

BOARD OF COMMISSIONERS

PUBLIC MEETING

AGENDA-MINUTES

August 5, 2020

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

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

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

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

2. **PLEDGE OF ALLEGIANCE**

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

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

4. **MINUTES**

a. **July 15, 2020 - BOC Meeting Minutes:**

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Setton, to approve the July 15, 2020 BOC Meeting Minutes.

Roll Call Vote taken as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Setton:	AYE

Commissioner Kelly: AYE
Commissioner Morgan: AYE
Motion Carried.

5. **PRESENTATIONS**: None.

6. **ORDINANCES**: None.

Noise Ordinance – This is currently with our Solicitor’s Office. It is close to being finalized—needs a few more tweaks and will be on the August 19th Agenda.

7. **RESOLUTIONS**

a. **Resolution of the Board of Commissioners of South Whitehall Township, Lehigh County, Pennsylvania, Approving an Act 537 Plan Revision and Authorizing Submission Thereof to the Pennsylvania Department of Environmental Protection**

Randy Cope, Director of Township Operations, explained we are here this evening seeking adoption for the interim 537 Plan which PA DEP is requiring the Township, as well as all the signatories, LCA, COA, and everyone in LC that discharges sewage to Kline’s Island Waste Water Treatment Facility. This wraps up the entire system throughout LC. The month of August is when all municipalities in LC are going through this same process—this resolution is also being brought to their Boards for adoption.

Q: After this is adopted, what is the next step?

A: Randy explained that this is good for five years; Mike Schober explained that in addition to that, during the next five years, studies will be done at Kline’s Island—hydraulic modeling will be done, as well as reductions to I&I to the system. This is a five-year commitment which will get us to the point where we are completing the 30-year long-term plan. The schedule with PA DEP is to submit final plan, which includes all municipal adoptions by mid-September of this resolution.

Those attending with regard to this topic this evening:
Michael A. Schober, PE, BCEE; Vice President and Business Development Director of ARRO Corporation.
STW Staff Herb Bender, Mike Elias, and Randy Cope
Jason Newhard, (SWT’s Utility Engineer) Construction Services Administrator, SSM Group, Inc.

No additional questions by Board/Public at this time.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Morgan to adopt above-said Act 537 Plan Resolution, Authorizing Submission Thereof to the PA DEP as discussed.

Roll Call Vote taken as follows:

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

Motion carried.

8. MOTIONS

a. Sewer Allocation Request for 150 S. Cedarbrook Road

Mike Elias, Utility & MS4 Coordinator for SWT, explained that this sewer allocation request is for the Cedar Creek Parkway West, Phase 2 project. It involves improvements to the County owned and operated recreational facility, including the installation of a prefabricated restroom. No public water is required as it is supplied by a well on the property. The sewer will be connected to Township sanitary lines. As a result, the County is asking for approval of 1 EDU of sewer allocation for the project.

No questions by Board/Public.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Setton, to move forward with above-discussed sewer allocation request for 150 S. Cedarbrook Road.

Roll Call Vote taken as follows:

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

Motion carried.

b. Sewer Allocation Request for 2403 Dawes Street

Mike Elias explained that this is a single-family home, which is proposed to be built at 2403 Dawes Street, currently a vacant lot. The Applicant, David Costa, is requesting Board approval of water & sewer allocation for this property. As this is a single home, only 1 EDU is required.

Q: What is remaining sewer allowance for Township at this time?

A: Jason Newhard, SSM Group, explained that in a normal flow year we have 500,000. In an extremely rainy year (like 2018), we had about 380,000. This does include anticipated new development, which is also included in the Interim 537 Plan, just adopted this evening.

No other questions by Board/Public.

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, to move forward with above-discussed sewer allocation request for 2403 Dawes Street.

Roll Call Vote taken as follows:

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

Motion carried.

c. Motion to Update Pay-Per-Call Regarding Volunteer Firefighter Incentive

Township Fire Commissioner Chris Kiskeravage explained that he is presenting the Volunteer Firefighter Incentive Program. We are looking to change/increase the rate per response call. Instead of \$7.50/call, it would start at \$5/call for Jr. Firefighters, \$5/Probationary, once off Probationary they would go to the \$7.50/call. The additional monies added to that rate would depend on years' of service and certifications that Firefighters have achieved. Scale below, as presented by Mr. Kiskeravage. Also asking that if you are acceptable to this adoption, we would like to payout the 3Q-2020 & 4Q-2020 of the incentive program at this new rate.

