268'
72.2				7L	3	8	VCP			268'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do Work	Grouting Required	Materials Needed
6.7'	3-N13A-3-N13	2-21-22	Mylinde LN	Broken void visible fracture spiral	5	8	VCP			114' ^{TV} upstream
134'	3-N16-3-N15	2-21-22	Lisa LN	Broken void visible	5	8	VCP			219'
268'	3-GG25-3GG27	3-1-22	Albright Ave	fracture circumferential	2	8	VCP			269'
336	3-GG27-3-GG26	3-1-22	Auden LN	Broken soil visible	5	8	VCP			339'
338	3-GG27-3-GG26	3-1-22	Auden LN	Broken	4	8	VCP			339'
169.4	3-GG-26-3-GG24	3-2-22	Jennie Ave	fracture circumferential	2	8	VCP			169'
1.0'	3GG19-3-GG21	3-2-22	Albright Ave	fracture circumferential	2	8	VCP			224'
223	3GG19-3-GG21	3-2-22	Albright Ave	fracture circumferential	2	8	VCP			224'
94.5'	3-GG16-3-GG18	3-7-22	Jennie st. Alley	surface spalling	2	8	VCP			328'
283'	3-N22-3- GG21 ^{GG21A}	3-15-22	James Dr	fracture circumferential	2	8	VCP			285'
81'	3-7102-3-7101	3-16-22	Dawes st	crack longitudinal	2	8	VCP			335'
22.5'	5-m105-5m104A	3-21-22	Highpoint Dr	crack longitudinal	2	8	VCP			110'
87.3	5-m105-5m104A	3-21-22	Highpoint Dr	crack longitudinal	2	8	VCP			110'
59'	3-742-3-741	3-21-22	Market st	crack longitudinal	2	8	VCP			210'
184'	3-720-3-719	3-22-22	Belmont st	fracture circumferential	2	8	VCP			341'
129	3-719-3-718	3-22-22	Belmont st	fracture circumferential	2	8	VCP			132'

Start 11-18-21

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting	Materials Needed
40.6	2K7B - 2-K7A	11-24-21	Woodlawn	Tap Factory Intruding	5	6	VCP			Pipe length 357' lateral VCP
212.2	2-K18 - 2-K17	11-30-21	24th ST	BROKEN VOID VISIBLE	5	8	VCP			PIPE LENGTH 309' Repaired
2.1	2-K26 - 2-K24	12-9-21	Fairmont ST	Fracture Multiple	4	8	VCP			Pipe length 195'
193.2	2K26 - 2-K24	12-9-21	Fairmont ST	Fracture Circumferential	2	8	VCP			195'
39.1'	2K25A - 2-K25	12-14-21	Fairmont ST	Fracture spiral	3	8	VCP			88'
142.5	2K24 - 2-K23	12-14-21	N 23rd ST	Broken Soil Visible	5	8	VCP			315
146.8	"	"	"	Fracture Circumferential	2	8	VCP			"
156.4	"	"	"	Fractures Multiple	4	8	VCP			"
229.1	"	"	"	Sealing Ring Broken	5	8	VCP			"
234.3	"	"	"	offset Joint Large	4	8	VCP			"
234.5	"	"	"	water level sag	4	8	VCP			"
257.5	2K32A - 2K32	12-15-21	Fairmont ST	Fracture Circumferential	2	8	VCP			260'
71.9	5M57 - 5M55	1-22-22	Webster Ave	Fracture Circumferential	2	8	VCP			251'
208	2K13 - 2K12	1-25-22	N. 24th ST	Lining Detached 12 o'clock	3	8	VCP			213'
53.1	2-P10 - 18-68B	2-10-22	N. 24th ST	Fracture longitudinal	3	8	VCP			242'
146.6	2K12B - 18-57F	2-17-22	Congress	Fracture longitudinal	3	8	VCP			166'
146.6	2K12B - 18-57F	2-17-22	Congress	offset Joint med	3	8	VCP			166'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do Work	Grouting Required	Materials Needed
88.5'	2-K75-2-K74	7-26-21	Edinburgh Rd	Fracture Circumferential	2	8	VCP			
309.3	2-K171-2-K170	7-29-21	Manchester Rd	Fracture Circumferential	2	8	VCP			
225.3	2-K174-2-K173	8-2-21	Winchester Rd	Fracture Circumferential	2	8	VCP			
141'	2-Q7-2-Q6	8-3-21	Walbert Ave	Fracture Longitudinal	3	8	VCP			
232.6	2-Q7-2-Q6	8-3-21	Walbert Ave	Fracture Circumferential	2	8	VCP			
286.2	2-K112-2-K111	8-9-21	Kingston Pl	Fracture Circumferential	2	8	VCP			
160.9	2-K68A-2-K68	9-27-21	N. 30th ST	Cracks Multiple	3	8	VCP			
154.2	2-K64-2-K61	9-28-21	Fairmont ST	Tap Factory Intruding	5	8	VCP			
112.7	2-K89-2-K88A	10-26-21	N. 29th ST	Broken	4	8	VCP			
113.4	2-K89-2-K88A	10-26-21	N. 29th ST	Broken	4	8	VCP			
Start New List										
1.1	2-K88-2-K62	10-27-21	N. 29th ST	multiple fractures Circumferential	4	8	VCP			up stream
244	2-K59-2-K58	10-28-21	N. Main St.	Tap Factory Intruding	5	8	PVC			
32.1	2-K57-2-K56	10-29-21	N. 28th ST	Fracture Longitudinal	3	8	VCP			up stream
8.5'	2-K38A-2-K38	11-18-21	Fairmont ST	Tap Factory Intruding	4	8	VCP			lateral is DIP
226.5	2-K38C-2-K38B	11-18-21	Fairmont ST	Broken By lateral	4	8	VCP			Total length 296'

- new list start

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting Required	Materials Needed
37.3'	1C66B-1C66A	6-29-21	N. 39th ST	Fracture Spiral	3	8	VCP			
55.2'	1C66B-1C66A	6-29-21	N. 39th ST	Fracture Spiral	3	8	VCP			
204.2	4L127A-4-L127	7-6-21	Highland ST	Fracture Spiral	3	8	VCP			
1.6	4-L34-4-L33	7-7-21	N 36th ST	Fracture Spiral	3	8	VCP			
158'	2-N12-19B-14E	7-8-21	Fairmont ST	Broken	4	8	VCP			
1.4'	2-N8-19B-10D	7-13-21	Woolhawn ST	Fracture spiral	3	8	VCP			
165.8'	2-N8-19B-10D	7-13-21	Woolhawn ST	Fracture spiral	3	8	VCP			
149.3'	19B-16C-2-N10C	7-13-21	Pennsylvania ST	Broken	4	8	VCP			
START OF New List										
107.5'	2-N20-2-N19	7-14-21	NEVA ST	Introducing lateral	5	8	VCP			
207.4	2-N17A-2-N17	7-15-21	Jonathan ST	Fracture Circumferential	2	8	VCP			
137.1	2-K82-2-K81A	7-21-21	ABERDEEN CIR	Fracture Spiral	3	8	VCP			
67.4	2-K81-2-K75	7-21-21	Aberdeen Cir	Fracture Spiral	3	8	VCP			
89.5'	2-K77-2-K76B	7-23-21	Aberdeen Edinburgh Rd	Broken Soil Visible	5	8	VCP			
86.3	2-K76B-2-K76B	7-23-21	Edinburgh Rd	Crack Circumferential	1	8	VCP			
25.5	2-K76A-2-K76	7-23-21	Edinburgh Rd	Fracture Circumferential	2	8	VCP			

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do Work	Grouting Required	Materials Needed
306	3CP141-3CP127	4-5-22	N 21 st ST	7 C	2	8	VCP			307'
1.7	3CP107	4-6-22	Custer ST	7 L	3	8	VCP			340
23.3	3CP127-3CP107	4-6-22	N. 21 st ST	7 L	3	8	VCP			324' ^{up} stream
253.4	3CP127-3CP107	4-6-22	N. 21 st ST	7 L	3	8	VCP			324' ^{up} stream
98'-132'	3CP85-3CP83	4-8-22	Jane ST	from 98' to 132' Continuous crack longitudinal @ 3 o'clock	2	8	VCP			154'
159'	3CP28-3CP21	4-8-22	Harold Ave	Lining Detached	3	8	VCP			166'
74'	3CP64-3CP62	4-11-22	Stanley st	Broken	4	8	VCP			180'
10.5'	3CP62-3CP62B	4-12-22	Stanley st. stone alley	crack longitudinal	2	8	VCP			152'
6.8'	3CP62C-3CP62B	4-12-22	Stanley st. stone alley	Fracture longitudinal	3	8	VCP			91'
68.5'	3CP62B-3CP62A	4/12/22	Stanley st. stone alley	C L	2	8	VCP			295'
132'	3CP62A-3CP62	4-12-22	stone Alley off Stanley st.	7 L	3	8	VCP			160'
195.6	3-CP19B-3-CP19	4-19-22	Stanley ST	7 C	2	8	VCP			196'
45.7	3-W68-3-W66	4-19-22	Columbia st.	7 C	2	8	VCP			304'
1.3'	3-W66-3-W64	4-19-22	Columbia st	7 C	2	8	VCP			192'
0.5'	3-W64-3-W62	4-19-22	Columbia st	7 C	2	8	VCP			252'
157.4'	3-W60A-3-W60	4-22-22	N. 22 nd ST	7 C	2	8	VCP			163'
161'	3-W60A-3-W60	4-22-22	N. 22 nd ST	Broken	5	8	VCP			163'

