

**LOWHILL TOWNSHIP  
BOARD OF SUPERVISORS  
MAY 11, 2023  
MEETING MINUTES  
MINUTES DONE BY RECORDING**

**The Lowhill Township Board of Supervisors meeting was called to order by Chairman Richard Hughes. Also present were Vice Chairman George Wessner, Jr.; Supervisor Curtis Dietrich, Zoning Officer/Engineer Ryan Christman; Richard Sokorai, Esq., Solicitor and Secretary Jill Seymour.**

**After the Pledge of Allegiance, Curtis Dietrich made a motion to approve the April 5, 2023 meeting minutes, as written. George Wessner, Jr. second the motion. Roll Call: All. Motion carried. Richard Hughes made a motion to pay the monthly bills, as submitted. George Wessner, Jr. second the motion. Roll Call: All. Motion carried.**

**Richard Hughes made a motion to approve the agenda with the addition of purchase order discussion. Curtis Dietrich second the motion. Roll Call: All. Motion carried.**

**Richard Hughes opened the floor for public comment. Hearing none, he moved on with the agenda.**

**Jost minor subdivision (1 new lot) final plan dated 11/22/2022 (6975 Country Spring Road, New Tripoli)**

**Cody McCuean from JHA Companies was in attendance to present the minor subdivision final plan. Sub divide 2.84-acre lot with existing mobile home from the total tract of 19.18 acres, leaving 16.34 acres with the existing house and barn. Both have existing septic. The mobile home lot has been tested for secondary septic. Sewage testing was completed and approved.**

**The Planning Commission recommends approval of the final plans.**

**Richard Hughes: It's my understanding Chris Noll approved but forgot to sign.  
Jill Seymour: Yes, Chris Noll approved the sewage planning module and forgot to sign.  
He will come to the Township building to sign.**

**Richard Hughes made a motion to approve the Jost Final plan dated 11/22/2022. George Wessner, Jr. second the motion. Roll call: Richard: Yes, George: Yes, Curtis: Yes. Motion carried.**

**George Wessner, Jr. made a motion to approve the Jost Sewage Planning Module, contingent upon our Sewage Enforcement Officer, Chris Noll's signature. Richard Hughes second the motion. Roll call: George: Yes, Richard: Yes, Curtis: Yes. Motion carried.**

**Rich Sokorai, Esq.:** There is nothing further to report than what was presented at the last meeting. No change in status.

**Ryan Christman:** If we could hold off on Narris Road until later, the Geotechnical Engineer, Jonathan Kiechel is running late. He will have a report on Narris Road.

**Zoning:** Two variances going in front of the Zoning Hearing Board on May 23. Epona Drive is a variance on a new structure that was built and ended up being 2 ½'3' too close to the side yard. Cove Road is a business looking at that facility, they need a use variance. It's Pediatric Cancer Foundation of Lehigh Valley. Looking to put in a recreation facility where the children can come and be outside for outdoor activities.

**Joseph Kalusky:** Cleaned up anti-skid, sink hole on Old Bridge. Cracksealed, dirt roads, pipe clean-up and 6 days of paving at Lynn Township. Mulched the flower beds, and painted the handi cap parking spot, got the meeting room ready for voting and repaired road signs.

**Curtis Dietrich:** Still looking for public suggestions for our website. Legal proceedings are online. Audio recordings available hopefully by the next meeting.

**Richard Hughes:** Road Material Bids were opened at 2:00 pm by Jill Seymour. She broke them down for us.

**1000 ton 9.5mm wearing course 0.0-0.3, SRL-L, which is an asphalt.**

**Richard Hughes made a motion to award Lehigh Asphalt at \$67.00/ton. Curtis Dietrich second the motion. Roll call: All. Motion carried.**

**3500 ton 19mm Superpave, any ESAL, Any SRL**

**Richard Hughes made a motion to award Lehigh Asphalt at \$55.00/ton. George Wessner, Jr. second the motion. Roll Call: All. Motion carried.**

**100 ton #57 Stone**

**George Wessner, Jr. made a motion to award New Enterprise at \$23.15 delivered/ton.**

**Richard Hughes second the motion. Roll Call: All. Motion carried.**

**20 ton QPR**

**Richard Hughes made a motion to award New Enterprise at \$147/ton. George Wessner, Jr. second the motion. Roll Call: All. Motion carried.**

**50 ton #4 Stone**

**George Wessner, Jr. made a motion to award New Enterprise at \$22.50 delivered/ton.**

**Curtis Dietrich second the motion. Roll Call: All. Motion carried.**

**25 ton #R4 Stone**

**Richard Hughes made a motion to award New Enterprise at \$23.95 delivered/ton. George Wessner, Jr. second the motion. Roll Call: All. Motion carried.**

