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**MINUTES**  
**MAY 13, 2024**  
**Regular Public Meeting**

**Board of Commissioners**

**Township of Whitehall**

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**A. CALL TO ORDER**

- 1) The Regular Public Meeting of the Whitehall Township Board of Commissioners was called to order at 7:00 p.m. on Monday, May 13, 2024 held at the Whitehall Township Public Meeting Room, with the following in attendance:

**COMMISSIONERS**

Thomas Slonaker, President  
Jeffrey J. Warren, Vice President  
Randy Atiyeh, Secretary  
Alberta Scarfaro  
Ken Snyder  
Elizabeth N. Fox (Absent)  
Robert Piligian

**TOWNSHIP PERSONNEL**

Joseph J. Marx, Jr., Mayor  
John D. Meyers, Deputy Mayor  
Jacob Oldacker, Esq., Township Solicitor  
, Fire Chief  
Michael Marks, Police Chief  
Elisa Highley, 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 for reflection of our troops stationed overseas and that may be in harms way.

President SLONAKER read the statement on fair housing as required.

**APPROVAL OF MINUTES**

Commissioner SCARFARO moved, seconded by Commissioner SNYDER to approve the Minutes of the following meeting with corrections:

Regular Public Meeting – April 8, 2024

SIX Commissioners were present and seven voted “yes”. Motion carried.

**B. RECOGNITION CEREMONIES**

1. **MOTION** – to confirm the Mayor’s appointment of MARK BILDER to the position of Fire Chief of Whitehall Township with salary/benefits per the terms of agreement with the Whitehall Township Administration.

Commissioner PILIGIAN moved to approve, seconded by Commissioner SNYDER

SIX Commissioners were present and voting “yes”. Motion passed.

**OATH OF OFFICE – Fire Chief Mark Bilder**

Mark BILDER took the Oath of Office to begin his service as Whitehall Township Fire Chief from Notary Public Larissa BRUDER.

**2. Police Department Promotions**

Sergeants - Christopher Longo  
Nicholas Squires  
Joseph Rimmel  
Nicholas Stibrany  
Kevin Sell  
Lindsay Yetter

Lieutenant – Derek Williams

Chief MARX stated that tonight, during this 2024 police week, we are celebrating the promotions of some of the best officers that our department has employed. Over the past six months, this agency has experienced officers leave the department with close to a combined two hundred years of police experience.

But that is the nature of employment. The key is to replace that experience with those who are knowledgeable, capable, and able to lead the department into the future. I submit to you that these officers are the future. They are all outstanding, dedicated, members of this fine department. They are the next leaders of the Whitehall Police Department.

Joseph Rimmel was hired on April 17, 2017. Joe is a supervisor of our field training officer program, which is directly responsible for training our police cadets. Joe has also been a member of the Lehigh County Emergency Response Team since January of 2021, and assigned to the warrant follow up unit. Joe was promoted to the rank of Sergeant on October 27, 2023.

Christopher Longo was hired on June 29, 2016. Chris specializes in technology, specifically computer and phone forensics, where he assists at the Lehigh County Digital Forensics lab. Chris is also a qualified range and use of force instructor and was assigned as a field training officer. Chris was promoted to the rank of Sergeant on October 28, 2023.

Kevin Sell was hired on July 1, 2019. Kevin was also assigned as a field training officer. Kevin has been assigned to the Lehigh County Emergency Response team since January of 2022. Kevin was promoted to the rank of Sergeant on October 29, 2023.

Lindsay Yetter was hired on January 26, 2015. Lindsay has been assigned to many different areas of responsibilities within the agency. Lindsay has worked with the police explorer program, the Whitehall youth academy, the crime scene processing unit, the bike patrol unit, and she was assigned to the Lehigh County Auto Theft Task Force. Lindsay was promoted to Detective Sergeant on December 24, 2023.

Nicholas Stibrany was hired on July 16, 2018. Nick has been assigned to the Lehigh County Emergency Response team since January of 2021, assigned as a gun range use of force instructor (including being certified as a defensive tactics instructor), was assigned to the warrant follow up unit, and also as a field training officer. Nick was promoted to Sergeant on December 25, 2023.