Sanitary Sewer System I and I Evaluation

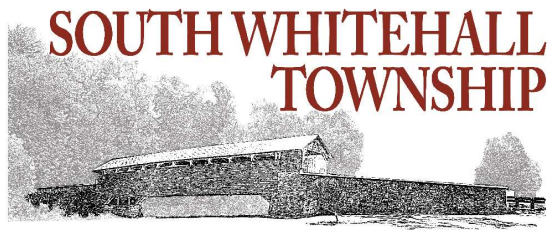
Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do	Work Grouting Required	Materials Needed
132'	3-W60-3W40	4-25-22	N. 22 nd ST	Broken	4	8	VCP			326'
200'	3-W60-3W40	4-25-22	N. 22 nd ST	Fractures Multiple	4	8	VCP			326'
249'	3-W60-3W40	4-25-22	N. 22 nd ST	Fractures Multiple	4	8	VCP			326'
5'	3W-40-3W20	4-25-22	N. 22 nd ST	4 C	2	8	VCP			293'
291'	3-W20A-3-W20	4-26-22	Helen ST	Broken	4	8	VCP			362'
347'	3-W20A-3-W20	4-26-22	Helen ST	Fractures Multiple	4	8	VCP			362'
96'	3-W20-3CP34	4-26-22	N. 22 nd ST	4 C	2	8	VCP			346'
50'	5M48A-5-M48	5-2-22	Ness Brothers Nursery	4 C	2	8	VCP			203'
118'	3CP20D-3CP30C	5-3-22	N. 21 st ST	4 C	2	8	VCP			303'
136'	"	5-3-22	"	4 L	3	8	VCP			303'
141'	"	5-3-22	"	4 L	3	8	VCP			303'
162'	"	5-3-22	"	4 L	3	8	VCP			303'
182'	"	5-3-22	"	4 L	3	8	VCP			303'
0.8'	3-CP20B-3CP20A	5-10-22	Grove ST	4 C	2	8	VCP			290'
34'	3CP20B-3CP20A	5-10-22	Grove ST	4 L	3	8	VCP			290'
299'	3CP20A-3CP20	5-10-22	Grove ST	4 C	2	8	VCP			299'
176	3CP227-3CP228	5-13-22	Grove ST	4 C	2	8	VCP			178'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do Grouting	Work Required	Materials Needed
24'	6-SS39C-6SS43B	7-5-22	N. 20th ST	FL	3	8	VCP			306'
29'				FL	3					
40'				FL	3					
51'				FL	3					
61'				FL	3					
99'				FL	3					
102'				FL	3					
107'				FL	3					
128'				FL	3					
200'				FL	2					
30'	6-69-6-68	7-7-22	LaHua ST	FL	3	V	V			
328'	6SS43B-6SS43A	7-7-22	N. 20th ST	FL	2	8	VCP			222'
98'	6SS43D-6SS43A	7-7-22	Bert LN	FL	2	8	VCP			330'
122'	"	7-7-22	Bert LN	FL	3	8	VCP			278'
277'	"	7-7-22	Bert LN	FL	3	8	VCP			278'
89'	6-R14-6-R15	7-11-22	Pierce Dr	FL	2	8	VCP			278'
				FL	3	8	VCP			122'

Sanitary Sewer System I and I Evaluation

Footage	Mainline ID	Date Located	Street Reference	Issue	Rating 1-5 (5 is worst)	Pipe Size	Material	PW Able to do Work	Grouting Required	Materials Needed
63'	3-717A-3-717	3-23-22	charles st	Fracture Circumferential	2	8	VCP			80' Drop Down stream
63'	3-717A-3-717	3-23-22	charles st	Fracture longitudinal	3	8	VCP			80'
67'	3-717A-3-717	3-23-22	charles st	Fracture Circumferential	2	8	VCP			80'
1.2'	3-717-3-738	3-23-22	charles st	Fracture longitudinal	3	8	VCP			318'
148'	3-739A-3-739	3-23-22	Market st	Fracture longitudinal	3	8	VCP			210'
148'	3-739A-3-739	3-23-22	Market st	Fracture Circumferential	2	8	VCP			210'
1.0'	3-738A-3-738	3-24-22	charles st Driveway	Fracture Circumferential	2	8	VCP			112'
0.6'	3-739-3-738	3-24-22	Market st.	FC	2	8	VCP			177'
40'	3-739-3-738	3-24-22	Market st.	FC	2	8	VCP			177'
40'	3-739-3-738	3-24-22	Market st.	FL	2	8	VCP			177'
109'	3-739-3-738	3-24-22	Market st.	CL	2	8	VCP			177'
175'	3-739-3-738	3-24-22	Market st.	FC	2	8	VCP			177'
163'	3-CP141E-3-CP141D	3-24-22	Latte	FC	2	8	VCP			165'
191.7'	3-CP141A-3-CP141	3-30-22	N. 21st ST	Cracks Multiple	3	8	VCP			269'
199'	3-CP145-3-CP143	3-31-22	Brown st	FL	3	8	VCP			247'
200.6'	3-CP145-3-CP143	3-31-22	Brown st	FL	3	8	VCP			247'
93.5'	3-CP121-3-CP129	4-4-22	Ruth st	FC	2	8	VCP			272'
32.7'	3-CP129-3-CP127	4-4-22	Ruth st	Broken	5	8	VCP			344'



MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 21, 2022
SUBJECT:	Motion to Approve Public Notice Advertisement of Three (3) Vacant Zoning Hearing Board Alternate Positions
COPY TO:	H. Bender; D. Manhardt; G. Addams; L. Harrier; T. Fehnel; D. Zackeru

- **Action Requested:**

A motion is requested to be approved by the Board of Commissioners to authorize the public notice advertisement to fill the three (3) alternate positions that are currently vacant on the Zoning Hearing Board. The public notice will be advertised in the *Parkland Press* and posted on the Township website.

- **Background Information:**

The Zoning Hearing Board currently does not have any alternate members to substitute for the regular members. Due to recent issues regarding extended absences by the regular members and abstentions, the Zoning Hearing Board has been struggling of late to meet a quorum on a regular basis. This is an issue that is anticipated to occur through at least through the end of March, 2023.

The suggested public notice language is provided as follows:

**SOUTH WHITEHALL TOWNSHIP
PUBLIC NOTICE – ACCEPTING APPLICATIONS FOR ZONING HEARING BOARD
POSITIONS**

The South Whitehall Township Board of Commissioners is currently seeking candidates for appointment to three (3) vacant alternate seats as members of the Zoning Hearing Board. To be eligible to apply for the vacant seats, candidates must be a resident of South Whitehall Township. Interested applicants must submit the required “Volunteer Board Member Application” to the Township; the form is available at the Township website at the following link:

<https://www.southwhitehall.com/boards-commissions>

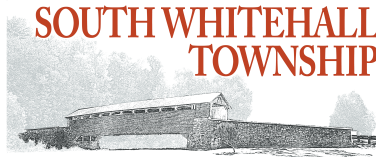
Completed “Volunteer Board Member Application” forms must be received by 4:00 p.m. on Monday, January 16, 2023. The forms may be emailed to Township Manager Tom Petrucci at petruccit@southwhitehall.com, delivered in person or mailed to 4444 Walbert Ave. Allentown, PA 18104. All correspondence should be mailed to the attention of Tom Petrucci.

In-person interviews will be conducted by members of the Board of Commissioners during public meetings to be scheduled and posted on the Township website (www.southwhitehall.com) Members of the public will be able to view the interviews, but will not be able to participate in asking questions.

Tom Petrucci
Township Manager

- **Budget Line Item(s) (if applicable):** *Please indicate approved budget amount for specified project(s).*

The line item for administrative advertisement costs is currently overdrawn by ~\$1,100.00 due to a number of unforeseen costs related to advertising expenses. This overage will be corrected in agenda item 8 (E).