SOUTH WHITEHALL TOWNSHIP Volunteer Firefighter Incentive Program – Pay-Per-Call		
Rank/Certification	Rate	Notes
Junior Firefighters	\$5.00	Current members remain at \$7.50 base
Probationary Firefighters	\$5.00	Current members remain at \$7.50 base
Firefighters/Fire Police	\$7.50	
5 years of Service	Add \$0.50	(0.50 Above Base)
10 Years of Service	Add \$0.50	(\$1.00 Above Base)
15 Years of Service	Add \$0.50	(\$1.50 Above Base)
20+ Years of Service	Add \$0.50	(\$2.00 Above Base)
Firefighter 1	Add \$0.50	Or Equivalent NFPA 1001 Training
Firefighter 2	Add \$0.25	
Fire Officer 1	Add \$0.50	
Vehicle Rescue Technician	Add \$0.50	
EMR	Add \$0.25	Can't combine with other EMS
EMT or Above	Add \$0.50	Can't combine with other EMS
HazMat Technician	Add \$0.50	
Basic Fire Police	Add \$0.50	
Advanced FirePolice	Add \$0.50	
MAXIMUM RATE PER CALL = \$10.00 (subject to future increase)		

President Morgan explained that there was a lot of thought and hard work put into this, and she explained that we are happy to begin implementation for 3Q & 4Q 2020, instead of start of 2021. Mr. Kiskeravage added that this scale was worked on by all the Firefighters. All Commissioners expressed their sincere appreciation for all the work our Volunteer Firefighters do and overwhelmingly supported the increase to the incentive scale as discussed, and look forward to great things in the future with our Volunteer Firefighters.

President Morgan said it was decided that in 2020-2021, to ensure that we are conscientious to the fire fund, and in moving forward, this will be re-evaluated on an ongoing basis, based on the budget and money coming into the fire fund. Mr. Kiskeravage will re-evaluate the rates moving forward and look for opportunities regarding future increases.

All questions were answered by Board/Public, and comments received, at this time.

Fire Chief Andrew Garger clarified that this equates to \$4,800/quarter. He thanked the Board and said these increases are greatly appreciated.

A MOTION was made by President Morgan to move forward with the adoption of the above Volunteer Firefighter Incentive Program – Pay-Per-Call Scale as discussed. The Motion was seconded by Commissioner Kelly.

Roll Call Vote taken as follows:

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

Motion carried.

9. CORRESPONDENCE AND INFORMATION ITEMS:

- a. **Public Notice - Public Hearing at Next BOC Meeting, Wednesday, August 19, 2020, at 7:00 p.m.** – This is with regard to the Posocco Ordinance with regard to the Height Amendment, which is coming back to the Board for hearing/adoption.
- b. **Planning Commission Annual Report** – George Kinney explained that Section 207 of the PA Municipal Planning Code requires the preparation/presentation of an Annual Report, to be presented to BOC. Said report included in BOC Packet. George explained that it basically contains the highlights as listed by PC. It is before the Board this evening for their acceptance. President Morgan thanked George/PC for this well-done report.

There were no additional questions/comments by Board/Public at this time.

- c. **Lehigh County Chief of Police Consortium Test for Entry-Level Police Officer**

Chief Glen Dorney announced that the LC Chief of Police Consortium has opened up their testing for the consortium test. This includes 12 departments in LC. Roughly 18-20 openings currently. Applications are online only at www.lehighcountypolicetest.com. Applications will be accepted online until September 11th; written exam September 26th; and physical assessment October 3rd. Consortium is looking forward in working together to help move the policing profession forward with new applicants.

10. DIRECTION/DISCUSSION ITEMS:

- a. President Morgan – Advised that the Green Advisory Council (GAC) met on July 20th. Very amazing/talented group of individuals in their field. Four committees were formed. GAC is looking at the following initiatives:

Recycling – Want to provide education materials to Public on this topic.

Stormwater – Want to provide information to residents from a personal, township perspective as it relates to stormwater.

