



BOARD OF COMMISSIONERS

PUBLIC MEETING

AGENDA-MINUTES

March 3, 2021

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

At this time the Public/Virtual Meeting Rules were read.

A MOTION was made by Commissioner Wolk that the attendee list be open so that everyone can see it.

For the record, President Morgan explained meeting expectations are gone over at each meeting. As far as displaying the names, displaying the names isn't any different than if we are at a public meeting. Everyone does not have their name announced at a public meeting. The intention is to keep the meetings the same or similar to the way we would be in person. If you choose to speak or have a comment, in public you would raise your hand or ask for courtesy of the floor. On the virtual meetings, what you would do is put your name in chat, or unmute yourself and say your name and address, and you would have the chance to speak. What is being done, and what has been done, is to try and reflect the same type of decorum that would be held at a public meeting. There have been no changes with regard to people's ability to speak, or have courtesy of the floor, or to be able to approach the board. That has not changed.

President Morgan explained that once the meeting has come to order, Commissioner Wolk should at that time make his motion.

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

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

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

2. PLEDGE OF ALLEGIANCE

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

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

For the record, President Morgan advised that the Board met in Executive Session on February 25th, February 28th, March 2nd, and March 3rd—prior to the start of this evening’s BOC Meeting in order to discuss personnel and legal matters.

Commissioner Wolk made a MOTION to display the attendee list. The motion was seconded by Commissioner Kelly.

Roll Call Vote as follows:

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

Motion did not carry.

4. **MINUTES**

a. **February 17, 2021 - BOC Meeting Minutes**

A MOTION was made by Commissioner Kelly, which was seconded by Commissioner Morgan, to approve the February 17, 2021 BOC Meeting Minutes as presented.

Roll Call Vote as follows:

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

Motion carried.

5. **PRESENTATIONS:**

a. **Lehigh County Executive, Phillips Armstrong - Yearly Visit**

County Executive Phillips Armstrong came to talk about things going on at the County. Just got done handing out their \$33.5M Cares Funding. Currently in line to hopefully receive more. Received two more grants, which takes us over to \$22M for housing and rent assistance, and working with CALCV and Catholic Charities to make sure it is handed out the best possible way. Like everyone, trying to manage through COVID. Moving ahead with construction plans of Cedarbrook. He feels the most important thing is cooperating with local government.

At this point, Board/Public questions taken/answered by Mr. Armstrong.

6. **ORDINANCES:** None.

7. **RESOLUTIONS:** None.

8. MOTIONS

- a. Motion to approve the Tentative Agreement between Teamsters Local #773 and South Whitehall Township for years 2021 to 2024 and to authorize the Township Manager and Board President to execute the Tentative Agreement and take all necessary steps to implement it, including executing a consolidated collective bargaining agreement that incorporates the terms of the Tentative Agreement.**

Township Manager Renee Bickel explained that the PW Union did ratify this tentative Agreement on Monday, March 1st. High-level overview of the terms of Agreement are as follows:

- This is a four year agreement beginning in 2021, ending December 31, 2024.
- Wage increases over the four-year period are 2%, 2%, 2.5%, and 2.5% respectively.
- Increase in stand-by-pay from \$30/day to \$35/day.
- Subcontracting language remains the same.
- Some modifications made to hours of work.
- Language relating to split-shifts request the workers to volunteer to work in excess of 12 hours during storm occurrences.
- We are adding a yard and garden center staff member from the PW team with a schedule of Tuesday to Saturday.
- Health Care Plan Design will remain the same for the length of the contract as well as the premium contributions remaining at 7.5% over the term of the contract. Caps have been established for each year after 2021. Therefore, in 2022, 2023, and 2024 there are weekly caps so that if the premium cost exceeds those caps, their contribution would remain at a fixed rate.
- Dental and Vision plans are remaining the same during length of contract.
- Defined Benefit Plan - Employee contribution remains the same in 2021, 2022, and 2023 staying at 1%, with an increase in 2024 to 1.5%.
- Upon ratification of this agreement, employees hired between 01.01.2017 and 12.31.2020 receive a one-time \$1,500 contribution into their retirement plan pursuant to IRS regulations.
- Sick-leave plan was revised for employees. Employees went from 13 weeks of sick pay to 80 hours in 2021, and 56 hours annually in 2022 and thereafter. However, there is a short-term disability benefit paid 100% by the employer; the Township covers 100% of the base pay of the employees with a five-day elimination period for a 13-week period once approved by the insurance carrier based upon eligibility. Increases for annual sick leave incentive bonuses were increased from \$300 and \$600 to \$600 and \$1,200 based on either two days or one day respectively of time used.
- Under miscellaneous provisions, employees received reimbursement for safety shoes. That was increased to \$200 for the length of the contract.

The above are the substantial changes to the contract as presented.

Board comments were taken at this time, followed by questions and comments from the Public.

