
MINUTES

MARCH 13, 2023
Regular Public Meeting

Board of Commissioners

Township of Whitehall

A. CALL TO ORDER

- 1) The regular Public Meeting of the Whitehall Township Board of Commissioners was called to order at 7:15 p.m. on Monday, March 13, 2023 held at the Whitehall Township Public Meeting Room, with the following in attendance:

COMMISSIONERS

Joseph J. Marx, Jr., President
Philip J. Ginder, Vice President
Thomas Slonaker, Secretary
Jeffrey J. Warren (Absent)
Charles G. Fisher
Randy Atiyeh
Andy Roman (Absent)

TOWNSHIP PERSONNEL

Michael P. Harakal, Jr., Mayor
John D. Meyers, Deputy Mayor
Sam Cohen Esq. for Jack Gross, Esq., Township Solicitor
David Nelson, Fire Chief
Mark Mazzitelli, Deputy Police Chief
Frank Clark, Engineer, KCE
Lee Rackus, PZ&D
Tina J. Koren, Tax Collector
Larissa Bruder, Executive Secretary

The meeting was formally opened with the Pledge of Allegiance to the Flag and a moment of silence will follow to honor our men and women in uniform, our first responders and the people of Ukraine.

President MARX read the statement on fair housing as required.

APPROVAL OF MINUTES

Commissioner ATIYEH moved, seconded by Commissioner GINDER to approve the Minutes of the following meeting:

Regular Public Meeting – March 6, 2023
(Rescheduled February 13, 2023 Meeting)

FIVE Commissioners were present and voted “yes” and Motion carried.

President MARX noted that there was an Executive Session of the Board held on Monday, February 6, 2023 regarding legal issues.

At this time Philips ARMSTRONG, Lehigh County Executive was present for his annual visit.

He first noted that everything he learned about government he learned from Commissioners GINDER and SLONAKER, the two best mentors. He proceeded to say that he is very proud of the cooperation between Whitehall, the County, Allentown and PennDOT with the expansion of the Rails to Trails. There has also been great cooperation in keeping the Iron Pigs in the County between State, Chamber of Commerce, Owners and both Lehigh and Northampton Counties. Mr. ARMSTRONG hired a community liaison for grants and programs for a better relationship with all of the municipalities.

At this time Mr. ARMSTRONG took questions from the public:

Commissioner GINDER noted a big thank you to Mr. ARMSTRONG for taking the time to come to Whitehall and for the fine job he is doing for the residents. President MARX stated that he appreciates the County's initiatives, community outreach is so important and appreciates the cooperation we have with the County. Commissioner FISHER asked where the County stands with EV grants. Mr. ARMSTRONG noted that PennDOT and Becky Bradley of the LVPC are handling this particular issue and a study is being conducted to know where the best locations should be. He also noted that being on the Board of the County Executives of America and he gets a heads up on these types of issues. Mr. ARMSTRONG then noted that he is working on a resolution for all firefighters to get a \$150.00 rebate on their real estate county tax. Commissioner FISHER then asked where the County stood on doing food inspections. Mr. ARMSTRONG advised that the County does not have a health department. They did a study and the expense that taxpayers would have to pay for such a service far outweighs the benefits as both Allentown and Bethlehem provide that service. Funds necessary to provide this service is appropriately 18 million dollars.

Tony MOLCHANY of 4235 Ammon Way asked for an update on the rail trail project. Mr. ARMSTRONG advised that Allentown, Lehigh County and Whitehall Township have letters that need to go to PennDOT saying they are in favor of the project and with these signed letters the project moves to the next phase of engineering studies. He added that a home goes up \$14,000 in value when it's near a trail. Anthony KOPECK of 3763 Dogwood Drive asked when the County would be holding the next household hazard waste event as he is having problems locating where to take items. Mr. ARMSTRONG advised that the County has one every two years and they also help communities that want to have one on their own. Mr. KOPECK then asked where the Freedom Trail is in Whitehall and Mr. ARMSTRONG explained it runs from the Riverside Project in Allentown along the river into Whitehall at Wood Street. Chief NELSON asked Mr. ARMSTRONG if there is any intention of a Countywide Fire Department being formed with the volunteerism dropping. Mr. ARMSTRONG advised that he doesn't see regionalizing in the next three years.

