

**LOWHILL TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING
JANUARY 3, 2023**

The Lowhill Township Board of Supervisors Reorganization meeting was called to order at 6:30 pm by Chairman Richard Hughes. Also present were Vice Chairman George Wessner, Jr., Supervisor Curtis Dietrich, Engineer/Zoning Officer Ryan Christman, David Brooman, Esq., Solicitor and Secretary Jill Seymour.

Richard Hughes announced an executive session was held on December 14, 2022 to discuss employee wages. All supervisors were present for this session.

George Wessner, Jr. made a motion to appoint Richard Hughes as Chairman of the Board. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint George Wessner, Jr. Vice Chairman of the Board. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Curtis Dietrich Supervisor of the Board. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Jill Seymour Secretary to the Board. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Curtis Dietrich Treasurer. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Joseph Kalusky Roadmaster, Jeffrey Hontz Assistant Roadmaster, Tim Wessner and Jamie Shelton Road crew members. Gavin Grim and Dean Vermulean part time road crew members. Jill Seymour permit applicator and Jill Seymour recording secretary for the Planning Commission. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Alternate recording secretary for planning commission is vacant.

Richard Hughes made a motion to appoint Curtis Dietrich Chief Administrator for the pension plan. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint High Swartz as Solicitor to the Board. Keystone Consulting Engineers, Ryan Christman as Engineer and Zoning Officer. Chris Noll as alternate Zoning Officer. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Zoning Hearing Board appoints Solicitor for the Zoning Hearing Board. They will arrange a reorganization meeting and advertise. Curtis Dietrich recommends Norris McLaughlin, Thomas Dinkelacker, Esq. is interested.

Richard Hughes made a motion to appoint Keystone Consulting Engineers as Health Board Official. Keystone Consulting Engineers, Chris Noll as Sewage Enforcement Officer and Ian Stoudt as alternate Sewage Enforcement Officer. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr. yes. Curtis Dietrich, yes. Motion carried. Township administrator and alternate township administrator are vacant and advertised. Richard Hughes made a motion to appoint Keystone Consulting Engineers as health officer. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr. yes, Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to temporarily appoint Ryan Christman Northern Lehigh Planning Commission member and Advisory board member for Lehigh County Authority until we have a township administrator. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr. yes. Curtis Dietrich, yes. Motion carried.

Curtis Dietrich made a motion to appoint Richard Hughes Act 43 agricultural security board member. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Curtis Dietrich Historical Society member. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Barry Isett & Associates our inspection firm and code enforcement. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Curtis Dietrich made a motion to appoint Richard Hughes Northwestern Recreation Board member and George Wessner, Jr. Northwestern Recreation Board alternate. Richard Hughes second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Emergency Management Coordinator is vacant. Jill Seymour will contact Heidelberg and see if Dawn Diedra is interested.

Richard Hughes made a motion to appoint Jill Seymour Open Records Officer. HA Berkheimer & Associates as Earned Income Tax Collector, Carol Betz Property Tax Collector, Phyllis Breininger Deputy Tax Collector, Carol Betz Vacancy Board Chairperson, Richard Hughes as voting delegate for PSATS and Richard Hughes as Veterans Memorial Member. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to reappoint Stephen Lear to the Planning Commission. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., Opposed. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Jack Ianntuanno to the Planning Commission. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., Opposed. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to appoint Sally Schoffstall to the Zoning Hearing Board. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to reappoint Eric Orth to the UCC Board of Appeals. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

There is one vacancy for a township auditor.

Richard Hughes made a motion to pay township auditors \$10 per hour plus mileage. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to pay the real estate tax collector 5% commission. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to pay the planning commission, Zoning Hearing Board and UCC Board of Appeals members \$25 per meeting. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to pay the Board of Supervisors \$50 per meeting, not to exceed \$1875 per year. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to pay .50 cents per mile for the mileage rate. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes said there is a conflict for our solicitor to have our meetings on the first Thursday of the month. George Wessner, Jr. said this is the first he's heard of this and would have liked to have known prior to the meeting. Richard Hughes made a motion to hold the Board of Supervisors meetings to be held on the second Thursday of the month at 6:30 pm at the Municipal Building, unless otherwise advertised. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to hold the Planning Commission meetings the last Monday of the month at 7:00 pm at the Municipal Building, with the exception of May will be held on the 22nd due to Memorial Day and December will be held on December 18th due to Christmas, unless otherwise advertised. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to hold Zoning Hearing Board Hearings on the 3rd Tuesday of the month at 7:00 pm at the Municipal Building, as needed. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Deitrich, yes. Motion carried.

Richard Hughes made a motion to hold UCC Board of Appeals meetings as needed at the Municipal Building, as needed. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to donate \$2500 to the Recreation Commission for 2023. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes made a motion to give the employees each an 8% raise. George Wessner, Jr. second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

Richard Hughes said all benefits to remain the same.

The floor was opened for public comment. Mike Divers – Lowhill Township – Discussed if 8% was enough of a raise. All Supervisors agreed that the employees are good with that amount.

Richard Hughes made a motion to adjourn. Curtis Dietrich second the motion. Roll call: Richard Hughes, yes. George Wessner, Jr., yes. Curtis Dietrich, yes. Motion carried.

The Lowhill Township Board of Supervisors Reorganization meeting was adjourned at 6:46 pm.

Respectfully Submitted,