



**Heidelberg Township**  
Lehigh County, Pennsylvania  
6272 Route 309 Suite A New Tripoli, PA 18066  
Phone 610-767-9297 Fax 484-265-0097  
HeidelbergLehigh.org

October 10, 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, Solicitor Atty. Charles Waters, Ryan Christman from Keystone Consulting Engineers Inc., and Kathy Hermany, assistant secretary, kept record of the minutes.

Pledge of Allegiance

Recording of Meeting: No one recording the meeting and the Northwestern Press was present for the meeting.

Approve minutes of the August 8, 2013 and September 12, 2013 regular monthly meeting: A motion was made by David Fink, seconded by Steve Bachman to approve the meeting minutes of August 8, 2013. Motion carried.

A motion was made by Forrest Wessner III, seconded by Steve Bachman to approve the meeting minutes of September 12, 2013. Motion carried.

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

Executive Session: Deferred to later in the meeting.

Payment of bills: Motion by Forrest Wessner III, seconded by David Fink to approve the payment of the bills General Fund Checks #eft1527 – eft1554 and 19143 – 19188 and no State Fund checks. Motion carried.

Treasurer's Report:

General Fund Checking 8/31	45,624.01
Revenue and Transfers	74,028.27
Expenditures	<u>(75,650.69)</u>
General Fund Checking 9/30	44,001.59
General Fund Money Market 8/31	186,747.03
Revenue	82,453.48
Expenditures and Transfers	<u>(74,028.27)</u>
General Fund Money Market 9/30	195,172.24
State Fund Checking 8/31	1.00
Revenue and Transfers	0.00
Expenditures	<u>(0.00)</u>
State Fund Checking 9/30	1.00
State Fund Money Market 8/31	22,649.02
Revenue	5.77
Expenditures and Transfers	<u>(0.00)</u>
State Fund Money Market 9/30	22,654.79



**Heidelberg Township**  
 Lehigh County, Pennsylvania  
 6272 Route 309 Suite A New Tripoli, PA 18066  
 Phone 610-767-9297 Fax 484-265-0097  
 HeidelbergLehigh.org

Special Revenue Fund Savings 8/31	22,286.01
Revenue and Transfers	3.79
Expenditures and Transfers	(0.00)
Special Revenue Fund Savings 9/30	22,289.80
Recreation Fund Savings 8/31	7,316.85
Revenue and Transfers	1.24
Expenditures and Transfers	(0.00)
Recreation Fund Savings 9/30	7,318.09
Werleys Corner Road Turnback Fund 8/31	175,379.78
Revenue and Transfers	59.59
Expenditures and Transfers	(0.00)
Werleys Corner Road Turnback Fund 9/30	175,439.37
Escrow for Tough Mudder Fund 8/31	5,003.08
Revenue and Transfers	.85
Expenditures and Transfers	(0.00)
Escrow for Tough Mudder Fund 9/30	5,003.93

Monthly

Reports

Regional

EMS Steering

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

Fire Company: David Fink did not attend the fire company meeting. Paul Grothouse reported that the Knox Boxes have been installed and they are preparing for Fire Safety Day at school.

Director of Office Operations: Forrest Wessner III had nothing to report.

Director of Parks and Recreation: Steve Bachman attended the Northwestern Recreation Commission meeting. The football booster club will hold a bonfire at the recreation fields. There has been more vandalism at the recreation fields.

Director of Public Works: David Fink reported on obtaining a new mower and possibly a new roller. There are two bridges in the township that have been undermined and in need of repair.

Road Superintendent: Kevin Huber reported the road crew has been in Heidelberg Heights fixing catch boxes, storm cleanup, and finished the pipe replacement. Kevin met on site with Penn DOT and they are not recommending Stop Bars for the areas the fire company requested. There is concern about two catch boxes on Musket Road.

Township Administrator: Janice Bortz reported she is working on quarterly reports, insurance claims, two right to know requests, and ordinance updates.

Township Zoning Officer: Ryan Christman attended in the absence of Roy Stewart. The Board of Supervisors requested that Keystone check curbing compliance requirements of the ADA law for Glen Court and Heidelberg Heights Road.



**Heidelberg Township**  
Lehigh County, Pennsylvania  
6272 Route 309 Suite A New Tripoli, PA 18066  
Phone 610-767-9297 Fax 484-265-0097  
HeidelbergLehigh.org

Township Engineer: Ryan Christman attended in the absence of Roy Stewart. The Buckery and Hollenbach driveway letters were sent from the solicitor's office.

Environmental Advisory Council Report: No one to report.

Subdivisions/Land Development:

1. Leibensperger – Vernarr – Minor Subdivision – Final Plan: William Beitler and Kevin Vernarr presented this plan. Keystone Consulting Eng. items have been addressed, DEP Planning Module approved, recreation fees for the building lot were paid, and the Lehigh Valley Planning Commission letter has been received. David Fink made a motion to approve this final plan with a revision date of August 9, 2013 and the Board of Supervisors receive a copy of the E & S plan when construction commences. Forrest Wessner III seconds the motion. Motion carried.