Single-Use Plastics – Perhaps to include a resolution to be brought to BOC for their consideration at some point.

Communications – This would deal with how the GAC communicates/disseminates information out to businesses and residents of SWT.

President Morgan will keep BOC apprised of what goes on regarding GAC meetings. The GAC will at some point make a presentation to the BOC regarding these initiatives being worked

on, which will be for BOC consideration. GAC has reached out to school district to get some of our local students involved on this committee.

Commissioner Kelly – Wanted to make a motion for the Township Manager to provide a weekly written communication to the full Board with highlights of township business from the prior week, as well as projections for the upcoming week. The motion was seconded by Commissioner Wolk. Commissioners Kelly and Wolk feel they are not informed about things going on in the Township. Commissioners Morgan, Mobilio, and Setton did not feel that way. Commissioner Mobilio explained from a legal standpoint why he did not agree with this, and the implications this could have to the Township.

Roll Call Vote taken as follows:

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

Motion did not carry.

President Morgan said she feels that our Township Manager, along with Staff, provide excellent information to the Board. She encouraged Board members to give Renee a call if they have questions, feel misinformed, or don't have the information they feel they should have or are looking for. In turn, Renee will then provide that full information to everyone on the Board.

11. OLD BUSINESS – Township Manager Renee Bickel

Township Manager Renee Bickel, in light of the severe storm event we had yesterday, wanted to thank Herb Bender, PW Superintendent, and his team, for the incredible job they have done in the last 24 hours, and will continue to be doing in the coming days with regard to storm clean up and all that entails. Also, she wanted to thank our Police Department, EMS, & Fire Departments and Fire Police. Again, a BIG thank you to Herb and his team— they are doing a phenomenal job!

- a. **Wehrs Dam – Status:** Still remains in the PA DEP status. No word back on permit.
- b. **Campus Renovation Project – Status:** Project continues as scheduled, continues to be on budget. Steve Carr will give update with regard to Finances at the next meeting. Timeline of getting back into 4444 Walbert Avenue early 2021.
- c. **Credit Cards – Status:** Continuing on with same status—Steve actively working on getting the two systems to work together.

12. COURTESY OF THE FLOOR

Bryan Panella, 2310 Huckleberry Road – Spoke to the Board regarding a Cetronia Fire Company call to his neighbor's house (he lives in twin) and had concerns with how it was handled. Township Fire Commissioner Chris Kiskeravage will reach out to Mr. Panella regarding this matter.

Jacob Roth, 1499 White Oak Road – He asked that all board members treat one another with respect.

Brian Hite, 1273 Eck Road – Brought to the Board’s attention the water situation (due to yesterday’s storm event) in the area East of Eck Road. Water is higher than curb.

Township Manager, Renee Bickel – Website. Renee touch on the fact that with the redesign and implementation of the new website, residents will be able to sign up to get text alerts for various things—emergency events, agendas for meetings they are interested in, etc. This can also be used to send out a text blast for road closures, and things of this type. We are currently exploring several options available with the new website regarding these types of text/email alerts. Currently determining the one that will be the best for us, as well as do the most for us.

13. PAYMENT OF INVOICES:

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

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

Roll Call Vote taken as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Kelly:	AYE
Commissioner Setton:	AYE
Commissioner Morgan:	AYE
Motion carried.	

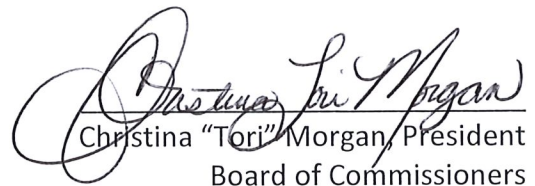
14. EXECUTIVE SESSION: No executive session after this meeting.

15. ADJOURNMENT: At 8:31 p.m. a MOTION was made by Commissioner Kelly, which was seconded by Commissioner Setton, to adjourn. All in favor; none opposed.

16. APPROVED: September 2, 2020



 Stephen D. Carr, Secretary



 Christina "Tori" Morgan, President
 Board of Commissioners

On September 2, 2020, a MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, to approve the August 5, 2020 BOC Meeting Minutes. All in favor; none opposed.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	AYE
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE
Motion Carried.	