

Emerald, PA

January 6, 2025

The Re-organization meeting 2025 of the Washington Township, Lehigh County, Board of Supervisors, was called to order at 4:00 PM in the Municipal Building at 7951 Center Street, Emerald, PA.

PLEDGE OF ALLEGIENCE

Roll Call indicated the presence of Supervisors Josh Friebolin, Shawn Wanamaker, and Tom Dengler. Also present were Manager Wade Marlatt, Secretary Brooke Lichtenwalter, and Attorney John Ashley.

Josh Friebolin opened the meeting and asked for nomination for Temporary Chairman of the Board for 2025.

Motion was made by Tom Dengler and seconded by Josh Friebolin to elect Shawn Wanamaker, Temporary Chairman for 2025.

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

1. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to elect Josh Friebolin, Chairman for 2025.

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

2. 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

3. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the wages for the Secretary/Treasurer for 2025 and appoint Brooke Lichtenwalter to the position at a rate of \$19.10 per hour plus local travel mileage and other approved benefits for 2025.

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

4. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the wages for the LST Clerk/Office Assistant for 2025 and appoint Joan Jones to the position at a rate \$19.10 per hour plus local travel mileage, with no benefits.

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

5. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Wade Marlatt, Manager for 2025 at a rate of \$39.62 per hour plus local travel mileage and other approved benefits.

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

6. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Alberta Scarfaro Zoning/Planning officer for 2025 at a rate of \$32.19 per hour plus other approved benefits and local travel mileage.

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

7. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint David Wotring as Roadmaster for 2025 at a rate of \$29.76 per hour, plus local travel mileage and other approved benefits as per union contract.

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

8. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Davison & McCarthy, Attorney John Ashley, at a rate of \$140.00 per hour, Solicitor for Washington Township for 2025. 2025 fee schedule entered into minutes (see attached).

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

9. 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 2025.

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

10. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Attorney James Nanovic from Nanovic Law Office, at a rate of \$150.00 an hour, as the solicitor for the Zoning Hearing board for 2025.

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

11. 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 2025.

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

12. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Keystone Consulting Engineers, Inc. structural and non-structural engineers for 2025. 2025 fee schedule entered into the minutes (see attached).

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

13. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Buckno, Lisicky & Company to audit the 2024 records for Washington Township, including the EIT records, not to exceed the rate of \$13,000.00.

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

14. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint George Beam to the Chairman of the Vacancy Board for 2025.

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

15. 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 2025.

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

16. 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 2025 and have Secretary advertise such dates in the local newspaper. (With the exception of November 5<sup>th</sup>-meeting will be on Wednesday due to Election Day)

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

17. 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 2025 and have Secretary advertise such dates in the local newspaper. (With the exception of November 5<sup>th</sup>-meeting will be on Wednesday due to Election Day)

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

18. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the Treasurers Bond at \$600,000 for 2025.

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

19. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the Office Assistant Bond at \$300,000 for 2025.

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

20. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the Managers bond at \$600,000 for 2025.

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

21. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Kristie Wentling for Deputy Real Estate Tax Collector for 2025.

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

22. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Barry Isset BCO and residential & commercial Building Inspector for 2025.

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

23. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the laborer's wage at top rate \$27.76 per hour for 2025 plus other approved benefits. As per Union Contract.

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

24. 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 to 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 Freibolin-Yes

25. 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 2025 to be held May 4<sup>th</sup>, 2025 to May 7<sup>th</sup>, 2025 and be reimbursed for expenses allowed by law.

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

26. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Wade Marlatt primary Voting Delegate and Tom Dengler as the alternate Voting Delegate to the State Convention to be held May 4<sup>th</sup>, 2025 to May 7<sup>th</sup>, 2025 at Hershey, PA.

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

27. 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 2025 as scheduled, and to be held at the Municipal Building.

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

28. 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 2025 and to be held at the Municipal Building as needed.

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

29. 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 2025, not to exceed two (2) hearing per night.

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

30. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the mileage rate for reimbursement at \$.70 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

31. 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 2025.

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

32. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to adopt the following road improvement list (State Project) for 2025, (subject to change) 3.16 miles. Hickory, Creek and Spring Valley-FB3 leveling course and then Oil and Chip.

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

33. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Ian Stoudt, Certificate # 04104 primary SEO, and alternate SEO Eric Erb Certificate # 03325 for 2025.

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

34. Motion was made to appoint Ian Stoudt, as inspector for drywells for 2025 by Shawn Wanamaker and seconded by Tom Dengler.

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

35. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to set the 2025 millage rate for Washington Township at .3 mills.

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

36. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Wade Marlatt as the Right to Know Officer for 2025.

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

37. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Brooke Lichtenwalter as Pension Coordinator for 2025.

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

38. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Tim O' Brian to a three (3) year term on the Zoning Hearing Board commencing 1/1/2025-1/1/2028.

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

39. 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

40. Motion was made by Josh Friebolin and seconded by Shawn Wanamaker to appoint Gary VanNorman to the Planning Commission Board for a five year term commencing 1/1/25-1/1/30.

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

41. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Nicholas Sander to a five (5) year term on the Northern Lehigh Recreation Authority Member commencing 1/1/2025-1/1/2030.

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

42. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Keith Strohl to the Property Maintenance Appeal Board Member for a three year term commencing 1/1/25-1/1/28.

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

43. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Joe Mead as the Emergency Management Coordinator for 2025.

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

44. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to make an amendment for this reorganization agenda to add in one more agenda item, Matthew Stevens for Deputy Emergency Management Coordinator for 2025.

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

45. Motion was made by Shawn Wanamaker and seconded by Tom Dengler to appoint Matthew Stevens for Deputy Emergency Management Coordinator for 2025.

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

Supervisor comments: None

Public comments: None

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

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

Meeting was adjourned on 1/6/25 @ 4:31 PM.

Respectfully submitted,

Brooke Lichtenwalter

Secretary/Treasurer

Washington Township, Lehigh County

