

April 16, 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, Zoning Assistant Tara Jones, Township Solicitor Atty. Charles Waters from Steckel and Stopp Law Offices and Township Engineer Chris Noll from Keystone Consulting Engineers.

Pledge of Allegiance

Recording of Meeting: None

Recognition of the Press: Michelle Kent from the East Penn Press was present.

Approve minutes of the March 19, 2015 regular monthly meeting: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the March 19, 2015 regular monthly 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, Rodney Schlauch Jr., David Fink, Janice Meyers and Kevin Huber. The executive session was held from 7:34pm to 7:48pm. Atty. Charles Waters mentioned that employment related matters were discussed. Steve Bachman announced that an executive session was held at the Heidelberg Township Municipal Building on March 26, 2015 from 4:30pm to 5:30pm. Present were Steve Bachman, Rodney Schlauch Jr., David Fink, Janice Meyers, Kevin Huber and Atty. Edward Healy from Steckel and Stopp Law Offices and employment related matters were discussed.

Payment of bills: Motion by Rodney Schlauch Jr., seconded by David Fink to approve the payment of the bills General Fund checks # eft2069 – eft2096 and 20036 - 20093 and no State Fund checks. Motion carried.

Treasurer's Report:

General Fund Checking 2/28	53,226.48
Revenue and Transfers	79,883.15
Expenditures	<u>(103,501.27)</u>
General Fund Checking 3/31	29,608.36
General Fund Money Market 2/28	37,412.34
Revenue	63,631.80
Expenditures and Transfers	<u>(79,883.15)</u>
General Fund Money Market 3/31	21,160.99
State Fund Checking 2/28	1.00
Revenue and Transfers	0.00
Expenditures	<u>(0.00)</u>
State Fund Checking 3/31	1.00
State Fund Money Market 2/28	10,177.59
Revenue	175,559.96
Expenditures and Transfers	<u>(0.00)</u>
State Fund Money Market 3/31	185,737.55
Special Revenue Fund Savings 2/28	20,014.65

Revenue and Transfers	3.51
Expenditures and Transfers	<u>(0.00)</u>
Special Revenue Fund Savings 3/31	20,018.16
Recreation Fund Savings 2/28	2,200.58
Revenue and Transfers	0.39
Expenditures and Transfers	<u>(0.00)</u>
Recreation Fund Savings 3/31	2,200.97
Werleys Corner Road Turnback Fund 2/28	24,928.82
Revenue and Transfers	6.56
Expenditures and Transfers	<u>(0.00)</u>
Werleys Corner Road Turnback Fund 3/31	24,935.38
Fire Tax Fund 2/28	16,821.37
Revenue and Transfers	2.95
Expenditures and Transfers	<u>(0.00)</u>
Fire Tax Fund 3/31	16,824.32

### Monthly Reports

Regional EMS Steering Committee Report: No report was given.

Fire Company: David Fink reported that the hot wing and cheesesteak fundraiser held at the Germansville Fire Company had a great turnout.

Ambulance Service: Joe Solderich, NOVA's executive director gave NOVA's first quarter status report for 2015 which included the time between February 1, 2015 to March 31, 2015. Heidelberg Township, which is referred to as the "West Station", had 102 total dispatches. Joe Solderich informed the Board on the response times from time of dispatch to on-scene for patients treated and/or transported. The average response time was 8.22 minutes, 1.0 minute being the minimum and 15.0 minutes being the maximum. Joe Solderich reported on the number of day dispatches vs night dispatches by station.  
Director of Office Operations: No report was given.

Director of Parks and Recreation: Steve Bachman reported that the NW Recreation Commission will be putting the money donated by Nestle Park toward a walking path. He also mentioned that the storage sheds for the Rec Fields is tabled until next year and the annual "walk around" was held on March 29, 2015.

Director of Public Works: The Board of Supervisors and Kevin Huber decided that Thursday, April 23, 2015 from 4:30 to 5:00pm will be the annual road inspection.

Road Superintendent: Kevin Huber reported that the road department worked on coal patching black top roads and crack sealing. The road department finished sweeping, cut trees on Church Road and Sensinger Road, graded and cut shoulders on the dirt roads. Also, the road department placed signs and painted arrows at Hunters Hill Road and Central Road. The orange triangles were placed on the speed limit signs as well.

Township Administrator: Janice Meyers reported that permitting has become more consistent and steady over the past few weeks and Tara Jones has been updating files. Janice Meyers worked on the various agenda items and deferred comment.

