

Whitehall Township Industrial & Commercial Development Authority

Board Meeting Minutes-- DRAFT

December 15, 2025

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

Time: 6:30 PM

Present:

Kent Newhart, Vito Gallo, Stephanie Colbry, Anthony Molchany, Cheryl Huckabee-Washington (call-in), Jeffrey Warren, Rhonda Bastian, Michael Dee, Charles Fisher

Guests/Public:

Ken Synder, Taylor Stakes, Joseph Marks

The meeting was called to order at 6:32PM by Kent Newhart.

A quorum was present.

1. President's Report (Kent)

- Welcome and opening remarks.
- Courtesy of the Floor – Public comments (limited to 3 minutes per person).
- Discussion ensued regarding professional conduct and appropriate interactions between the Whitehall Township Board of Commissioners and the WTICDA Board members.

Executive Session (Kent)

- Kent called an executive session to order at 6:47pm following public comments for the purpose of discussing personnel matters and legal considerations.

Nominations and Elections of Officers (vote required)

- Meeting was called out of executive session with the continuance of the agenda at 7:29pm.

Position	Nominee	Motion By	Second By	Vote Outcome
President	Kent Newhart	Cheryl	Michael	8-0; motion carried; Kent abstaining
Vice President	Vito Gallo	Michael	Cheryl	8-0; motion carried; Vito abstaining

Position	Nominee	Motion By	Second By	Vote Outcome
Secretary	Stephanie Colbry	Rhonda	Cheryl	7-1; motion carried; Stephanie abstaining
Treasurer	Anthony	Charles	Kent	8-0; motion carried; Anthony abstaining

Appointments of Standing Committee Chairpersons by the President

Committee	Appointed Members
Budget and Finance	Kent, Anthony, Stephanie
Marketing	Charles, Cheryl, Rhonda
Township Liaison	Michael, Jeff
Legal	Vito, Kent, Anthony

Approval of Professional Services to WTICDA (vote required)

- ATA Financials Agreement – 2026

Motion was brought to floor by Anthony, seconded by Rhonda
 Motion carried 8-0, with Kent abstaining

- VGG Consulting, LLC Agreement – 2026

Motion was brought to floor by Rhonda, seconded by Michael
 Discussion ensued regarding agreement details
 Motion carried 7-1, with Vito abstaining

Approval of Board Meeting Schedule and Location for 2026 (vote required)

Proposed schedule:

- January 19, 2026 @ 6:30 PM (Monday)
- March 16, 2026 @ 6:30 PM (Monday)
- June 15, 2026 @ 6:30 PM (Monday)
- September 21, 2026 @ 6:30 PM (Monday)
- October 19, 2026 @ 6:30 PM (Monday)
- December 21, 2026 @ 6:30 PM (Monday)

Proposed location: All meetings to be held in person at ATA Financial.

Motion was brought to floor by Rhonda, seconded by Cheryl

Discussion ensued regarding location and dates/times

Motion carried 7-2.

Discussion of Amendment to Bylaws, Article IV, Section 4.01 – Board of Directors

Proposed language change: “The Authority shall be Governed by a Board consisting of no more than nine (9) individuals who shall be residents of Whitehall Township or surrounding areas and/or individuals engaged in business in the community appointed by the Whitehall Township Board of Commissioners.”

Motion was brought to floor by Charles, seconded by Rhonda.

Motion carried 9-0.

2. Approval of Minutes (Stephanie)

Motion brought to floor by Stephanie, seconded by Kent.

Motion carried 9-0.

3. Approval of Current Financials (Tony)

Current financials (vote)

Motion brought to floor by Rhonda; seconded by Charles.

Discussion ensued regarding current financials and the recent township budget vote for 2026

Motion carried 9-1.

Approval of Fee Schedule for 2026 (Attachment) (vote required)

Motion brought to floor by Anthony, seconded by Kent.

Discussion ensued that the current fee schedule would stay the same for 2026 and is competitive with other authorities.

Motion carried 9-1.

4. Marketing Report (Charles)

Charles discussed the update to the website by LA interactive, and the potential for a future mixer in the spring.

Rhonda updated the board on upcoming Chamber events.

5. New Business / Old Business and Project Updates (Vito)

Consultant’s/Business Activity Report for 2025 (Attachment) was discussed.

Bond Issuance projects – Fullerton Dent Hardware update was discussed.

Township LSA Statewide Grant Application for Southern Corridor Transportation Development Study was discussed.

Township Comprehensive Plan 2005 (Attachment) – State MAP funds was discussed, with specific emphasis to the acknowledgement made in the plan of WTICDA involvement.

Plan to meet with new Commissioners Stakes and Christmann (and others) in January 2026 as well as with Chris Gulatta, the County Redevelopment Authority consultant.

6. Adjourn

Motion brought to floor by Rhonda, seconded by Michael

Motion carried 9-0

Meeting adjourned at 8:12pm.

Next Meeting: January 19, 2026 @ 6:30 PM

Minutes prepared by: Stephanie Colbry, Secretary

Date: 12/18/2025