
MINUTES

July 14, 2025
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 7:00 p.m. on Monday, July 14, 2025 held at the Whitehall Township Public Meeting Room, with the following in attendance:

COMMISSIONERS

Thomas Slonaker, President (Absent)
Jeffrey J. Warren, Acting President
Randy Atiyeh, Secretary
Alberta Scarfaro
Ken Snyder
Elizabeth N. Fox (Absent)
Philip J. Ginder

TOWNSHIP PERSONNEL

Joseph J. Marx, Jr., Mayor
John D. Meyers, Deputy Mayor
Jack Gross, Esq., Township Solicitor
Michael Marks, Police Chief
Mark Bilder, Fire Chief (Absent)
Frank J. Clark, Engineer, KCE
Lee Rackus, PZ&D (Absent)
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 for the men and women serving in harms way at home and abroad, as well as the victims of the flooding in Texas and New Mexico, especially the Zephyr family that was impacted.

Acting President WARREN read the statement on fair housing as required.

APPROVAL OF MINUTES

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

Regular Public Meeting – June 9, 2025

Five Commissioners were present and voted “yes” with additions. Motion carried.

B. COURTESY OF THE FLOOR

Bruce Charles of 76 Madison Lane commented on a number of issues; garbage service, crack sealing needed on Madison Lane, new toter requested and the condition of the Mauch Chunk Road bus stop.

Karen Poshefko of 3303 Musselman Court explained the importance of oak trees and provided a book to the Board members.

Deb Rosene of 4908 N. Church Street noted EAC updates.

Michael Dee of 145 S. 2nd Street, Coplay stated he attended the last Summer Concert Series and wanted the Board to know what a great event it was and a perfect location as well and gave kudos to Recreation and Public Works for what goes into having an event like this.

C. PUBLIC HEARING AND VOTING ON ORDINANCES

1. BILL NO. 24-2025

TITLE: AN ORDINANCE AUTHORIZING A LOAN FROM THE LAFARGE FUND FOR THE PURCHASE AND ACQUISITION OF END USER RADIO HARDWARE FOR THE EMERGENCY SERVICES PERSONNEL OF WHITEHALL TOWNSHIP. (ADMIN)

Acting President WARREN read Bill No. 24-2025 to the Board.

Commissioner SCARFARO moved to approve, seconded by Commissioner SNYDER
Commissioner SNYDER confirmed that this may not necessarily be the manner of how this purchase is funded. A review of this will take place during budget season to possibly come up with a different payment method.

FIVE Commissioners were present and all voting “yes”. Bill No. 24-2025 was approved.

2. BILL NO. 25-2025

TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR PURCHASE AND INSTALLATION OF VIDEO SURVEILLANCE EQUIPMENT AT SPECIFIED PARKS AND RECREATION SITES FOR THE RECREATION DEPARTMENT, IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE.

Acting President WARREN read Bill No. 25-2025 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner ATIYEH
Commissioner SNYDER noted that this may not solve all issues. Commissioner WARREN stated that it will make someone think twice before during something nefarious. Commissioner ATIYEH commented that the timing of the lights at the parks may be considered.

FIVE Commissioners were present and all voting “yes”. Bill No. 25-2025 was approved

3. BILL NO. 26-2025

TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR PURCHASE AND INSTALLATION OF INTERNET TECHNOLOGY TO SUPPORT VIDEO SURVEILLANCE EQUIPMENT AT SPECIFIED PARKS AND RECREATION

SITES FOR THE RECREATION DEPARTMENT, IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE. (RECREATION)

Acting President WARREN read Bill No. 26-2025 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner SNYDER

FIVE Commissioners were present and all voting “yes”. Bill No. 26-2025 was approved.

