



Whitehall Township Industrial & Commercial Development Authority
The Resource to Start & Grow Your Business
PO Box 413 | Whitehall, PA 18052
484.245.4098
wticda@gmail.com

December 13, 2021

ATA Financial, 1044 Third St., Whitehall, PA 18052 @6:30PM
Call in # 610-433-3866

MEETING MINUTES

Welcome and Happy Holidays!

Rollcall at 6:38 pm – Kent Newhart, Cheryl Huckabee- Washington, Stephanie Colbry, Vito Gallo, Diane Davidson, Benn Smith, Cara Butz (participated remotely) and Assistant Solicitor – Jennifer Alderfer

1. Approval of Minutes-October 18, 2021 (Diane) (Attachment)

Vito made a motion to approve the minutes, 2nd by Cheryl Huckabee-Washington. All approved - Kent Newhart, Cheryl Huckabee- Washington, Stephanie Colbry, Vito Gallo, Diane Davidson, Benn Smith, Cara Butz

2. Financials (Stephanie)

- BB&T is now Truist -Treasuries account status (Benn) – received full reimbursement from the Township.

Motion to accept the Financial Report – Cheryl Huckabee-Washington, 2nd by Benn Smith. All approved - Kent Newhart, Cheryl Huckabee-Washington, Stephanie Colbry, Vito Gallo, Diane Davidson, Benn Smith, Cara Butz

3. President's Update (Kent)

- Budget Update- Good News! - The Township has decided to increase our annual budget to \$25,000 and to pay out the full \$25,000 budgeted amount in a lump sum, rather than having us request individual reimbursements.

- Board member actions: new applicants/renewals (Vito, exp. 2021)/ temp acting Secretary (Benn) – We have not received any notifications that the Township has received any applications to join the Board. Cheryl suggested we add it to our website and Facebook page. Benn suggested it is promoted to the Chamber of Commerce. Cara is the Whitehall Chair for the Chamber and she can get a list of names of Business owners in Whitehall to look for possible candidates.

Board of Directors

President

Kent Newhart (2023)

Vice President

Vito G. Gallo (2021)

Secretary

Diane Davidson (2022)

Treasurer

Stephanie Colbry (2022)

Cheryl Huckabee-

Washington (2023)

Benn Smith (2025)

Jeffrey Warren (2025)

Rhonda Bastian (2022)

Cara Butz (2022)

Executive Director

Vacant

Solicitor

Joseph Zator II, Esq.

Assistant Solicitor

Jennifer Alderfer, Esq.

- Thank You, Diane! 😊

4. Mayor's Report (Mike) – not in attendance

- Township economic development activity and other updates
- Federal Infrastructure \$TBD - Vito – the Build Back Better Federal program is expected to provide substantial funds for infrastructure funding – such as road, bridges, public water/sewer lines; widening of Route 22.
- Riverfront grant impact to Whitehall - grant to the Jaindl development group; the connection from Allentown to Whitehall is very steep. With the additional grant funds, should be able to make that more usable.
- RACP 2021 for new Admin./Police Building-\$500K redevelopment capital assistance to compliment \$1m from the State. Appears that the school district has a need for the space and would lease it from the Township, temporarily. Details are not confirmed as to what the decision will be.

5. Commissioner's Report (Jeff) – not in attendance

- Recent Commissioner's Board Mtg. Actions
- MacArthur Rd. Multimodal Grant Support *letter sent to Mayor and PADCED Nov 2. (Attachment)* – the letter of support has been written for the MacArthur Rd & Eberhardt Rd intersection improvement for pedestrians. It was sent to the Mayor.

6. Solicitor's Update (Jennifer)

- Review Bylaw redlined amendments/discussion/**VOTE (Attachment)** – revised section 5.02, paragraph D on page 5 of the redline copy. Kent asked if we should add verbiage that a formal audit is not required by the State. Jennifer is going to look into whether we should add that, if appropriate.

7. Old Business/Project Updates

- State Historical District Grant for Hokendauqua Thomas Ironworks-LSA grant status (Vito)- *reimbursement to state \$600 Invoice; \$2500 from Township!* – The bills have been paid and the grant should be sufficient to cover their expenses.

The 501c3 application is still pending with the State of Pennsylvania for approval.

-Whitehall Mall Site Redevelopment Project-(Vito) *advanced proposals to Washington Prime Group on "Retail Incubator" concept (Stephanie C. -Titusville, PA- The Merchantile, and Cherry Hill project) and Youth Sports Forum* – (Stephanie) – Cheryl and Stephanie met with David about "retail incubator" idea. Since Whitehall is known for Retail, it would seem to link well with the area. Idea is for shared spaces for small starting retail businesses, possibly shared kitchen spaces for example. A Sports Complex would be great, possibly in the Gold's Gym area and the owner of the property will take them into consideration. They are working on their own plans for the building as well.

-LV Dairy - *hired John Lushis, Esq. WTICDA still in consideration of TIF, other funding is an option.* – There was a plan submitted, however, the Township rejected it due to the ordinance that changed recently, the C-2 ordinance which is designed for major commercial space, no mixed use, no grandfathered rules for the property.

- Loan pool update - Blue August - Benn Smith — received on 22nd, which is due on the 15th – which included a note to please hold the check until the 29th.

8. New Business

-LV/Whitehall Chamber upcoming events (Rhonda, Cara, Cheryl) – tomorrow is the Chamber luncheon at Fellowship from 11:30 – 1:00 pm \$20 for members. The Carole will be performing.

- The Vintage Barbershop near Palace Pizza, is awarding \$500 Whitehall area House decorating contest for the Holidays.

- The new bagel shop has opened and is getting great reviews for their variety of food, beyond bagels including hoagies, subs and sandwiches. Located next to Sherwin-Williams on MacArthur Rd.

- January is the Chamber's Economic Outlook event; recommended to attend.

- Election of Officers – VOTE

Cheryl – Motion to retain all current officers, President, Vice-President and Treasurer. Motion made by Cheryl Huckabee-Washington, 2nd by Benn Smith – All approved - All approved - Kent Newhart, Cheryl Huckabee-Washington, Stephanie Colbry, Vito Gallo, Diane Davidson, Benn Smith, Cara Butz

Motion to accept Benn Smith at interim Secretary Motion by Vito Gallo, 2nd by Rhonda Bastian All approved - Kent Newhart, Cheryl Huckabee-Washington, Stephanie Colbry, Vito Gallo, Diane Davidson, Benn Smith, Cara Butz

9. Next Meeting:

- January 17, 2022, 6:30PM at ATA Financial, 1044 Third St., Whitehall, PA 18052

10. Adjourn - 7:45 - Kent made motion to adjourn, 2nd by Rhonda - All approved - Kent Newhart, Cheryl Huckabee-Washington, Stephanie Colbry, Vito Gallo, Diane Davidson, Benn Smith, Cara Butz

Reminder: Meeting Dates for 2022:

January 17, 2022

March 14, 2022

May 16, 2022

September 19, 2022

October 17, 2022

December 12, 2022

All Meetings will be held in person at:

ATA FINANCIAL, 1044 Third St., Whitehall, PA 18052

