

January 15, 2015

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, Township Solicitor Atty. Charles Waters from Steckel and Stopp Law Offices and Township Engineer Chris Noll from Keystone Consulting Engineers. Zoning Assistant Tara Jones was not present.

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. County Executive Tom Muller was also in attendance.

Approve minutes of the December 16, 2014 joint meeting, December 18, 2014 regular monthly meeting and January 5, 2015 re-organization meeting: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the December 16, 2014 joint meeting, December 18, 2014 regular monthly meeting and January 5, 2015 re-organization meeting. Motion carried.

Public comment on agenda items: Kathy VanAllen will have comments. David Fink was disappointed that the ambulance service rfp's were not received for this meeting.

Executive Session: Steve Bachman, Rodney Schlauch Jr., David Fink and Atty. Waters met in executive session from 7:35pm to 7:45pm to discuss employment related matters.

Payment of bills: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the payment of the bills General Fund checks # eft1975 – eft2001 and 19897 - 19934 and no State Fund checks. Motion carried.

Treasurer's Report:

General Fund Checking 11/29	64,145.16
Revenue and Transfers	99,387.32
Expenditures	<u>(89,042.92)</u>
General Fund Checking 12/31	74,489.56
General Fund Money Market 11/29	45,064.90
Revenue	77,524.40
Expenditures and Transfers	<u>(49,322.71)</u>
General Fund Money Market 12/31	73,266.59
State Fund Checking 11/29	997.00
Revenue and Transfers	14,579.00
Expenditures	<u>(15,575.00)</u>
State Fund Checking 12/31	1.00
State Fund Money Market 11/29	24,747.90
Revenue	3.84
Expenditures and Transfers	<u>(14,579.00)</u>
State Fund Money Market 12/31	10,172.74
Special Revenue Fund Savings 11/29	20,004.67
Revenue and Transfers	3.62

Expenditures and Transfers	(0.00)
Special Revenue Fund Savings 12/31	20,008.29
Recreation Fund Savings 11/29	2,199.48
Revenue and Transfers	0.40
Expenditures and Transfers	(0.00)
Recreation Fund Savings 12/31	2,199.88
Werleys Corner Road Turnback Fund 11/29	90,763.91
Revenue and Transfers	17.79
Expenditures and Transfers	(65,864.76)
Werleys Corner Road Turnback Fund 12/31	24,916.94
Fire Tax Fund 11/29	16,812.99
Revenue and Transfers	3.04
Expenditures and Transfers	(0.00)
Fire Tax Fund 12/31	16,816.03

Monthly Reports

Regional EMS Steering Committee Report: Steve Bachman reported that no meeting was held.

Fire Company: Fire Chief Jay Scheffler read from the county report stating that 141 emergency calls were responded to last year. He will give a copy to the township to post in the hallway. The 100th anniversary celebration will be held on July 11, 2015 and will include a parade and celebration with fireworks at the fire company.

Director of Office Operations: Rodney Schlauch Jr. deferred his report to Janice Meyers' Township Administrator report.

Director of Parks and Recreation: Steve Bachman reported there was no December meeting.

Director of Public Works: David Fink deferred to Kevin Huber's Road Superintendent report.

Road Superintendent: Kevin Huber reported that the road department has been plowing and maintaining the vehicles. They are also tree trimming and brush cutting in between snow storms.

Township Administrator: Janice Meyers reported she attended the two joint ambulance service meetings and the Board of Supervisors and Board of Auditors re-organization meetings. She met individually with Larry Wiersch from Cetronia and Joe Solderich from NOVA to answer questions about coverage within Heidelberg Township. She continues to prepare for the annual elected auditors audit and the state liquid fuels audit. The elected auditors will begin the audit on February 18th. Janice is also completing the DCED annual reports, the yearly payroll reports including the W-2 forms and the annual insurance worksheet forms. Tara Jones, the zoning office assistant, has been busy entering moving permits in the census system and organizing the permit filing system. Both Tara Jones and Janice Meyers had their 2014 employment reviews.