4. BILL NO. 27-2025

TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR THE RENTAL AND CLEANING OF PORTABLE TOILETS AT SPECIFIED TOWNSHIP SITES FOR THE TOWNSHIP, IN ACCORDANCE WITH SECTION 3.20 IN THE HOME RULE CHARTER WHICH REQUIRES AUTHORIZATION OF ACQUISITIONS IN EXCESS OF \$25,000 BY ORDINANCE. (ADMINISTRATION)

Acting President WARREN read Bill No. 27-2025 to the Board.

Commissioner WARREN moved to approve, seconded by Commissioner GINDER
Deputy Mayor MEYERS stated that the company awarded this contract comes highly recommended as they also provide this product for Celticfest and Musikfest events.

FIVE Commissioners were present and all voting “yes”. Bill No. 27-2025 was approved.

5. BILL NO. 28-2025

TITLE: AN ORDINANCE AUTHORIZING THE ACCEPTANCE OF A PROPOSAL FOR THE BELMONT GLEN STORM SEWERAGE PROJECT, PHASE 2, IN 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)

Acting President WARREN read Bill No. 28-2025 to the Board.

Commissioner SCARFARO moved to approve, seconded by Commissioner ATIYEH
Commissioner WARREN asked Frank CLARK for a map of the area where the work is being done.
Commissioner SNYDER verified that Keystone Engineering will oversee the project.

FIVE Commissioners were present and all voting “yes”. Bill No. 28-2025 was approved.

D. PUBLIC HEARING AND VOTING ON RESOLUTIONS

1. RESOLUTION NO. 3379

TITLE: A RESOLUTION SUPPLEMENTING RESOLUTION 3348 WHICH CONDITIONALLY APPROVED THE FINAL SUBDIVISION/LAND DEVELOPMENT PLAN OF FELLOWSHIP COMMUNITY INDEPENDENT LIVING APARTMENTS, LOCATED AT 3600 MAUCH CHUNK ROAD, INDEX NO. 2046-24A; TO FORMALLY SPLIT THE LAND DEVELOPMENT OF FELLOWSHIP COMMUNITY INDEPENDENT LIVING

APARTMENTS INTO TWO (2) DISTINCT PHASES.

Acting President WARREN read Resolution No. 3379 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner SCARFARO

FIVE Commissioners were present and voting “yes”. Resolution No. 3379 was approved.

2. RESOLUTION NO. 3381

TITLE: A RESOLUTION FOR SEWAGE FACILITIES PLAN REVISION FOR NEW LAND DEVELOPMENT ARD MAC COMMONS LLC/ARD WM PAD, LLC LOCATED AT 2601 AND 2631 MACARTHUR ROAD, WHITEHALL PA. (DEVELOP)

Acting President WARREN read Resolution No. 3381 to the Board.

Commissioner SNYDER moved to approve, seconded by Commissioner SCARFARO

FIVE Commissioners were present and voting “yes”. Resolution No. 3381 was approved.

3. RESOLUTION NO. 3382

TITLE: A RESOLUTION FOR SEWAGE FACILITIES PLAN REVISION FOR NEW LAND DEVELOPMENT - WHITEHALL TOWNHOMES/2ND & FRONT LLC; LOCATED AT 3229 N. FRONT STREET, WHITEHALL PA. (DEVELOP)

Acting President WARREN read Resolution No. 3382 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner WARREN

FIVE Commissioners were present and voting “yes”. Resolution No. 3382 was approved

4. RESOLUTION NO. 3383

TITLE: A RESOLUTION OF THE TOWNSHIP OF WHITEHALL, LEHIGH COUNTY REQUESTING FUNDING FROM THE COUNTY OF LEHIGH TO EFFECTUATE REPAIRS AND UPGRADES TO THE WHITEHALL TOWNSHIP FIRE TRAINING CENTER

Acting President WARREN read Resolution No. 3383 to the Board.

