

February 9, 2012

The Heidelberg Township Board of Supervisors held their regular meeting at 7:30 p.m. at the Municipal Building, 6272 Route 309, New Tripoli PA 18066. Present were Supervisors David Fink, Steve Bachman and Forrest Wessner III, Administrator/Secretary-Treasurer Janice Bortz, Road Superintendent Kevin Huber. Township Solicitor Charles Waters, and Township Engineer Roy Stewart. Kathy Hermany, assistant secretary, kept record of the minutes.

Pledge of Allegiance

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

Approve minutes of the January 3, 2012 reorganization meeting: Motion by Steve Bachman, seconded by Forrest Wessner III to approve the minutes of the January 3, 2012 reorganization meeting. Motion carried.

Approve minutes of the January 3, 2012 regular meeting: Motion by Forrest Wessner III, seconded by Steve Bachman to approve the minutes of the January 3, 2012 meeting. Motion carried.

Public comment on agenda items: Resident Charlie Perich might have comments on the Lazarus property.

Executive Session: Prior to the meeting David Fink, Steve Bachman, Forrest Wessner III, Atty. Waters, and Janice Bortz held an executive session from 7:40 to 8:00 p.m. Atty. Waters commented the session was to discuss employment related matters and litigation related matters.

Payment of bills: Motion by Forrest Wessner III, seconded by Steve Bachman to approve the payment of the bills General Fund Checks # eft10 - eft56 and 18118 – 18216 and no State Fund Checks. Motion carried.

Treasurer's Report:

General Fund Checking 12/31	37,757.42
Revenue and Transfers	98,939.84
Expenditures	<u>(105,542.84)</u>
General Fund Checking 1/31	31,154.42
General Fund Money Market 12/31	98,609.09
Revenue	63,109.09
Expenditures and Transfers	<u>(98,014.09)</u>
General Fund Money Market 1/31	63,704.09
State Fund Checking 12/31	2.00
Revenue and Transfers	0.00
Expenditures	<u>(0.00)</u>
State Fund Checking 1/31	2.00
State Fund Money Market 12/31	2,144.25
Revenue	.84
Expenditures and Transfers	<u>(0.00)</u>
State Fund Money Market 1/31	2,145.09
Special Revenue Fund Savings 12/31	22,159.78
Revenue and Transfers	7.75

Expenditures and Transfers	(0.00)
Special Revenue Fund Savings 1/31	22,167.53
Recreation Fund Savings 12/31	2,426.46
Revenue and Transfers	.85
Expenditures and Transfers	(0.00)
Recreation Fund Savings 1/31	2,427.31
Hunters Hill Road Bridge Fund 12/31	50,993.45
Revenue	24.53
Expenditures and Transfers	(0.00)
Hunters Hill Road Bridge Fund 1/31	51,017.98

Monthly Reports:

Forrest Wessner III, Director of Office Operations reported that Internet Security will be installed February 8, 2012. An office task list has been started and the office will not need a new computer (budgeted \$1000.00). Forrest is suggesting two windows be installed in the interior walls in the zoning office (cubicle wall and administration wall).

Steve Bachman, Director of Parks and Recreation reported the NYAA is checking into building dugouts, acquiring sponsorships for them and placing a sign near the potato barn. The graffiti removal still is not complete and the commissioners are considering cutting back the bank at the potato barn to deter graffiti. A Night In The Country is August 18, 2012, rain date August 19, 2012.

David Fink, Director of Public Works, reported he attended the Germansville Fire Company meeting. He administered the Oath of Office to 16 new Fire Police. Germansville Fire Company now has twenty fire police.

Kevin Huber, Road Superintendent, gave his road report. He has finished crack sealing and speed limit signs have been placed on Hunters Hill and Memorial Road. He is currently tree trimming and fixing dirt roads. Kevin Huber questioned the Board as to the proper procedure that he addresses issues and concerns for his department. The Board of Supervisors commented that everything should go through the Administrator first and Roy Stewart would take care of the enforcement issues for him.

Janice Bortz, Township Administrator, gave her monthly report. The auditors are finished and she attended the Lehigh Valley Hazard Mitigation meeting.

Zoning Officer Report: Roy Stewart gave his report for the month. He approved some zoning permits and letters were mailed to property owners regarding trash. He presented a sample property maintenance ordinance to the Board of Supervisors.

Township Engineer: The planning commission reviewed one subdivision (Meyers) which was tabled. The David Masters, Fritzing Road project was tabled for the Board of Supervisor's meeting. He is currently working on 4 road projects:

- Rex Road Bridge
- Reservoir Road; not sure status of application
- Jones Road, north of Mountain Road, Kevin Huber is talking with Hazard Mitigation
- Jones Road, south of Mountain Road, Kevin Huber has this in the Dirt & Gravel Road Project ~ concern that the drainage area is too large for a general permit and he will call Lehigh County for information

Roy Stewart will copy Janice Bortz in on all correspondence.