Township Zoning Officer: Chris Noll from Keystone Consulting Engineers reviewed Roy Stewart's zoning officer report. The office continues to follow through on complaints and zoning violation letters.

Township Engineer: The Engineer's Report has not changed since last month. KCE did review the calculations for the culvert for Jones Road (dirt road) and last month's submission is accurate. The Board decided to hold off on this project and include it in next year's budget. Mr. Noll received a response from PennDOT regarding the reduction of the speed limit on Northwest Road. PennDOT found that no

reduction was necessary. Steve Bachman will show the Northwestern Recreation Commission PennDOT's letter. He will draft a letter to send to the NWL school board and legislators. There is a need for the crosswalk to be allowed at the recreation field entrance for safety reasons and the speed limit will need to be lowered.

Environmental Advisory Council Report: No report was given.

Subdivisions/Land Development: None

Old Business:

Recreation Field's Pedestrian Crosswalk: Topic covered previously.

Ambulance Services: Heidelberg Township Residents Charlie Perich, Janet Henritz, Mark Smith, Lin Turner, Dwayne Henritz, Josh Bingham, Paul Zanelli and John Fritz all gave their opinions regarding which ambulance service they feel will best serve the township. Kathy VanAllen, Northwestern Ambulance Corps, also gave her suggestions. Leroy Bogert, the founder of the Northwestern Ambulance Corps, explained how the ambulance corps began. Representatives from NOVA were present. Joe Solderich, NOVA executive director and Jason Breidinger, NOVA Board member both spoke about their proposal to Heidelberg Township. Lynn Township supervisor Justin Smith commented and said each township must make a decision based on what the Board members feel is the best solution for their township. Each Board member gave their opinion of what Heidelberg Township needs from an ambulance service. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the offer dated 1/8/2015 from NOVA for a three year contract, costing up to \$25,000 per year. Motion carried.

Fire Co. MOU for FEMA Grant: Jay Scheffler said the reason Lynnport Fire Company is not included in the MOU is because they are in transition regarding their Board members and did not respond to be included. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the MOU for FEMA grant to purchase a new truck. Motion carried. Jay Scheffler will take the signed MOU for the other townships to sign and give each township a fully signed copy.

Draft Special Event Ordinance: Tabled until next month.

New Business:

Resident Harry Kubat to address Board regarding a waiver to the driveway ordinance: Resident Harry Kubat gave the Board a written request for a waiver of a section of the driveway ordinance so he would be allowed to have two driveways on his property. The existing driveway is accessed off of Werleys Corner Road and he is requesting a second drive which would have access off of Vixen Court. This request is due to the slope of the existing driveway. Motion by David Fink, seconded by Steve Bachman to grant a waiver from the township road occupancy permit (driveway ordinance), section 21-204 Construction Standards, item #4 and allowing two driveways on the property at 5877 Werleys Corner Road, New Tripoli PA. Motion carried.

Employee Handbook Updates – Time Sheet Submission and Personnel File: Tabled until next meeting. Kevin Huber will send his comments on the change he would like made.

LCATO Business Dinner Meeting: Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to invite the same positions/people as last year. Motion carried.

Public Comment: Resident Janet Henritz asked for a clarification on how many hours the ambulance would be in Heidelberg Township for the up to \$25,000 fee and if the taxes would be increased. Steve Bachman said the cost would be paid from the general fund and probably affect the road budget. It is possible in the future that a tax increase will be required. NOVA will be stationed either at the Heidelberg Township municipal building or the Germansville Fire Co. Motion by Steve Bachman, seconded by David Fink to have Atty. Waters write the resolutions for acceptance of NOVA as primary ambulance service

and Northampton Regional as secondary ambulance service for Heidelberg Township and for the Board to sign the resolutions once completed. Motion carried.

Correspondence: None.

Adjournment: Motion by David Fink, seconded by Steve Bachman to adjourn the meeting at 9:45pm. Motion carried.

Respectfully submitted,

Janice M. Meyers
Secretary to the Board of Supervisors