**Agenda Item Details**

Meeting	Dec 21, 2022 - Board of Commissioners
Category	10. CORRESPONDENCE AND INFORMATION ITEMS
Subject	A. Current Vacancies on Boards/Commissions
Access	Public
Type	Action (Consent), Information
Recommended Action	Explanation by Township Manager, Tom Petrucci.

Public Content**CURRENT VACANCIES ON BOARDS/COMMISSIONS:**

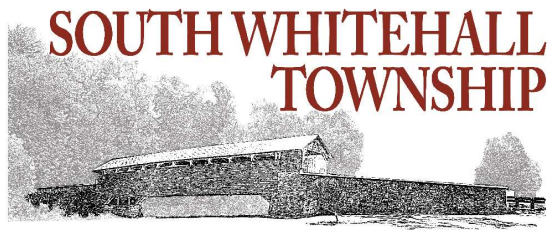
1. Civil Service Commission - 1 Alternate Vacancy
2. Environmental Advisory Council - 3 Vacancies
3. Green Advisory Council - 1 Vacancy
4. Landscape Shade Tree Commission - 1 Vacancy
5. Parks & Recreation Board - 1 Vacancy
6. Zoning Hearing Board - 3 Alternate Vacancies

UPCOMING MEETINGS: Details posted on website.

- Wednesday, December 28, 2022 - Zoning Hearing Board, 7P
- Thursday, December 29, 2022 - Zoning Hearing Board, 7P
- Wednesday, January 4, 2023 - Board of Commissioners, 7P

NOTE: The Township Administrative Offices are closed on Friday, December 23, 2022 and Monday, December 26, 2022 in observance of the Christmas Eve and Christmas Day holidays.

Administrative Content**Executive Content**



YEAR-END REPORT

TO:	Board of Commissioners
FROM:	Tom Petrucci, Township Manager
DATE:	December 15, 2022
SUBJECT:	Executive Department (Township Manager) Year-End Report
COPY TO:	H. Bender; D. Manhardt; T. Dickert; T. Fehnel

I. Key Events (Ongoing)*

**Covers the period from September 6, 2022 to December 15, 2022*

- a. Weekly Agenda Meetings with Department Heads (Occur Weekly on Tuesdays).
- b. Bi-Weekly Department Head Meetings (Occur Bi-Weekly on Thursdays).
- c. Met with Board of Commissioner members, individually, to ascertain prioritized goals and initiatives.
- d. Attended Township Engineer Orientation Meeting.
- e. Attended Township Solicitor Introductory Meeting.
- f. Attended the following recurring public meetings on a required and/or as-needed basis:
 - i. Board of Commissioners
 - ii. Pension Committee
 - iii. Public Safety Commission
 - iv. Volunteer Fire Sub-Committee
 - v. Budget and Finance Committee
 - vi. Green Advisory Council
 - vii. Planning Commission
 - viii. Comprehensive Plan Workshop
 - ix. Emergency Management
- g. Attended Project Status Update Meetings with Township Engineer and Director of Operations.
- h. Conducted Interviews for Human Resources Generalist and Parks and Recreation Manager positions.

- i. Attended meetings with LANTA officials (as coordinated by Community Development Department) to review long-term connectivity and safety concerns.
- j. Attended on-site meetings relative to River Road Widening/Realignment Project.
- k. Attended multiple meetings relative to 2023 insurance renewal process.
- l. Attended Budget Team meetings.
- m. Provided for “Open Door Policy” of Manager’s Office for all Township staff.
- n. Attended Parks, Recreation, Open Space and Trails (PROT) Plan Steering Committee meetings. Provided direction on the same to appointed consultant and Township staff.
- o. Attended Bridge/Tree Lighting Event (12/3).
- p. Attended Introductory Meeting with Public Works Department.
- q. Attended Meeting with Police Union representatives.

II. General Report of Activities/Deliverables

- a. Provided ongoing administrative support, delegation and oversight of assignments, guidance, and decision-making to all Department Heads and staff on a regular basis. Facilitated a positive and supportive workplace environment/culture in which employees are encouraged to share ideas and concepts with management in order to improve operational and organizational efficiency. It is recognized that this overall report item, while extremely important to the long-term health and stability of the organization, is not necessarily quantifiable in terms of statistical metrics.
- b. Commenced the scheduling of regular bi-weekly Department Staff Meetings with all Department Heads (and other personnel as required) to discuss ongoing and future projects, policies and initiatives. The purpose of the Department Staff Meetings is to freely exchange concepts, ideas, and solutions in an open forum between the Department Heads (and other personnel) in an attempt to assist/support each other in our roles and enhance both the current and long-term operations of the Township. These meetings are separate from the weekly agenda meetings.
- c. Worked with various officials to facilitate the resolution of an ongoing concern regarding noise complaints occurring at the Giant Food Store #6243 relative to freezer trucks. Attended several meetings (both on-site and virtual) with key stakeholders at the local and corporate management levels of the Giant to facilitate the remediation of this concern.
- d. Received training on Township website and contributed to updates of same, as needed.
- e. Coordinated Right-to-Know responses with assistance from administrative staff.
- f. Successfully instituted the use of Indeed.com for the hiring process with the accomplished goal of reaching a higher volume of applicants.

- g. Revamped the Budget adoption process to ensure consistency with applicable revised requirements of the First Class Township Code (Section 1701).
- h. Revamped the Auditor appointment process to ensure consistency with applicable requirements of the First Class Township Code (Section 503).
- i. Obtained alternate proposal for Tower Aerial Truck (Sutphen) for benchmarking purposes.
- j. Improved pension state aid allocation and MMO adoption process.
- k. Encouraged expansion of grant applications for all Departments. Worked with Township Department Heads and staff on the same.
- l. Worked with Director of Operations, contractor and consultant to resolve time-sensitive issues relative to the Wehr's Dam project (as-needed).
- m. Reviewed TASA and DCNR pending grant applications with staff. Provided direction as determined to be necessary and appropriate from a project management standpoint.
- n. Established program to ensure compliance with the Federal Motor Carrier Administration (FMCSA) Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse (Clearinghouse). This database contains information pertaining to violations of the U.S. Department of Transportation (DOT) controlled substances (drug) and alcohol testing program for holders of CDLs.
- o. Review and revision of Job Descriptions, as required.
- p. Recommended use of Univest Bank Liquid Elite Money Market Account for Fiscal Stability Accounts that are aligned with the Federal Reserve Funds rate (currently 4.0% APY) in lieu of a locked in CD at .40% APY for five years which will ostensibly result in significant revenue to the Township at the end of the 2022 fiscal year and the whole of 2023 barring any unforeseen circumstances. With the Federal Reserve raising rates by 50 basis points on December 14, 2022 and the Federal Reserve possibly raising rates to 5.0% in 2023, this switch could net the Township close to \$200,000.00 in interest net revenue for only two accounts (with the possibility of adding more still an option, if determined to be feasible).
- q. Oversaw the codification update of all adopted ordinances as of November, 2022. Prior to this update, the Code of Ordinances was current as of November, 2019. The Township will be updating its Code on an annual basis going forward.
- r. Conducted review of Parks and Recreation Board ordinance for consistency with First Class Township Code. Recommended changes to the Board of Commissioners on the same.
- s. Provided significant direction to Community Development personnel concerning the Implementation phase of the Comprehensive Plan.
- t. Provided guidance and direction for personnel matters involving Human Resources/Payroll.

- u. Joined APMM. Will join ICMA at the beginning of the 2023 fiscal year. Both programs will provide ongoing professional development support to the Township Manager/Executive Department.
- v. Coordinated application/appointment process for vacant Commissioner position.
- w. Fielded media requests on various subject matter topics.
- x. Confirmed that RCN cable franchise fee audit will be completed at no additional cost to the Township.
- y. Provided input and direction on Parks, Recreation, Open Space and Trails (PROT) Plan DRAFT. Currently working with the Steering Committee, the plan consultant, and staff to finalize the Plan.
- z. Initiated PennDOT Local Technical Assistance Program review of Trexler Boulevard and Suncrest Drive. Working with relevant Township staff to coordinate public outreach concerning possible installation of traffic calming measures.

