

August 21, 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 Chris Noll from Keystone Consulting Engineers. Tara Jones kept record of the minutes.

7:30PM: Regular Meeting

Pledge of Allegiance

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

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

Approve minutes: Motion by Rodney Schlauch Jr., seconded by Steve Bachman to approve the July 17, 2014 regular meeting minutes. Motion carried.

Public comment on agenda items: Residents Charlie Perich and Carl Breininger will have comments on agenda items.

Executive Session: None

Payment of bills: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the payment of the bills General Fund Checks # eft1819 -- eft1865 and 19644 – 19695 and State Fund checks #1681 -- 1683. Motion carried.

Treasurer's Report:

General Fund Checking 7/1	161,400.65
Revenue and Transfers	191,323.27
Expenditures	<u>(323,297.08)</u>
General Fund Checking 7/31	29,426.84
General Fund Money Market 7/1	219,862.69
Revenue	62,440.36
Expenditures and Transfers	<u>(200,708.88)</u>
General Fund Money Market 7/31	81,594.17
State Fund Checking 7/1	1.00
Revenue and Transfers	0.00
Expenditures	<u>(0.00)</u>
State Fund Checking 7/31	1.00
State Fund Money Market 7/1	182,408.94
Revenue	61.98
Expenditures and Transfers	<u>(0.00)</u>
State Fund Money Market 7/31	182,470.92
Special Revenue Fund Savings 7/1	4,938.35
Revenue and Transfers	0.84

Expenditures and Transfers	<u>(0.00)</u>
Special Revenue Fund Savings 7/31	4,939.19
Recreation Fund Savings 7/1	2,197.66
Revenue and Transfers	0.37
Expenditures and Transfers	<u>(0.00)</u>
Recreation Fund Savings 7/31	2,198.03
Werleys Corner Road Turnback Fund 7/1	161,326.72
Revenue and Transfers	54.82
Expenditures and Transfers	<u>(0.00)</u>
Werleys Corner Road Turnback Fund 7/31	161,381.54
Fire Tax Fund 7/1	1,000.51
Revenue and Transfers	10,451.19
Expenditures and Transfers	<u>(0.00)</u>
Fire Tax Fund 7/31	11,451.70
100 LLC Escrow Fund 7/1	5,001.07
Revenues and Transfers	0.30
Expenditures and Transfers	<u>(4,939.00)</u>
100 LLC Escrow Fund 7/31	62.37

Monthly Reports

Regional EMS Steering Committee Report: No report was given.

Fire Company: David Fink reported that the fire company is planning the parade festivities celebrating the 100th Anniversary scheduled for July 11, 2015.

Director of Office Operations: Heidelberg Township received \$76.50 at auction for the office supplies and furniture from the closed EIT office.

Director of Parks and Recreation: Steve Bachman attended the July Northwestern Recreation Commission meeting. The Northwestern Recreation Commission signed the Memorandum of Understanding (MOU) with the Constable Association regarding the enforcement of posted recreation commission laws. "A Night in the Country" was once again a huge success. Steve Bachman requested the use of the Osh Kosh Truck during the parade on October 4, 2014 for their "Pioneer Festival". The Board agreed.

Director of Public Works: David Fink reported that the Buckery Road Bridge repair and Mantz Road Bridge scour repair were complete.

Road Superintendent: Kevin Huber reported that the road department completed oil and chipping projects. The road department was busy sweeping roads in preparation of line painting, mowing and began trimming trees for the upcoming Fall season. The new GMC pick-up truck arrived. Motion by David Fink, seconded by Steve Bachman to post signs that state "No trucks except local deliveries" without a weight limit on Buckery Road and Mantz Road bridges. Motion carried.

