

January 5, 2015

The Heidelberg Township Board of Supervisors held their re-organization 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 and Township Solicitor Atty. Charles Waters from Steckel and Stopp Law Offices. Tara Jones kept record of the minutes.

Pledge of Allegiance

Recognition of the Press: None

Executive Session: Steve Bachman announced an executive session will take place with the Township Solicitor Atty. Charles Waters, Steve Bachman, David Fink, Rodney Schlauch Jr. and Erik Lynch. That executive session was held from 7:31pm until 7:48 pm. At 7:48pm, Erik Lynch returned to the meeting room and the Board of Supervisors and Atty. Charles Waters remained in an executive session until 7:51pm. At 7:51pm, Steve Bachman asked Kevin Huber to join the executive session until 8:13pm. At 8:13pm, Kevin Huber returned to the meeting room and the Board of Supervisors and Atty. Charles Waters remained in an executive session until 8:23pm. Atty. Charles Waters announced that employment related matters were discussed.

Recording of Meeting: None

Public Comment on re-organization agenda items: None

Re-organization Procedures:

A motion was made by David Fink, seconded by Steve Bachman to appoint Atty. Charles Waters as temporary Chairman and Tara Jones 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 2015. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to appoint Rodney Schlauch Jr. as Vice-Chairman of the Board for 2015. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by David Fink to appoint Janice Meyers as Township Administrator / Secretary-Treasurer for 2015. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr. to appoint Tara Jones as part-time Zoning Assistant/Assistant Treasurer for 2015. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink to set the amount of the Treasurer's and Assistant Treasurer's bond at \$500,000 each for 2015. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr. to appoint Steckel and Stopp Law Offices as Township Solicitor for 2015. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to appoint Keystone Consulting Engineers as Township Engineer for 2015. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr. to advertise the following township meetings for 2015: Supervisors meetings, 7:30pm – 1/15, 2/19, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17; Planning Commission meetings, 7:30pm – 1/26, 2/23, 3/30, 4/27, 5/18, 6/29 7/27, 8/31, 9/28, 10/26, 11/30, 12/28; Zoning Hearing Board meetings as required, 7:30pm - 1/19, 2/16, 3/16, 4/20, 5/18, 6/15, 7/20, 8/17, 9/21, 10/19, 11/16, 12/21; EAC meetings, 7:30pm – 2/10, 3/10, 4/14, 5/12, 6/9, 7/14, 8/11, 9/8, 10/13, 11/10, 12/8. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr. to adopt Resolution #2015-1 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 David Fink, seconded by Rodney Schlauch Jr. to adopt Resolution #2015-2 appointing Priscilla Brennan to serve on the Planning Commission for a term of 4 years ending 12/31/18. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to adopt Resolution #2015-3 appointing Rodney Schlauch Jr. to serve on the Planning Commission for a term of 4 years ending 12/31/18. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr. to adopt Resolution #2015-4 appointing Michael Bailey to serve on the Zoning Hearing Board for a term of 3 years ending 12/31/17. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr. to adopt Resolution #2015-5 appointing Priscilla Brennan to serve on the Environmental Advisory Council for a term of 3 years ending 12/31/17. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by David Fink to appoint Priscilla Brennan as the Chair for the Environmental Advisory Council for the year 2015. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by David Fink to adopt Resolution #2015-6 appointing Barry Mantz as a member of the Municipal Building Code Board of Appeals for a term of 5 years ending 12/31/19. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to appoint Lee Behler as Chairman of the Vacancy Board for 2015. 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 2015. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to adopt Resolution #2015-7 - appointing Carl Wolfe Jr. of Home Site Services as Sewage Enforcement Officer for 2015 at a rate set by the fee schedule in the resolution. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr. to appoint Scott Bieber as alternate Sewage Enforcement Officer for 2015 at the rate of \$80.00 per hour as invoiced. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by David Fink to appoint CodeMaster Inspection Services as Building Inspector, Plumbing Inspector, Electrical Inspector and Building Code Official at a rate set by a fee schedule resolution for 2015. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman 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 2015. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by David Fink to adopt Resolution #2015-8 appointing Phyllis Breininger as voting delegate and Janice Meyers as alternate delegate to the Lehigh Tax Collection Committee for the year 2015. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to appoint Matthew Nemeth as Emergency Management Coordinator for 2015. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink to set the yearly salary of the Township Administrator/Secretary-Treasurer at \$48,925.00 for 2015. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by David Fink to appoint Tara Jones as part-time Zoning Assistant /Assistant Treasurer at an hourly wage of \$14.50 for 2015. 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 \$25.00 for 2015. 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 \$19.60 for 2015. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to appoint Erik Lynch as Road Crew Worker at an hourly wage of \$17.75 for 2015. Motion carried.

A motion was made by David Fink, seconded by Rodney Schlauch Jr. to appoint Alex Huber as part-time Road Laborer at an hourly wage of \$15.25 for 2015 (\$15.75 upon completion of CDL). Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to appoint Jonathan Pasioka as part-time (Road Laborer or Road Worker) at an hourly wage of 15.25 for 2015. (\$15.75 upon completion of CDL). Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr. to appoint David Fink, Steve Bachman and Rodney Schlauch Jr. as part time working Roadmasters for 2015. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink to appoint Rodney Schlauch Jr. as Director of Office Operations for 2015. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink to appoint David Fink as Director of Public Works for 2015. Motion carried.

A motion was made by Rodney Schlauch Jr., seconded by David Fink to appoint Steve Bachman as Director of Parks and Recreation for 2015. 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 2015. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to approve the attendance of the Board of Supervisors, Township Administrator and Road Superintendent at the 2015 PSATS conference. Motion carried.

A motion was made by David Fink, seconded by Steve Bachman to appoint Janice Meyers as voting delegate and David Fink as the alternate to the 2015 PSATS Conference. Motion carried.

A motion was made by Steve Bachman, seconded by Rodney Schlauch Jr. to set the mileage reimbursement rate at current IRS rate per mile through the year 2015. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink to adopt Resolution #2015-9 setting the employee pension contribution made by the Township at 9% of annual wages per full-time employee for the year 2015. Motion carried.

A motion was made by Steve Bachman, seconded by David Fink to adopt Resolution #2015-10 setting the fee schedules for 2015. Motion carried.

Ambulance Service Discussion: Steve Bachman gave his personal opinion regarding which ambulance service he believes is better suited for Heidelberg Township. He feels NOVA is the best ambulance

service for Heidelberg Township because they are a very community oriented ambulance service. Rodney Schlauch Jr. voiced his concerns with Northwestern Ambulance. He fears that Northwestern Ambulance's negative financial situation will never improve or end. David Fink was disappointed that the copies of the RFP's have not been received by the township yet. Kevin Huber asked the Board if the road crew department will lose garage space to house an ambulance. David Fink answered by saying it is a possibility and that there is room at Lynn Township but it is only temporary.

Public Comment: None

Adjournment: Motion by David Fink, seconded by Rodney Schlauch Jr. to adjourn the meeting at 8:50pm. Motion carried.

Respectfully submitted as transcribed by Tara Jones,

Janice M. Meyers
Secretary to the Board of Supervisors