

**LOWHILL TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
JANUARY 3, 2022**

The Lowhill Township Board of Supervisors Reorganization meeting was called to order by Chairman Richard Hughes at 6:30 pm at the Municipal Building. Also present were Vice Chairman George Wessner, Jr.; Supervisor Robb Werley; Engineer Ryan Christman; Solicitor Keith Strohl, Esq.; Administrator Brian Carl and Secretary Jill Seymour.

After the Pledge of Allegiance, George Wessner, Jr. made a motion to reappoint Richard Hughes as Chairman of the Board. Robb Werley seconded the motion. Motion carried. Richard Hughes made a motion to reappoint George Wessner, Jr. as Vice Chairman of the Board. Robb Werley seconded the motion. Motion carried. Richard Hughes made a motion to reappoint Robb Werley as Supervisor and Treasurer. George Wessner, Jr. seconded the motion. Motion carried. Richard Hughes made a motion to reappoint Jill Seymour as Secretary. Robb Werley seconded the motion. Motion carried. Richard Hughes made a motion to reappoint all of the below. George Wessner, Jr. seconded the motion. Motion carried. Road Foreman, Joseph Kalusky. Assistant Road Foreman, Jeffrey Hontz. Jeffrey Hontz, Tim Wessner and Jamie Shelton as road crew members. There is a position open for part time road crew member. Janet Henritzy as Secretary, permit applicator and recording secretary of the Planning Commission. Jill Seymour as alternate recording secretary of the Planning Commission. Robb Werley as chief administrator for the pension plan and Steckel & Stopp, Keith Strohl, Esq. as Solicitor.

Richard Hughes made a motion to reappoint all of the below. George Wessner, Jr. seconded the motion. Motion carried. Engineer, Keystone Consulting Engineers, Ryan Christman. Zoning Officer, Brian Carl. Alternate Zoning Officer, Keystone Consulting Engineers. Sewage Enforcement Officer, Keystone Consulting Engineers. Alternate Sewage Enforcement Officer, Brian Carl. Health Board Official, Keystone Consulting Engineers. Health Officer, Keystone Consulting Engineers. Township Administrator, Brian Carl. Alternate Administrator, Janet Henritzy. Northern Lehigh Planning Commission Member, Brian Carl. Advisory Board Member for Lehigh County Authority, Brian Carl. Act

43 Agricultural Security Board Member, Richard Hughes. Historical Society Member, Robb Werley. Inspection firm, Barry Isett & Associates. Code Enforcement, Barry Isett & Associates. Northwestern Recreation Board Member, Richard Hughes. Northwestern Recreation Board Alternate, George Wessner, Jr. Emergency Management Coordinator, Frank Bartholomew. Open Records Officer, Jill Seymour. Earned Income Tax Collector, HA Berkheimer and Associates. Property Tax Collector, Carol Betz. Deputy Tax Collector, Phyllis Breininger. Vacancy Board Chairperson, Carol Betz. Voting Delegate for PSATS, Richard Hughes. Richard Hughes made a motion to appoint Ettinger & Associates, Neil Ettinger as Zoning Hearing Board and UCC Board of Appeals Solicitor. Robb Werley seconded the motion.

Richard Hughes made a motion to appoint Kevin Bubbenmoyer to take over Phyllis LaFollette's term on the Planning Commission. Robb Werley seconded the motion. Richard Hughes made a motion to reappoint Karl Reed and Glenn Moyer to the Zoning Hearing Board. George Wessner, Jr. seconded the motion. Richard Hughes made a motion to reappoint Asa Hughes and LeRoy Sorenson to the UCC Board of Appeals. George Wessner, Jr. seconded the motion.

Township Auditor Leslie Hontz has stepped down. There is one vacancy for a township auditor. Richard Hughes made a motion to pay Weisenberg Township Administration \$50,000 for 2022. George Wessner, Jr. seconded the motion. Richard Hughes made a motion to pay the auditors \$10 per hour plus mileage. George Wessner, Jr. seconded the motion. Richard Hughes made a motion to pay the real estate tax collector 5% commission. George Wessner, Jr. seconded the motion. Richard Hughes made a motion to pay the Board of Supervisors \$50 per meeting, not to exceed \$1200 per year. Robb Werley seconded the motion. Richard Hughes made a motion to pay the Planning Commission, Zoning Hearing Board and UCC Board of Appeals member \$25 per meeting. George Wessner, Jr. seconded the motion.

Richard Hughes made a motion to have all meetings as written below. Robb Werley seconded the motion. Motion carried. Board of Supervisors meetings to be held the first Thursday of the month at 6:30 pm at the Municipal Building. Planning Commission meetings will be held the last Monday of the month at 7:00 pm at the municipal building, with the exception of May will be held on the 23rd, October will be held on the 24th, November will be held on the 21st and

December will be held on the 19th. Zoning Hearing Board meetings will be held the third Tuesday of the month at 7:00 pm at the Municipal Building. UCC Board of Appeals meetings will be held as needed at the Municipal Building.

The Board typically donates \$2500 to the recreation commission at the beginning of every year, at this time, it is being tabled until the February meeting.

There was a discussion on wages for full time employees. Jamie Shelton asked for his wages to be the same as the other two road employees. Richard Hughes is not in favor, since the other two have been here several years. He is in favor of 3%. The Board asked the Road Master, Joseph Kalusky if his opinion. Joe has spoken to the other employees and all feel that Jamie should be making the same amount. The Board had a short discussion. Richard Hughes made a motion to give Joseph Kalusky, Jeffrey Hontz, Tim Wessner and Jill Seymour 3% raises and Jamie Shelton a \$1.69 raise for 2022. George Wessner, Jr. seconded the motion. Motion carried. All benefits remain the same.

Richard Hughes opened the floor for public comment, hearing none, he moved to adjourn. Seconded by Robb Werley.

The Lowhill Township Board of Supervisors Reorganization meeting was adjourned at 6:55 pm.

Respectfully Submitted,