B. COURTESY OF THE FLOOR

Rob PILIGIAN of 415 Oakwood Drive asked what the outcome was of the District Attorney looking into the Tax Office Audit outcome. President MARX read the following letter from District Attorney James MARTIN dated November 16, 2022 in reference to the RKL Audit: I have reviewed the information you provided at our recent meeting regarding missing documents and records that your prior Treasurer was required to maintain. In addition, my Chief of Appeals has researched the issue to determine any potential criminal recourse. Based on this research along with the information you provided, it does not appear that my Office has a basis to intervene at this time. However, I direct your attention to the First Class Township Code, Title 53, Section 55804-A. Penalty for failure to perform duties. According to this section:

A township treasurer or deputy treasurer who fails to perform any duties of the office other than those for which specific penalties are provided commits a summary offense and, in addition to the fine or penalty which may be imposed upon conviction, is required to pay to the township an amount equal to the amount of the financial loss that occurred, if any,

for not performing the duties of the office. That person is disqualified from holding the office of township treasurer or deputy treasurer.

Although Whitehall is a Home Rule Charter Township, this alone does not necessarily render the Township Code inapplicable. Whether it is or not in this case cannot be determined by this Office. I respectfully recommend you consult with your solicitor in this regard. If you have any further questions or wish to discuss this further, please do not hesitate to contact me.

President MARX stated that after reviewing this letter with the Township Solicitor, it was determined that civil litigation was not in the best interest of the Township.

Andrew KOPECK of 3763 Dogwood Drive stated that from what was said at last Monday's meeting regarding how the additional right of way was attained from the McDonald's driveway, he asked why the Township let that happen. Frank Clark explained that was worked out between PennDOT and the previous land owner, years prior to McDonald's taking ownership. The Township had no involvement on that process as it is a PennDOT road. Mr. Kopeck feels strongly that the intersection there and the driveway should have modifications made to make it safer. Deputy Mayor MEYERS advised that he contact the local state representatives for guidance.

Anthony MOLCHANY of 4235 Ammon Way questioned how the 2.75 million in Cares Act Funding was allocated and how much is left. Deputy Mayor Meyers noted that the Township received 2.9 million and 1.5 million was used to replaced lost revenue and remaining funds will be put towards stormwater projects and video cameras along MacArthur Road. He also noted that he will be providing a report of the how the funds have been allocated. Mr. Molchany verified with Mr. Meyers that those funds cannot be used for relief of taxes. Mr. Molchany then asked the amount of money that was recovered from the treasury. Treasurer Koren advised that she has so far recovered \$8,452.06 and has submitted four more claims. Per Deputy Mayor Meyers those funds have been allocated to the General Fund.

Rita DIETER 1756 Michael Drive did not address the Board as she was only there as a spectator. Deputy Mayor MEYERS did introduce her to the Board as the Township's new Human Resource Officer.

C. PUBLIC HEARING AND VOTING ON ORDINANCES

1. BILL NO. 1-2023 (SECOND HEARING)

TITLE: AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF WHITEHALL TOWNSHIP, CHAPTER 27, ZONING, ARTICLE XI, CONDITIONAL USE PROVISIONS, BY ADDING SUBSECTION 27-137.1, REGULATIONS PERTAINING TO SHORT TERM RENTALS AS WELL AS MODIFYING THE DEFINITION OF 'FAMILY' (LEGAL & LEGISLATIVE)

President MARX read Bill No. 1-2023 to the Board.

Commissioner FISHER moved to approve, seconded by Commissioner GINDER.

FIVE Commissioners were present and voting "yes". Bill No. 1-2023 was approved.

2. BILL NO. 5-2023 (SECOND HEARING)
TITLE: AN ORDINANCE AMENDING THE PERSONNEL POLICIES AND PROCEDURES OF THE TOWNSHIP OF WHITEHALL AS CONTAINED IN CHAPTER I, PART 8 ARTICLE XXXVI OF THE CODIFIED ORDINANCES, SPECIFICALLY AS IT PERTAINS TO THE TOWNSHIP'S HARASSMENT POLICY (ADMINISTRATION)

President MARX read Bill No. 5-2023 to the Board.

Commissioner SLONAKER moved to approve, seconded by Commissioner ATIYEH.

FIVE Commissioners were present five voting "yes". Bill No. 5-2023 was approved.

3. BILL NO. 8-2023
TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR PROVIDING OPERATIONAL AND MAINTENANCE SERVICES FOR TRAFFIC CONTROL DEVICES FOR WHITEHALL TOWNSHIP, IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE. (PUBLIC WORKS)

President MARX read Bill No. 8-2023 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner FISHER.