DEPARTMENT OF
COMMUNITY DEVELOPMENT

SOUTH WHITEHALL TOWNSHIP

DECEMBER 21, 2022

TWELVE-MONTH REPORT

DECEMBER 2021 – NOVEMBER 2022

COMPREHENSIVE PLAN

WRAP-UP

Comprehensive Plan Workshop	Joint Workshop	1/11/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	2/8/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	3/8/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	5/10/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	6/7/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	7/12/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	8/9/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	9/13/2022	Town Hall/Virtual
Goals & Strategies	Open House	9/19/2022	Cetronia Elementary
Goals & Strategies	Open House	9/20/2022	Kratzer Elementary
Goals & Strategies	Open House	9/22/2022	Parkland HS
Goals & Strategies	Open House	9/26/2022	Orefield MS
Goals & Strategies	Open House	9/27/2022	Springhouse MS
Goals & Strategies	Open House	9/29/2022	Parkway Manor Elementary
Fall Festival	Pop-Up	10/1/2022	Covered Bridge Park
Comprehensive Plan Workshop	Joint Workshop	10/11/2022	Town Hall/Virtual
Comprehensive Plan Workshop	Joint Workshop	11/8/2022	Town Hall/Virtual

BOARDS & COMMISSIONS

Department of Community Development

South Whitehall Township

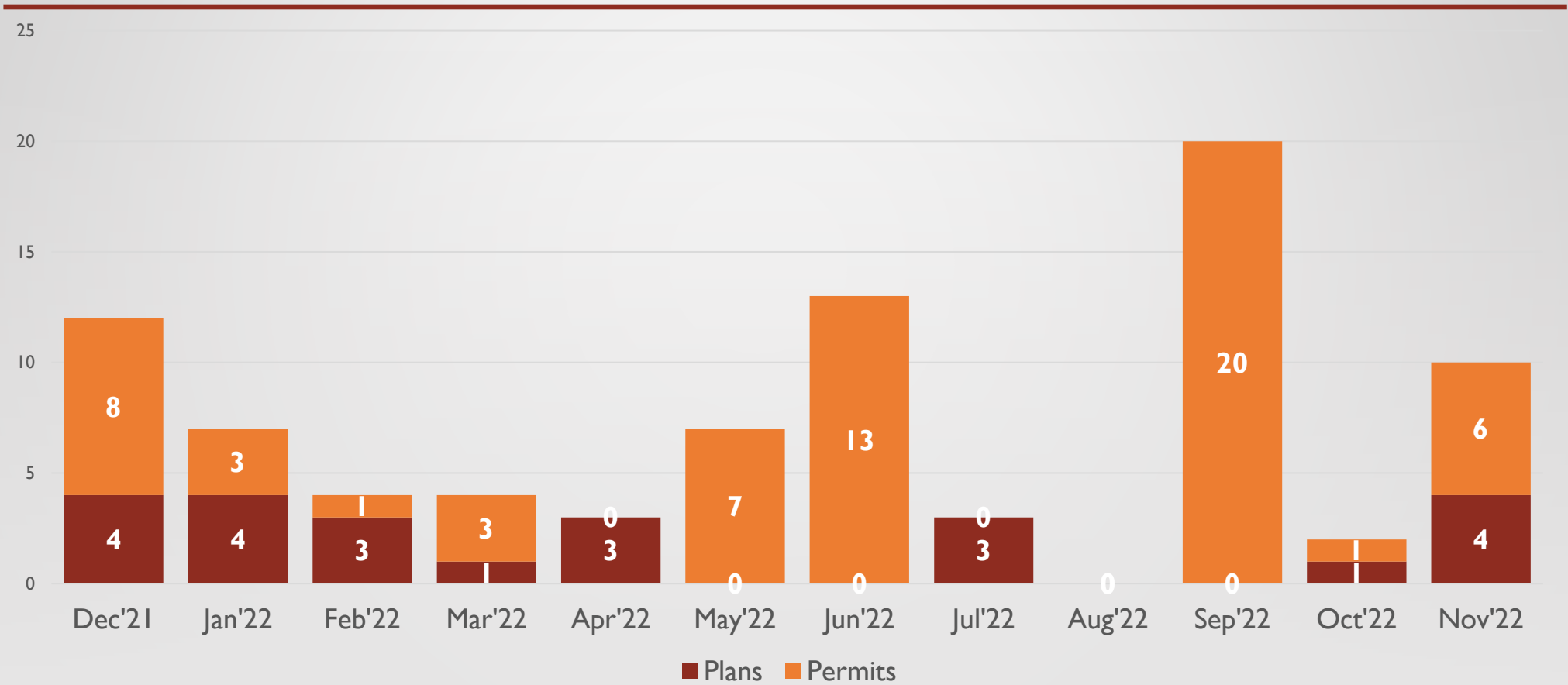
PLANNING COMMISSION

December-21	January-22	February-22	March-22	April-22	May-22	June-22	July-22	August-22	September-22	October-22	November-22
Dorneyville Shopping Center	Ridge Farm IA	AllAboutTacos, LLC	St. Luke's West End Short Stay	Allentown Dunkin	Willows at Calvary Temple	Comp Plan	Allentown Dunkin	Montar Self-Storage	Parkland School District	Shree Mata Text Amendment	Montar Group Self Storage
Long's Water Technology			Springfield Subdivision		1670 Church Road Padda Property		Zoning Service Pack 2C	Church Road Padd Property	1429 Eck Road Outdoor Storage	Special Exception Ordinance	Shree Mata Text Amendment
Proposed Commercial Development t 1810 PA Route 309					St. Luke's West End Short Stay			Ridge Farm IB	Zoning Service Pack 2C	Zoning Service Pack 2C	Special Exception Ordinance
					Ridge Farms IB						Zoning Service Pack 2C

ZONING HEARING BOARD

December-21	January-22	February-22	March-22	April-22	May-22	June-22	July-22	August-22	September-22	October-22	November-22
Crackersport Racquetball, LP	Cancelled	Padda Property LLC	Kothiya Brothers LLC	Kothiya Brothers LLC	TAC Allentown LLC	Cancelled	George Sam	Cancelled	Cancelled	Cancelled	Shree Mata 4365 LLC
		Jemco Capital LLC	Jemco LLC								Triple Net Investments CI LLC
			Cedar Quirky LLC								