Township Administrator: Janice Meyers reported that she and Tara Jones have been working on the 2014 Heidelberg Township Newsletter. The first draft should arrive in two weeks. Tara Jones has been getting the paperwork in order for the Zoning Hearing Board final decision and working on moving permits. Janice Meyers noted that the computer system for the moving permits should be upgraded due to the age of the program and the inaccuracy of it. Janice Meyers met with pension administrator, Jim Kampstra from Ferrara Kampstra. As of January 1, 2015 they will not be a 3rd party administrator so the Board of Supervisors will need to choose another one. The joint salt bids will be awarded by Lowhill Township in October. The township office received 4 animal complaints and 3 weed complaints. Also, Janice Meyers reported working on the draft budget.

Township Zoning Officer: Chris Noll presented the zoning officer report to the Board. Chris Noll reported that he received a burning complaint, investigated it and sent a letter to the property owner regarding the situation.

Township Engineer: Chris Noll reviewed the engineer's report with the Board. Chris Noll reported that both the Jones Road Culvert and Werleys Corner Road Culvert received permits from DEP and preparations and specifications for bidding will begin. The permit application for Jones Road Culvert (dirt road) is still being worked on. Keystone Consulting Engineers is working with Atty. Keith Strohl on the abandonment for Werleys Corner Road at Route 100.

Environmental Advisory Council Report: Resident Charlie Perich attended the EAC meeting. He reported that the riparian buffer fence located behind the Heidelberg Township Municipal Building is in need of repair. Charlie Perich read a letter dated September 9, 2005 that states the Board of Supervisors will maintain the riparian buffer fence. Charlie also reported that the resident side of the fence is intact; however, the township side is not. David Fink noted that Kevin Huber and the road department will take care of the necessary repairs once the road paving responsibilities are completed.

Subdivisions/Land Development: None

Old Business:

Vacation of sections of Werleys Corner Road: Resident Phyllis Breininger raised the question of renaming the road. Steve Bachman mentioned coming up with suggestions for next month's meeting.

Special Event/Amusement Tax Ordinance: Steve Bachman made comments regarding the Amusement Fee Ordinance from Roy Stewart. The Board will review at next month's board meeting. Janice Meyers will give copies of the Special Event Ordinance to the Board.

Proposed parking ordinance: The Board reviewed the proposed parking ordinance. Motion by Rodney Schlauch Jr., seconded by David Fink to table the discussion until next month's board meeting. Motion carried.

New Business

EAC Riparian Buffer Area and Fence: Topic covered prior.

PPL Energy Rebates: Motion by Rodney Schlauch Jr., seconded by David Fink to table the discussion until next meeting. Motion carried.

Fire Company Parade: Steve Bachman reported that the township received a letter from the Goodwill Fire Company representative Randy Metzger regarding the roads affected by the parade route for the 100th Anniversary celebration. Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the parade route. Motion carried.

Agriculture Building Exemption Form: Janice Meyers reported that Codemaster Inspection Services is requiring an Agriculture Exemption Form to be completed along with the necessary Zoning Application if

the property owner is claiming the UCC Agriculture Exemption for the building. Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the Agriculture Exemption Form. Motion carried.

Add Accounts : Motion by Steve Bachman, seconded by David Fink to approve adding the following accounts: Werleys Corner Road TB Fund – 19.492.350 – Transfer to Liquid Fuels Fund, Liquid Fuels Fund – 35.392.190 – Transfer from Werleys Corner Road TB Fund. Motion carried.

Delinquent Real Estate Tax Collector: Tax Collector Phyllis Breininger mentioned that Portnoff Associates should be appointed as delinquent tax collector. She also noted that Lehigh County, the current collector, is behind on collections. The township delinquent taxes are approximately \$6,000 per year. The Board requested a list of services and fees from Portnoff. This will be reviewed at the next board meeting.

Public Comment: Resident Phyllis Breininger reported on the LTCC meeting.

Correspondence: None

Adjournment: Motion by Rodney Schlauch Jr., seconded by David Fink to adjourn the meeting at 8:21pm. Motion carried.

Respectfully submitted as transcribed by Tara Jones,

Janice M. Meyers
Secretary to the Board of Supervisors