FIVE Commissioners were present and voting "yes". Bill No. 8-2023 was approved.

4. BILL NO. 9-2023
TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR PURCHASE OF A FIVE YEAR UNLIMITED TASER CARTRIDGE PLAN IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE. (POLICE)

President MARX read Bill No. 9-2023 to the Board.

Commissioner SLONAKER moved to approve, seconded by Commissioner ATIYEH.

FIVE Commissioners were present and voting "yes". Bill No. 9-2023 was approved.

5. BILL NO. 10-2023
TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR PAVEMENT PRESERVATION WORK, BID 2023-03 FOR THE PUBLIC WORKS BUREAU, IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000

BY ORDINANCE. (PUBLIC WORKS)

President MARX read Bill No. 10-2023 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner FISHER.

FIVE Commissioners were present and voting “yes”. Bill No. 10-2023 was approved.

6. BILL NO. 11-2023

TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR THE PURCHASE OF A NEW EXMARK ZERO TURN GRASS CUTTING MACHINE, IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE. (RECREATION)

President MARX read Bill No. 11-2023 to the Board.

Commissioner SLONAKER moved to approve, seconded by Commissioner ATIYEH.

FIVE Commissioners were present and voting “yes”. Bill No. 11-2023 was approved.

7. BILL NO. 12-2023

TITLE: AN ORDINANCE DEFERRING THE REQUIRED INSTALLATION OF SIDEWALKS FOR 120 FEET ALONG THE GARFIELD AVENUE FRONTAGE AND FOR 120 FEET ALONG THE NEW YORK AVENUE FRONTAGE OF 5191 GARFIELD AVENUE AS REQUIRED IN CHAPTER 21, SECTION 21-16 OF THE CODIFIED ORDINANCES OF WHITEHALL TOWNSHIP. (DEVELOP)

President MARX read Bill No. 12-2023 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner MARX.

FIVE Commissioners were present and voting “yes”. Bill No. 12-2023 was approved.

D. PUBLIC HEARING AND VOTING ON RESOLUTIONS

1. RESOLUTION NO. 3236

TITLE: A RESOLUTION CONDITIONALLY APPROVING THE LAND DEVELOPMENT PLAN OF OUTBACK STEAKHOUSE, 1300 GRAPE STREET, INDEX # 2015-22A (DEVELOP)

President MARX read Resolution No. 3236 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner

FISHER.

Representatives of Outback were present and with no questions being raised, Commissioner GINDER welcomed them to Whitehall Township.

FIVE Commissioners were present and voting “yes”. Resolution No. 3236 was approved.

2. RESOLUTION NO. 3238

TITLE: A RESOLUTION OF THE BOARD OF COMMISSIONERS, TOWNSHIP OF WHITEHALL, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING POOL PASS RATES FOR THE YEAR 2023. (BOC)

President MARX read Resolution No. 3238 to the Board.

Commissioner SLONAKER moved to approve, seconded by Commissioner FISHER.

FIVE Commissioners were present and voting “yes”. Resolution No. 3238 was approved.

3. RESOLUTION NO. 3239

TITLE: A RESOLUTION OF THE BOARD OF COMMISSIONERS, TOWNSHIP OF WHITEHALL, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING CAMP WHITEHALL RATES FOR THE YEAR 2023. (BOC)

President MARX read Resolution No. 3239 to the Board.

Commissioner ATIYEH moved to approve, seconded by Commissioner SLONAKER.

Commissioner ATIYEH verified that there will only be one camp which will be at Hokendauqua Playground as that is the only pool that will be functioning this summer.

Ken SNYDER verified the particulars of camp..times, costs etc.

LoriAnn Fehnel 3107 3rd Street verified that cost is remaining the same as last year. Ms. Fehnel also had questions regarding pool passes: if consideration can be given to Coplay residents, particularly children since they go to the same school district, it would be beneficial to allow them access to the Township pool and it would also be additional revenue. As there may be an issue with capacity, Deputy Mayor MEYERS noted that numbers will be reviewed and discussed and also he will look into the legality of only allowing Coplay residents and not any other non township resident. Mrs. Fehnel also suggested forming an agreement with Coplay.

FIVE Commissioners were present and voting “yes”. Resolution No. 3239 was approved.

4. RESOLUTION NO. 3240

TITLE: A RESOLUTION APPROVING THE AMOUNT OF INTEREST RETURN TO BE CREDITED TO POLICE PENSION FUND MEMBER CONTRIBUTIONS FOR FISCAL YEAR 2022. (ADMIN)

President MARX read Resolution No. 3240 to the Board.