LANDSCAPE & SHADE TREE COMMISSION

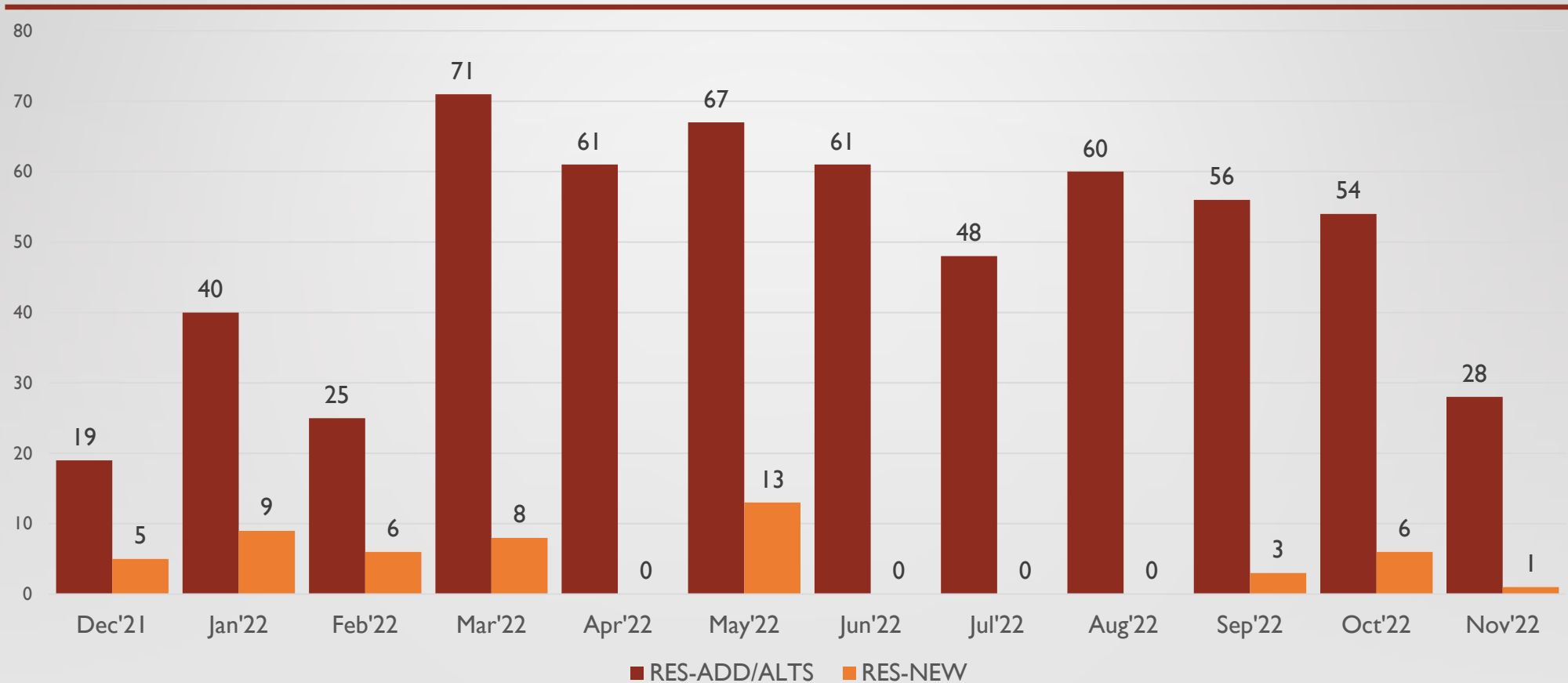


PERMITS

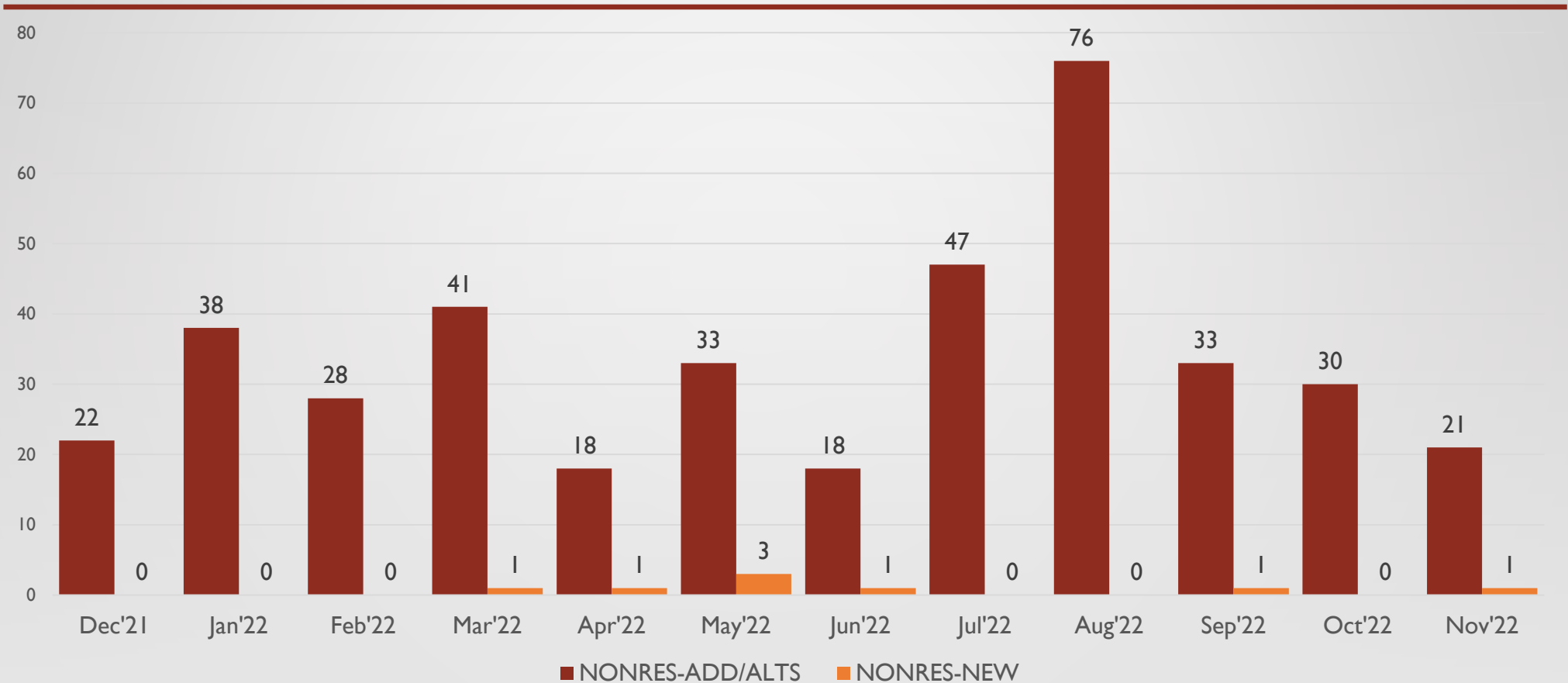
Department of Community Development

South Whitehall Township

RESIDENTIAL BUILDING PERMIT APPLICATIONS

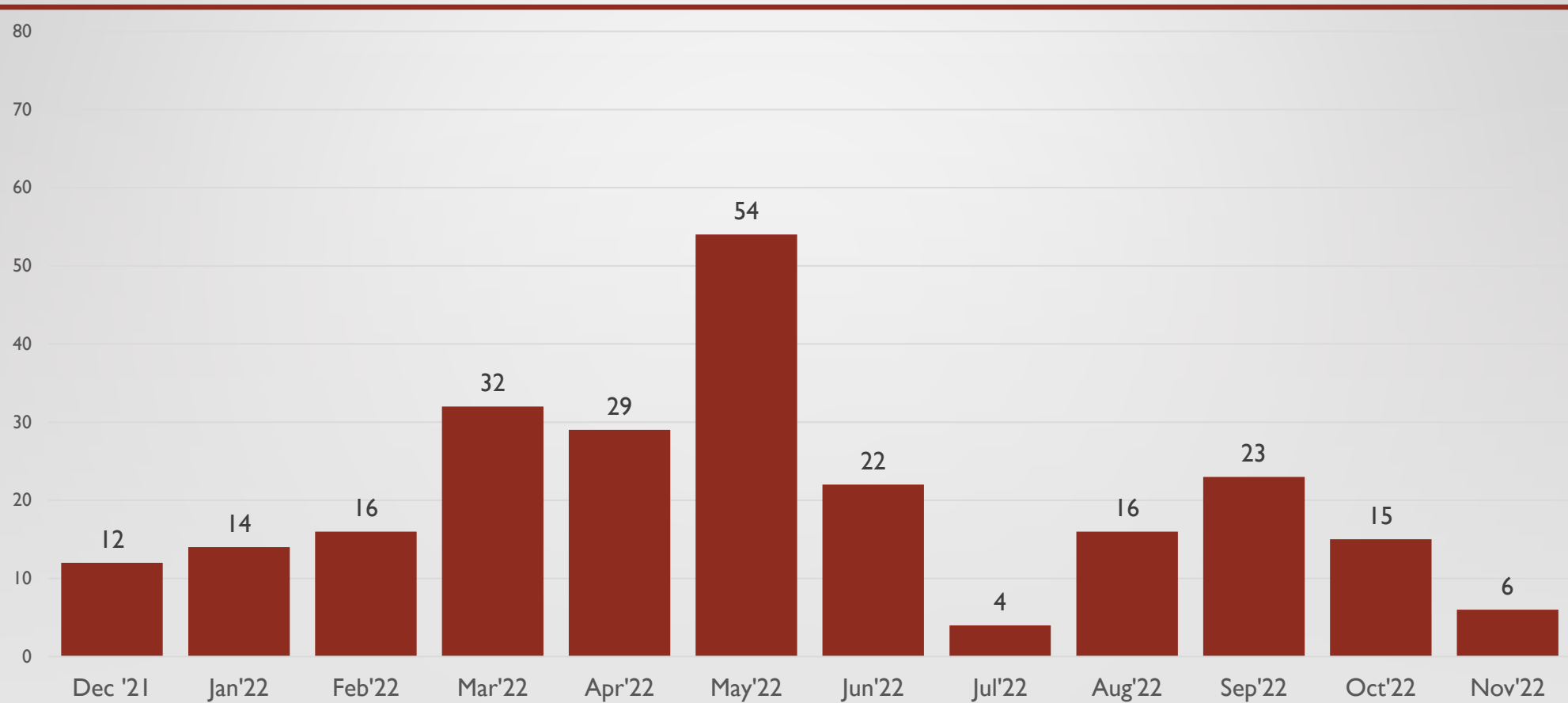


NON-RESIDENTIAL BUILDING PERMIT APPLICATIONS



PUBLIC WORKS PERMIT APPLICATIONS

(RIGHT-OF-WAY, SEWER TAPPING, WATER TAPPING, CONSTRUCTION WATER, UTILITY CONNECTION, INDUSTRIAL WASTE)