2. Bake Oven Land Company No. 2 – Major Subdivision – Final Plan: William Beitler presented this plan. There are no issues to be addressed, planning module approved, recreation fees for the building lot were paid, and the Lehigh Valley Planning Commission letter has been received. David Fink made a motion to approve this final plan with a revision date of August 30, 2013 Forrest Wessner III seconded the motion. Motion carried.

Executive Session: Steve Bachman, David Fink, Forrest Wessner III, Kevin Huber and Atty. Waters held an executive session from 7:55 to 8:05 p.m. Kevin Huber returned from executive session at 8:00 p.m. Atty. Waters commented the session was to discuss employment related matters.

#### Old Business:

Township Security Quotes: Forrest Wessner III made a motion to table the security quotes until next month. David Fink seconded the motion. Motion carried.

EIT Office Audit: The EIT network computer system stopped working and the auditor cannot get the information he needs to complete the audit. The audit is not required by law. David Fink made a motion to waive the audit. Forrest Wessner III seconded the motion. Motion carried. The Lynn Township's Board of Supervisors will be voting on the audit at their meeting also.

Fire Tax: David Fink gave an overview of the Fire Tax Policy and Procedure Guide that he and Janice worked on, Janice will add information pertaining to what utilities may be paid from the fire tax, and it will most likely be the third quarter that the fire tax money will be available for distribution. Steve Bachman requested review at next meeting.

#### New Business

Nick Singhvi, owner of property at 6391 & 6397 Route 309, to address Board: Nick Singhvi requested permission from the Heidelberg Township Board of Supervisors to have the businesses on his properties hook up to LCA sewer. David Fink made a motion to send a letter to LCA and Lynn Township allowing the businesses at these locations hook up to LCA sewer. Forrest Wessner III seconded the motion. Motion carried.

Proposed 2014 Budget: Janice Bortz will advertise for two proposed budget workshop meetings; November 14, 2013 at 6:30 p.m. before the regular scheduled meeting and November 18, 2013 at 7:00 p.m.



**Heidelberg Township**  
Lehigh County, Pennsylvania  
6272 Route 309 Suite A New Tripoli, PA 18066  
Phone 610-767-9297 Fax 484-265-0097  
HeidelbergLehigh.org

Resolution #2013-18 – Policy for real estate tax refunds and interim billing: David Fink made a motion to adopt Resolution #2013-18 setting policy for real estate tax refunds and interim billing. Forrest Wessner III seconded the motion. Motion carried.

Resolution #2013-19 – Addition to the Agricultural Security Area: Forrest Wessner III made a motion to adopt Resolution #2013-19, the addition of land owned by Mark Heintzelman to the Agricultural Security Area. Steve Bachman seconded the motion. Motion carried.

Review Joint Road Salt Bid: Forrest Wessner III made a motion to accept the low bid from Cargill Inc. for 3,000 tons plus or minus of deicing rock salt at \$52.61 per ton delivered. Steve Bachman seconded the motion. Motion carried. The following are the bids that were received.

<b>Name and Address</b>	<b>Bid Amount Per Ton</b>	<b>Total Bid Amount</b>
American Rock Salt Company Attn. Marketing Box 190 Mt. Morris, NY 14510	\$55.78	\$167,340.00
International Salt Company Attn. Rosemary 655 Northern Blvd. Clarks Summit, Pa. 18411	\$61.53	\$184,590.00
Cargill Inc. Deicing Technologies 24950 Country Club Blvd., Suite 450 North Olmsted, Ohio 44070	\$52.61	\$157,830.00
Oceanport Industries PO Box 608 Claymont, DE 19703	\$62.75	\$188,250.00

2014 Pension MMO/Act 205 Valuation Report: No action needed. This is to make the Board of Supervisors aware these 2 reports exist.

Advertise Intergovernmental Agreement Ordinance: David Fink made a motion to advertise for this ordinance. Forrest Wessner III seconded the motion. Motion carried.



**Heidelberg Township**  
Lehigh County, Pennsylvania  
6272 Route 309 Suite A New Tripoli, PA 18066  
Phone 610-767-9297 Fax 484-265-0097  
HeidelbergLehigh.org

Traffic Signal Maintenance: Telco found the junction box needed to be replaced when they were doing the annual maintenance for the traffic signal at Route 309 and Northwest Road. Forrest Wessner III made a motion to have Telco replace the junction box at the quoted price of \$505.00. David Fink seconded the motion. Motion carried.

Fenstermacher Road Penn DOT Permit Renewal: David Fink made a motion to renew this Penn DOT permit for one year. Forrest Wessner III seconded the motion. Motion carried.

OshKosh Truck: Steve Bachman recommended licensing the OshKosh truck as soon as possible.

Public Comment: None

Correspondence:

2013 Act 44 Pension Disclosure: We have received the 2013 Act 44 Pension Disclosure report from Ferrara/Kampstra.

STV letter regarding Rex Road Bridge: Kevin Huber reported the bridge is approved for a weight limit of 26 tons, except combinations 36 tons; and the township must get the signs up before the bridge may be opened.

Adjournment:

Motion made by Forrest Wessner III to adjourn the meeting at 8:35 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