Commissioner SLONAKER moved to approve, seconded by Commissioner GINDER.

FIVE Commissioners were present and voting “yes”. Resolution No. 3240 was approved.

5. RESOLUTION NO. 3241

TITLE: A RESOLUTION APPROVING THE RETIREMENT AND THE COMMENCEMENT OF MONTHLY PENSION BENEFITS TO FORMER POLICE PATROL SERGEANT BRIAN CUTH. (ADMIN)

President MARX read Resolution No. 3241 to the Board.

Commissioner FISHER moved to approve, seconded by Commissioner ATIYEH.

President MARX thanked Officer Cuth for his service to the Township.

FIVE Commissioners were present and voting “yes”. Resolution No. 3241 was approved.

6. RESOLUTION NO. 3242

TITLE: A RESOLUTION TO ESTABLISH THE AMOUNT OF THE TREASURER’S BOND FOR 2023, WITH SAID BOND TO BE SECURED THROUGH THE COUNTY OF LEHIGH CLERK OF JUDICIAL RECORDS. (ADMIN/TREAS).

President MARX read Resolution No. 3242 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner SLONAKER.

FIVE Commissioners were present and voting “yes”. Resolution No. 3242 was approved.

7. RESOLUTION NO. 3243

TITLE: A RESOLUTION CONDITIONALLY APPROVING THE LAND DEVELOPMENT PLAN OF TAKE 5 – WHITEHALL, LOCATED AT 2603 MICKLEY AVENUE, WHITEHALL, INDEX #2018-22A (DEVELOP)

President MARX read Resolution No. 3243 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner FISHER.

Representative of Take-5 was present and Mrs. FEHNEL asked what this business is. Mr. Tweedie explained that it is a quick lube oil change service.

President MARX welcomed them to Whitehall Township.

FIVE Commissioners were present and voting “yes”. Resolution No. 3243 was approved.

8. RESOLUTION NO. 3244
TITLE: A RESOLUTION CONDITIONALLY APPROVING THE MINOR SUBDIVISION/LOT CONSOLIDATION PLAN OF DEBRA HARTMAN, LOCATED AT 5191 GARFIELD AVENUE, WHITEHALL, INDEX #2016-23A (DEVELOP).

President MARX read Resolution No. 3244 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner ATIYEH.

FIVE Commissioners were present and voting “yes”. Resolution No. 3244 was approved.

9. RESOLUTION NO. 3245
TITLE: A RESOLUTION FOR SEWAGE FACILITIES PLAN REVISION FOR NEW LAND DEVELOPMENT AT 4217 & 4219 BRIDGE STREET, WHITEHALL PA. (DEVELOP)

President MARX read Resolution No. 3245 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner SLONAKER.

FIVE Commissioners were present and voting “yes”. Resolution No. 3245 was approved.

10. RESOLUTION NO. 3246
TITLE: A RESOLUTION TO BE RECOGNIZED AS A PENNSYLVANIA AUDUBON COUNCIL BIRD TOWN

President MARX read Resolution No. 3246 to the Board.

Commissioner FISHER moved to approve, seconded by Commissioner SLONAKER.

Commissioner FISHER thanked the EAC and the L&L Committee to bring this to fruition as it connects with other communities in the state that are recognizing the activities of the Audubon Society. He also thanked Deb Rosene of the EAC and she noted that this will be a start of a lot of new things for Whitehall.

FIVE Commissioners were present and voting “yes”. Resolution No. 3246 was approved.

E. OTHER

1. MOTION – to approve the release of escrow for completed and withdrawn projects, per Deputy Mayor MEYERS memo March 2, 2023.

FIVE Commissioners were present and voting “yes”. Motion carried.

F. REPORTS OF PUBLIC OFFICIALS

Commissioner SLONAKER noted that he still waiting for his Christmas Tree pick up. He would appreciate if someone could look into that.

