



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

January 6, 2014

The Heidelberg Township Board of Supervisors held their annual reorganization meeting at 7:00 p.m. at the Municipal Building, 6272 Route 309, New Tripoli PA 18066. Present were Supervisors Steve Bachman, David Fink and Rodney Schlauch Jr., Administrator/Secretary-Treasurer Janice Meyers, Road Superintendent Kevin Huber, and Township Solicitor Keith Strohl.

Recording of Meeting: None

Executive session: Prior to the meeting Steve Bachman, David Fink, Rodney Schlauch Jr., Janice Meyers and Atty. Strohl held an executive session from 6:40pm to 6:50pm. Atty. Strohl commented the session was to discuss employee related matters.

Public comment on agenda items: Carl Breininger may have some comments. Charlie Perich inquired if any available positions were advertised and was told the zoning assistant/secretary position was advertised.

Reorganization

A motion was made by David Fink, seconded by Steve Bachman to appoint Steve Bachman as temporary Chairman and Janice Meyers as temporary Secretary. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Steve Bachman as Chairman of the Board for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr. to appoint David Fink as Vice-Chairman of the Board for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Janice Meyers as Interim Township Administrator / Interim Secretary-Treasurer for 2014. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman, to set the amount of the Treasurer's bond at \$500,000.00 for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr., to appoint Steckel and Stopp Law Offices as Township Solicitor for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Keystone Consulting Engineers as Township Engineer for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to advertise the following township meetings for 2014: Supervisors meetings, 7:30pm – 2/20, 3/20, 4/17, 5/15, 6/19, 7/17, 8/21, 9/18, 10/16, 11/20, 12/18; Planning Commission meetings, 7:30pm – 1/27, 2/24, 3/31, 4/28, 5/19, 6/30, 7/28, 8/25, 9/29, 10/27, 11/24, 12/29; Zoning Hearing Board meetings as required, 7:30pm - 1/20, 2/17, 3/17, 4/21, 5/19, 6/16, 7/21, 8/18, 9/15, 10/20, 11/17, 12/15; EAC meetings, 7:30pm – 2/11, 3/11, 4/8, 5/13, 6/10, 7/8, 8/12, 9/9, 10/14, 11/11, 12/9. Motion carried. The Board of Supervisors meetings were changed from the 2nd Thursday of the month to the 3rd Thursday of the month.

A motion was made by David Fink, seconded by Steve Bachman, to adopt Resolution #2014-1 – A Certified Resolution of the Board of Supervisors of the Township of Heidelberg, Lehigh County, Pennsylvania to continue to maintain a separate General Fund account, State Fund account, Special Revenue Fund account, Recreation Fund account and Werleys Corner Road Turnback account and open a Fire Tax Fund account and select New Tripoli Bank as depository for the Township Funds requiring at least one township supervisor's signature and the township treasurer's signature on all checks issued. Motion carried.

Supervisors Meetings held the 2nd Thursday of each month.



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

A motion was made by Steve Bachman, seconded by David Fink, to adopt Resolution #2014-2 establishing a fee schedule for engineering or municipal consultant fees for subdivision and land development review and for legal consultant fees. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to adopt Resolution #2014-3 appointing Patti Fenstermacher to serve on the Planning Commission for a term of 4 years ending 12/31/17. Motion carried.

Rodney Schlauch Jr. agreed to serve on the planning commission as well as the Board of Supervisors at least until his planning commission term ends on 12/31/14. Resolution #2014-4 appointing a replacement was not adopted.

A motion was made by David Fink, seconded by Steve Bachman, to adopt Resolution #2014-5 appointing Mary Beth Dolinich to serve on the Zoning Hearing Board for a term of 3 years ending 12/31/16. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to adopt Resolution #2014-6 appointing Steve Dymond to serve as alternate on the Zoning Hearing Board for a term of 3 years ending 12/31/16. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to adopt Resolution #2014-7 appointing Barry Mantz as a member of the Municipal Building Code Board of Appeals for a term of 5 years expiring the first Monday in January 2019. Motion carried

A motion was made by David Fink, seconded by Steve Bachman, to appoint Lee Behler as Chairman of the Vacancy Board for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Keystone Consulting Engineers as the Zoning Officer and Enforcement Officer of all ordinances at a rate set by the KCE fee schedule for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to adopt Resolution #2014-8 –appointing Home Site Services as Sewage Enforcement Officer at a rate set by the fee schedule in the resolution for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint Scott Bieber as alternate Sewage Enforcement Officer for 2014 at the rate of \$60.00 per hour as invoiced. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Code Master Inspection Services as Building Inspector, Plumbing Inspector, Electrical Inspector and Building Code Official at a rate set by a fee schedule resolution for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Blue Mountain Inspection Service LLC as Building Inspector, Plumbing Inspector and Electrical Inspector at a rate set by a fee schedule resolution for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr., to adopt Resolution #2014-9 appointing Janice Meyers as voting delegate and Phyllis Breininger as alternate delegate to the Lehigh Tax Collection Committee for the year 2014. Carl Breininger questioned why they appointed Janice, an employee, when Phyllis would volunteer be in the position. Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to rescind the prior motion. Motion carried. Motion by David Fink, seconded by Rodney Schlauch Jr. to adopt Resolution #2014-9 appointing Phyllis Breininger as voting delegate and Janice Meyers as alternate delegate to the Lehigh Tax Collection Committee for the year 2014. 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

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Matthew Nemeth as Emergency Management Coordinator for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to table the setting of the yearly salary of the Township Administrator/Secretary-Treasurer until after Janice Meyer's 2013 review is done and any pay increase will be retroactive to the beginning of the year. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Kevin Huber as Road Master Superintendent at an hourly wage of \$24.25 for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Travis Moyer as Road Crew Worker at an hourly wage of \$19.00 for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Erik Lynch as Road Crew Worker at an hourly wage of \$17.50 for 2014. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman, to appoint Alex Huber as part-time Road Laborer at an hourly wage of \$15.00 for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Scott Christman as part-time Equipment Operator at an hourly wage of \$15.00 for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Jonathan Pasioka as part-time Road Laborer at an hourly wage of \$15.00 for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint David Fink, Steve Bachman, and Rodney Schlauch Jr. as part-time working Road Masters for 2014. Motion carried. Carl Breininger was told the rate of pay will be set by the auditors.

A motion was made by David Fink, seconded by Steve Bachman, to appoint Rodney Schlauch Jr. as Director of Office Operations for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr., to appoint David Fink as Director of Public Works for 2014. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr., to appoint Steve Bachman as Director of Parks and Recreation for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to appoint the Director of Parks and Recreation as the township representative for the Northwestern Recreation Commission and the Director of Office Operations and Director of Public Works as alternate representatives for 2014. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to approve the attendance of the Board of Supervisors, Interim Township Administrator and Road Superintendent at the 2014 PSATS conference. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by Steve Bachman, to appoint David Fink as voting delegate to the 2014 PSATS Conference. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman, to set the mileage reimbursement rate at the current IRS rate per mile through the year 2014. Motion carried. Presently, the IRS current rate for 2014 is \$0.56.



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

A motion was made by David Fink, seconded by Steve Bachman, to adopt Resolution #2014-10 setting the employee pension contribution made by the Township at 9% of annual wages per full-time employee for the year 2014. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink, to adopt Resolution #2014-11 setting the fee schedules for 2014. Motion carried.

Public Comment

None

Adjournment:

Motion made by David Fink, seconded by Rodney Schlauch Jr. to adjourn the meeting at 7:30 p.m. Motion carried.

Respectfully submitted,

Janice M. Meyers
Interim Secretary to the Board of Supervisors