Nicholas Squires was hired on July 5, 2016. Nick has been assigned to the Lehigh County Emergency Response team since October of 2021, was assigned to the warrant follow up unit, and also as a field training officer. Nick was promoted to Sergeant on March 3, 2024.

Derek Williams was hired on February 6, 2006. Derek was assigned to the patrol division where he excelled at street crime investigation and being in the right place at the right time. Derek was trained as a DARE Instructor, a firearms instructor, assigned to the Lehigh County Emergency Response team between 2014 and 2022, assigned to the Lehigh County Auto Theft Task Force between 2017 and 2019, promoted to Sergeant-Patrol on September 10, 2019, and transferred to Sergeant- Criminal Investigations on October 5, 2020. Lieutenant Williams has received three commendations for meritorious service, one commendation for life saving, and the police medal of honor. Derek was promoted to the rank of Lieutenant on December 24, 2023.

3. Eagle Scout Braden Lilly was presented with a Commendation for attaining Eagle Scout and his sign project on the IRT by Mayor MARX.

C. **COURTESY OF THE FLOOR**

Deb Rosene of 4408 N. Church Street noted that the EAC worked with Braden Lilly on his project and mentioned Chuck Fisher has been instrumental in working with the Scouts. She went on to update the Board on the EAC: holding community cleanups at Jordan Creek and S. Church Street with the help of the Fire Police for traffic. Forty bags of trash was collected at each event. She asked if the Township would be willing to install a fence to stop the blow over from the Home Depot lot. Commissioner WARREN added that this is a perpetual issue at this location. He hoped that a cost effective solution could be agreed upon with Home Depot. Mayor MARX will contact Home Depot to discuss.

Karen Poshefko of 3303 Musselman Court advised that volunteer Janet Minnich has submitted an application for appointment to the EAC. She also noted that she, Janet and Deb Rosene have been nominated by the EAC to be the Shade Tree Committee members, which will need to be approved by the Board. Lastly, she asked if there is a plan for the approved Open Space referendum.

Andrea Hoagland of 51 Kimmet Avenue stated her concern with upkeep and replacement of vehicles.

Anthony Kopack of 3763 Dogwood Drive noted the following issues:

- Homeless that remain along the Jordan Parkway
- Striping stone lots

D. **PUBLIC HEARING AND VOTING ON ORDINANCES**

1. **BILL NO. 13-2024**

TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR CONSTRUCTION OF 2024 CDBG ADA HC RAMPS CONCRETE CURB AND SIDEWALK IMPROVEMENTS DESIGN BUILD IN WHITEHALL TOWNSHIP, CONTRACT NO. 2024-01 IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE. (DEVELOP)

President SLONAKER read Bill No. 13-2024 to the Board.

Commissioner SCARFARO moved to approve the motion, seconded by Commissioner SNYDER

Commissioner PILIGIAN thanked Lee RACKUS for providing additional info regarding the match of \$27,000.

SIX Commissioners were present voting “yes”. Bill No. 13-2024 was approved.

2. BILL NO. 16-2024 (SECOND HEARING)  
TITLE: AN ORDINANCE AMENDING CHAPTER 7, ARTICLE I, § 7-4, SUBSECTION D OF THE TOWNSHIP CODE

President SLONAKER read Bill No. 16-2024 to the Board.

Commissioner PILIGIAN moved to approve the motion, seconded by Commissioner WARREN

SIX Commissioners were present voting “yes”. Bill No. 16-2024 was approved.

3. BILL NO. 18-2024  
TITLE: AN ORDINANCE DEFERRING THE REQUIRED INSTALLATION OF BOTH CURBING AND SIDEWALKS FOR 268 FEET ALONG THE MECHANICSVILLE ROAD (SR 1012) FRONTAGE AND 1876 FEET ALONG MACARTHUR ROAD FRONTAGE OF 3916 MECHANICSVILLE AND 3052/3230 MACARTHUR ROAD AS REQUIRED IN CHAPTER 21, SECTION 21-16 OF THE CODIFIED ORDINANCES OF WHITEHALL TOWNSHIP. (DEVELOP)

President SLONAKER read Bill No. 18-2024 to the Board.