Commissioner GINDER started by announcing that the Lehigh Valley Planning Commission invited a the Township to participate in the Lehigh Valley General Assembly which will be held virtually on March 29, 2023 at 7PM. The meeting is an opportunity for municipal, school district, county and legislative partners to come together to learn about what’s going on in the region. During the General Assembly, we will review 2022 development rents for the region and take an in-depth look at training opportunities. To host an inclusive, regional General Assembly, we are asking every municipality in Lehigh and Northampton counties to be represented by at least one official, as well as legislators for our region. Planning effectively for the new normal means that we need all municipal partners at the table. Please come prepared to participate in our first General Assembly of 2023. Commissioner GINDER noted that he will gladly attend as he has been attending the LVPC meetings. The Mayor noted he would attend as well. Commissioner GINDER then thanked Tony Molchany for bringing to the Township’s attention for claiming unclaimed assets from the State. Treasurer KOREN checked into this and the Township has received approximately \$9,000. Next, Commissioner GINDER asked the Mayor for a current list of 2023 Firemans Relief members and officers, as well as Fire Dept members and officers. He then verified with the Mayor that the Recreation Comprehensive Plan update will be made a priority when the new Recreation Director is onboard. Commissioner GINDER then requested that he feels members of the Board should tour the Lehnert Street Barn with members of staff since there is money being put toward this structure and would like to see it firsthand to understand what exactly is going on there. Commissioner GINDER then asked Deputy Mayor MEYERS the status of the 2022 Treasurers office annual audit. Deputy Mayor MEYERS advised its readiness assessment and it’s more focused on internal controls and proper practices and procedures, which was part of the agreement with the School District. Treasurer KOREN advised that she along with the Deputy Treasurer meets once a week with the Auditor and reviews everything they do. Commissioner GINDER asked the Mayor to provide to the Board a list of playground and park and recreation officers for 2023. Commissioner GINDER then welcomed the Township’s new HR Director – Rita Casillo-Dieter and thanked her for all her efforts thus far. He next asked if any movement was made of the Township’s Comprehensive Plan and Mayor HAKAKAL advised that he has Chad Helmer looking for grants. Commissioner GINDER then asked Chief NELSON the status of inventorying items at Cementon Fire Station. Chief NELSON noted no further progress has been made. Commissioner GINDER suggested enlisting the help of others to get this completed. Lastly, Commissioner GINDER addressed Chief NELSON as well as Mayor HAKAKAL in reference to Tucker Siegfried, who was a township firefighter from 2016 till he joined the Navy in 2021. His understanding is that Tucker had all his certifications but when he was home on leave and he appears at a fire scene he was told he couldn’t do that any longer. Commissioner GINDER then stated it was his understanding that Tucker was not taken of the list and could be a firefighter. Before Tucker could be contacted, he returned back to the Navy. It was brought to his attention that Tucker was never notified that he could continue firefighting nor did he receive an apology letter for the way he was treated before he left. Mayor HAKAKAL advised that he told Tucker that he would receive an apology letter and when speaking with him on the phone told him he was reinstated and it is his belief that letter went out to Tucker. Commissioner GINDER requested a copy, as he has been told that it was not

received. Chief NELSON explained that the department comes up with standard operating guidelines, included in those are requirements for training and those guidelines are voted on by the Assistant Chiefs and are given the opportunity to change anything they see fit. It was asked of the Chief if Tucker could continue serving and the Chief advised that Tucker could serve after returning from basic training, as he was only away for a short time, but once he was no longer available for continued training and moved away, there was no way the department could keep track of his training records as that would become an issue if he was injured while on a call, that is something that would be asked for. Apparently that was not relayed to Tucker and when he appeared on a scene is when the Chief advised he could not be there, as the Chief was unaware that Tucker had still remained on the insurance. Chief NELSON also advised that he was trying to work out a way to manage training for Tucker and noted that he reached out to him twice with no response. Chief noted that he saw on Tucker's Facebook page that he knows he's been reinstated. President MARX stated that when he was made aware of this situation originally, he and Commissioner GINDER made a phone call to Tucker the night before he was to ship out and honored a request from the family for an in-person meeting. He met with Tucker, his father and family and apologized. President MARX understands the training requirements and that Tucker can't meet those, but Tucker is a Naval Firefighter and has his firefighter 1 classification and feels that should be of value. He promised Tucker and his family that he would receive a letter of apology. Chief NELSON added that the reason he is adamant about proper training is that he wants each and every firefighter to return home to their families after a call. Commissioner GINDER stated emphatically that Tucker needs to be valued and showed appreciation for what he is doing and that he will wait for the Mayor to produce the letter of apology so that he can make sure it goes out to Tucker.

