

UNAPPROVED MINUTES

March 14, 2013

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 Steve Bachman, David Fink, and Forrest Wessner III, Administrator/Secretary-Treasurer Janice Bortz, Road Superintendent Kevin Huber, Township Solicitor Keith Strohl served in Atty. Waters absence, Roy Stewart from Keystone Consulting Engineers Inc., and Kathy Hermany, assistant secretary, kept record of the minutes.

Pledge of Allegiance

Recording of Meeting: Charlie Perich video recorded the meeting.

Approve minutes of the February 14, 2013 regular monthly meeting: A motion was made by David Fink, seconded by Forrest Wessner III to approve the minutes of February 14, 2013 with the following correction; the second sentence under recycling should read Washington Township not Lehigh County.

Public comment on agenda items: None

Executive Session: Steve Bachman, David Fink, Forrest Wessner III, and Atty. Strohl held an executive session from 7:32 to 7:39 p.m. Atty. Strohl commented the session was to discuss personnel matters.

Payment of bills: Motion by Forrest Wessner III, seconded by David Fink to approve the payment of the bills General Fund Checks #eft1327 – eft1352 and 18798 – 18856 and no State Fund checks. Motion carried.

Treasurer's Report:

General Fund Checking 2/1	31,735.59
Revenue and Transfers	75,774.14
Expenditures	<u>(95,207.43)</u>
General Fund Checking 2/28	12,302.30
General Fund Money Market 2/1	226,490.47
Revenue	74,452.43
Expenditures and Transfers	<u>(74,833.39)</u>
General Fund Money Market 2/28	226,109.51
State Fund Checking 2/1	1.00
Revenue and Transfers	0.00
Expenditures	<u>(0.00)</u>
State Fund Checking 2/28	1.00
State Fund Money Market 2/1	13,851.93
Revenue	3.55
Expenditures and Transfers	<u>(0.00)</u>
State Fund Money Market 2/28	13,855.48
Special Revenue Fund Savings 2/1	24,687.55
Revenue and Transfers	174,001.62
Expenditures and Transfers	<u>(176,429.80)</u>
Special Revenue Fund Savings 2/28	22,259.37

UNAPPROVED MINUTES

Recreation Fund Savings 2/1	4,872.35
Revenue and Transfers	2,435.76
Expenditures and Transfers	<u>(0.00)</u>
Recreation Fund Savings 2/28	7,308.11
Hunters Hill Bridge Fund Savings 2/1	100.41
Revenue and Transfers	.03
Expenditures and Transfers	<u>(5.00)</u>
Hunters Hill Bridge Fund Savings 2/28	95.44
Werleys Corner Road Turnback Fund 2/1	1000.14
Revenue and Transfers	174,028.28
Expenditures and Transfers	<u>(0.00)</u>
Werleys Corner Road Turnback Fund 2/28	175,028.42

Monthly Reports

Regional EMS Steering Committee Report: Steve Bachman reported the meeting will be on March 20, 2013 at 7:00 p.m.

Fire Company: David Fink reported he will meet with the fire company to look at their budget.

Director of Office Operations: Forrest Wessner III commented the website is going well and we have had no problems with office equipment.

Director of Parks and Recreation: Steve Bachman reported on March 8th they did a walk around inspection of the grounds and found small items to be addressed. The NYAA will have their annual clean up on March 23rd at 9:00 a.m. The youth enrollment numbers has increased.

Director of Public Works: David Fink reported they did a drive around inspection of the roads with Kevin.

Road Superintendent: Kevin Huber reported the road crew has been tree trimming and might start sweeping the roads. The hydraulic pump went on the 1989 Mack and is being repaired. The road crew will move onto repairing the bridge and pipes.

Township Administrator: Janice Bortz reported the township audit is finished and she submitted the report to the State and County. She attended the Lehigh County COG meeting and the Lehigh County Tax Collection Committee meeting. The Hunters Hill Bridge Fund Bank Account is closed out. She is waiting for Buckno & Lisicky to give her the audit report on the Hunters Hill Bridge. Brian Carl has applied for the roller grant and it would be \$7000.00 from each township as matching funds; this would come out of the COG Fund. There will be a Lehigh County Commissioner's meeting on April 10th for the grant and someone should be in attendance from the township. The Lehigh County reverse 911 phone system is being tested.

Township Zoning Officer: Roy Stewart gave a report on permits and letters that he wrote.

Township Engineer: Roy Stewart reported his engineer report was an agenda item.

Environmental Advisory Council Report: Janice Bortz reported that the EAC will be having a plant sale at the township building. The Board of Supervisors gave a favorable consensus for the use of the township site.

Subdivisions/Land Development: 1. David Masters – Fenstermacher Road Re-alignment – Agreement:

UNAPPROVED MINUTES

Roy Stewart commented that Atty. Healy prepared an Improvements Agreement and how would the Board like to proceed. David Fink commented that Roy should edit this with his comments.

Old Business

Drainage ditch/easement – Sid German property: Sid German would like to close this ditch. There was discussion on an infiltration pit at the end of the cross pipe. Roy Stewart suggested alternatives and will check into.

Steve Bachman commented that Lynn Township (at this time) is not interested in discussion on sharing services.

New Business

Ordinance #2013-1 – Franchise agreements revisions for BRC and RCN: Janice Bortz reported there are some typing errors and the township address is not correct. David Fink made a motion to adopt this Ordinance #2013-1 with corrections. Forrest Wessner III seconded the motion. Motion carried.

Auditors Report: The letter has been complied with. For nearly 10 years a list of the checks written and deposits made have been posted on the meeting room bulletin board and David Fink will consider the employee time sheets signing. Charlie Perich, auditor, commented the audit went well and Kevin Huber, road master, showed him the log that is kept for maintenance work and man hours.

Bulk Mail Permit: Janice Bortz commented that this bulk mail permit is no longer needed. General consensus of the Board is to not renew this permit.

Ventilation System: Forrest Wessner III commented on Lynn Township's ventilation system; it is louvers and fans that run on a timer. He recommended checking for available grant money and research pricing of doors and ventilation system for the garage area.

Tough Mudder Event: Steve Bachman recommends contacting emergency service people. Roy Stewart commented they need to prepare a plan for Lehigh County Conservation District and submit this to the township.

Public Comment: None

Correspondence: The township received a thank you letter from the Northwestern Ambulance Corp. Lehigh County Chamber of Commerce will hold a luncheon on Tuesday, May 7, 2013 for the annual municipal update and Forrest Wessner III will attend.

Adjournment:

Motion made by Forrest Wessner III to adjourn the meeting at 8:20 p.m. David Fink seconded the motion. Motion carried.

Respectfully submitted as transcribed by Kathy Hermany,

Janice M. Bortz
Secretary to the Board of Supervisors