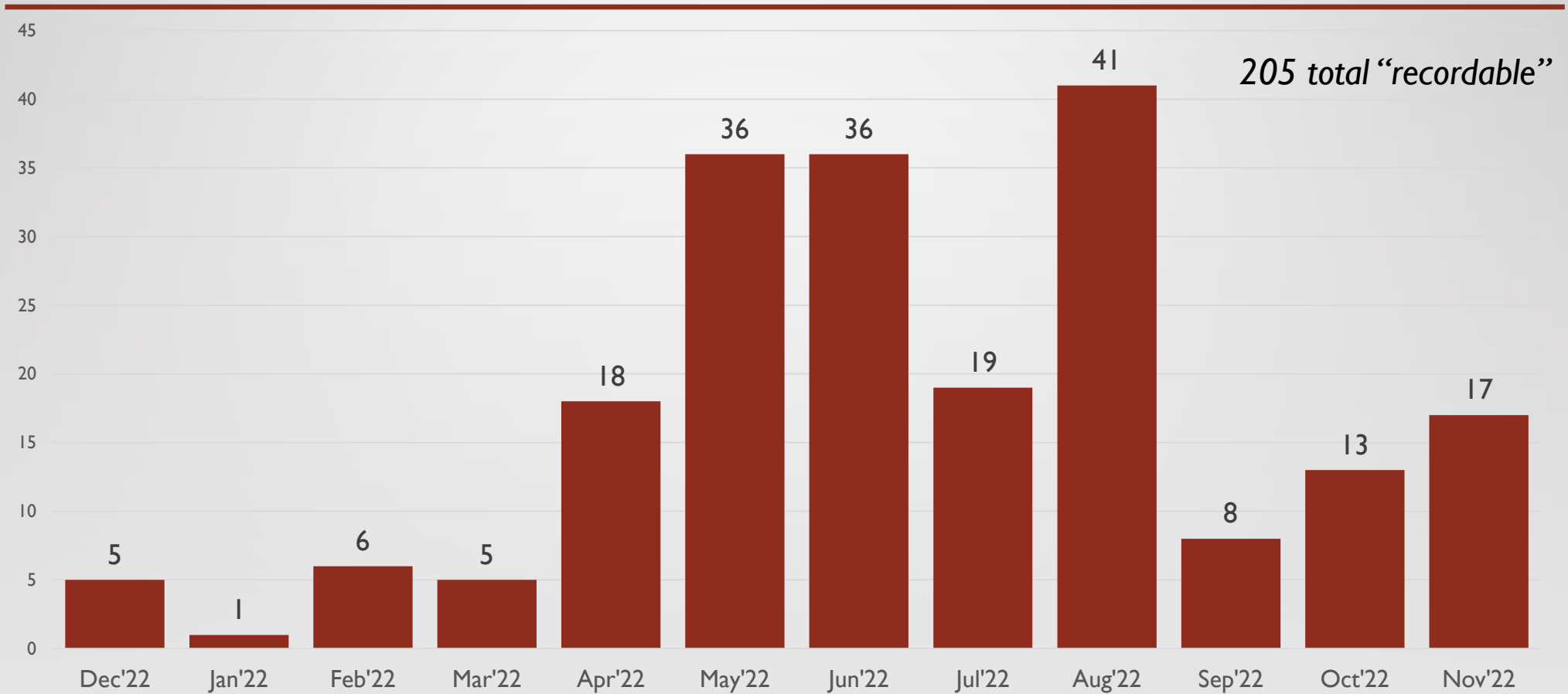


ENFORCEMENT PROGRAM

Department of Community Development

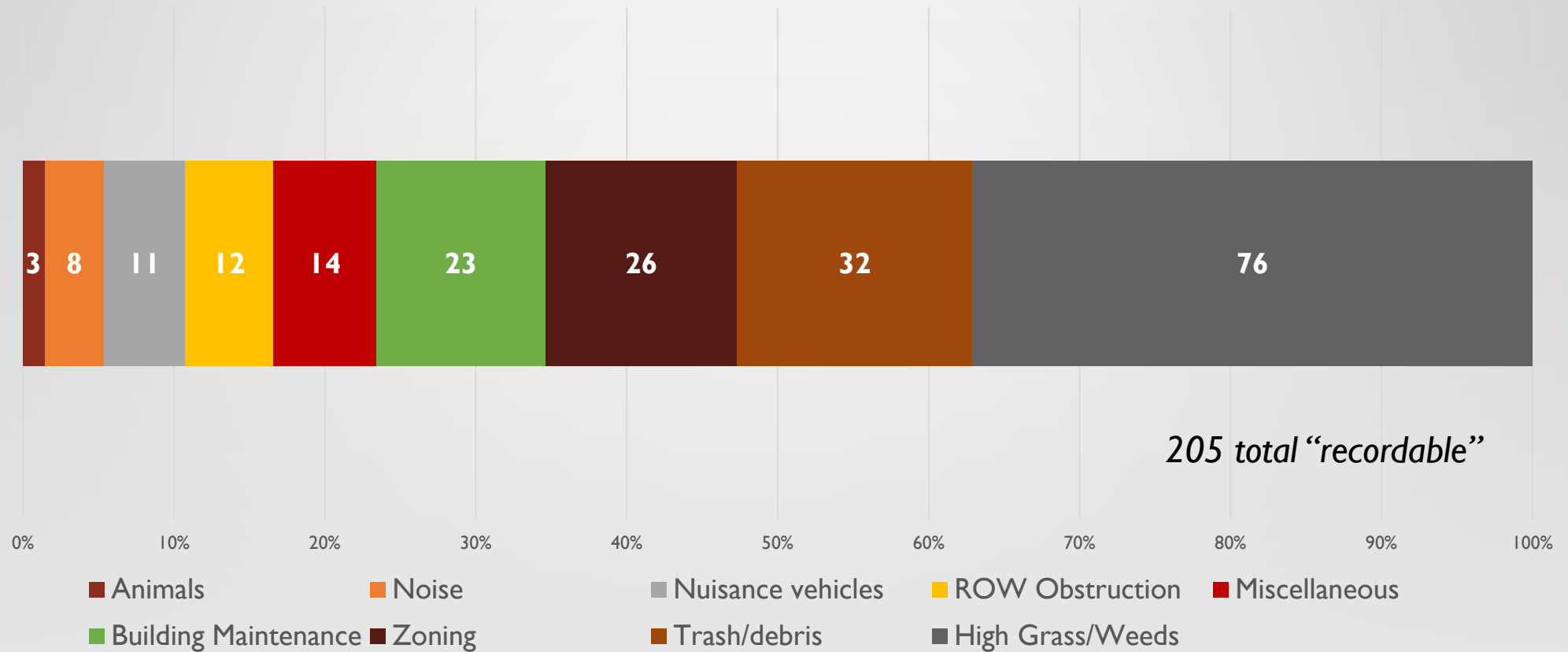
South Whitehall Township

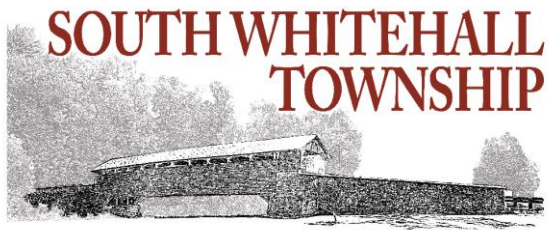
ENFORCEMENT INVESTIGATIONS



224

ENFORCEMENT INVESTIGATIONS





MEMORANDUM FOR AGENDA ITEMS

TO:	Board of Commissioners
FROM:	Tricia Dickert, Director of Finance
DATE:	December 21, 2022
SUBJECT:	End of Year Department Report - Finance
COPY TO:	T. Petrucci; H. Bender

The Finance Department respectfully submits the following recap for 2022:

From January to April, we worked with the auditors to collect and provide all the requested documents and information for the 2021 Financial Audit.

In June, Herbein completed and presented our 2021 Audit Financial statements having made tremendous progress from prior years audits.

In June, the Board approved a Fund Balance Policy for General, Water, Sewer, and Refuse.

Also in June, we issued our 2023 Budget Memo to Department Heads along with instructions and a tentative timeline of events with a goal of remaining organized and on schedule throughout the budget process.

In July and September, we held Pension Committee meetings. We discussed meeting quarterly beginning January 2023 and reevaluating the frequency during the next calendar year.

In August, we entered an engagement with Herbein to perform an Internal Control Audit on a wide range of Finance related responsibilities and practices. We expect to have the results of this audit near the end of January 2023.

Also in August, we moved to a web-based budget platform to present the budget a fresh way while increasing transparency.

In September, we reorganized the Finance Department to allow individual Team members expertise and strengths to contribute towards everything involved in maintaining a healthy and transparent fiscal picture for South Whitehall Township.

We created a Budget Team designed to address operational expenses with each Department Head while also taking a closer look at prior year needs and trends. The goal was to ensure each department had appropriate and adequate funding for operational needs.

We standardized a revenue forecasting formula designed to come closer to actual end of year totals.

We worked closely with the Board of Commissioners providing ample time for proposed numbers to be reviewed. This allowed the BOC time to formulate and ask questions and the Budget Team time to provide clear answers.

In closing, we have made tremendous improvement in 2022 and we are excited to continue building on that in 2023.

