



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

## September 21, 2020

### 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 (2020)

Jeffrey Warren (2020)

Rhonda Bastian  
(2022)

Cara Butz (2022)

*Executive Director*  
Vacant

*Solicitor*

Joseph Zator II, Esq.

Assistant Solicitor

**Kent- Welcome!** Meeting in person at ATA Financial with an option for Zoom call, as posted on the WTICDA website.

In-person: Kent Newhart, Vito Gallo, Jeffrey Warren, Diane Davidson, Rhonda Bastian

Zoom: Stephanie Colbry, Benn Smith, Cheryl Huckabee-Washington, Cara Butz, Jennifer Alderfer - Assistant Solicitor

### 1. Approval of Minutes-May 18, 2020 (Diane)-Attachment 1

*Cheryl Huckabee-Washington - MOTION to approve; Cara - 2nd; All approved; None opposed*

Approved Role Call: Approve - Kent Newhart, Vito Gallo, Jeffrey Warren, Diane Davidson, Rhonda Bastian, Stephanie Colbry, Benn Smith; Opposed - none

### 2. Financials (Stephanie)-Attachment 2

-Current status

-Update on WTICDA current budget submission to Township

-Yet to submit one payment to Artifact

-Add two line items to the budget to submit to the Township:

Professional Services and Historical Grant for \$2500 for each line item.

*Motion to accept Financial Statements - Benn Smith; 2nd - Jeff Warren; All approved; None opposed*

*Approved Role Call: Kent Newhart, Vito Gallo, Diane Davidson, Rhonda Bastian, Stephanie Colbry, Cara Butz, Cheryl Huckabee-Washington*

-

### 3. President's Update (Kent)

-Update on Formation of a General Purpose Municipal Authority including Legal & Legislative Board. August meeting: RDA v MA discussion by Commissioners

-It was already in our Bylaws, the ability to buy blighted properties.

Previously there were properties identified to be deemed as blighted, to be taken over for Redevelopment. The Township is concerned about the liability of getting "stuck" with the property. This is still in progress, asking and answering questions.

- Update on Formation of 501(c)-status and name and scope of new org; It was discovered that there is an existing Whitehall Foundation, believed to have been established through the Whitehall Chamber of Commerce - which is no longer active; although not formally resolved with the State of Pennsylvania. Rhonda will reach out to a former Board member, Laura Long, for the prior Foundation to see if they would allow us to revive it; with new Board members. Laura recommended to reach out to Larry Weirsch. Jennifer and Vito know him and will try to connect with him.

- Trexler Trust Grant - Historical Society is an opportunity to approach them to help with the Trexler Trust Grant. Jeff Warren will reach out to them.

#### **4. Mayor's Report (Mike)**

- Township economic development activity updates

From the Breakfast meeting with Mayor; Township is concerned about having enough funds to complete the project at the Municipal building.

**5. Commissioner's Report - (Jeff)** - Budget season at the Commissioners meeting; expecting budget to be tighter than usual due to the pandemic. A new development - apartment complex along Jordan Creek. Hoping to have a resolution for a grant for the Mickley Prydun Farm; which hosted a community garden that helped supply fresh food to the Whitehall-Coplay Hunger Initiative. Historic relevance: John Jacob Mickley established a homestead in 1761 on the property. He was one of the transporters of the Liberty Bell. Asking for a WTICDA for a letter of support. The Township would be the applicant of the grant. Jeff will provide the resolution after

Motion for WTICDA to write a letter to support Whitehall Townships application to the commonwealth finance and LSA grant for the restoration of the Historic Mickley Farm.

Motion made by: Jeff Warren; 2nd by Benn Smith. All approved; None opposed.

Approved Role Call: Kent Newhart, Vito Gallo, Diane Davidson, Rhonda Bastian, Stephanie Colbry, Cara Butz, Cheryl Huckabee-Washington

#### **6. Old Business/Project Updates**

- Loan Pool Projects (Benn/Vito)- updates

(loan pool spreadsheet *Attachment 3*)

Benn - loans are 99% up to date; just missing an admin and legal fee payment. Loan payments themselves are actually up to date. Howard requested full pay off amounts.

-State Historical District Grant for Thomas Ironworks Update from Artefact, Inc. on meeting Aug 11 with Christine (Vito); see links using **Adobe Acrobat**:

View the "Hokendauqua Historic District\_Historic-Resource-Survey-Form.pdf" at: <https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:02e353ab-ae54-4aa8-a152-220ca17c00ba>

View the "HRSF Narrative Text.docx" at: <https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:40f46240-f348-4cf6-a8d8-c23f861c4e0a>

View "HRSF Site Photos.docx" at: <https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:6d49f24c-19f9-437a-9770-c1113aab7988>

-State Audit and PA IDA Annual Report Form and Allocation Bulletin Info. on IDAs in PA for 2019 was submitted to PA DCED on July 31, 2020; a discussion on the extension of life for WTICDA back in 2013. Was it filed with PA DOS?

## **7. New Business**

-Website updates continued *by LA Interactive*: Covid-19 assistance for small businesses, Facebook/LinkedIn volunteer still needed.

Vito has been very active with LA Interactive and having them update the website frequently as new grants and funding has become available, related to the CARE Act for the pandemic.

- Rhonda to work with Diane, Cheryl, Stephanie in establishing new Facebook and LinkedIn accounts.
- Motion to form a social media committee with Rhonda, Diane, Cheryl, and Stephanie - Motion made by: Cheryl Huckabee-Washington, 2nd by Rhonda Bastian. Approved Role Call: Kent Newhart, Vito Gallo, Diane Davidson, Jeff Warren, Benn Smith, Stephanie Colbry, Cara Butz,

**8. Next Meeting:** October 19, 2020, at ATA Financial, 1044 Third St., Whitehall

**9. Adjourn - Motion - Rhonda, 2nd Diane - Approved Role Call:** Kent Newhart, Vito Gallo, Jeff Warren, Benn Smith, Stephanie Colbry, Cara Butz, Cheryl Huckabee-Washington