

January 3, 2012

The Heidelberg Township Board of Supervisors held their annual reorganization meeting at 7:00 p.m. at the Municipal Building, 6272 Route 309, New Tripoli PA 18066. Present were Supervisors David Fink, Steve Bachman and Forrest Wessner III, Interim Administrator/Secretary-Treasurer Janice Bortz, Road Superintendent Kevin Huber, and Township Solicitor Charles Waters. Kathy Hermany, as assistant secretary, kept record of the minutes.

Recording of Meeting: Resident Charlie Perich video recorded the meeting.

Executive session: Prior to the meeting David Fink, Steve Bachman, Forrest Wessner III and Atty. Waters held an executive session from 6:55-7:20pm. Atty. Waters commented the session was to discuss employment related matters.

Public comment on agenda items: Resident Carl Breininger might have comments.

Reorganization

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 Forrest Wessner III, seconded by Steve Bachman, to appoint David Fink as Chairman of the Board for 2012. 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 2012. 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 2012. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to set the amount of the Treasurer's bond at \$500,000.00 for 2012. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to set the amount of the Assistant Treasurer's bond at \$500,000 for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Steckel and Stopp Law Offices as Township Solicitor for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Keystone Consulting Engineers as Township Engineer for 2012. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to advertise the following township meetings for 2012: Supervisors meetings, 7:30pm – 2/9, 3/8, 4/12, 5/10, 6/14, 7/12, 8/9, 9/13, 10/11, 11/8, 12/13; Planning Commission meetings, 7:30pm – 1/30, 2/27, 3/26, 4/30, 5/21, 6/25, 7/30, 8/27, 9/24, 10/29, 11/19, 12/17; Zoning Hearing Board meetings as required, 7:30pm - 1/16, 2/20, 3/19, 4/16, 5/21, 6/18, 7/23, 8/20, 9/17, 10/15, 11/19, 12/17; EAC meetings, 7:30pm – 1/10, 2/14, 3/13, 4/10, 5/8, 6/12, 7/10, 8/14, 9/11, 10/9, 11/13, 12/11. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2012-1 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 David Fink, to adopt Resolution #2012-2 appointing Douglas Tietze to serve on the Planning Commission for a term of 4 years ending 12/31/15. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2012-3 appointing Christine (Teena) Bailey to serve on the Planning Commission for a term of 4 years ending 12/31/15. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to adopt Resolution #2012-4 appointing Michael Bailey to serve on the Zoning Hearing Board for a term of 3 years ending 12/31/14. Motion carried.

A motion was made by Forrest Wessner III, seconded by David Fink, to adopt Resolution #2012-5 appointing Priscilla Brennan as a voting member of the Environmental Advisory Council for a term of 3 years expiring 12/31/14. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to adopt Resolution #2012-6 appointing Jeff Christman as a member of the Municipal Building Code Board of Appeals for a term of 5 years expiring the first Monday in January 2017. 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 2012. Motion carried. Atty. Waters clarified that the Vacancy Board chairman only votes for a replacement and does not serve as supervisor. Township residents Carl Breininger and John Zellner commented on the Vacancy Board position.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Janice Bortz as the Township Administrator for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Keystone Consulting Engineers as the Zoning Officer and Enforcement Officer at a rate set by KCE fee schedule adopted by resolution for 2012. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Home Site Services as Sewage Enforcement Officer for 2012. Motion carried. Resident Carl Breininger commented if any other SEO would be appointed.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Scott Bieber as alternate Sewage Enforcement Officer for 2012 at the rate of \$60.00 per hour as invoiced. 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 and Building Code Official at a rate set by a fee schedule resolution for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Blue Mountain Inspection Service LLC as Building inspector, Plumbing Inspector, Electrical Inspector and Building code Official at a rate set by a fee schedule resolution for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Barry Isett & Associates as alternate Building Inspector, alternate Plumbing Inspector, and alternate Electrical Inspector at rates set by a fee schedule resolution for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2012-6 appointing Janice Bortz as voting delegate and Phyllis Breininger as alternate delegate to the Lehigh Tax Collection Committee for the year 2012. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Matthew Nemeth as Emergency Management Coordinator for 2012. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to set the yearly salary of the Township Administrator/Secretary-Treasurer at \$42,500.00 for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by David Fink, to appoint Kevin Huber as Road Master Superintendent at an hourly wage of \$22.89 for 2012. Motion carried.

A motion was made by David Fink, seconded by Forrest Wessner III, to appoint Travis Moyer as Road Crew Worker at an hourly wage of \$18.00 for 2012. 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 \$16.55 for 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint David Fink as part time working Roadmaster for 2012. David Fink abstained. Motion carried.

A motion was made by Forrest Wessner III, seconded by David Fink, to appoint Steve Bachman as part time working Roadmaster for 2012. Steve Bachman abstained. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Forrest Wessner III as part time working Roadmaster for 2012. Forrest Wessner III abstained. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to set the hourly wage for part-time road crew equipment operators at 12.50 for 2012 and to set the hourly wage for part-time road crew laborers at \$10.00 for 2012. Motion carried.

A motion was made by David Fink, seconded by Forrest Wessner III, to appoint Scott Christman as part time equipment operator at an hourly wage of \$13.00 for 2012 and Alex Huber as part time equipment operator at an hourly wage of \$12.50 for 2012.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Kathy Hermany as part-time assistant secretary-treasurer and zoning office assistant at an hourly wage of \$16.25 for 2012. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to appoint Carol Betz as Earned Income Tax Officer for EIT Taxes prior to 2012 at an hourly wage of \$20.08. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint Phyllis Breininger as part-time EIT collector for EIT Taxes prior to 2012 at an hourly wage of \$17.49. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Forrest Wessner III as Director of Office Operations for 2012. Motion carried. Forrest Wessner III abstained.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to appoint David Fink as Director of Public Works for 2012. Motion carried. David Fink abstained.

A motion was made by Forrest Wessner III, seconded by David Fink, to appoint Steve Bachman as Director of Parks and Recreation for 2012. Motion carried. Steve Bachman abstained.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to keep 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 2012. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Forrest Wessner III as voting delegate to the 2012 PSATS Conference. Motion carried.

A motion was made by Forrest Wessner III, seconded by David Fink, to set the mileage reimbursement rate at current IRS rate per mile, through the year 2012. Motion carried.

A motion was made by Steve Bachman, seconded by Forrest Wessner III, to adopt Resolution #2012-8 setting the employee pension contribution made by the Township at 9% of annual wages per full-time employee for the year 2012. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2012-9 setting the fee schedules for 2012. Motion carried

There was no public comment.

Adjournment: The meeting was adjourned at 7:40 p.m.

Respectfully submitted as transcribed by Kathy Hermany,

Janice M. Bortz
Secretary to the Board of Supervisors