Commissioner FISHER thanked the EAC and the volunteers for a successful Range Road cleanup. He noted that the next cleanup is March 26th from 9 to 10:30AM on Front Street in Fullerton. The EAC's Facebook page will be listing all future cleanup dates. Commissioner FISHER also noted that the next Recycling Event will be on May 20th from 9:00am to 1:00pm behind the WC Middle School. He asked if the Township could sponsor a hazardous waste cleanup like the County does and Deputy Mayor Meyers noted that they are very costly. President MARX announced that he just received communication from Lehigh County Executive ARMSTRONG and the County will be holding a hazardous waste event in September and information will be in the County's June newsletter. Commissioner FISHER complimented Deputy Mayor MEYERS for the signage in front of the building. He was able to see it better in daylight and it is very informative. Mr. MEYERS noted that the large sign out front still needs to have electric run to it for lighting purposes. Commissioner FISHER then asked Mayor HAKAKAL if there has been any further movement on the EV grants and Mayor HAKAKAL noted nothing new since the discussion at last week's meeting. Lastly, Commissioner FISHER asked that a public email system be thought about, something similar to NIXL where announcements could be pushed out to residents via email or text.

Commissioner ATIYEH asked when the new Recreation Director would be starting. The Mayor indicated not until April 1st. Commissioner ATIYEH asked if it would be possible to reconvene the Rec Comp Plan meetings as most likely items will need to be revisited and possibly new members would be interested to join the committee. Mayor HAKAKAL noted that he will try to get things moving but will keep with the previous meeting date of the last Thursday of the month.

Mayor HAKAKAL stated that he met with Waste Management where ways to improve efficiency were discussed and noted that only plastic #s 1, 2 and 5 are to be recycled and to never put the recycling in plastic bags as the bags entangle in the sorting equipment. He has attended meetings with PennDOT on the redecking of the Race Street Bridge and detour issues that have been proposed at 1st Avenue and Pine Street. The Administrative Offices had a new copier installed and employees attended training. He also

attended meetings regarding the Riverside Drive project, TASA grant and Cornerstone who maintains the Police Pension Fund. The old police building will be advertised for sale in the near future. Township and KCE staff are making progress with the 72" pipe issue.

Treasurer KOREN started by providing her January 2023 Report which stated the following:

For the month of January 2023, we closed out the 2022 tax year.

Delinquencies were sent to Portnoff Law Associates for Garbage and Township Taxes.

Delinquencies will be/were sent to Portnoff Law Associates by the school district for School RE and Per Capita.

Township Real Estate delinquencies from 01/01/2022 through 01/13/2023 were as follows:

135 bills are delinquent which excludes 01/17/2023 and 01/16/2023 for approximately \$102,610.30 plus fees

784 bills are delinquent for garbage bills excludes payments between 01/17/2023 and 01/16/2023.

This is approximately \$289,195.50 plus fees.

All business privilege tax invoices were sent out in February 2023. All business privilege license invoices were sent out in November 2022.

We have made payment to the Township for over \$21,000.00 in amusement licenses.

We made payments to the Township and School District for business privilege taxes in the amount of \$20,224.45 to close out the 2022 BP taxes.

I will be sending the delinquent report for business privilege to GH Harris within a few weeks.

We received out depository for cash, so all checks and cash are immediately deposited into TD Bank.

Unfortunately, we are having problems with the new cash depository. We are working out the bugs.

We are working on preparing for the March tax season with new procedures and processes in place.

All tax bills will be barcoded for immediate payment to the taxpayers account upon receipt.

Lastly, I would like to urge the Township to accept credit card payments. There have been numerous inquiries for that option. I

Since December we receipted \$27,615.00 in new and renewal business licenses. This was paid out to the Township.

For the month of February 2023, we receipted 799 tax bills and/or central administration payments.

Of those 799 receipts; 225 were for business licenses and business tax payments. Revenue is \$191,187.00.

We have identified many businesses that were not licensed and sent applications and amusement license applications for payment.

We receipted six school district interim payments for the amount of \$882.15 for the school district.

We receipted five interim Whitehall Real Estate Payments in the amount of \$344.47.

We were able to recover of \$8,900 in unclaimed property dating back many years.

Since March 1, we have been receiving a constant flow of taxpayers paying their garbage and real estate tax. As of this date we received over 10 pieces of mail in our secured lock box and US mail. We are only one day behind in processing these payments. The checks are scanned to the bank each date along with cash deposits are automatically scanned and dropped in our secure safe for pick up.

I. ADJOURNMENT

MOTION – Commissioner FISHER moved, seconded by Commissioner ATIYEH to adjourn the meeting at 9:20 p.m.