Commissioner PILIGIAN moved to approve the motion, seconded by Commissioner WARREN

Representatives from The Piddock Group and LVHN were present.

Commissioner PILIGIAN explained that since no development is being proposed at this time, he does not feel that installation is necessary. It was also noted that it would be difficult to determine where sidewalks should be placed until the property is developed.

SIX Commissioners were present voting “yes”. Bill No. 18-2024 was approved.

4. BILL NO. 19-2024  
TITLE: AN ORDINANCE DEFERRING THE REQUIRED INSTALLATION OF BOTH CURBING AND SIDEWALKS FOR 255 FEET ALONG THE MECHANICSVILLE ROAD (SR 1012) FRONTAGE OF 3918/3921 MECHANICSVILLE ROAD AS IS REQUIRED IN CHAPTER 21, SECTION 21-16 OF THE CODIFIED ORDINANCES OF WHITEHALL TOWNSHIP. (DEVELOP)

President SLONAKER read Bill No. 19-2024 to the Board.

Commissioner ATIYEH moved to approve the motion, seconded by Commissioner SNYDER

SIX Commissioners were present voting “yes”. Bill No. 19-2024 was approved.

5. BILL NO. 20-2024

TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR PURCHASE OF TWO VCB C TEC EXTRACTION TOOLS FOR THE FIRE DEPARTMENT, IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE. (FIRE)

President SLONAKER read Bill No. 20-2024 to the Board.

Commissioner WARREN moved to approve the motion, seconded by Commissioner SCARFARO

SIX Commissioners were present voting “yes”. Bill No. 20-2024 was approved.

**E. PUBLIC HEARING AND VOTING ON RESOLUTIONS**

1. RESOLUTION NO. 3317

TITLE: A RESOLUTION AUTHORIZING THE DEPUTY MAYOR TO SUBMIT A GRANT APPLICATION TO THE DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES FOR SECURING GRANT FUNDS FOR THE JEFFERSON STREET PLAYGROUND PLAY EQUIPMENT

President SLONAKER read Resolution No. 3317 to the Board.

Commissioner WARREN moved to approve, seconded by Commissioner PILIGIAN

Commissioner WARREN noted that this is an \$80,000 grant that is from Senator MILLER. As the status of Jefferson Playground is unknown and years ago Presidential Village basketball courts were removed, he feels that area should be considered if extra money is available. Commissioner SNYDER asked if other areas such as Peachtree recreation area and Wood Street be put ahead of Jefferson Street since it could be two years before knowing what the plan is for there. Mayor MARX noted that a piece of playground equipment is required to be purchased with this grant and the Township needs to adhere to the stipulations agreed upon. Only if any monies remain can they be utilized elsewhere.

SIX Commissioners were present and voting “yes”. Resolution No. 3317 was approved.

2. RESOLUTION NO. 3318

TITLE: A RESOLUTION WAIVING CERTAIN FEES PROVIDED UNDER M-16 OF THE WHITEHALL TOWNSHIP FEE SCHEDULE AS AUTHORIZED UNDER M-9 OF THE FEE SCHEDULE FOR THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION'S PRELIMINARY AND FINAL PLAN SUBMISSIONS RELATED TO THE RIVERSIDE DRIVE PROJECT (ADMIN/BOC)

President SLONAKER read Resolution No. 3318 to the Board.

Commissioner WARREN moved to approve, seconded by Commissioner SNYDER

SIX Commissioners were present and voting “yes”. Resolution No. 3318 was approved.

3. RESOLUTION NO. 3319  
TITLE: A RESOLUTION CONDITIONALLY APPROVING THE LAND DEVELOPMENT PLAN OF THE PROPOSED MISTER CARWASH, LOCATED AT 2160 MACARTHUR ROAD, INDEX NO. 2040-24A

President SLONAKER read Resolution No. 3319 to the Board.

Commissioner SNYDER moved to approve, seconded by Commissioner ATIYEH

Commissioner SNYDER verified that all agreements/conditions have or are being met. Commissioner PILIGIAN verified that the installation of the sidewalk across the front. Commissioner WARREN added that it included the curb cuts at the corner.