**350-ton Anti-Skid**

**Richard Hughes made a motion to award Lehigh Asphalt at \$22.75 delivered/ton. George Wessner, Jr. second the motion. Roll Call: All. Motion carried.**

**900 ton #8 Stone**

**Richard Hughes made a motion to award Lehigh Asphalt at \$29.50 delivered/ton. Curtis Dietrich second the motion. Roll Call: All. Motion carried.**

**4000 ton S2A Stone**

**Joseph Kalusky: New Enterprise is cheaper, but it doesn't have enough packing material and it flattens tires.**

**Rich Sokorai, Esq.: Law is lowest responsible bidder. If they aren't responsible, you go to the next lowest bidder.**

**Public comment:**

**Joann Mertz: Have we told New Enterprise about it?**

**Richard Hughes: I'm in the business, they do have some faulty products, it's well known.**

**Richard Hughes made a motion to award Lehigh Asphalt at \$19.90 delivered/ton. George Wessner, Jr. second the motion. Roll call: All. Motion carried.**

**Solicitor reviewed both bids for bid bonds and insurance. Both have proper paperwork with their bid packages.**

**Curtis Dietrich: Discussed the multi municipal plan and updating our ordinances. Engaging in that process prior to extending water lines in our community. Curtis Dietrich made a motion to rescind the first addendum to the water service agreement dated June 27, 2022 between Lehigh County Authority and Lowhill Township. Richard Hughes second the motion. Roll Call: Curtis: Yes, Richard: Yes, George: Abstain. Motion carried.**

**Curtis Dietrich: Discussed Zoning Ordinance amendment to section 541.25 and definitions. Curtis Dietrich made a motion to direct the Solicitor to prepare and present to the Board of Supervisors for review at its June 2023 meeting a Special Exception Ordinance describing a self-storage building whose height shall not exceed 35' and building size shall not exceed 15,000 sq ft. This special exception ordinance shall eliminate section 541.25. Richard Hughes second the motion. Roll Call: All. Motion Carried.**

**Rich Sokorai, Esq.: Attorney Brooman viewed the agenda and would like to present to the Board first, then the Planning Commission.**

**Curtis Dietrich: Provided a description of what the Board would like to have it read.**

**Rich Sokorai, Esq.: They can draft an ordinance and have it to the Board in June.**

**George Wessner, Jr.: Can the attorney copy the Board before the meeting?**

**Rich Sokorai, Esq.:** Yes, can't deliberate, but can view it for questions and comments to the solicitor.

**Jill Seymour:** Spoke with Brian Carl about the adoption of the multi municipal comprehensive implementation agreement. Weisenberg had theirs signed on Monday Night. Would like everyone to add their resolution number and sign the same contract.

**Curtis Dietrich** made a motion to adopt resolution 2023-2 Multi municipal comprehensive implementation agreement, furthermore to sign said agreement which is in regard to the Northern Lehigh Municipal Comprehensive Plan Inter Municipal Cooperative Implementation Agreement. Richard Hughes second the motion. Roll Call: All. Motion carried.

**Curtis Dietrich** discussed the importance and advantages of having a multi municipal plan.

**Richard Hughes:** Topic of PO's that was mentioned and added earlier. PO's were suggested by our auditors to get some sort of PO system. We took their recommendation and they have stopped being used.

**Joseph Kalusky:** Used to use them, they took too long, was doing an hour of paperwork and turned it over to Jill.

**Jill Seymour:** I shouldn't be doing PO's; I don't order the material.

**Richard Hughes:** Discussed that an employee's name on an invoice is not a PO.

**Joseph Kalusky:** We are now using PO's before we go for anything.

**Richard Hughes:** Why did that happen?

**Joseph Kalusky:** Because there was an incident that you called me about.

**Richard Hughes:** About the grease getting delivered to Odenheimer and it was supposed to deliver to Stone Haven?

**George Wessner, Jr.:** What do you mean supposed to deliver to Stone Haven?

**Richard Hughes:** That's what the lady said.

**George Wessner, Jr.:** What lady?

**Richard Hughes:** The lady from Napa that took it to Odenheimer

**George Wessner, Jr.:** There was no lady

**Richard Hughes:** How does grease end up somewhere it's not supposed to be?

**George Wessner, Jr.:** It didn't end up at Stone Haven, I can tell you that.

**Richard Hughes:** I went to Napa and said why don't you look at Stone Haven's account.

**George Wessner, Jr.:** You went and looked at Stone Haven's account?

**Richard Hughes:** Yes I did

**George Wessner, Jr.:** You have no business in Stone Haven's account

**Richard Hughes:** I absolutely do

**George Wessner, Jr.:** You absolutely do not

**Richard Hughes:** It was billed to Lowhill Township

**George Wessner, Jr.:** Then why would it be in Stone Haven's account?

**Richard Hughes:** Why would it say Lowhill Township?

**George Wessner, Jr.:** Where's the paper? You said you had a paper.

**Richard Hughes:** There is no receipt. The lady told Odenheimer.

**Joseph Kalusky:** It was never ordered by Lowhill Township. The last person to buy that grease was Asphalt Maintenance Systems. I went to Napa myself.

