

December 18, 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. Keith Strohl from Steckel and Stopp Law Offices and Township Engineer Chris Noll 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: Michelle Kent from the East Penn Press was present.

Approve minutes of the November 20, 2014 budget meeting and regular monthly meeting: Motion by Rodney Schlauch Jr., seconded by David Fink to approve the November 20, 2014 budget meeting and regular meeting minutes. Motion carried. Motion by Rodney Schlauch Jr., seconded by David Fink to approve the amended minutes from the October 16, 2014 board meeting correcting the dates on the Treasurer Report. Motion carried.

Public comment on agenda items: Residents Carl Breininger, Mark Smith, Charlie Perich and Melvin Snyder will have comments on agenda items.

Payment of bills: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the payment of the bills General Fund Checks # eft1948 – eft1974 and 19850 -- 19896 and no State Fund checks. Motion carried.

Treasurer's Report:

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|-----------------------------------|--------------------|
| General Fund Checking 11/1 | 88,866.30 |
| Revenue and Transfers | 15,530.00 |
| Expenditures | <u>(40,251.14)</u> |
| General Fund Checking 11/30 | 64,145.16 |
| | |
| General Fund Money Market 11/1 | 10,773.04 |
| Revenue | 49,821.86 |
| Expenditures and Transfers | <u>(15,530.00)</u> |
| General Fund Money Market 11/30 | 45,064.90 |
| | |
| State Fund Checking 11/1 | 997.00 |
| Revenue and Transfers | 0.00 |
| Expenditures | <u>(0.00)</u> |
| State Fund Checking 11/30 | 997.00 |
| | |
| State Fund Money Market 11/1 | 24,742.21 |
| Revenue | 5.69 |
| Expenditures and Transfers | <u>(0.00)</u> |
| State Fund Money Market 11/30 | 24,747.90 |
| | |
| Special Revenue Fund Savings 11/1 | 20,001.60 |
| Revenue and Transfers | 3.07 |
| Expenditures and Transfers | <u>(0.00)</u> |

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|-----------------------------------------|-----------|
| Special Revenue Fund Savings 11/30 | 20,004.67 |
| | |
| Recreation Fund Savings 11/1 | 2,199.14 |
| Revenue and Transfers | 0.34 |
| Expenditures and Transfers | (0.00) |
| Recreation Fund Savings 11/30 | 2,199.48 |
| | |
| Werleys Corner Road Turnback Fund 11/1 | 90,739.54 |
| Revenue and Transfers | 24.37 |
| Expenditures and Transfers | (0.00) |
| Werleys Corner Road Turnback Fund 11/30 | 90,763.91 |
| | |
| Fire Tax Fund 11/1 | 16,810.41 |
| Revenue and Transfers | 2.58 |
| Expenditures and Transfers | (0.00) |
| Fire Tax Fund 11/30 | 16,812.99 |

Monthly Reports

Regional EMS Steering Committee Report: Steve Bachman reported that no meeting was held and the meetings will resume again in February 2015.

Fire Company: David Fink reported that last week the Germansville Fire Company held its first annual breakfast with Santa Claus and the event generated \$2,000.00 in profit. Also, the Germansville Fire Company held its election of officers and McFarland is the President.

Director of Office Operations: Rodney Schlauch Jr. reported that there was no report.

Director of Parks and Recreation: Steve Bachman reported that Ronald Morrison replaced Daryl Schaeffer as the school board representative. Steve Bachman also mentioned that the baseball dugout was painted.

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 salting and anti-skidding the roads. Also, the road department applied stone to the dirt roads and was busy putting the snow markers up as well. Kevin Huber announced that Jonathan Pasioka, a road crew employee, received his CDL license. The road department will continue working on its brush cutting and tree trimming duties.

Township Administrator: Janice Meyers reported that the final check will go to the Germansville Fire Company in the amount of \$2,993.00 for the fire tax. She also mentioned that she made copies of the employee review forms for the Board of Supervisors and Kevin Huber. She called Dave Walbert at DEP regarding the status of the holding tank for the Heidelberg Game Association. She is waiting to hear back from DEP.

Township Zoning Officer: Chris Noll from Keystone Consulting Engineers mentioned the Zoning Officer Report which included 3 complaint investigations. The first was a complaint regarding fallen trees. A letter was sent to the property owner explaining that the trees needed to be cleaned up by a specific date. The result was that a neighbor offered to mark the trees that needed to be removed for the property owner. The neighbor will contact the township office when the trees are marked. The second complaint was regarding animals and the number of dogs housed on the property. A letter was sent to the property

owner explaining that he/she would have to file for a special exception use, kennel since the number of dogs exceeds 6. The result was that he/she came into the township office for a ZHB application and a Zoning Hearing was scheduled for December 15, 2014. A continuance is scheduled for January 19, 2015 due to an objector. The third and final investigation is regarding a building permit violation. The property owners expanded their home and did not follow the plans that were approved by the building code reviewer. A letter was sent to the property owner informing him/her of the violations. The result was that the property owner applied for a new building permit.

