

August 8, 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 and David Fink, Administrator/Secretary-Treasurer Janice Bortz, Road Superintendent Kevin Huber, Solicitor Atty. Charles Waters, Roy Stewart from Keystone Consulting Engineers Inc., and Kathy Hermany, assistant secretary, kept record of the minutes. Supervisor Forrest Wessner III was not in attendance.

Pledge of Allegiance

Recording of Meeting: Charlie Perich video recorded the meeting.

Approve minutes of the July 11, 2013 regular monthly meeting: A motion was made by David Fink, seconded by Steve Bachman to approve the meeting minutes of July 11, 2013 as printed.

Public comment on agenda items: Resident Charlie Perich might have comment on escrow account for Tough Mudder.

Executive Session: None.

Payment of bills: Motion by David Fink, seconded by Steve Bachman to approve the payment of the bills General Fund Checks #eft1469 – eft1498 and 19049 – 19088 and two State Fund checks #1679 and #1680. Motion carried.

Treasurer's Report:

General Fund Checking 6/29	46,121.84
Revenue and Transfers	63,485.17
Expenditures	<u>(70,474.31)</u>
General Fund Checking 7/31	39,132.70
General Fund Money Market 6/29	164,192.42
Revenue	63,678.48
Expenditures and Transfers	<u>(62,559.42)</u>
General Fund Money Market 7/31	165,311.48
State Fund Checking 6/29	1.00
Revenue and Transfers	0.00
Expenditures	<u>(0.00)</u>
State Fund Checking 7/31	1.00
State Fund Money Market 6/29	73,383.80
Revenue	23.23
Expenditures and Transfers	<u>(0.00)</u>
State Fund Money Market 7/31	73,407.03
Special Revenue Fund Savings 6/29	22,278.32
Revenue and Transfers	4.03
Expenditures and Transfers	<u>(0.00)</u>
Special Revenue Fund Savings 7/31	22,282.35
Recreation Fund Savings 6/29	7,314.33

Revenue and Transfers	1.32
Expenditures and Transfers	<u>(0.00)</u>
Recreation Fund Savings 7/31	7,315.65
Werleys Corner Road Turnback Fund 6/29	175,258.74
Revenue and Transfers	63.39
Expenditures and Transfers	<u>(0.00)</u>
Werleys Corner Road Turnback Fund 7/31	175,322.13
Escrow for Tough Mudder Fund 6/29	5,001.36
Revenue and Transfers	.90
Expenditures and Transfers	<u>(0.00)</u>
Escrow for Tough Mudder Fund 7/31	5,002.26

Monthly Reports

Regional EMS Steering Committee Report: Steve Bachman reported there was not a scheduled meeting.

Fire Company: David Fink commented that he was unable to attend the meeting. Randy Metzger commented they will be trying Kauffman's Chicken Dinners as a fund raiser for the fire company.

Director of Office Operations: Forrest Wessner III was not in attendance.

Director of Parks and Recreation: Steve Bachman reported on the recreation commission meeting. A fireman's competition will be held at "A Night in the Country".

Director of Public Works: David Fink commented that the Rex Road Bridge Project looks good.

Road Superintendent: Kevin Huber reported the oil and chipping is finished, double yellow lines have been painted, cut shoulders and the Rex Road Bridge concrete work is finished. Grating is left over from Rex Road Bridge and Kevin asked the Board of Supervisors what they want to do with it. The Board of Supervisors said to keep it. They have been cleaning up after storms and will be setting up for Night in The Country.

Township Administrator: Janice Bortz reported she was in contact with Andy Gildner, Keystone Technology, about computer backup. She attended the planning commission meeting, TCC meeting, addressed earned income tax issues, and submitted the advertisement to the Northwestern Press for the Fire Tax (notice will run August 14th, 21st, and the 28th). The Fire Tax Resolution will be on the September meeting agenda for adoption. The census is being updated, she checked on the cost of the fireman's insurance coverage, and is researching for grants to update the lighting at the township building. She is reviewing financials for upcoming budget.

