



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

President

Kent Newhart (2028)

Vice President

Vito G. Gallo (2026)

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Stephanie Colbry (2027)

Treasurer

Benn Smith (2025)

Cheryl Huckabee-

Washington (2028)

Jeffrey Warren (2025)

Rhonda Bastian (2027)

Michael Dee (2027)

Charles Fisher (2028)

Solicitor

Joseph Zator II, Esq.

Assistant Solicitor

Jennifer Alderfer, Esq.

DRAFT MEETING MINUTES

March 18, 2024

Members Present: Kent Newhart, Benn Smith, Cheryl Huckabee-Washington, Michael Dee, Charles Fisher

Solicitor: Jennifer Alderfer, Esq.

Guest: Ken Snyder

President's Update (Kent)- Kent opened the meeting and welcomed everyone.

- Board Member positions update-all full.
- Charles has been approved through 2028. Welcome, Charles!

2.-Approval of Minutes- (Kent for Stephanie)- approved May 20, 2024

- Draft -January 15, 2024
 - Rhonda made the motion to vote; Cheryl seconded.
 - Verbal vote of approval unanimously

3. Budget and Finance Report (Benn)

- Benn made the motion; Cheryl seconded.
- Verbal vote of approval unanimously
- Loan Pool update
 - The annual interest report was routinely completed.

4. Township Liaison Report (Mick)

-Mick Dee had no updates

-Ken Snyder, Commissioner, introduced himself as liaison from Board of Commissioners

-Ken spoke of wanting to see WTICDA succeed and to facilitate communication with Commissioners

5. Legal (Jennifer)

-Discussion was held on the potential need for an annual formal audit for WTICDA
-A determination needs to be made if PADCED has granted WTICDA a waiver for the audit

-Since WTICDA has low activity at this time, does WTICDA's financial statements count for the PADCED requirements? Determination of this will need to be made.

-Jenn stated that IDA requires an audit. Previous audit cost approximately \$4,000.

-Kent will ask Vito to determine from PADCED if an audit is required.

-PADCED's response will need to be issued in writing.

-Kent? will inquire if the same auditor that does Whitehall Township's audits can also do WTICDA's audit (if required). This audit will be completely separate from the Township audit, the request is only to use the same auditor.

6. Marketing Report (Kent for Rhonda)

-Lehigh Valley Chamber Real Estate Outlook, April 9, 2024; Vito will attend

7. New Business/Old Business/Project Updates (Charles)

-EV Discussion (Chuck)

- Allentown is moving forward with EV chargers (-Allentown Mayor just bought a Mustang Mach-E though COSTARS)
- Proposal Discussion for partnering with Allentown on EV chargers
- Whitehall Mayor Joe Marx just bought an F-150 Lightning
- He is willing to show it to WTICDA
- Wawa is partnering to install Tesla Superchargers
- Lee Rackus has been trying to find out the Vendor that Simon uses in order to see if they can install something in the Home Depot Parking lot
- Lee Rackus said that requests on land development are including requests for charging stations, Interest from developers is there, but stations have not been forthcoming
- Lee said that developers said that every square inch of lot is valuable, which is why chargers have been slow to come. Recent L&L legislation last year was made to modify size of lots. May help encourage EV Chargers
- Should WTICDA work with Tesla Owners' Club of Lehigh Valley to do promotions at car shows?

-Grants:

- Ken spoke of streamlining grant application process with the Township for future, upcoming grants to make all parties aware of what grants exist and what grants are being applied for.
- Ken proposes that long term WTICDA deplete its current funds before asking for additional fund from Township.
- Ken proposed that WTICDA needs to have a seat at the table for economic discussions within the Township and that better communication needs to exist between WTICDA and Township.

8. Next Meeting (Kent)

- All Meetings are in person at ATA FINANCIAL, 1044 Third St., Whitehall, PA 18052
- Next meeting: May 20, 2024 @6:30pm

9. Adjourn- (Kent)

- Motion to adjourn- Chuck, seconded by Cheryl.
- Meeting came to a close at 8:00pm