Commissioner WARREN moved to approve, seconded by Commissioner SCARFARO

FIVE Commissioners were present and voting “yes”. Resolution No. 3382 was approved

5. RESOLUTION NO. 3384

TITLE: A RESOLUTION OF THE TOWNSHIP OF WHITEHALL, LEHIGH COUNTY

REQUESTING A GRANT FROM THE PENNSYLVANIA COMMONWEALTH
FINANCING AUTHORITY'S GREENWAYS, TRAILS, AND RECREATION
PROGRAM FOR THE JEFFERSON STREET RECREATION CENTER STUDY

Acting President WARREN read Resolution No. 3384 to the Board.

Commissioner WARREN moved to approve, seconded by Commissioner SNYDER
Deputy Mayor MEYERS explained that this is an amendment to the original grant to have an
additional 10% for a specific purpose related to this grant. One of the things identified is to
standardize signage.

FIVE Commissioners were present and voting "yes". Resolution No. 3384 was approved

6. RESOLUTION NO. 3385
TITLE: A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND WHITEHALL
TOWNSHIP TO ENTER INTO A SETTLEMENT AGREEMENT REGARDING THE
TAX ASSESSMENT APPEAL MACY'S RETAIL HOLDINGS, INC AND THE
PROPERTY KNOWN AS 300 LEHIGH VALLEY MALL

Acting President WARREN read Resolution No. 3385 to the Board.

Commissioner GINDER moved to approve, seconded by Commissioner ATIYEH
Commissioner SNYDER commented that these types of scenarios is why the Township may need
to consider a tax increase, as numerous commercial properties are succeeding in these appeals.
Bruce Charles of Madison Lane commented that even though the Board does not have control of
this, they can control spending of township dollars by cutting the budget instead of considering a
tax increase.

FIVE Commissioners were present and voting "yes". Resolution No. 3385 was approved

7. RESOLUTION NO. 3386
TITLE: A RESOLUTION CONDITIONALLY APPROVING THE MINOR SUBDIVISION PLAN
OF 415 SEVENTH STREET, LOCATED AT 415 SEVENTH STREET, INDEX NO.
2061-25A.

Acting President WARREN read Resolution No. 3386 to the Board.

Commissioner SNYDER moved to approve, seconded by Commissioner SCARFARO

FIVE Commissioners were present and voting "yes". Resolution No. 3386 was approved

E. OTHER

MOTIONS

1. MOTION – A Motion to Ratify the Terms of the Collective Bargaining Agreement between
Whitehall Township and the Whitehall Police Bargaining Unit.

FIVE Commissioners were present and voting “yes”. Motion was approved.

DISCUSSION ITEMS:

1. Zoning Amendment – Whitehall Retirement Living (L&L Committee)

Attorney Gross gave an overview of this project as it came to the Board previously and was forwarded to Legal & Legislative where it was discussed numerous times with revisions done to the proposal as well. At last month’s L&L meeting it was recommended to bring this latest proposal to the Board for a recommendation. He further explained that the applicant is requesting two things: 1) an addition of the overlay to this zoning district and 2) a map amendment.

Attorney Joel Weiner was present representing the applicant along with Gene Berg from Gouch Architects and Lew Rauch with Lehigh Engineering. Attorney Weiner also explained that the proposal is a request to create an overlay for senior housing to this zoning district. Secondly, to amend the map for the overlay district, for this property. He also noted that approving this does not set a precedent for other R-4 areas in the township – each developer we need to request the map change.

Commissioner WARREN noted that this was originally approved as a single family development with 43 units with public road and land that the Township would have access to. He believed at the time of this original approval, that this is what the Township needed, as the property is close proximity to parks and the Township pool which would be a draw for families. Attorney Weiner indicated that there would be an option to dedicate some of the land to the Township. Commissioner WARREN then noted that that particular area is in a flood plain and cannot be developed.

Attorney Weiner explained that the applicant feels there is a need for senior housing in this area and a benefit would be it won’t add to peak traffic. Commissioner SNYDER verified that a survey was not done to confirm that senior housing is actually needed in the Township and that the applicant will be able to increase the number of units if this is approved. He also noted that receiving land comes with costs to the Township, which he is not in favor of. Attorney Weiner explained that the offer of land is only an option and can remain an option even if the Board decides they do not want it at this time. Commissioner SNYDER also is concerned of possible waivers that might be requested if this proposal moves forward.