Township Zoning Officer: Roy Stewart commented he has written several weed letters and asked the Board of Supervisors direction on how they wish to handle the high grass on three properties in the township. David Fink recommended hiring a contractor to cut the grass. He requested Janice get phone bids and invoice the owners. Steve Bachman seconded the motion. Motion carried.

Township Engineer: Roy Stewart commented on driveways on Buckery Road and Hollenbach Road. He suggested drafting a letter to property owners and have the road crew cut a swale at their driveways in the road right of way. David Fink recommended that Atty. Waters and himself review the letter before it is sent. Steve Bachman seconded the motion. Motion carried.

Roy Stewart commented the parking proposal for Heidelberg Heights Road from a resident in Heidelberg Heights is not recommended by Keystone Consulting Eng.

Steve Bachman recommends Roy Stewart draft a turn around requirement to put in the driveway ordinance. Jay Scheffler commented the parking situation is bad in Heidelberg Heights and fire equipment cannot move through.

Environmental Advisory Council Report: No report.

Subdivisions/Land Development: Leibensperger – Vernarr – Three Waiver Requests (no plan review): Waiver requests submitted in a letter from Beitler Land Surveying dated June 6, 2013. David Fink made a motion to deny SALDO Section 23-403.7.A stating that the corridor between the lot and public road shall be at least one-half of the minimum required lot width; also deny waiver request of the Township Road Occupancy Permit Section 21-204.10 which requires the separation distance between the property line and the edge of the driveway to be 10 feet; and to grant waiver request of SALDO Section 23-403.7.H requiring the maximum length of the corridor or lane to be 300 feet. Steve Bachman seconded the motion. Motion carried.

Old Business:

David Fink referred comment on the Lock Boxes to Jay Scheffler. Jay Scheffler commented the township had committed previously to pay for the Lock Boxes (Knox Box) on the fire trucks, which are approximately \$525.00 a box for each truck, and recommended a box be placed on the township building. The Country Doctor Veterinary Hospital and Northwestern Lehigh School District have now obtained these boxes. David Fink made a motion to purchase three (one for each fire truck) and a box for the township building. Steve Bachman seconded the motion. Motion carried.

Security System: Kevin Huber obtained pricing for security for the township building. ADT Security quote is \$819.00 set up and a monthly fee of a little over \$50.00 a month. Monk Security did not give a quote but gave an equipment write up. Steve Bachman made a motion to table this until next month and contact Dynamark Security System for a quote. David Fink seconded the motion. Motion carried.

New Business

Resolution #2013-13 – 5 year Winter Snow Removal Contract with Penn DOT: David Fink made a motion to accept Resolution #2013-13 for a five year Winter Snow Removal Contract with Penn DOT. Steve Bachman seconded the motion. Motion carried.

Resolution #2013-14 – HLLW COG Joint Roller Purchase Agreement: David Fink made a motion to accept Resolution #2013-14 with correction to item 7 on page 2. Steve Bachman seconded the motion. Motion carried. Atty. Waters will create an ordinance for the COG.

Township IT Services: The previous IT contract that the township had has expired. Janice Bortz has contacted Keystone Technology for information on their IT services. They offer a backup service and the fee for regular service is \$65.00 an hour and no contract.

Special Events: Steve Bachman requested Atty. Waters and Roy Stewart look into a fee and/or ordinance for special events.

Public Comment: Resident Charlie Perich questioned the transfer of some of the funds out of the Tough Mudder account. Janice Bortz responded money for permits was put in the account and transferred out.

Paul Grothouse requested Stop Bars painted on the roads at Bake Oven Road and Memorial Road, Bake Oven and Mountain Road, and a four way stop sign at Memorial Road and Saegersville Road. Roy Stewart recommended a letter sent to Penn DOT, county and state representatives.

Correspondence: Steve Bachman commented on a letter that was received from Labor and Industry stating an audit was done on commercial structures. The audit was done on CodeMaster Inspection Service due to them being the township BCO. There were no issues.

Adjournment:

Motion made by David Fink to adjourn the meeting at 8:32 p.m. Steve Bachman seconded the motion.
Motion carried.

Respectfully submitted as transcribed by Kathy Hermany.

Janice M. Bortz
Secretary to the Board of Supervisors