

January 3, 2011

The Heidelberg Township Board of Supervisors held their re-organization meeting at 7:30pm at the Municipal Building, 6272 Route 309, New Tripoli PA 18066. Present were Supervisors David Fink, Steve Bachman, Forrest Wessner III, Secretary-Treasurer Janice Bortz, Administrator Daniel Stonehouse, Road Superintendent Kevin Huber and Township Solicitor Charles Waters.

Executive Session: The Board of Supervisors held an executive session with Atty. Waters in attendance from 7:30pm – 7:35pm. Atty. Waters stated that the purpose of the executive session was employment related matters.

Recording of Meeting: Teena Bailey will be taping the meeting.

Public Comment: Resident Charlie Perich asked if the EAC would be holding meetings. Janice Bortz said that the meeting schedule was not given to her to advertise at this time.

Re-organization Procedures:

A motion was made by Steve Bachman, seconded by Forrest Wessner III to appoint David Fink as temporary Chairman and Janice Bortz as temporary Secretary. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III to appoint David Fink as Chairman of the Board for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by David Fink to appoint Steve Bachman as Vice-Chairman of the Board for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Janice Bortz as Secretary-Treasurer to the Board for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to set the amount of the Treasurer's bond at \$500,000.00 for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III to appoint Steckel and Stopp Law Offices as Township Solicitor for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Keystone Consulting Engineers as Township Engineer for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to advertise the following township meetings for 2011: Supervisors meetings, 7:30pm – 2/10, 3/10, 4/14, 5/12, 6/9, 7/14, 8/11, 9/8, 10/13, 11/10, 12/8; Planning Commission meetings, 7:30pm – 1/31, 2/28, 3/28, 4/25, 5/23, 6/27, 7/25, 8/29, 9/26, 10/31, 11/21, 12/19; Zoning Hearing Board meetings as required, 7:30pm - 1/17, 2/21, 3/21, 4/18, 5/16, 6/20, 7/18, 8/15, 9/19, 10/17, 11/21, 12/19. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2011-1 establishing a fee schedule for engineering or municipal consultant fees for subdivision and land development review and for legal consultant fees. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to adopt Resolution #2011-2 appointing Priscilla Brennan to serve on the Planning Commission for a term of 4 years ending 12/31/14. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2011-3 appointing Rodney Schlauch Jr. to serve on the Planning Commission for a term of 4 years ending 12/31/14. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2011-4 appointing Mary Beth Dolinich to serve on the Zoning Hearing Board for a term of 3 years ending 12/31/13. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to adopt Resolution #2011-5 appointing Robert Berger as a voting member of the Environmental Advisory Council for a term of 3 years expiring 12/31/13. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Lee Behler as Chairman of the Vacancy Board for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Daniel Stonehouse as the Administrator, Zoning Officer and Enforcement Officer of "No Parking" Violators for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Home Site Services as Sewage Enforcement Officer for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Scott Bieber as alternate Sewage Enforcement Officer for 2011 at the rate of \$60.00 per hour as invoiced. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Keystone Consulting Engineers as alternate Administrator, Zoning Officer and Enforcement Officer of "No Parking" Violators at a rate set by KCE fee schedule adopted by resolution. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Code Masters Inspection Services as Building Inspector, Plumbing Inspector, Electrical Inspector at a rate set by a fee schedule resolution. Motion carried.

A motion was made by David Fink, seconded by Forrest Wessner III, to appoint Barry Isett & Associates as alternate Building Inspector, alternate Plumbing Inspector, alternate Electrical Inspector at rates set by a fee schedule resolution. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2011-6 appointing Greg Snyder to the Municipal Building Code Board of Appeals for a term of 5 years expiring the first Monday of 2016. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to adopt Resolution #2011-7 appointing Janice Bortz as voting delegate and Phyllis Breininger as alternate delegate to the Lehigh Tax Collection Committee for the year 2011. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman, to appoint Matthew Nemeth as Emergency Management Coordinator for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to set the yearly salary of the Administrator, Zoning Officer and Enforcement Officer of "No Parking" Violators at \$49,955.00 for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to set the hourly wage of the Township Secretary-Treasurer at \$17.94 for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Kevin Huber as Road Master Superintendent at an hourly wage of \$22.22 for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by David Fink, to appoint Travis Moyer as Road Crew Worker at an hourly wage of \$17.13 for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Erik Lynch as Road Crew Worker at an hourly wage of \$16.06 for 2011. Motion carried.

A motion was made by David Fink, seconded by Forrest Wessner III, to appoint David Fink, Steve Bachman and Forrest Wessner III as part time working Roadmasters for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to set the hourly wage for part-time road crew equipment operators at \$12.50 and to set the hourly wage for part-time road crew laborers at \$9.50 except for Scott Christman, the current part-time employee who will have an hourly wage of \$13.00 for 2011. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman, to appoint Kathy Hermany as part-time zoning office assistant at an hourly wage of \$15.45 for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Carol Betz as Earned Income Tax Officer at an hourly wage of \$19.49 for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Phyllis Breininger as part-time EIT collector at an hourly wage of \$16.98 for 2011. Motion carried.

A motion was made by David Fink, seconded by Forrest Wessner III, to appoint Steve Bachman as Director of Office Operations for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman to appoint David Fink as Director of Public Works for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink to appoint Forrest Wessner III as Director of Parks and Recreation for 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint the Director of Parks and Recreation as the township representative for the Northwestern Recreation Commission and the Director of Office Operations and Director of Public Works as alternate representatives for 2011. Motion carried.

A motion was made by Forrest Wessner III, seconded by David Fink, authorizing the attendance of the Supervisors, Secretary-Treasurer, Administrator and Road Superintendent at the 2011 State Convention paying expenses as allowable in the Second Class Township Code except for mileage. Motion carried.

A motion was made by David Fink, seconded by Forrest Wessner III, to appoint Steve Bachman as voting delegate to the 2011 State Convention. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to set the mileage reimbursement rate at current IRS rate per mile through the year 2011. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to adopt Resolution #2011-8 setting the employee pension contribution made by the Township at 9% of annual wages per full-time employee for the year 2011. 2 yes – Steve Bachman, Forrest Wessner III, 1 nay – David Fink. Motion carried.

Public Comment: Resident Phyllis Breininger asked why the Board appointed someone who cost the township a couple of thousand dollars in a lawsuit? Atty. Waters said that a lawsuit has no bearing on an appointment and is not an ethics violation. Elected Auditor Charlie Perich asked why the auditors are not invited to the PSATS convention. The Board is not aware of any courses for the auditors.

Adjournment: The meeting was adjourned at 7:55pm.

Respectfully submitted,

Janice M. Bortz
Secretary to the Board of Supervisors