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 consisted of the current projects which include the Jones Road Culvert, Werleys Corner Road Culvert, Reservoir Road Culvert and the No Parking Ordinance. For both the Jones Road Culvert and Werleys Corner Road Culvert, the bids have been received and are currently being reviewed for completeness prior to awarding the contract. For the Jones Road Culvert, the apparent low bidder is Sikora Bros. Paving Inc. from Hunlock Creek, PA with the low bid of \$166,500. For the Werleys Corner Road Culvert, the apparent low bidder is Dirt Works Solutions from Slatington, PA with the low bid of \$160,064. The bids will be reviewed by the Board of Supervisors at the May meeting. The survey work has been completed for the Reservoir Road Culvert project. The cross-sections are being finalized for the HEC-RAS hydraulic modeling and the plans are in being finalized. Regarding the No Parking Ordinance, an exhibit has been prepared to show the proposed no parking zones in the Heidelberg Heights area and Chris Noll will speak with Kevin Huber and Keith Strohl about Kevin's request to add roads.

Environmental Advisory Council Report: Resident Charles Perich reported that the EAC will need a check for the 2015 scholarship recipient. Janice Meyers read an email that she received from EAC member Dawn Didra regarding the EAC's upcoming events. In the email, the EAC decided on a scholarship recipient and asked the Board of Supervisors for approval for a \$100.00 check to be presented to the scholarship winner. The presentation will take place on May 18, 2015. There were a total of 4 applicants and they all did a great job. The EAC is planning a Clean-up day at Bake Oven Knob on June 13, 2015 from 9:00am to 12:00pm. They are requesting that the information be put on the Heidelberg Township sign the week of the clean-up. The EAC is also asking if Heidelberg Township could provide large garbage bags and if the township could dispose of the garbage collected, especially the non-recyclable garbage. A guest speaker is scheduled to talk about pollinators at the July 14, 2015 EAC meeting.

Subdivisions/Land Development: None

#### Old Business:

Draft Special Event Ordinance and Amusement Tax Ordinance: The Board of Supervisors will review the draft that Atty. Charles Waters handed out for next month's meeting.

Employee Handbook Updates—Time Sheet Submission and Personnel File: The Board of Supervisors will review the proposed updates for next month's board meeting

Draft Parking Ordinance: Topic was discussed earlier.

#### New Business:

Newsletter: The Board of Supervisors agreed on a 2015 Fall newsletter in circulation the end of September or beginning of October.

2014 Auditor Letter: Steve Bachman read the 2014 Auditor Letter from Heidelberg Township's Auditors. A discussion was raised after each line item was read.

Joint Road Oil Bid: Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the joint road oil bid from Asphalt Maintenance Solutions LLC from Center Valley PA for a total bid of \$299,600.00 Motion carried. The joint road oil bid was awarded to the only bidder. The breakdown totals for all four townships is as follows: Heidelberg Township \$53,500.00, Lowhill Township \$64,200.00, Lynn Township \$96,300.00 and Weisenberg Township \$85,600.00—per gallon price of \$2.14.

Road Materials Bid: Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Lehigh Asphalt Paving & Construction item #1 – 200 tons 9.5mm Superpave, \$61.00 FOB, \$71.00 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Eastern Industries Inc. item #2 – 200 tons of 19.0mm Superpave, \$55.25 FOB, \$85.00 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Eastern Industries Inc. item #3 – 25 tons

Cold Patch, \$116.00 FOB, \$121.00 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Eastern Industries Inc. item #4 – 100 tons #1 Stone, \$10.00 FOB, \$13.94 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Lehigh Asphalt Paving & Construction item #5 – 800 tons #8 Stone, 1% wash, \$13.00 FOB, \$16.75 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Lehigh Asphalt Paving & Construction item #6 – 200 tons #57 Stone, 2% wash, \$10.50 FOB, \$14.25 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Eastern Industries Inc. item #7 – 500 tons #2A Aggregate, \$8.60 FOB, \$12.54 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Eastern Industries Inc. item #8 – 500 tons 2RC, \$6.00 FOB, \$11.54 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Lehigh Asphalt Paving & Construction item #9 – 400 tons Anti-skid, \$10.00 FOB, \$13.75 delivered. Motion by David Fink, seconded by Rodney Schlauch Jr. to accept the bid from Lehigh Asphalt Paving & Construction item #10 – 100 tons B1 Sand, \$16.00 FOB, \$19.75 delivered. Motion carried.

