

Emerald, PA

January 2, 2024

The Re-organization meeting of the Washington Township, Lehigh County, Board of Supervisors, was called to order at 3:30 PM in the Municipal Building at 7951 Center Street, Emerald, PA.

Roll Call indicated the presence of Supervisors Josh Friebolin, Shawn Wanamaker, and Tom Dengler. Also present were Secretary, Brooke Lichtenwalter, Zoning Officer, Alberta Scarfaro, Civil Engineer, Matt Evans, and Atty., John Ashley.

Josh Friebolin opened the meeting and asked for nomination for Temporary Chairman of the Board for 2024.

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to elect Josh Friebolin, Temporary Chairman for 2024.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler- Yes; Josh Friebolin - Abstained

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to elect Josh Friebolin, Chairman for 2024.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler – Yes; Josh Friebolin- Abstained

Motion was made by Josh Friebolin and seconded by Tom Dengler to nominate Shawn Wanamaker for Vice-Chairman.

Roll Call: Josh Friebolin—Yes; Tom Dengler – Yes; Shawn Wanamaker –Abstained

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the wages for the Secretary/Treasurer for 2024 and appoint Brooke Lichtenwalter to the position at a rate of \$18.54 an hour plus local travel mileage and other approved benefits for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the wages for the Office Assistant for 2024 and appoint Joan Jones to the position at a rate \$18.54 an hour plus local travel mileage.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Wade Marlatt, Manager for 2024 at a rate of \$36.64 per hour plus local travel mileage and other approved benefits.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Alberta Scarfaro Zoning/Planning officer for 2024 at a rate of \$31.25 an hour plus other approved benefits and local travel mileage.

Roll Call: Shawn Wanamaker –Yes; Tom Dengler –Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Josh Friebolin to appoint John Tarafas, Enforcement officer for 2024 at a rate of \$19.71 per hour plus local travel mileage.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-No; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint David Wotring as Roadmaster for 2024 at a rate of \$28.73 an hour, plus local travel mileage and other approved benefits as per union contract.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Davison & McCarthy, Attorney John Ashley, at a rate of \$130.00 an hour, Solicitor for Washington Township for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin - Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Summers Nagy Law Offices, Inc., Atty. Jill E. Nagy, at a rate of \$160.00 an hour, Solicitor for Washington Township for labor issues for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler- Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint James Nanovic from Nanovic Law Office, at a rate of \$150.00 an hour, as the solicitor for the Zoning Hearing board for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Strubering Law office as an alternate solicitor for Zoning Hearing board, not to exceed \$170.00 an hour for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler- Yes Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Keystone Consulting Engineers, Inc. structural and non-structural engineers for 2024. 2024 fee schedule entered into the minutes (see attached)

Roll Call: Shawn Wanamaker-Yes; Tom Dengler– Yes; Josh Friebolin–Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Buckno, Lisicky & Company to audit the 2023 records for Washington Township, including the EIT records, not to exceed the rate of \$12,500.00.

Roll Call: Shawn Wanamaker-Yes; Tom Denlger-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint George Beam to the Chairman of the Vacancy Board for 2024.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Key Bank, Neffs National Bank, and Lehigh County Investment Pool, depositories for Township funds for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to hold the regular monthly Workshop Meeting for the Board of Supervisors on the first Tuesday of each month at 3:30 PM in the Municipal Building for 2024 and have Secretary advertise such dates in the local newspaper. (With the exception of November-meeting will be on Wednesday)