**George Wessner, Jr.:** He knows it, because they told him that. Why bring it up here?

**Richard Hughes:** Because I want to know about PO's Buddy

**George Wessner, Jr.:** Don't bring Stone Haven up here.

**Richard Hughes:** It's part of the PO Problem

**George Wessner, Jr.:** Stone Haven is?

**Richard Hughes:** Yes

**George Wessner, Jr.:** Show me where?

**Richard Hughes:** Anything else Joe? So you're starting PO's?

**Joseph Kalusky:** We did start PO's

**Richard Hughes:** Who told you to stop, that's what I want to know

**Joseph Kalusky:** Look, no one told us to stop. When we turn paperwork in, I felt like that shouldn't be done by me. I can't help that it's stopped being done.

**Richard Hughes:** I remember that conversation and it was to go to Jill. But how would Jill know you need a PO if you didn't go to her and ask for it?

**Curtis Dietrich:** I'm still confused about there was grease, you did order grease, you didn't order grease.

**Joseph Kalusky:** No, we didn't order grease, nobody ordered grease.

**George Wessner, Jr.:** It was all brought up by Rick. He dreamt it up.

**Richard Hughes:** Just like me telling Joe he was gonna get fired. You dreamt that up.

**George Wessner, Jr.:** I didn't dream it up. You said it. You were probably drunk when you called him and said you were gonna fire him.

**Curtis Dietrich:** There was something you said about Asphalt Maintenance. I couldn't hear what you said.

**Joseph Kalusky:** When I went to Napa, they said the last person to order that grease was Asphalt Maintenance Systems. It was never ordered by Lowhill Township. It was never delivered to Stone Haven. It was delivered to Odenheimer.

**Richard Hughes:** What did Odenheimer say when you talked to them?

**Joseph Kalusky:** It sat there for a month. Napa couldn't understand if it sat there a month and no one called Napa or the Township.

**Richard Hughes:** But he didn't say the girl said it was for Stone Haven?

**Joseph Kalusky:** No

**George Wessner, Jr.:** But he said that to you

**Richard Hughes:** Yes, Odenheimer said that. I picked it up and took it back and told them we don't want it.

**George Wessner, Jr.:** It wasn't even ours

**Richard Hughes:** I took it back because I was going to find out where it came from. It was billed to us.

**Joseph Kalusky:** There was no bill

**Richard Hughes:** The guy said if you want it take it, if not he'll take it off the bill

**Joseph Kalusky:** There never was a bill for that product

**Richard Hughes:** Ok well this is the problem with no PO's. This is what our auditors told us to do. I just don't know why it was stopped.

**Joseph Kalusky:** Well I explained it to you before. We go buy something, I get a PO book out and I'm supposed to sit there and write down 20 things? I was hand writing in the PO book, 20 items, 20 numbers, stapling it to the bill. That's a lot of paperwork when I'm not a Secretary. So I asked if Jill could take care of it.

**Richard Hughes:** So that's where we have the breakdown. Do you have any other questions?

**Curtis Dietrich:** I'm still trying to follow the bouncing ball in terms of grease, where it was, who said what. So I have no additional comment.

**Richard Sokorai, Esq.:** That was just a discussion item. Nothing needs to be put on the website.

**George Wessner, Jr.:** What happened at 3439 Weidasville Road? I thought that would be on here since it's an ordinance violation.

**Ryan Christman:** That's an ongoing item. Conservation came out last week, they will provide a report with a list of what needs to be done. There's some soil that needs to be addressed, covered, etc. A plan will be provided to the Township.

**George Wessner, Jr.:** What about what the Township needs to look at?

**Mike Divers:** You'll see that when the report comes out. I've been there 23 years and you know it's never been an issue. Now I'm running for Township Supervisor, I get drug through the mud. I'm just trying to run an honest business.

**George Wessner, Jr.:** Doesn't look like you're trying to run an honest business.

**Richard Hughes:** I won't allow anymore and here's the reason why, because Buddy's had citations too. We've never sat here and discussed it.

**George Wessner, Jr.:** Yes we did

**Richard Hughes:** You violated as a sitting Supervisor. I'm sure Mike will be gentlemanly and businessly and get it done. And when he does, we'll discuss it.