Garage

- Routine maintenance of seasonal equipment
- Routine maintenance of the entire fleet
- Fix any vehicles or equipment that breakdown throughout the year
- They did the upfit for the new emergency management vehicle
- They installed the new GPS in the whole fleet (working on currently)
- Help with the spec for new trucks
- Assist with handling Municibid (Auctioning off old vehicles or equipment)

Parks

- Grass cutting
- Spraying of weeds
- Mulching in the parks and township building
- Tree trimming/cutting down trees
- Playground maintenance
- Grooming of baseball field (Township and school district)
- Trash removal in parks
- Cleaning of bathrooms in the parks
- Plantings in flower beds
- New fences installed around detention basins (Lincoln, Mauch Chunk, Farm drive)
- Help haul Blacktop in paving season
- Help with leaf collection and mulch leaves in the parks
- Put up all the Christmas Lights at park and township building
- Installed hand dryers in the bathrooms at Basketball Courts
- Installed Park signage
- Installed Davis Smith Sign
- Installed Batting cage at CBP
- Handles the building maintenance at township owned buildings

Parks & Recreation

- Parks also helps set up the concerts, Movies, Fall Festival, Spooktacular, Tree and Bridge lighting.
- Parks also assists with making sure the pavilions are clean and trash is emptied for all rentals.

Sewer Department

- USG lining program
- CCTV & Cleaned sewer pipes in area MS56
- Installed vent stacks on chamber boxes on Martin Luther King Dr.
- Certified sewer meters in March and October
- Clean sewer station every 2 weeks
- Received new sewer truck for jetting and vacuuming
- Received new camera truck to inspect sewer pipes
- Working on reducing I&I with manhole repairs
- 4 guys passed sewer exams for licensing
- Attend Klines Island meetings to fix wet weather problems
- Tilghman St sewer line relocation

Streets

- Paved 79,000 square yards of roads
- Rebuilt the spring house detention basin to hold more water
- Regraded Pheasant Hills detention basin and installed new out flow pipe
- Repaired around 60 inlets throughout the township
- Traffic markings unsignalized (Painted did inhouse for 1st time)
- Paved about 22 maintenance scratches
- Potholes roughly around 200
- Repaired 10 frost boils throughout the township
- Repaired all 20 water main break cuts in the streets
- Crack sealed in the Kilmer area
- Performed all the maintenance recommendations on the bridge inspection reports
- Cleaning of the low flow channels in the detention basins
- Roadside mowing and easement cutting
- Replaced the walking bridge (Spring Valley Estates Park)
- Plowing and salting
- Street sweeping (swept township 10 times this year)
- Leaf collection (14,000 cubic yards roughly collected in 2022)
- Traffic sign maintenance
- Performed spring clean up (any areas where the plows might of ripped up grass and sweep up antiskid and repair any broken curbs from the plows)
- Check on traffic light issues
- Repaired or replaced 4 end walls
- Replaced about 20 to 30 feet of rotted out storm sewer pipe
- Fixed sink hole on Bulldog Rd.

Water Department

- 20 main breaks in 2022
- Installed an automatic flusher at Pheasant Hills
- Replaced roofs at (Cornerstone, Birch, 41st St, Eck Rd)
- Installed new gutters at Cornerstone, Eck Rd, 41st St)
- Installed new siding (Cornerstone, Birch)
- Replaced 12 Fire Hydrants
- Installed 5 new Sample stations
- Replaced well pump at Dorney Station
- Rebuilt Booster Pumps at (Birch and 41st St)
- Replaced exterior doors at Jacoby water station
- Replaced HVAC units at (Whitehall and Cedar Brook)
- In progress with Bridge View Terrace water main replacement Phase 2
- Completed Bridge View Terrace water main replacement Phase 1
- Lead and Copper test for DEP
- Weekly water testing for DEP in 2022 and have sent schedule for 2023 (Safe Drinking Water Testing)
- Exterior Tank cleaning (Brickyard Reservoir, PP&L tower, Cedar Brook water tower)
- Installed air relief valve at the Vistas
- Flow meters at all stations were certified
- Valve box maintenance was performed throughout the township
- Fire hydrant markers were replaced throughout the township as needed
- Fire Hydrant maintenance was completed throughout the township
- Biannual maintenance was performed at water stations on all pumps
- Water meters replaced as need
- Monthly water meter read for billing
- Flushed the whole township water system as required by DEP
- Flow study on fire hydrants for color coding



SOUTH WHITEHALL TOWNSHIP
POLICE DEPARTMENT
4444 WALBERT AVENUE
ALLENTOWN, PA 18104



Interoffice Memorandum

To: Board of Commissioners

From: Chief Glen A. Dorney

Subject: End of Year Report 2022

Date: 15 December 2022

The South Whitehall Township Police Department conducted the following activities in 2022 year to date:

- Taught 23 DARE courses to 513 Parkland School District and St. Joseph's the Worker School 5th grade students.
- Taught DARE to 791 middle school students in 7th grade.
- Engaged 40 students in the South Whitehall Township Police Youth Law Enforcement Academy.
- Engaged 18 students in the South Whitehall Township Police Advanced Youth Law Enforcement Academy.
- Engaged 28 residents in the South Whitehall Township Police Citizen's Police Academy.
- Accompanied 35 Parkland School District students holiday shopping at Target for Heroes for the Holidays.
- Doubled the School Resource Officer program to add 2 SROs to cover the Parkland High School with 2 SRO's and 1 SRO in each of the 2 middle schools.
- Conducted 2 Lehigh County Consortium tests to attempt to hire entry level patrol officers.
- Hired 2 new Police Officers. 1 Officer graduating the Allentown Police Academy on December 16th. 2 new potential employees slated to start the Allentown Police Academy on January 2nd.
- Captain Michael Sorrentino retired after 33 years of dedicated service to the South Whitehall Township Police Department. Current vacant Captain position.
- Officer Eric Norder resigned the Department to work in another police department closer to his residence.
- Conducted 3,352.5 hours of training.
- Crime Statistics 2022 year to date as follows:

Jan 01 - Nov 30	2022	2021	+/-	%
Reports	12400	13360	-960	-7%
Crime Reports (UCR)	991	874	117	13%
Arrests	417	353	64	18%
Citations	1203	1484	-281	-19%
Warnings	1924	2156	-232	-11%

YTD Citation %	38%
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Jan 01 - Nov 30	2022	2021	2020	2019
Reports	12400	13360	10108	11658
Crime Reports (UCR)	991	874	821	1232
Arrests	417	353	350	492
Citations	1203	1484	1531	3010
Warnings	1924	2156	2272	3115

4 Yr. Avg.	2022 Diff	%
11881.5	518.5	4%
979.5	11.5	1%
403	14	3%
1807	-604	-33%
2366.75	-442.75	-19%

- 165 PALS checks in Parkland Schools
- 490 Business Checks
- 57 Vigilance Checks at residences

SOUTH WHITEHALL TOWNSHIP – DEVELOPER PROJECTS SUMMARY December 14, 2022				
PROJECTS IN REVIEW STAGES (REVIEW INITIATED)				
PROJECT	OWNER/APPLICANT	LOCATION/ADDRESS	YEAR	REMARKS/STATUS
1429 Eck Rd. Outdoor Storage - Sketch Plan	Triple Net Investments, LLC	1429 Eck Rd.	2022	November ZHB (11/30/22) - Approved December PC (12/15/2022)
1881 Penns Crossing and 3768 Huckleberry Road - Minor Sub. Plan	Matthew & Asli Puchyr	1881 Penns Xing. and 3768 Huckleberry Rd.	2022	December PC (12/15/2022)
Montar Group Self Storage Facility	Montar Group	3350 Walbert Ave.	2022	November PC (11/17/2022) – Tabled
PSD New Operations Center - Preliminary/Final Plan	Parkland Area School District	2619 Stadium Rd.	2022	December PC (12/15/2022)
Ridge Farms Final Phase 1B	Kay Builders	Cedar Crest Blvd. / Walbert Ave. / Huckleberry Rd.	2022	August PC (8/18/2022) – Tabled
Ridge Farms Final Phase 1C	Kay Builders	Cedar Crest Blvd. / Walbert Ave. / Huckleberry Rd.	2022	December PC (12/15/2022)
Springfield Subdivision – Sketch Plan	Jeras Corporation	Cedar Crest Blvd. / Orefield Rd. / Mauch Chunk Rd.	2022	March PC (3/17/2022) – Discussion Only
Willows at Calvary Temple – Sketch Plan	Ingerman Development Company, LLC	3436 Winchester Rd.	2022	May PC (5/19/2022) – Discussion Only
Dorneyville Fast Casual Restaurant – Preliminary/Final Plan	Shree Mata 4365 LLC	3327 Hamilton Blvd.	2021	Zoning Text Amendment November PC (11/17/2022) December BOC (12/7/2022) - Tabled
KRE – Spring View – Restaurant Land Development	KRE Group	Cetronia Rd.	2021	
Nestle Purina Wastewater Treatment Upgrades	Nestle Purina PetCare Company	2050 Pope Rd.	2021	
1569 Blue Barn Rd. – Sketch Plan (36 Twins)	Posocco Properties	1569 Blue Barn Rd.	2020	
Blue Barn Road Subdivision	Jaindl Land Company	Blue Barn Rd. / Chapmans Rd.	2020	
Mosaic Campus – Sketch Plan	Joseph and Nouhad Moussa	2947 North Cedar Crest Blvd.	2020	
4828 Huckleberry Rd – Rezoning Request (RR / NC to HC)	Theodore and Lynn Lopsonzski	4828 Huckleberry Rd.	2019	
4750 West Tilghman Street (Go Puff)	Tilghman Holding LLC	4750 West Tilghman Street	2018	Waiver Request from the SALDO review process
Grandview Cemetery – Minor Subdivision and Rezoning	StoneMor PA LLC / PA Venture Capital, Inc.	2735 Walbert Ave.	2017	
St. George Orthodox Church Land Development – Sketch Plan	Applicant: St. George Church Owner: First Church of the Nazarene of Allentown	Cedar Crest Blvd. / Orefield Rd.	2016	
Ruhe Minor Subdivision – 3 SFD / 4 Lots	Robert H. Ruhe	2442 Huckleberry Rd.	2013	