Deb Rosene commented that there are different types of open space and not all have to be maintained. Lee Christman stated his concern that this proposal would not have to go before the Zoning Hearing Board and he feels that is not appropriate.

Karen Poshefko verified tree/forested areas and the percentage of land to be preserved as open space. Also noted concern of the map change request.

The Board will come to a decision whether to move the proposal to the Planning Commission.

2. Zoning Amendment – 810 Jefferson Street (L&L Committee)

Attorney Naomi Centrella of Fitzpatrick Lenz & Bubba explained that this vacant parcel owned by Catawba Associates is adjacent to Chili’s. It is currently zoned office park and wishes to change it to C-2. Access drive already exists and it would be maintained by GMR Enterprises, but Catawba will need to contribute towards the maintenance.

Commissioner GINDER stated that originally it was thought that office park would be fitting for the lot as the Township did not have many of those types of buildings and with the other two parcels being restaurants it would make it a good fit.

The Board determined to move this proposal on to the Planning Commission.

3. Various Recreation Topics (K. Snyder)

Commissioner SNYDER discussed that the Open Space Plan is still trying to be finalized but will probably take another 60-90 days. He would like to move forward with a fee increase for recreation fees. Attorney Gross advised he will put an ordinance together with what has been discussed for review. He also discussed the Jefferson Street building – addressing the hvac unit and also the possibility of utilizing that same building for the senior center. Mayor MARX advised that a survey will be provided to the current senior center participants to get an understanding of how they feel about the current facility and possibly moving. Commissioner SNYDER also mentioned maintenance that is needed at the Hokey Pool. Lastly, the section of split rail fencing at the trailhead that has not been replaced should be done.

F. REPORTS OF PUBLIC OFFICIALS

Commissioner SCARFARO stated she was appreciative of the speed indicators placed on Presidential Drive and feels it is making a difference.

Commissioner ATIYEH verified that JP Mascaro meets with Township Staff regularly to discuss any issues. Damaged toters are being addressed/replaced and at the cost of JP Mascaro.

Commissioner GINDER questioned where residents should be calling with garbage issues. Deputy Mayor MEYERS indicated JP Mascaro would prefer that they be contacted directly but if a resident calls the Township, that information is immediately forwarding to JP Mascaro.

Commissioner WARREN noted the passing of Al Recker, long time reporter for the Whitehall Copley Press. He did his job well and worked until he couldn't any longer. He noted that Tree Inventory for Emerson Village was provided by a resident instead of the Township which was a condition of the Resolution of approval. He also noted that with the Cementon Bridge construction, there will also be an expansion of the trailhead and he hopes to see updated lighting. Per Mayor MARX land acquisitions still need to occur and Deputy Mayor MEYERS indicated that the Township has already received prices for new lighting.

Treasurer KOREN left meeting earlier.

Acting President WARREN noted that before last week's Workshop Meeting, the Board held an Executive Session for litigation matters and after this meeting another executive session will be held for litigation and real estate matters.

Mayor MARX attended the Police Youth Academy Graduation and noted they had another great and successful year, and a great job done by the personnel running the program. He also attended the Flag Burning Ceremony at Hokendauqua, as well as the Flag Day Ceremony at the Memorial with the Hometown Hero Banner participants. The latest concert in the Parkway with the Ardvarks performing was a great success. Bargaining Unit contract negotiations went smoothly and thanked all participants. Lastly, he thanked the Board for moving the Street Opening Restoration Ordinance to Legal & Legislative so we can capture more revenue than we currently do.

G. ADJOURNMENT

MOTION – Commissioner SCARFARO moved, seconded by Commissioner ATIYEH to adjourn the meeting at 9:32 PM.