



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

September 12, 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 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. Supervisor David Fink was not in attendance.

Pledge of Allegiance

Recording of Meeting: Charlie Perich video recorded the meeting.

Approve minutes of the August 8, 2013 regular monthly meeting: A motion was made by Forrest Wessner III, seconded by Steve Bachman to table the meeting minutes of August 8, 2013 due to Forrest Wessner III not present for the August 8th meeting. Motion carried.

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

Executive Session: None.

Payment of bills: Motion by Forrest Wessner III, seconded by Steve Bachman to approve the payment of the bills General Fund Checks #eft1499 – eft1526 and 19089 – 19142 and no State Fund checks. Motion carried.

Treasurer's Report:

General Fund Checking 8/1	39,132.70
Revenue and Transfers	53,410.50
Expenditures	<u>(46,919.19)</u>
General Fund Checking 8/30	45,624.01
General Fund Money Market 8/1	165,311.48
Revenue	72,994.55
Expenditures and Transfers	<u>(51,559.00)</u>
General Fund Money Market 8/30	186,747.03
State Fund Checking 8/1	1.00
Revenue and Transfers	50,769.29
Expenditures	<u>(50,769.29)</u>
State Fund Checking 8/30	1.00
State Fund Money Market 8/1	73,407.03
Revenue	11.28
Expenditures and Transfers	<u>(50,769.29)</u>
State Fund Money Market 8/30	22,649.02
Special Revenue Fund Savings 8/1	22,282.35
Revenue and Transfers	3.66



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	Expenditures and Transfers	(0.00)	
	Special Revenue Fund Savings 8/30	22,286.01	
	Recreation Fund Savings 8/1	7,315.65	
	Revenue and Transfers	1.20	
	Expenditures and Transfers	(0.00)	
	Recreation Fund Savings 8/30	7,316.85	
	Werleys Corner Road Turnback Fund 8/1	175,322.13	
	Revenue and Transfers	57.65	
	Expenditures and Transfers	(0.00)	
	Werleys Corner Road Turnback Fund 8/30	175,379.78	
	Escrow for Tough Mudder Fund 8/1	5,002.26	
<u>Monthly</u>	Revenue and Transfers	.82	<u>Reports</u>
	Expenditures and Transfers	(0.00)	
Regional Committee	Escrow for Tough Mudder Fund 8/30	5,003.08	EMS Steering Report: Steve

Fire Company: David Fink was not in attendance. Fire Chief Jay Scheffler reported that the Knox Boxes have been obtained.

Director of Office Operations: Forrest Wessner III reported the website is done and Julie Lubinsky did a nice job. The office staff is currently updating the applications to be put on the website. Janice and Forrest will start working on job descriptions.

Director of Parks and Recreation: Forrest Wessner III attended the Northwestern Recreation Commission meeting. The treasurer's report is on the bulletin board. A Night in the Country went well. The recreation commission would like Kevin's input on the sticky spots that are in the parking lot.

Director of Public Works: David Fink was not in attendance.

Road Superintendent: Kevin Huber reported the road crew has been regrading from all the rain and mowing grass. In Heidelberg Heights they are finished replacing pipe but have to clean up. They took two loads of stone up to the recreation fields. He reported he did not have any response to the letters that were sent to Heidelberg Heights residents in reference to the camper and boat. Atty. Waters recommended calling the State Police. Kevin requested signing the road crew up for upcoming classes. Some future classes are on Chain Saw Safety, Safe Driving, Street Signs, and Traffic Safety. The Board of Supervisors authorized the road crew to attend these classes.

Township Administrator: Janice Bortz reported she attended a Benefits Seminar and met with two elected auditors in reference to the proposed fire tax. She is working on a draft budget and has updated the list of corrections and additions to the Codification. The cell tower agreement is coming up for renewal and other companies are inquiring about this lease. The Board of Supervisors recommended she check what the other companies have to offer.



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Township Zoning Officer: Ryan Christman attended in the absence of Roy Stewart. Kevin Huber inquired about the letters for the Hollenbach and Buckery Road driveways. Atty. Waters will draft a letter.

Township Engineer: Ryan Christman attended in the absence of Roy Stewart and there is nothing to report.

