



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

Meeting May 15, 2014

The Heidelberg Township Board of Supervisors held their regular meeting at 7:30pm 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, Zoning Assistant Tara Jones, Township Solicitor Atty. Charles Waters from Steckel and Stopp Law Offices and Township Engineer Ryan Christman from Keystone Consulting Engineers. Tara Jones kept record of the minutes.

Pledge of Allegiance

Recording of Meeting: Resident Charlie Perich video recorded the meeting.

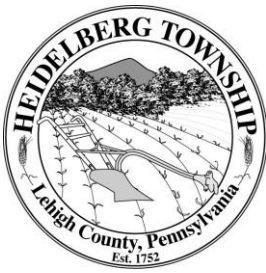
Recognition of the Press: Elsa Kerschner from the East Penn Press was present.

Approve minutes: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the April 17, 2014 regular meeting minutes. Motion carried.

Public comment on agenda items: None

Executive Session: Steve Bachman announced an executive session will take place with the Township Solicitor Atty. Charles Waters, Steve Bachman, David Fink, and Rodney Schlauch Jr. The executive session was held from 7:31-7:40 and Charles Waters announced that employee related matters were discussed.

Payment of bills: Motion by David Fink seconded by Rodney Schlauch Jr. to approve the payment of the bills General Fund Checks #eft1738-eft1766 and 19506 – 19542 and no State Fund checks. Motion carried.



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Treasurer's Report:

General Fund Checking 4/1	28,411.71
Revenue and Transfers	71,583.86
Expenditures	<u>(77,764.04)</u>
General Fund Checking 4/30	22,231.53
General Fund Money Market 4/1	158,926.93
Revenue	37,218.57
Expenditures and Transfers	<u>(70,519.25)</u>
General Fund Money Market 4/30	125,626.25
State Fund Checking 4/1	1.00
Revenue and Transfers	0.00
Expenditures	<u>(0.00)</u>
State Fund Checking 4/30	1.00
State Fund Money Market 4/1	182,227.12
Revenue	59.92
Expenditures and Transfers	<u>(0.00)</u>
State Fund Money Market 4/30	182,287.04
Special Revenue Fund Savings 4/1	4,935.89
Revenue and Transfers	0.81
Expenditures and Transfers	<u>(0.00)</u>
Special Revenue Fund Savings 4/30	4,936.70
Recreation Fund Savings 4/1	2,196.57
Revenue and Transfers	0.36
Expenditures and Transfers	<u>(0.00)</u>
Recreation Fund Savings 4/30	2,196.93
Werleys Corner Road Turnback Fund 4/1	161,165.92
Revenue and Transfers	52.99
Expenditures and Transfers	<u>(0.00)</u>
Werleys Corner Road Turnback Fund 4/30	161,218.91
Dennis Rupp Escrow Fund 4/1	39,089.74
Revenue and Transfers	11.25
Expenditures and Transfers	<u>(0.00)</u>
Dennis Rupp Escrow Fund 4/30	39,100.99



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### Monthly Reports

Regional EMS Steering Committee Report: No report was given.

Fire Company: David Fink was unable to attend the meeting and no report was given.

Director of Office Operations: Rodney Schlauch Jr. reported that he met with Tara Jones and Janice Meyers separately. Motion made by Rodney Schlauch Jr. seconded by David Fink to raise Tara Jones's hourly wage to \$13.50 effective June 1, 2014. Motion carried.

Director of Parks and Recreation: Steve Bachman attended the April Northwestern Recreation Commission meeting. Nestle donated \$5,000 and Night in the Country is scheduled for August 16, 2014. The donation of tents might be given from Bruce Wehr. Steve Bachman asked if the Heidelberg Township Road Crew was able to clean-up the Monday following the Night in the Country with reimbursement for their time. Kevin Huber said the Road Crew would be willing to help with the clean-up. Steve Bachman raised the question of whether fines can be imposed or an ordinance adopted due to the vandalism at the Rec Fields. There was over \$4,000 in port "o" john damage and \$480 in trash can damage. The Board agreed the Recreation Commission should ask one of the other township's to help install a fence.

Director of Public Works: David Fink announced that the township was given quotes for the windows.