**Ryan Christman:** It's an ongoing situation. We have to follow up with the Conservation Districts requests. We are in the process of looking at things that need to be addressed.

**Richard Hughes opened the floor for public comment.**

**Joe Howard: Discussed employers with more than 100 employees, perhaps add an additional tax for roads, etc**

**Bill Pleban: Addressed PO's and Secretaries and Audits.**

**Richard Hughes: We have regular audits. Our auditors suggested implementing PO's. Somewhere along the way it was given to Jill and someone decided they weren't doing them anymore.**

**Jill Seymour: Can I say something? I don't mind doing extra work. Since September I have been given a whole other full time job and a half, so if I'm going to keep doing and doing, I'm going to need at least part time help. I was up there from 7 am this morning until 5:30 pm when I left to come here, working. Between doing permits and residents coming in and trying to get everything ready to come here, get down here and get set up. I need help.**

**Richard Hughes: I understand that and we will look into that.**

**Lynn Pleban: Question on the ordinance amendment**

**Michael Seles: Concerned about warehouses are they set in stone?**

**Curtis Dietrich: 2 are in litigation, 3<sup>rd</sup> is by Kressley's. The equitable owner changed to Core5, they presented a final plan on Monday for 2766 Route 100, goes to the Planning Commission May 22. Suggested to PC to start examining and understand what has been presented and not been presented.**

**Bill Klinger: Will all restrictions for Rt 100 warehouse still be in place**

**Curtis Dietrich: The variance stays with the property. They have the same engineering company. They presented a new sewage planning module and revised storm water management to Lehigh Conservation.**

**Bill Klinger; Will the trees still be in place**

**Curtis Dietrich: I'm not in a position to answer that. Suggested going to the township building to review plans and attend the planning meeting May 22**

**Judd Comlose: North Whitehall Township: Asked why North Whitehall isn't in the comp plan and can they join this one**

**Curtis Dietrich: Not certain why, but they opt out in 2004. The same 6 Townships are in this plan as in the 2004 plan. This plan was already adopted.**



**Kim Weinberg: Weisenberg Township: Suggested Judd contact the Lehigh Valley Planning Commission, as they are the coordinator of the comp plan.**

**Rich Sokorai, Esq.: Formally reject S2A from New Enterprise's bid.**

**Richard Hughes made a motion to reject New Enterprise as not being the lowest responsible bidder for the S2A. Curtis Dietrich second the motion. Roll Call: All. Motion carried.**

**John Kiechel, Geotechnical Engineer, Keystone Consulting Engineers. Gave his report on Narris Road. Believes our best solution is what was done on the other side. This was looked at 10 years ago, it's a slope failure. It won't give away anytime soon.**

**Ryan Christman: Concerned about the shoulder, something should be done to protect the shoulder so no one hits it with their tire. Stone won't stay in place anymore.**

**George Wessner, Jr.: No idea where we are getting the money, but been talking about this for so many years. Something needs to be done.**

**A discussion about Narris Road and options went on between Supervisors and engineers,**

**Richard Hughes: Would like to see something done that doesn't cost so much money. It's not sever, check on it every few months, put 2 B down and pave over it. We just don't have \$800,000. Against putting up jersey barriers and temporary lights.**

**Rick Dorney: What's the budget for roads.**

**Richard Hughes: \$300,000**

**Tracey Milky: How much does a bridge cost?**

**George Wessner, Jr.: Around \$700,000**

**Vanessa Fenstamaker: Thanked everyone and thanked Joe and Jill for what they do on a day to day basis. Discussed maybe having a PO for a set amount, such as over \$200.**

**Richard Hughes: Something to think about**

**Bill Pleban: Discussed blanket PO's**

**Curtis Dietrich: Narris Road discussion on slope stability gives comfort that it isn't something to panic about, but still needs to be investigated.**

**Debbie Keba: Need a better audio system**

**Richard Hughes: Township building is better, looking into renting equipment**

**Kevin Bubbenmoyer: purchase omni directional microphones**

**Richard Hughes: Asked Larry Geiger if Planning will have their meeting at the Fire Company or the township building.**

**Larry Geiger: Here at the fire company**

**Richard Hughes: There was a comment in last month's paper, the Northwestern Press. Was never called to confirm the statements against him. Did not lie or tell Joe he would be fired. Joe told Jill and Jill told Buddy and he ran with it. We know who's telling the truth.**

**Richard Hughes made a motion to adjourn. Second by Curtis Dietrich.**

**The Lowhill Township Board of Supervisors meeting was adjourned at 8:30 pm.**

**Respectfully Submitted,**