

**LOWHILL TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 6, 2025
REORGANIZATION MEETING MINUTES**

The Lowhill Township Board of Supervisors Reorganization meeting was called to order at 6:34 pm by Chairman Curtis Dietrich. Also present were Vice Chairman Michael Divers; Supervisor Jack Iannantuono; Zoning Officer/Engineer Ryan Christman; Consultant Michael Siegel; Solicitor David Brooman, Esq. (zoom); and Secretary Jill Seymour.

Michael Divers moved to reappoint Curtis Dietrich as Chairman of the Board. Jack Iannantuono second the motion. Roll call: all yes. Motion carried.

Curtis Dietrich moved to reappoint Michael Divers as Vice Chairman of the Board. Jack Iannantuono second the motion. Roll call: all yes. Motion carried.

Curtis Dietrich moved to appoint Jack Iannantuono as member of the Board and Treasurer. Michael Divers second the motion. Roll call: all yes. Motion carried.

Curtis Dietrich moved to have Jill Seymour as Secretary of the Board of Supervisors. Michael Divers second the motion. Roll call: all yes. Motion carried.

Road Foreman: Joseph Kalusky, Assistant Road Foreman: Jamie Shelton. Road Crew: Joseph Kalusky, Jamie Shelton and Jeffrey Hontz. Part time road crew: Dean Vermulean and Gavin Grim. Permit Applicator: Jill Seymour. Recording Secretary for the Planning Commission: Jill Seymour.

Curtis Dietrich made a motion to have Jack Iannantuono as Chief Administrator for the Pension Plan. Michael Divers second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint High Swartz as solicitor for the Board of Supervisors. Michael Divers second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to appoint Norris McLaughlin as Solicitor for the Zoning Hearing Board and the UCC Board of Appeals. Curtis Dietrich second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to appoint Keystone Consulting Engineers, Ryan Christman as Township Engineer. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Keystone Consulting Engineers, Ryan Christman as Zoning Officer. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Michael Siegel as Alternate Zoning Officer. Michael Divers second the motion. Roll call: All yes. Motion carried.

**Curtis Dietrich made a motion to appoint the following:
Health Board Official: Keystone Consulting Engineers
Sewage Enforcement Officer: Keystone Consulting Engineers, Ian Stoudt
Health Officer: Keystone Consulting Engineers, Ryan Christman
Michael Divers second the motion. Roll call: all yes. Motion carried.**

Michael Divers made a motion to appoint Curtis Dietrich the Northern Lehigh Planning Commission Member. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to appoint Curtis Dietrich the Advisory Board Member for Lehigh County Authority. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to appoint Curtis Dietrich as the Act 43 Agricultural Security Board Member. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to appoint Jack Iannantuono as the Historical Society Member. Curtis Dietrich second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Barry Isett and Associates as our inspection firm and code enforcement. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Michael Divers to the Northwestern Recreation Board Member and Jaci Iannantuono as the alternate. Michael Divers second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Eugene McGorry as the Emergency Management Coordinator. Michael Divers second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Jill Seymour as the open records officer. Michael Divers second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to appoint HA Berkheimer and Associates as Earned Income Tax Collector. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to appoint Carol Betz as Tax Collector and Phyllis Breininger as deputy tax collector. Jack Iannantuono second the motion. Roll call: all yes. Motion carried.

Michael Divers made a motion to appoint Carol Betz as the Vacancy Board Chairperson. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Michael Divers as voting delegate for PSATS. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to appoint Jack Iannantuono as a member of the Veterans Memorial. Michael Divers second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to reappoint Barry Betz to the Planning Commission and to appoint Thomas Zubey to the Planning Commission. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Curtis Dietrich made a motion to reappoint Dennis Trexler to the UCC Board of Appeals and to reappoint Pete Everett and Mark Schloffer as alternates to the UCC Board of Appeals. Michael Divers second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to reappoint Glen Moyer to the Zoning Hearing Board. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

The township will not have appointed auditors for 2025, we will have a CPA firm do our audit.

Michael Divers made a motion to pay the real estate tax collector 5%, Board of Supervisors \$50 per meeting, not to exceed \$3145 per year. To pay the Planning Commission, Zoning Hearing Board and UCC Board of Appeals \$25 per meeting. Set the mileage rate at .67 cents per mile. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

The Board of Supervisors meetings will be held the second Thursday of the month at 6:30 pm at the Municipal Building, unless otherwise advertised.

The Planning Commission meetings will be held the last Wednesday of the month at 6:30 pm at the Municipal Building, with the exception of January will be held on the 22nd, November will be held on the 19th and December will be held on the 17th, unless otherwise advertised.

The Zoning Hearing Board meetings will be held the third Tuesday of the month at 7:00 pm at the Municipal Building, as needed.

UCC Board of Appeals meetings will be held as needed at the Municipal Building.

Michael Divers made a motion to donate \$2500 to the Recreation Commission for 2025. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to increase the pay rate of the employees as follows: Joseph Kalusky - \$1.00/hour; Jamie Shelton - \$2.24/hour; Jeffrey Hontz - \$1.00/hour and Jill Seymour - \$1.50/hour. Part time employees will be

paid \$23.00/hour. Jack Iannantuono second the motion. Roll call: All, yes. Motion carried.

All vacation, personal time, sick and funeral days remain the same. Paid holidays all remain the same, pension rate remains the same and all benefits will remain the same for 2025.

The floor was opened for public comment.