EAC report: Mr. Robert Berger reported that the EAC will meet February 21, 2012 instead of February 14, 2012.

Subdivisions/Land Development: 1. David Masters – Fenstermacher Road Relocation/Vacation-Land Development ~ Forrest Wessner III made a motion to table the Fenstermacher Road relocation plan. Steve Bachman seconded the motion. Motion carried.

Joseph & Jeanne Meyers – Fritzinger Road - Planning Modules – Steve Bachman made a motion to approve the sewage planning modules. Forrest Wessner III seconded the motion. Motion carried.

Old Business

Lazarus Property: Atty. Waters recommended a restrictive easement. Resident Charlie Perich questioned the clear sight triangle determination.

Werleys Corner Road Bridge: Penn DOT has communicated with the Township that they would do the upgrades if the Township would take back the road under the turnback program. David Fink suggested Roy Stewart contact Randy Wanger from Pennoni Associates on this proposed project.

Township Website: Janice Bortz reported that she checked with other townships and she will send the link for Lowhill and Weisenberg's website to the Board of Supervisors. Steve Bachman will talk to the person who did the Heidelberg/Lynn Historical Society's website.

New Business

Township Administrator: Forrest Wessner III made a motion to increase the salary of the Township Administrator, Janice Bortz, to \$45,500.00. David Fink seconded the motion. Motion carried.

Zoning Officer and Building Code Official: David Fink made a motion to advertise for a part time Zoning Officer and Building Code Official. Steve Bachman seconded the motion. Motion carried. This should be advertised 2 times and in the Northwestern Press only.

Health Insurance Additional Coverage: The additional coverage is for drug coverage and the employees previously had this benefit. This amount of this cost is \$33.96 a year for the entire group. Forrest Wessner III made a motion to add this coverage. Steve Bachman seconded the motion. Motion carried.

PRINT Map: Will send us the final draft and print the final sometime in late March.

RTK Information: Atty Waters explained that a right to know request is intended to be a document request; it is not a request to do or explain something. Steve Bachman had answers to resident Arnold Metzger's previously submitted questions.

Resident Carl Breininger questioned if meeting minutes required a right to know request application and Atty. Waters answered no. Forrest Wessner and Janice will put a policy together for the right to know request.

Planning Commission Request: The planning members would like to request the Board of Supervisors allow them to look into property maintenance ordinances and clarify uses in the Blue Mountain District. The Board agreed to have the planning commission review the sample ordinance submitted by Roy Stewart.

Sanctuary at Haafsville: The sanctuary is not allowed to charge for dogs and they charge \$50.00 per cat. The maximum charge to the municipality is \$500.00. There are some concerns with this contract as to the township paying for veterinarian bills. Forrest Wessner III appreciates the service but would like clarification of the contract. Atty. Waters recommends crossing out the parts about the expense of veterinary bills, attached details, etc. and sending back. Steve Bachman made a motion to approve with changes. Forrest Wessner III seconded the motion. Motion carried.

Resident Carl Breininger to address the Board of Supervisors: He questioned the Board as to why Dan Stonehouse was paid on November 18, 2011 and November 21, 2011 and he was under suspension. Steve Bachman replied that he instructed Janice Bortz to do so. Dan Stonehouse had 12.25 hours comp

time and at termination he was paid in full. The payment of sick time is paid if the resignation is favorably tendered.

Resident Carl Breininger commented that he appreciates the ideas of Forrest Wessner III to create a professional office.

Agenda: The Board of Supervisors requested that when someone wishes to be on the agenda and address the Board to include the subject matter on which they wish to discuss.

Public Comment:

Resident Melvin Snyder commented that the residents who are appointed to boards and commissions should know the ordinances. David Fink responded that if there are concerns the Zoning Officer or Administrator should be contacted,

Resident Arnold Metzger shared pictures of the trash behind the recycling bins.

Resident Carl Breininger concerned about the trash in the mill race.

David Fink commented that Kevin Huber and he will check into fencing to place behind the recycle bins.

Resident Charlie Perich and Arnold Metzger commented on Act 901 – their understanding is recycling should be within the municipality. There was also discussion on equipment for yard waste.

Resident Tina Bailey commented that composting is a good thing and maybe a group like the Boy Scouts or EAC would clean the mill race of the trash.

Resident Robert Berger suggested moving dumpsters away from the creek. David Fink responded that there was not enough area for the trucks.

Correspondence: None

Adjournment: Motion by Steve Bachman to adjourn the meeting at 9:10 p.m.

Respectfully submitted as transcribed by Kathy Hermany,

Janice M. Bortz
Secretary to the Board of Supervisor