SIX Commissioners were present and voting “yes”. Resolution No. 3319 was approved.

4. RESOLUTION NO. 3321  
TITLE: A RESOLUTION CONDITIONALLY APPROVING THE LAND DEVELOPMENT PLAN OF TACO BELL, LOCATED AT 2113 MACARTHUR ROAD, INDEX NO. 2042-24A

President SLONAKER read Resolution No. 3321 to the Board.

Commissioner WARREN moved to approve, seconded by Commissioner SNYDER

Commissioner WARREN noted he is pleased with what the new facility will look like after visiting the model location on Route 100. He added that the manager of the facility along with the employees asked for a Lanta stop on the site. Commissioner PILIGIAN commented to the Developer that it is great to see the property being redeveloped.

SIX Commissioners were present and voting “yes”. Resolution No. 3321 was approved.

5. RESOLUTION NO. 3322  
TITLE: A RESOLUTION CONDITIONALLY APPROVING THE MINOR SUBDIVISION PLAN OF LVHN LOT CONSOLIDATION, LOCATED AT 3916/3918/3921 MECHANICSVILLE ROAD AND 3052/3230 MACARTHUR ROADS, INDEX NO. 2043-24A.

President SLONAKER read Resolution No. 3322 to the Board.

Commissioner PILIGIAN moved to approve, seconded by Commissioner SCARFARO

SIX Commissioners were present and voting “yes”. Resolution No. 3322 was approved.

6. RESOLUTION NO. 3323  
TITLE: A RESOLUTION CONDITIONALLY APPROVING THE MINOR SUBDIVISION PLAN OF 135 CREST DRIVE, LOCATED AT 135 CREST DRIVE, INDEX NO. 2037-24A

President SLONAKER read Resolution No. 3323 to the Board.

Commissioner PILIGIAN moved to approve, seconded by Commissioner SCARFARO

Commissioner WARREN verified the payment of recreation fees. Commissioner SNYDER questioned the matter of the gas line installation. The Developer stated that UGI is waiting on the start of development of this lot and there is an agreement in place with them. He also verified that the two lots are being consolidated to build a larger home.

SIX Commissioners were present and voting “yes”. Resolution No. 3323 was approved.

***F. OTHER***

**DISCUSSION ITEMS**

1. Curb and Sidewalk Waivers – it was decided to keep it as is by the L&L Committee.  
  
\*Commissioner SNYDER noted that he will give a brief overview of his items as they were thoroughly discussed at the Workshop Meeting.
2. Protocol for Workshop and General Meetings (K. Snyder) it was discussed that a packet similar to what is utilized for the Planning Commission meetings be provided to the public for the Board meetings and include a brief summary of the ordinances and resolutions.
3. Discussion of improvements at Pavilion, Mickley Prydun Farm, Cementon & Egypt (K. Snyder) Egypt is completed. Cementon had roadway paved but had concern that there was more that could have been done. President SLONAKER noted that it is not always best to pave more than necessary due to draining and runoff issues. Commissioner SNYDER stated this is why he feels a project manager is needed to access these types of issues. Commissioner WARREN added that a lot of projects are grant driven and if only 85% is awarded of the initial amount requested then only 85% of the originally proposed work is done. Commissioner SNYDER commented on the Prydun Farm that there are grants but he doesn't think that we have handle on the dollar and cents being spent. Commissioner WARREN stated that there are mostly outsourced contracts but there is professional services agreements budgeted that can be used by all departments. Commissioner ATIYEH suggested that a review of the process of grants be given. Mayor MARX stated that Chad Helmer created a checklist and when an applicant wants to apply for a grant it first gets submitted to Administration to be vetted. There were applications being submitted for grants that the Administration was not aware of which created problems. Commissioner SNYDER's next concern is with Commissioner WARREN installing cameras at the Mickley Prydun Farm that only he is able to monitor. Attorney Oldacker will research and come back with the legalities of that. Commissioner WARREN feels cameras should be at all Township owned properties and asked that it be budgeted for in next years budget. Commissioner SNYDER asked for a list of items that still need to be completed at the Pavilion. He has concerns that the project is \$100,000 over budget, and he asked where the money will come from for an important item such as the fencing needed along the quarry. President SLONAKER asked Administration to analyze the project with what still needs to be completed and where funds could come from to do so.