Rick Hughes – Lowhill Township – Said this is the best board the township has ever seen. The employees are excellent. Used to keep the pay increase at 3% to keep it even. And always kept the benefits paid for by the Township. Thinks the road crew and secretary should be kept separate. Thanked the board.

Curtis Dietrich – Appreciates all the service Rick provided the township. 20 some years of service.

Rick Hughes – Lowhill Township – Was also involved in youth commission. Said the board has the ability to give themselves a raise, as \$50 per meeting is nothing.

The Lowhill Township Board of Supervisors Reorganization meeting was adjourned at 7:04 pm.

Respectfully Submitted,

**LOWHILL TOWNSHIP
BOARD OF SUPERVISORS
JANUARY 6, 2025
MEETING MINUTES**

The Lowhill Township Board of Supervisors meeting was called to order by Chairman Curtis Dietrich at 6:30 pm at the Municipal Building. Also present were Vice Chairman Michael Divers; Supervisor Jach Iannantuono; Zoning Officer/Engineer Ryan Christman; Consultant Michael Siegel; Solicitor David Brooman, Esq. (zoom) and Secretary Jill Seymour.

After the Pledge of Allegiance, Michael Divers made a motion to accept George Wessner, Jr.'s resignation as Supervisor. Curtis Dietrich second the motion. Motion carried. Curtis thanked Mr. Wessner for his service to the Township.

We received one letter of intent for the remainder of Mr. Wessner's term, which is one year. Curt asked all in attendance if there is anyone else that would be interested in the position. Hearing no interest, Curtis Dietrich made a motion to appoint John "Jack" Iannantuono as Supervisor for the remaining year on the term. Michael Divers second the motion. Motion carried. Mary Lou Lear was present to swear Mr. Iannantuono in as Supervisor.

Jill Seymour will contact New Tripoli Bank to have Mr. Wessner removed from signer on the accounts and have the paperwork drawn up to add John "Jack" Iannantuono as signer.

The board meeting was adjourned at 6:34 pm to hold the Reorganization meeting. The board meeting was reconvened at 7:04 pm.

There are no agenda modifications at this time.

Michael Divers made a motion to approve the agenda. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

There will be an executive session at the end of the meeting to discuss legal matters.

Michael Divers made a motion to approve the December 12, 2024 Board meeting minutes and the December 18, 2024 budget workshop minutes, as written. Curtis Dietrich second the motion. Roll call: All yes. Motion carried.

Michael Divers made a motion to pay the monthly bills, as submitted. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

The floor was opened for public comment on non-agenda items. Hearing none, Curtis Dietrich moved on with the agenda.

We have a resolution 2025-01 for our 2025 user fees. There was a discussion on updating our user fees. Curtis Dietrich moved to table until our February meeting. Michael Divers second the motion. Roll call: All yes. Motion carried.

We received a contract from Forgotten Felines and Fidos in Germansville for stray cats. The cost is \$50 per cat for neutering and shots.

Curtis Dietrich made a motion to approve Forgotten Felines and Fidos and cap at \$1000 per year. Michael Divers second the motion. Roll call: All yes. Motion carried.

Solicitor comments: Attorney Brooman gave an update on litigation.

Engineer/Zoning Officer comments: Ryan Christman would like to send a letter to the clinic on Corporate Court, which we have received complaints about. He'd like some input from Attorney Brooman.

Curtis Dietrich recommended reaching out and discuss with them the complaints we are receiving.

Richard Hughes – Lowhill Township – We have had an issue years ago and they were responsive.

David Brooman: Write a letter and ask for a meeting.

Michael Siegel gave a SALDO update. There is a joint meeting with the Board and the Planning Commission to start discussions on the new SALDO on January 15 at 6:30 pm.

Joe Kalusky gave a road update on what they have done and plan to do this month. Joe was out for surgery on 10/29 and returned to work on 12/30/2024.

Terry Lenhart – Lowhill Township – recalled issues with a large piece of equipment that was purchased. Was it resolved?

Joe Kalusky – We had issues with the old payloader and opted to purchase a new one. The new one had some issues that have been taken care of.

Michael Divers asked if we ordered burn ban signs yet.

Jamie Shelton said they did not order them yet and will get on ordering them.

There has not been a recreation commission meeting since our last meeting, so there is nothing to report at this time.

Michael Divers asked if anything has been resolved with the property on Kernsville Road.

Ryan Christman: They continue to clean it up, the Magistrate is keeping the case open. There may be people living in the house, will have Barry Isett check it out, as the house has not been occupied in several years and isn't up to code.

Terry Lenhart – The trailer is gone and several people are cleaning it up.

Ryan Christman will reach out to the magistrate to get it back on the schedule. The house is uninhabitable. Will contact the owner.

Mike Divers went out for one new boiler proposal. Jill Seymour will get him the previous two proposals to review.

Michael Divers made a motion to approve Eugene McGorry as Township Administrator. Jack Iannantuono second the motion. Roll call: All yes. Motion carried.

The floor was opened for public comment.

Terry Lenhart – Lowhill Township – Any issue with accepting Buddy's resignation and appointing Jack?

Curt Dietrich explained why there was an issue when he was appointed by the vacancy board.

David Brooman: This was done properly; it is an easy process when there is a consensus. Issues occur when the Supervisors don't agree on a replacement.

The Supervisors will go into executive session to discuss legal matters.

The Lowhill Township Board of Supervisors meeting was adjourned at 7:34 pm.

Respectfully Submitted,