<p align="center">SOUTH WHITEHALL TOWNSHIP – DEVELOPER PROJECTS SUMMARY December 14, 2022</p>				
<p align="center">PROJECTS CONDITIONALLY APPROVED: CONSTRUCTION TO COMMENCE / PLANS TO BE RECORDED</p>				
PROJECT	OWNER/APPLICANT	LOCATION/ADDRESS	YEAR	REMARKS/STATUS
1670 Church Rd. - Preliminary/Final Plan	Padda Property LLC	1670 Church Rd.	2022	October BOC (10/19/22) - Approved
1503 Neuro Rehab Patio	Lehigh Valley Health Network	1503 S. Cedar Crest Blvd.	2022	October BOC (10/19/22) - Approved
1933 Harold Avenue (Individual Lot Grading Plan)	Jemco Capital LLC	1933 Harold Ave.	2022	Approved (12/5/22)
1420 North 22nd St. – Minor Subdivision	Nidal Karadsheh	1420 North 22nd St.	2020	May BOC (5/18/22) - Approved
Luther Crest Retirement Community – Preliminary / Final Plan (76 Independent Living Apartments)	Luther Crest	800 Hausman Rd.	2020	Mylars received 12/5/22
Shia Ithna Asheri Jamaat of Pennsylvania – Major Plan	Shia Ithna Asheri Jamaat of Pennsylvania	1500 Ridgeview Ave.	2020	
KRE Spring View Commercial II	KRE Spring View Commercial II, I.P.	4590 Broadway / 555 Cetronia Road	2019	
Parkland Manor Phase 4 Senior Living – Final Plan	PA Venture Capital, Inc.	4636 Crackersport Rd.	2019	Mylars recorded.
Village West Redevelopment (Panera Bread) – Waiver Request	Cedar Crest Associates, LP	3100 Tilghman St.	2019	Mylars recorded.
1215 Hausman Rd Proposed Flex Building – Preliminary / Final Plan	Forge Development Group	1215 Hausman Rd.	2018	
Dorney Park Project 2019 (Accessory Dwelling Unit)	Dorney Park & Wildwater Kingdom	3830 Dorney Park Rd.	2018	
Ridge Farms Preliminary Plan – 870 Units (Cumulative) + Retail / Comm. / MOB Dev.	Kay Builders	Cedar Crest Blvd. / Walbert Ave. / Huckleberry Rd	2017	Preliminary Plan Approved.
Hotel Hamilton (King George) – Preliminary / Final Plan	Hotel Hamilton LLC	Hamilton Blvd. / Cedar Crest Blvd.	2015	
Pizzuto Minor Subdivision – 2 Lots	Jeffrey J. and Faith A. Pizzuto	2041 Church Rd.	2008	
Brickyard Rd. Minor Subdivision – 2 Lots	Glenn and Maribeth Stettler	1914 Brickyard Rd.	2007	Review on hold. Escrow to be re-established.

SOUTH WHITEHALL TOWNSHIP – DEVELOPER PROJECTS SUMMARY December 14, 2022				
PROJECTS UNDER CONSTRUCTION				
PROJECT	OWNER/APPLICANT	LOCATION/ADDRESS	YEAR	REMARKS/STATUS
St. Luke's West End Medical Center Short Stay Facility – Preliminary/Final Plan	St. Luke’s University Health Network	501 Cetronia Rd.	2022	Under Construction.
4815 Crackersport Rd. – Building Addition	Triple Net Investments LXIV, LLC	4815 Crackersport Rd.	2021	Under Construction.
Kratzer Elementary School	Parkland School District	2200 Huckleberry Rd.	2021	Under Construction.
Long's Water Technology	Carroll & Warrick, Inc.	1567 Hausman Rd.	2021	Under Construction.
Parkway Manor Elementary School Student Drop-off Improvements	Parkland School District	768 Parkway Rd.	2021	Final Inspection held 9/29/2021 – Outstanding Items
Ridge Farms Final Phase 1A	Kay Builders	Cedar Crest Blvd. / Walbert Ave. / Huckleberry Rd.	2021	Under Construction.
Cedarbrook Senior Care & Rehab – Skilled Nursing Addition	County of Lehigh	Cedarbrook Rd. / Dorney Park Rd.	2020	Under Construction.
1960 Harold Ave. – Preliminary / Final Plan (5 Townhouses)	Susan Pammer / Posocco Equities	1960 Harold Ave.	2019	Under Construction.
4741 Chapmans Rd. Flex Warehouse Facility – Revised Plan / Conditional Use	Griffin Industrial Realty	4741 Chapmans Rd.	2018	Under Construction.
AutoZone #6215	AutoZone / Phillip Pecord	4260 Tilghman St.	2018	Final inspection held 3/12/20 – start of Maintenance Period Pending Punchlist Completion.
Dollar General	Fonzone / Allentown (Walbert Ave.) DG, LLC	2032 / 2070 Walbert Ave.	2018	Under Construction.
Push and Pull Autobody Building Addition	Kevin and Donnie Holdings, LLC / Kevin Caffrey	4727 and 4749 Grammes Rd.	2018	Final Inspection held 9/15/22 - Outstanding Items
Blue Barn Estates – 4 SFD	Posocco Equities	1530 Blue Barn Rd.	2017	Under Construction.
Crackersport Rd. DC Warehouses (3)	Black Creek Group	5100 Crackersport Rd.	2017	Under Construction.
Nestle Purina – Huckleberry Rd. – Drainage Improvements	Nestle Purina	Pope Rd.	2017	Final Inspection held 11/5/19 – start of Maintenance Period Pending Punchlist Completion.
Nestle Purina Permit 4 Expansion	Nestle Purina	Pope Rd.	2017	Final Inspection held 11/5/19 – start of Maintenance Period Pending Punchlist Completion.
Chabad Lubavitch Building Addition – Waiver Request	Chabad Lubavitch of the Lehigh Valley, Inc.	4457 Crackersport Rd.	2016	Under Construction.
Hamilton Animal Care	Polaris Corner, LP	4570 West Tilghman St.	2016	Final Inspection held 10/5/18 – Maintenance Period starts 12/7/20 and ends 6/7/22.
Liquor Control Board Building	Mariano Rentals	1027 Hausman Rd.	2016	Final Inspection held 12/8/17 – recommended start of Maintenance Period pending Twp/Sol approval.
Broadway Carwash	Peter A. Cooper	4540 Broadway	2014	Maintenance Period expired 6/1/20 - status update sent 7/20/22
KRE – Spring View – 450 Units, 3 Commercial Buildings	KRE Group	Cetronia Rd.	2013	Final Inspection held 10/7/20 – recommended start of Maintenance Period pending Twp/Sol approval.
Parkland Place – 15 SFD	Devonshire Properties, LLC.	Walnut St.	2006	Under Construction.
Ressler Acres Major Subdivision – 1 SFD / 14 Twins	Posocco Equities	5344 Chapmans Rd.	2006	Final inspection held 12/7/16 – start of Maintenance Period Pending Punchlist Completion.
Blue Barn Meadows – Stage 1, Stage 2, Stage 3 (91, 47, 69 Townhouses in SWT)	Posocco Properties	Blue Barn Rd.	2002	Under Construction.