4. Status of Old Police Station (K. Snyder) Commissioner SNYDER asked that the property be evaluated to determine how it could best be utilized. Commissioner PILIGIAN stated that it does not qualify for adaptive reuse. Commissioner PILIGIAN verified that a municipal use is a permitted use in that zoning district.
5. Home Occupation (K.Snyder) – nothing on this item this evening.
6. Temporary Sign Ordinance (K. Snyder) Commissioner SNYDER asked that this ordinance be reviewed and updated. It was decided to have this item passed on to Legal & Legislative Committee.

**G. REPORTS OF PUBLIC OFFICIALS**

Commissioner SNYDER advised that he will not be able to attend the WTICDA due to a previous engagement. He will be attending the Zoning Hearing Board meeting.

Commissioner PILIGIAN stated he attended the April 16<sup>th</sup> IRT Meeting and stated the Whitehall was well represented and advised that the committee will be having meetings every other month. He also attended the April 22<sup>nd</sup> Rec Committee meeting and was advised that Ray Bieak is interested in being the IRT Liaison for that committee. He advised that the Historical Society is having Flea Market on the 18<sup>th</sup>. Lastly, he missed the EAC meeting on April 18<sup>th</sup> due to not being aware of how to gain access into the Steckel Building which will now have a sign posted.

Commissioner WARREN questioned if the complaint forms that residents fill out are kept confidential. Lee RACKUS noted they are unless ordered by judge to be released and that is noted on the form. She also advised that if this form is not completed they do not consider it a valid complaint and are not addressed. Next, he stated that the Township has over \$4 million in grants pending and will require some form of engineering/management. These grants will have to be reviewed and prioritized in next years budget. Lastly, he stated that with the Lehigh Valley Dairy's demolition, the decorative panels on the front of the building, if salvageable, will be given to the Historical Society.

Commissioner ATIYEH noted that it is National Police week and thanked all our officers for their dedication. The Park & Rec Comp Plan is moving forward with tours of the parks scheduled for this week. Unfortunately, the Township is still short on lifeguards for the Cementon Pool and pool pass purchases are down from last year. Lastly, he wished all mothers a Happy Mothers Day.

Commissioner SCARFARO noted that she did not attend the L&L meeting since it was cancelled. She thanked the residents that take time to come out to the meeting. She also wished mothers a Happy Mother Day. Lastly, she thanked the staff for all they do, as there is a lot to be done and thanked Lee RACKUS for her expertise and patience for answering so many questions.

President SLONAKER confirmed with Treasurer KOREN that she is aware of the food trucks and getting them licensed. He advised that with Memorial Day fast approaching, there is a list of services posted on the website.

Mayor MARX advised the Dairy is in the process of being taken down. 5<sup>th</sup> Street Bridge is back on the list to be redone and the Township will not have to take on ownership/maintenance of the bridge, only sidewalk maintenance and snow removal. Two dogwood trees were planted at the Parkway. Garbage contract negotiations will start soon and will do our best to get a good contract but it is inevitable that prices will increase. Township seal on dais has been restored along with a new podium with seal. Shout



out to the Public Works Department with their efforts to the front of the building with respect to grass and landscaping; they are doing a phenomenal job. He also gave kudos to all the staff, as most are residents of the Township, and are loyal and are dedicated. Lastly, he stated that with the shortage of lifeguards it is becoming apparent that Cementon Pool will most likely not open.

Treasurer KOREN noted that she forwarded her report with analysis fees added to the Board and to let her know if there are any questions. Her staff is diligently trying to collect taxes before going to Portnoff by sending out letters. She also advised that assessment being shown on the garbage bill has been shown in error and will not be shown going forward.

***H. ADJOURNMENT***

MOTION – Commissioner SCARFARO moved, seconded by Commissioner ATIYEH to adjourn the meeting at 9:46 pm.