Heidelberg Township

Bid Opening 4/16/15, 9:00am - Review and Award 4/16/15, 7:30pm

Bidder Name:	Eastern Industries Inc. ***below	Lehigh Asphalt Paving & Construction	EJB Paving & Materials Co.
Materials Bid Item:	FOB/DEL.(per ton)	FOB/DEL. (per ton)	FOB/DEL (per ton)
1. 200 tons 9.5mm Superpave	\$61.25/\$85 hr O/W	\$61.00/\$71.00 A	\$60.00/\$79 hr On
2. 200 tons 19.0mm Superpave	\$55.25/\$85 hr O/W	\$57.00/\$67.00 A	\$52.75/\$79 hr On
3. 25 tons Cold Patch	\$116.00/\$121.00 O/W	No Bid	*\$100.00/\$79 hr On
4. 100 tons #1 Stone	\$10.00/\$13.94 O	\$10.50/\$14.25 A	No bid
5. 800 tons #8 Stone, 1% wash	\$13.00/\$18.94 K	\$13.00/\$16.75 A	No bid
6. 200 tons #57 Stone, 2% wash	\$12.00/\$15.94 O	\$10.50/\$14.25 A	No bid
7. 500 tons #2A Aggregate	\$8.60/\$12.54 E	\$9.50/\$13.25 A	No bid
8. 500 tons 2RC	\$6.00/\$11.54 K	No bid	No bid
9. 400 tons Anti-skid	\$10.00/\$13.94 O	\$10.00/\$13.75 A	No bid
10. 100 tons B1 Sand	No Bid	\$16.00/\$19.75 A	No bid
Prices are per ton unless stated otherwise.			
Awarded bid items are hi-lighted.		* EJB bid #3 is not PennDOT Certified.	

NOTE: Distance from Township Building --- A - Andreas 6.8 miles E - Egypt 9.8 miles  
K - Kutztown 14.3 miles O - Ormrod 8.9 miles S - Slatington 9 miles W - Wescosville 12.9 miles

On - Ontelaunee 30 miles

\*\*\*\* Eastern Industries Bid includes 22 Ton minimum delivery charge.

Finances: The Board of Supervisors discussed the finances to date. The Board decided to put the Reservoir Road Culvert Project on hold. The Jones Road Culvert Project will be discussed next month.

Snow & Ice Mailbox Policy: Janice Meyers requested that the discussion be tabled until May's board meeting.

ACT 32 Conference Attendance: Motion by Steve Bachman, seconded by Rodney Schlauch Jr to approve Heidelberg Township Tax Collector, Phyllis Breininger, to attend the ACT 32 Conference. Monetary amount not to exceed \$250.00 which includes one night hotel stay, mileage, registration and one meal. Motion carried. All other meals are included with registration.

Parade: Steve Bachman requested the use of the OshKosh Truck as well as a Heidelberg Township road department employee to drive it in the Goodwill Fire Company #1 parade held on July 11, 2015 at 2:00pm. Kevin Huber will ask the road department employees if anyone is interested in being a driver. Steve Bachman mentioned that the fire company is looking for more participants to help make the celebration a success. The deadline to participate is May 1, 2015.

Berger Sanitation: A Berger Sanitation representatives Rob Berger and Harold Miller discussed the contract renewal with the Board of Supervisors. In 2008, the original contract included 4 recycling bins and 2x weekly pickup at \$215.00 per month. Currently, the contract includes 6 recycling bins and 3x weekly pickup at \$215.00 per month. The new 3-year contract includes 6 recycling bins and 3x weekly pickup at \$775.00 per month (\$560.00 increase). Steve Bachman asked if the contract can be cancelled before the 3-year renewal period with a 90 day notice without any cause. Mr. Berger agreed. Motion by David Fink, seconded by Steve Bachman to accept the contract renewal with addendum which allows Heidelberg Township to cancel its 3-year contract anytime as long as it gives 90 day notice. Motion carried.

State Conference—Supervisor Lost Wages: Discussion ensued regarding the pay rate. Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to authorize payment of the Supervisors hourly rate as defined by the auditors for part-time road masters. (2 yes, 1 no – David Fink) Motion carried.

NWLSD/Ambulance Service: David Fink said he received an email that confirmed that NOVA will be the primary Ambulance service and have full jurisdiction over the entire Northwestern Lehigh School District campus. The Board of Supervisors requested that Janice Meyers draft a letter and send it to Dan Bellesfield at the Lehigh County 9-1-1 Communications Center as well as Lynn Township.

Public Comment: Mark Smith, NOVA EMT, asked the Board for clarification regarding the NWLSD Ambulance Service. Steve Bachman reiterated saying that, yes, the issue is resolved.

Correspondence: None

Adjournment: Motion by Rodney Schlauch Jr., seconded by David Fink to adjourn the meeting at 9:08pm. Motion carried.

Respectfully submitted as transcribed by Tara Jones,

Janice M. Meyers  
Secretary to the Board of Supervisors