

# UNAPPROVED MINUTES

August 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 Kathy Hermany, assistant secretary, kept record of the minutes.

Pledge of Allegiance

Recording of Meeting: None

Approve minutes of the July 12, 2012 meeting: A motion was made by Forrest Wessner III, seconded by Steve Bachman to approve the minutes of the July 12, 2012 meeting. Motion carried.

Public comment on agenda items: None

Executive Session: David Fink, Steve Bachman, Forrest Wessner III, and Janice Bortz, held an executive session from 7:31 p.m. to 7:35 p.m. The executive session was to discuss employment related matters and potential litigation. On August 8, 2012 an executive session was held to discuss employee related matters.

Payment of bills: Motion by Steve Bachman, seconded by Forrest Wessner III to approve the payment of the bills General Fund Checks # eft1123 – eft1154 and 18463 – 18508 and no State Fund checks. Motion carried.

## Treasurer's Report:

General Fund Checking 6/30	7,441.30
Revenue and Transfers	115,549.69
Expenditures	<u>(99,085.71)</u>
General Fund Checking 7/31	23,905.28
General Fund Money Market 6/30	195,463.33
Revenue	133,886.11
Expenditures and Transfers	<u>(115,549.69)</u>
General Fund Money Market 7/31	213,799.75
State Fund Checking 6/30	1.00
Revenue and Transfers	66,138.24
Expenditures	<u>(66,138.24)</u>
State Fund Checking 7/31	1.00
State Fund Money Market 6/30	134,391.29
Revenue	46.37
Expenditures and Transfers	<u>(66,138.24)</u>
State Fund Money Market 7/31	68,299.42
Special Revenue Fund Savings 6/30	24,636.58
Revenue and Transfers	7.54
Expenditures and Transfers	<u>(0.00)</u>
Special Revenue Fund Savings 7/31	24,644.12

## UNAPPROVED MINUTES

Recreation Fund Savings 6/30	2,430.97
Revenue and Transfers	.74
Expenditures and Transfers	<u>(0.00)</u>
Recreation Fund Savings 7/31	2,431.71
Hunters Hill Road Bridge Fund 6/30	51,124.94
Revenue	22.35
Expenditures and Transfers	<u>(0.00)</u>
Hunters Hill Road Bridge Fund 7/31	51,147.29

### Monthly Reports:

Regional EMS Steering Committee Report: Steve Bachman reported there will be a meeting on August 15, 2012 at the Lynnport Fire Company.

Fire Company: David Fink reported that he did not attend the meeting.

Director of Office Operations: Forrest Wessner III reported that the Board of Supervisors received a letter of resignation from Zoning Officer Ron Helman. The Board of Supervisors wishes him well and thanks him for his service.

Director of Parks and Recreation: Steve Bachman reported that "A Night in the Country" will be held August 18<sup>th</sup> with a rain date of August 19<sup>th</sup>. Steve asked Kevin Huber to measure a clear sight distance at Northwest Road and the entrance to the park for a proposed sign the recreation commission wants to install. The Northwestern Recreation Commission has voted to keep the park "No Dogs" and a make it a tobacco free park.

Director of Public Works: No report

Road Superintendent: Kevin Huber reported he is working on Jones Road through the Dirt and Gravel project. They will be paving Powder Horn Court and Musket Road, painting lines, last order of ID signs is almost complete, next month they will be doing pipe work, and the hole at Krause Road and Route 309 is the township's responsibility. Old street signs they take to a scrap yard.

Township Administrator: Janice Bortz reported the complaint of people not stopping at Long Court and Weiss Road to the State Police and they will send a trooper to observe. A form is being created for the fire personnel physicals. Werleys Corner Road project is progressing and she is working on the Right to Know policy. Janice requested from Jay Scheffler and Randy Metzger a list of active volunteer firemen that the insurance company has requested.

Township Zoning Officer: No report

Township Engineer: Roy Stewart reported one subdivision for review and proposed revisions for the driveway ordinance. The Board recommended Atty. Waters review and comment at the next meeting.

EAC report: No report.

Subdivisions/Land Development: Donald & Esther Trexler – Minor Subdivision – Final Plan and Sewage Planning Modules  
Keystone Consulting Eng., Inc. – No comments  
The Planning Commission has reviewed and accepted this plan and the planning modules.

## UNAPPROVED MINUTES

The SEO has approved the planning modules. The recreation fees will be calculated and the amount will be relayed to the Trexlers.

Steve Bachman made a motion to conditionally approve this plan; conditions being approval by DEP and payment of the recreation fees. Forrest Wessner III seconded the motion. Motion carried.

Trexler Planning Modules: Forrest Wessner III made a motion to approve the planning modules and forward to DEP. Steve Bachman seconded the motion. Motion carried.

### Old Business:

Township Website: There are 3 proposals. Forrest Wessner III made a motion to accept the proposal from Julie Lubinsky at a cost of \$2000.00. Steve Bachman seconded the motion. Motion carried. Resident Carl Breininger questioned if the minutes will be put on the website and the Board answered yes.

Newsletter: Hometown Press has responded to the township and the cost to the township is nominal handling fee and postage; postage previous years was approximately \$700.00. This newsletter would be paid for by selling advertisements to township approved businesses. The Board of Supervisors would like the newsletter to go out after Thanksgiving and before Christmas. Forrest Wessner III made a motion to move forward with the newsletter. Steve Bachman seconded the motion. Motion carried.

### New Business

New form to be used by building inspectors: The form will be used when a third party inspection service is used.

Employee 457B Deferred Compensation Plan: Leonard J. Ferraro Company will take over this plan. Employees are in favor of this move. Forrest Wessner III made a motion to recommend this transfer. Steve Bachman seconded the motion. Motion carried.

Street Lights in Pleasant Corners: PPL reported if the township no longer wants the street lights all that needs to be done is call and close the account and they will come remove the street lights. In 2011 the fee for street lights was \$1225.00. The Board requested a letter to be sent to the residents and ask what they would prefer.

Zoning Officer: Forrest Wessner III recommended the board appoint Keystone Consulting Eng., Inc. as zoning officer and code enforcement officer until the end of the year. Steve Bachman seconded the motion. Motion carried.

Public Comment: None

### Correspondence:

Heidelberg Lutheran Church Invitation: The Heidelberg Lutheran Church has invited the Board of Supervisors to attend worship service on September 15, 2012.

Lehigh County COG invitation to emergency services personnel: Emergency services have been invited to attend the Lehigh County COG luncheon on September 11, 2012 at the Lehigh County Government Center.

Steve Bachman reported that the community information guides and maps have been mailed to the residents of the township.

### Adjournment:

## UNAPPROVED MINUTES

Motion by Steve Bachman made a motion to adjourn the meeting at 8:10 p.m.

Respectfully submitted as transcribed by Kathy Hermany,

Janice M. Bortz  
Secretary to the Board of Supervisors