Township Engineer: The Engineer's Report consisted of the current projects which include bridge repair/culvert replacements update and the Werleys Corner Road Abandonment. Keystone Consulting Engineers suggests letting the Jones Road Culvert and Werley's Corner Road Culvert for bid in February. Keystone Consulting Engineers will begin preparing the plans and specifications for bidding. Keystone Consulting Engineers is working on the permit application for the Jones Road Culvert (dirt road). Chris Noll reported, based on the water flow, that a 20' x 4.5' pipe is required to maintain flood level below the roadway. Kevin Huber and the Board of Supervisors asked Chris Noll and Keystone Consulting Engineers to rethink those pipe dimensions and report back at next month's board meeting. Meetings took place with the contractor again to discuss the paint deterioration on the Rex Road Bridge. The contractor will be re-painting all the beams in the spring at no cost to the township. A cost for sandblasting will be provided by the contractor. The preliminary survey is scheduled for the Reservoir Road Culvert and drainage analysis will be completed based on the survey and LIDAR data. Also, regarding the crosswalk at the Recreation Field on Northwest Road, a letter was forwarded to PennDOT requesting a speed study. The Werleys Corner Road Abandonment is being worked on by Keith Strohl from Steckel and Stopp Law Offices and Keystone Consulting Engineers.

Environmental Advisory Council Report: Janice Meyers mentioned that the first meeting is scheduled for February. No report was given.

Subdivisions/Land Development: None

Old Business:

Delinquent Real Estate Tax Collector: Tax Collector, Phyllis Breininger, asked Janice Meyers if she contacted Portnoff and Northeast about fees. Janice Meyers reported that she did not have a chance to contact them. Phyllis Breininger mentioned that if no action is taken, Northeast will automatically be named. The Board of Supervisors agreed that Northeast will be used.

Hunters Hill Road Speed Limit: Kevin Huber reported that the speed study report from LTAP did not recommend lowering the speed limit. Instead, the recommendations were to attach red or orange flags to the speed limit signs to draw attention to them, set sign boards up that display each vehicle's individual speed, at the intersection of Central Road and Hunters Hill Road define the corner with dashed marks and/or arrows, put white dash marks all around the corner at the corner, and request that the state police sit there. Kevin Huber and the Board of Supervisors were in agreement that orange diamonds should be attached to the speed limit signs, arrows should be put on the corner and in the spring install the dashed lines. Steve Bachman asked Janice Meyers to write a letter to the Bethlehem State Police requesting that an officer sit on Hunters Hill Road to alleviate accidents and control the speeding violators.

Recreation Field's Pedestrian Crosswalk: Topic covered previously.

Pension Plan Third-Party Administrator: Janice Meyers advertised the RFP but received no responses. She will research firms to contact.

New Business:

Ambulance Service: Steve Bachman reported that on November 11, 2014 an information session was held with Northwestern Ambulance Company, on December 3, 2014 a meeting was held with Northern Valley Ambulance Company (NOVA), on December 8, 2014 an information session was held with

Cetronia Ambulance Company, and on December 16, 2014 an advertised joint meeting with Lynn Township and Albany Township was held at New Tripoli Fire Company. The Board requested RFP's from all three ambulance companies. The Board wants ALS service 24/7, 365 days with an ambulance stationed in Heidelberg or Lynn Township. The Heidelberg Township Board of Supervisors and Lynn Township Board of Supervisors is requesting the quarterly reports, current financials, subscription status and the maximum cost to the townships from the three ambulance companies. David Fink mentioned that the Board would also like a listing of current equipment as well as current staff credentials to review. Steve Bachman announced that the next joint meeting will take place on January 13, 2015 at the New Tripoli Fire Company.

Resolution #2014-20 – Tax Levy for 2015: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the tax levy for 2015. Motion carried. The millage remains 0.60 for general purposes and 0.40 for fire tax.

Resolution #2014-21 – Adoption of 2015 Budget: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the adoption of the 2015 budget. Motion carried.

Fire Co. MOU for FEMA Grant: David Fink requested that a request be sent to the fire company asking for an explanation as to why Lynnport is not mentioned in the MOU.

Cell Tower Agreement Amendment: Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to approve the cell tower agreement amendment. Motion carried.

Public Comment: Resident Carl Breininger asked the Board what the township was doing about the survey. Steve Bachman read the results of the Yard Waste Surveys from the tally sheet and mentioned that the surveys will be on the counter if anyone would like to look at them. Resident Phyllis Breininger mentioned that the third Wednesday of every month the Germansville Fire Company has a hoagie sale. David Fink asked that this information be added to the township board. David Fink also mentioned that there are packets of information on the counter regarding the Germansville Fire Company parade if anyone is interested.

Correspondence: Steve Bachman reported on a letter from a Coplay Borough commissioner regarding confrontational situations between Boards and the public.

Executive Session: Steve Bachman announced an executive session will take place with the Township Solicitor Atty. Keith Strohl, Steve Bachman, David Fink, Rodney Schlauch Jr., Kevin Huber and Janice Meyers. The executive session was held from 8:57pm until 9:20pm with Kevin Huber and from 8:57pm until 9:27pm with Janice Meyers.

Adjournment: Motion by Rodney Schlauch Jr., seconded by Steve Bachman to adjourn the meeting at 9:30pm. Motion carried.

Respectfully submitted as transcribed by Tara Jones,

Janice M. Meyers
Secretary to the Board of Supervisors