A MOTION was made by Commissioner Kelly which was seconded by Commissioner Wolk, to approve the above-stated motion approving the tentative agreement with our Teamsters Local #773 as discussed above.

Roll Call Vote 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. **Boards and Commissions – Informational Items**

CURRENT VACANCIES ON BOARDS/COMMISSIONS:

1. Civil Service Commission - 2 vacancies, alternate positions
2. Landscape Shade Tree Commission - 2 vacancies
3. Parks & Recreation Board – 2 vacancies
4. Planning Commission - 1 vacancy

Green Advisory Council did meet on February 22nd. Single-use plastics survey info forwarded to entire Board and associated information regarding printing costs. Survey to come out shortly. Residents' Guide-Recycling Flyer – GAC working on getting that out in the near future also. Actively working on GAC Facts to be placed on website. Currently in beginning stages of discussion with local rotary club regarding a possible community garden.

Volunteer Fire Sub-Committee met March 1st. Director of Finance Scott Boehret gave a financial review presentation to team. Discussed fire apparatus plan review, upcoming needs over the next few years, and other miscellaneous items.

At this point in the meeting, President Morgan explained there was much conversation on the meeting rules earlier, and feels it is important to solidify the Public/Virtual Meeting Rules that we talked about

At this time comments/questions from Board and Public took place.

Motion made by President Morgan to solidify and accept the Virtual Meeting Rules presented this evening, which will be posted to website, and to be read at each meeting. The motion was seconded by Commissioner Setton.

Roll Call Vote as follows:

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

Motion carried.

10. **DIRECTION/DISCUSSION ITEMS:**

Commissioner Kelly - A couple of months ago Board voted on Pavilion Rentals and Ball Fields. Fee schedule was approved and Board said we would waive the fees for fields for youth groups in the PASD. Commissioner Kelly received some calls from residents regarding they are being told that if they use a field at one of the schools, these leagues are now starting to have to pay for the porta potties themselves—in the past they did not have to. Is it possible for us to work with the School District to have that be reciprocal. If we are going to waive

the fees for the School District to use our fields, can we find a way to work with them so that our SWT residents who are part of these little leagues are not having to pay to use the facilities?

President Morgan said we might be able to look at some possible grant opportunities to help them with this. Maybe we can have a further discussion with Mike and Randy to see what kind of opportunities are out there.

Randy Cope, Director, Township Operations, explained that the fee schedule is strictly for field rentals—it is not specific to the porta-potties, which the youth group is challenging—the porta-potty cost. For the record, this was communicated with all youth groups at our 2020 Field Meeting, when they were advised that 2020 would be the last year the Township would be footing the bill for the porta-potties at school district's facilities. We do still provide the porta-potties at Township-owned facilities. We were looking for ways to reduce Township costs. They do not pay for school district fields if they are a youth group in the Township. This is strictly a porta-potty issue we are discussing. Also, youth groups have first tenure regarding the fields within the Township.

11. OLD BUSINESS: Township Manager, Renee Bickel

a. Wehr's Dam – Status:

Public Workshop held last week on the 24th of February. Next steps are permitting with the LCCD, which we are underway with those permits. At meeting discussed timeline and how we got where we are today.

b. Campus Renovation Project:

In the final steps, ready to cross the finish line. In the next two weeks will be looking to begin transitioning back to Walbert Avenue providing everything goes well over next few days. When we have definitive date, will post on website.

c. Credit Cards:

Dave Manhardt explained we are currently evaluating different payment scenarios, different ways people will pay, based on whether it is in collections etc. Trying to make this process as smooth as possible. Demo to be provided shortly to BOC.

Commissioner Kelly – Would like to have a copy of our Asset Maintenance Schedule—a schedule of maintenance for all our Township assets, and what the life expectancy is for each.

12. COURTESY OF THE FLOOR:

- a.** Rob Hodges – Topic, Continuation of virtual meetings, even when we go back to in-person meetings. Township Manager Renee Bickel explained when back in the new meeting room, we will be streaming meetings for the public, who cannot attend in person.

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.

Roll Call Vote as follows:

Commissioner Wolk:	AYE
Commissioner Mobilio:	- (dropped off call temporarily)
Commissioner Setton:	AYE
Commissioner Kelly:	AYE
Commissioner Morgan:	AYE

Motion carried.

- 14. **EXECUTIVE SESSION:** No executive session after this meeting.
- 15. **ADJOURNMENT:** At 9:02 p.m. a MOTION was made by Commissioner Kelly, which was seconded by Commissioner Wolk, to adjourn. All in favor; none opposed.
- 16. **APPROVED: March 17, 2021**

A MOTION was made by Commissioner Wolk, which was seconded by Commissioner Kelly, to approve the March 3, 2021 BOC Meeting Minutes as presented.

Roll Call Vote as follows:

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

Motion carried.