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to hold the regular monthly meetings for the Board of Supervisors on the first Tuesday of each month at 7:30 PM in the Municipal Building for 2024 and have Secretary advertise such dates in the local newspaper. Exception for November 2024 meetings will be November 6th, 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin - Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the Treasurers Bond at \$600,000 for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the Office Assistant Bond at \$300,000 for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the Managers bond at \$600,000 for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Barry Isset BCO and residential & commercial Building Inspector for 2024.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the laborer's wage at top rate \$26.73 per hour for 2024 plus other approved benefits. As per Union Contract.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler that any laborer hired on a part time basis not requiring a CDL shall be paid \$15.00 per hour and one requiring a CDL be paid \$20.00 per hour, with overtime paid only over forty (40) hours per week and will not be eligible for any paid benefits.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Frieibolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to designate the three (3) Supervisors, Manager, Roadmaster, Zoning Officer, and Secretary to be delegates to the State Convention for 2024 to be held April 14th, 2024 to April 17th, 2024 and be reimbursed for expenses allowed by law.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Wade Marlatt Voting Delegate to the State Convention to be held April 14th to April 17th 2024 at Hershey, PA.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler- Yes; Josh Friebolin- Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to designate the third Wednesday of each month at 6:30 PM as the regular monthly meeting of the Zoning Hearing Board for 2024 as scheduled, and to be held at the Municipal Building.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Freibolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to designate the last Monday of each month at 7:00 PM as the regular monthly meeting for the Washington Township Planning Commission except when the last Monday is a holiday, the meeting will be held at the discretion of the Board for the year 2024 and to be held at the Municipal Building as needed.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebloin- Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the wages of the Zoning Hearing Board at \$40.00 per hearing for 2024, not to exceed two (2) hearing per night.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler- Yes; Josh Friebolin- Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the mileage rate for reimbursement at \$.67 cents per mile for those, allowed by law, to receive compensation when attending meetings, local township business, seminars and conventions.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the Street Light assessment at \$40.80 flat rate per customer and Fire Hydrant assessment at \$31.22 flat rate per customer for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin- Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to adopt the following road improvement list (State Project) for 2024, (subject to change) 7.75 miles (tentatively approve)

Oil and Chip

Mill Creek, Bake Oven, Northwood, Part of Grove, Oakland, Swamp Hollow, Clover Hollow, Molasses Barrel, Rextown, Part of Walnut, Shady Nook, Smith Hill

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Chris Noll, Certificate #01749, primary SEO and Ian Stoudt, alternate SEO for 2024.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made to appoint Chris Noll, as inspector for drywells for 2024 by Shawn Wanamaker and seconded by Tom Dengler.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the 2024 millage rate for Washington Township at .3 mills.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Wade Marlatt as the Right to Know Officer for 2024.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler- Yes; Josh Friebolin- Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Brooke Lichtenwalter as Pension Coordinator for 2024.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Aaron Oswald to a three (3) year term on the Zoning Hearing Board commencing 1/1/2024-1/1/2027.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint a one year term to Timothy O' Brian commencing on 1/1/24-1/1/25.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker to appoint Scott Green and Shane Pepe as Zoning Hearing Board alternates and seconded by Tom Dengler.

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Roy Dengler and Robert Herzog to the Planning Commission Board for a five year term commencing 1/1/24-1/1/29.

Roll Call: Josh Friebolin- Yes; Shawn Wanamaker-Yes; Tom Dengler-Abstained

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Cory Schnauer to the Property Maintenance Appeal board for a three year term commencing 1/1/24-1/1/27.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Josh Friebolin to a five (5) year term on the Northern Lehigh Recreation Authority commencing 1/1/2024-1/1/2029.

Roll Call: Shawn Wanamaker – Yes; Tom Dengler-Yes; Josh Friebolin-Abstained

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Lynne Fedorcha to the Library Board of Directors for a three year term commencing 1/1/24-1/1/27.

Roll Call: Shawn Wanamaker- Yes; Tom Dengler- Yes; Josh Friebolin- Yes

Supervisor comments: Tom Dengler read a letter announcing his intent to continue utilizing his health benefits offered from Washington Township. The effective date would be immediately following coverage from his role as Road-Master.

Public comments: Mildred Kistler had some questions of how the Supervisors salary is broken down. Josh and Shawn were able to explain the breakdown.

Ruby Gogel had some questions regarding property taxes and junkyard licenses. Josh was able to answer these questions.

Meeting was adjourned @ 3:58 PM

Motion was made by Shawn Wanamaker and seconded by Tom Dengler to adjourn the meeting at

Roll Call: Shawn Wanamaker-Yes; Tom Dengler-Yes; Josh Friebolin-Yes

Respectfully submitted,

Brooke Lichtenwalter

Secretary/Treasurer

Washington Township, Lehigh County