Environmental Advisory Council Report: No meeting until the 17th of September.

Subdivisions/Land Development:

1. Leibensperger – Vernarr – Sewage Planning Modules: Scot Dietrich presented this plan. Steve Bachman made a motion to approve the Sewage Planning Module for Leibensperger/Vernarr subdivision. Forrest Wessner III seconded the motion. Motion carried.

2. Bake Oven Land Company No. 2 – Waiver Request and Sewage Planning Modules: Scot Dietrich presented this plan. Waiver request of SALDO Section 23-204; to skip preliminary plan and go right to final plan. Forrest Wessner III made a motion to grant this waiver request of SALDO Section 23-204. Steve Bachman seconded this motion. Motion carried. Steve Bachman made a motion to approve the Sewage Planning Module for Bake Oven Land Company No. 2. Forrest Wessner III seconded the motion. Motion carried.

Old Business:

Township IT Services – Backups: Keystone Technology will back up 50 gigs for \$25.00 a month. The Board of Supervisors authorized approval of this service.

Township Security Quotes: This will be tabled until next meeting.

New Business

Resolution #2013-15 – Adoption of a Fire Tax: General discussion; the tax shall not exceed 1 mill and .35 mills will bring in approximately \$90,000.00 a year. Resident Carl Breininger asked the Board if there was discussion with Gary Day in reference to a comment that the new law was an avenue to raise more money. The Board did not speak with Gary Day. Paul Grothouse commented that he contacted Gary Day and the answer he was given is the law limits are higher and there is the potential to raise more money. Motion made by Forrest Wessner III, seconded by Steve Bachman to adopt Resolution #2013-15 for a Fire Tax. Motion carried.

Resolution #2013-16: Appoint an EAC member to replace a resigning member: Motion made by Forrest Wessner III, seconded by Steve Bachman, to adopt Resolution #2013-16 appointing Morgan Ritter to serve on the Heidelberg Township Environmental Advisory Council. The EAC is still in need of one more member.

Resolution #2013-17 – Accept the 5-year Agility Agreement with PennDOT: Motion made by Forrest Wessner III, seconded by Steve Bachman to adopt Resolution 2013-17 accepting the 5-year agility agreement with PennDOT. Motion carried.

Policy for issuing real estate tax exceptions (refunds and issuing interim tax bills): The Board of Supervisors recommended not billing for assessment values of 10,000.00 or less and not refund under \$1.00. Janice will write a resolution pertaining to the policy of these interims and exceptions.

Advertising of joint road salt bid: Janice Bortz will advertise for the joint road salt bid.



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Review of proposed ordinance amendments: The Board of Supervisors authorized Atty. Waters to draft an ordinance. The Planning Commission should comment on the draft.

Set Date and Time for Trick or Treat Night: Motion made by Steve Bachman, seconded by Forrest Wessner III to set Trick or Treat Night for October 26, 2013 from 6:00 p.m. to 8:00 p.m. Motion carried.

Set Date and time for 2014 Proposed Budget Workshop: The time is set for 6:30 on October 10, 2013 at the municipal building. Janice Bortz will advertise for this meeting.

Resident Carl Breininger to address Board – Employment Matters: He asked the Board if the Board rescinded any motions pertaining to wages of part time help, if the township advertised for the last position they hired someone for, and will the other two part time worker's pay be upgraded. The Board responded that no motions were rescinded, they did not advertise, and employee reviews are coming up in the future.

Correspondence:

LVPC will hold a free workshop on official maps on October 8th from 9:00 a.m. to 12:00 p.m. The Board recommended notifying the planning commission members if anyone would like to attend.

LVEDC will hold a workshop pertaining to Smart Growth in Lehigh County on October 24th Janice Bortz and Forrest Wessner III would like to attend. There is a fee but may be split if you register with another person. General consensus of the Board is that they may attend.

Fire Tax: Steve Bachman commented he received a copy of Auditors Susan Zellner and Charlie Perich's questions regarding the fire tax. Steve Bachman and Forrest Wessner III recommended Janice Bortz and David Fink address these concerns.

Adjournment:

Motion made by Forrest Wessner III to adjourn the meeting at 8:15 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