Road Superintendent: Kevin Huber reviewed his road report with the Board. He noted that he finished sweeping with the street sweeper, sprayed south of 309 & Central Road, graded on Saegersville Road, and helped 3 other townships with drainage along Long Court. Kevin Huber also reported on the request he was given for a speed bump or "watch for children" sign on Saddle Road. The Board agreed that if the resident(s) pays for the "watch for children" sign, pole and hardware, the township would install it. He reported that the Werleys Corner Road Project is almost completed: guiderail installation at Route 100 and Werleys Corner Road is in process and the section of road near Route 309 will have the box culvert installed and then the road will be overlaid. The Board agreed to have Keystone Consulting Engineers and Atty. Waters consult with Kevin Huber about the vacation of sections of Werleys Corner Road. Kevin Huber also requested the purchase of a new 2015 single axle diesel truck. Motion made by David Fink seconded by Rodney Schlauch Jr. to purchase the 2015 Fleet/Non-Retail GMC Sierra 3500 HD 4WD Double Cab 158.1" TK359 for \$32,128.00. Motion carried. The truck will be paid from the General Fund. The Board agreed that Kevin Huber should complete the base and wearing course for Powder Horn Court and Musket Road but do binder for Hunsicker Road for a total cost of \$157,500.

Township Administrator: Janice Meyers reported that the escrow account in the amount of \$39,126.24 check # 19543 for Dennis Rupp's home was signed and issued on 5/19/14 and will be listed on next month's financial report. Cork Shunk was at the township building to update Permit Manager. Andrew Gildner from Keystone Technology picked up Tara Jones's hard drive and replaced it. Janice Meyers also reported that the first fire tax was collected by Phyllis Breininger, articles for the upcoming newsletter are being requested and collected, the alarm system was completed, and the new lighted exit signs were installed with no charge. Dirty Girl signed the Reimbursement and Escrow Agreement for their 7/12/14 event but the check for \$5,000 has not been received. She wrote three SOP's regarding the real estate tax assessment changes and updates.

Township Zoning Officer: Ryan Christman presented the zoning officer report to the Board.

Township Engineer: Ryan Christman reviewed the engineer's report with the Board. The Board agreed that KCE should apply for the DEP General Permit for the Jones Road (dirt section) culvert.

Environmental Advisory Council Report: No one present to report. Janice Meyers reported that the EAC was advertising their June 7th plant sale and a copy of the advertisement is posted in the office.

Subdivisions/Land Development: None



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Old Business:

Proposed changes to ordinances: Atty. Charles Waters reported that he will meet with Roy Stewart regarding the zoning map and EP District. The ordinance will be advertised and ready for adoption at the June meeting.

Lease for Central Road cell tower site: Atty. Charles Waters reported that Keith Strohl emailed Janice Meyers the most recent draft and it will be ready for adoption at next month's meeting.

Township Recycling: Janice Meyers sent letters to those businesses using our recycling center. The Board requested putting up a do's & don'ts/residential use only sign. Janice Meyers reported that the littering ordinance does apply if people leave items outside of the bins. Kevin Huber will contact Terry Stewart regarding the security camera file size.

Yard Waste Survey: Janice Meyers contacted Washington Twp. regarding the cost they incurred for their facility. They paid \$3,000.00 but the cost is dependent on the quantity. The Board recommended putting the survey in the next newsletter as Janice suggested.

Special Event / Amusement Tax Ordinance: Tabled until next month.

Quotes for windows: The township received two quotes for the windows. Motion by David Fink seconded by Rodney Schlauch Jr. to accept the bid from JAG Carpentry which included 8 windows at \$375.00/window for a total of \$3,000.00. Motion carried. The second quote was from Window World for a total of \$4,122.00.

Proposed parking ordinance: Review tabled until next month.

New Business

Office space rental: Janice Meyers reported an offer from Brian Goodman to lease the office space for a period of 3 to 6 months for his small accounting business until his permanent office location is completed. Motion made by David Fink seconded by Rodney Schlauch Jr. to accept a lease agreement of \$1,000.00/month, all inclusive except internet and telephone but nothing less than 6 months with a 3 month renewal option. Motion carried. The Board agreed to allow a business tenant to place a small sign on the township building or property. Janice Meyers reported that no township permits will be needed because it is a continued use per Arnie Cohen from CodeMaster.

Public Comment: Charlie Perich commented about recycling. He mentioned that Stone Haven picks up yard waste at Washington Township and shares the cost with the Borough of Slatington. Heidelberg Township would share the cost with two other municipalities and only be responsible for 1/3 of the costs. Larry Weiss commented on the recycling bin lids and that they should be replaced. Janice Meyers notified Berger Sanitation. Kevin Huber informed the Board that Stephenson Equipment said the Tiger Mower that was ordered is now on the assembly line.

Correspondence: Heidelberg Township received an ordinance from Lynn Township to review about the AARC. The Board will review and comment.

Adjournment:

Motion made by David Fink, seconded by Rodney Schlauch Jr. to adjourn the meeting at 8:35pm. Motion carried.

Respectfully submitted as transcribed by Tara Jones,

Janice M. Meyers  
Secretary to the Board of Supervisors

*Supervisors Meetings held the 3<sup>rd</sup> Thursday of each month.*