



Whitehall Township Industrial & Commercial Development Authority
The Resource to Start & Grow Your Business
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Board of Directors

President
Kent Newhart (2023)

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Cara Butz (2022)

Executive Director
Vacant

Solicitor
Joseph Zator II, Esq.

Assistant Solicitor
[Name obscured]

January 20, 2020
Meeting Minutes

Role Call: Kent Newhart, Vito Gallo, Diane Davidson, Jeff Warren, Cheryl Huckabee-Washington, Benn Smith, Stephanie Colbry, Rhonda Bastian, Jennifer Alderfer, Assistant Solicitor Called to order: 6:37 pm

Welcome- Martin Luther King Day (Kent)

1. Approval of Minutes-December 16, 2019 (Diane) - Corrected that Jeff Warren gave the Mayor's update.

Motion to Accept the Minutes - 1st Cheryl Huckabee-Washington, 2nd by Benn Smith. All Approved; None Opposed

2. Financials (Stephanie)- expenses are similar to Met with BB&T to make the changes with the bonds to make them more accessible to pay expenses. \$100,000 bond will remain in collateral; the \$25,000 bond is going to be cashed.

Motion to Accept the Financial Statements 1st Rhonda Bastian, 2nd by Cheryl Huckabee-Washington. All Approved; None Opposed

3. President's Update (Kent)

-Formation of a General Purpose Municipal Authority to be presented to the Board of Commissions are their Commissioner's Meeting Workshop on Feb. 3, 2020. We seem to have some support from some Commissioners. Vito and Kent will be attending to explain the benefits of forming this new Authority.

-WTICDA Budget items - Stephanie to re-send to Kent for review.

4. Mayor's Report (Mike, not able to attend - Jeff Warren)

- Township economic development activity - 2 new Board Members will be joining the Commission. The BonTon will be torn down and rebuilt. They will be extending the turning lane at AutoZone, not at Columbia St. Starbucks and Jersey Mike's are going into the former Pier One site. Dave and Buster's will have a grand opening later this year. Jeff is pushing to keep the snowflake decorations up through February, since so much

traffic to Blue Mtn Ski Resort comes up MacArthur Rd. The Chamber of Commerce paid for those decorations. Lehigh Valley Planning Commission - Walk/RollLV - MacArthur Rd was highlighted in their recent publication. It is open for public comment currently.

5. Commissioner's Report - (Jeff Warren)

6. Old Business/Project Updates

- TIF (Barber St.) Invoice status (Vito)-Kent/Vito call with Joe Zator/Jennifer follow-up --

Kent - Joe informed Kent that the developer had a bad reputation in NY for stiffing people. It is believed that is the reason that the upfront money was originally increased to \$10k. Vito would like to see us file judgement against the developer. While we may not receive the money; however it would put a lien against the developer. By doing so, if we are awarded the judgment we could reconcile the accounting books accordingly. Jennifer - maybe it would make sense for Tim Horstman to file, as he would benefit as well in the ability to get his payment as well.

The question is do we want to spend more money to pursue filing a judgment. If we were to file with a District Court, it would not be found on a typical search; it would have to be filed with the County.

Motion - after discussion the WTICDA Board has decided not to pursue legal action to collect the outstanding debt because of the unlikelihood of collecting for the Barber St TIF.

1st - Kent - 2nd by Benn Smith - All approved; None opposed.

- Loan Pool Projects (Benn) - Benn spoke with Howard recently; he received information that there is a change in the financial situation of the borrower. No further information was received. Ideally, the store equipment to be sold to help pay down the debt.

- Greater Lehigh Valley Chamber membership (Vito/Rhonda) - membership application has been submitted. Vito - Steph met with Jess at the Chamber and they can be helpful with community funds. Rhonda believes the Chamber dissolved the Whitehall Area Chamber Foundation.

-Moravian Academy Bond-(Jennifer)

- 2020 meeting schedule / alternate locations - we have been told by Larissa at the Township that WTICDA could not meet at the Township office after May 1st due to Renovations.

7. New Business

-State Historical District Grant Thomas Ironworks Hokendauqua Proposal by Artefact, Inc.

- Christine is a principle at Artefact attending tonight's meeting. Their work has focused on Historic properties - National Registry, District additions, they have done this work for Bethlehem, Allentown, Easton. About 2 years ago she had spoken with Howard Lieberman about the Thomas Ironworks area becoming designated. Then she didn't hear anything until recently when the grant was awarded. PHMC visited our area about

10 years ago since PennDot was preparing to work on the Hokendauqua bridge. They decided the David Haas, Dougherty House, Fishel House, National Hotel, Brick Hotel and Superintendent's House were not eligible to be registered as Historic properties. She would recommend that this is revisited, as it is often the way the 'story' is told about the properties. She feels that while there is not fantastic architecture, there is historical significance.

Jeff Warren - Historic 1762 farmhouse Mickley-Prydun Farm has a great history there, including transporting the Liberty Bell from Philadelphia to Allentown. This should be added to the narrative as well.

Discussed the need to possibly create a Whitehall Township Conservatory (Foundation) and to locate a 501c3 organization to assist with this project, since the Whitehall Historical Society has stepped away from the grant.

Christine - In the research that was done some of the public content was concerned about having restrictions about being able to alter. That would require a separate Board, which is not what the intention was. The hope is to encourage ownership pride in the area.

Suggestion to reach out to South Bethlehem Historical Society, since they may feel a connection to the Thomas Iron Works since Bethlehem Steel bought it out. Vito will reach out to someone in S Bethlehem or the National Museum of Industrial History in Bethlehem.

Vito and Stephanie also reached out to the Recreation Board; however, they did not feel they were the right fit for the project and suggested we go back to the Historical Society.

Jennifer - appears that a 501c4 would be beneficial for social welfare. It should be fine to cover a variety of projects that we have been discussing.

Motion to accept the proposal to begin the process and pay the initial fee - 1st Cheryl Huckabee-Washington, 2nd Stephanie Colbry

Kent will sign the contract and get the check prepared.

(attached)and vote on retainer. (Vito, Stephanie, Cheryl);

-discussion of formation of 501 c-status; WTICDA contribution.

- March 12th at 11:30 am at Fellowship Community Zentz Center there is a State of the Mayors event. Whitehall, N Catty, Catasauqua and Coplay. Rhonda to discuss with Jess about getting an entire table for WTICDA to attend the event.
- 2020 Retainer agreement for Bookkeeping services; there is an increase of \$10 for the year. Motion to approve the contract for ATA Accounting and Tax Associates to continue handling our Bookkeeping 1st - Benn Smith; 2nd - Cheryl Huckabee-Washington; All Approved; None Opposed; Kent abstained
- Jeff - The County collects hotel tax - goes to Discover LV and LVEDC. We may want to look at them to request a grant. County of Lehigh published a list of Economic Development Committees, there were 23 listed; however, Whitehall was not included.
- Vito - CPAC program - the state program that allows CDA financing of the HVAC, new windows, energy savings related expenses. The Lehigh County commissioners approved the CPAC funds could be used for these types of projects. For use by private developers, not for townships.

8. Next Meeting: Monday, March 16, 2020 at 6:30PM at Township Municipal Building.

9. Motion to Adjourn - 1st Cheryl Hucakbee-Washington, 2nd Benn Smith; All Approved; None Opposed.