

December 17, 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 Steven Bachman, David Fink and Rodney Schlauch Jr., Administrator/Secretary-Treasurer Janice Meyers, Road Superintendent Kevin Huber, Zoning Assistant Dawn Didra, Township Solicitor Atty. Charles Waters from Steckel and Stopp Law Offices and Township Engineer Christopher Noll from Keystone Consulting Engineers.

Pledge of Allegiance

Recording of Meeting: Charlie Perich video recording.

Recognition of members of the press: Michele Kent from the Northwestern Press.

Approve minutes of the November 19, 2015 regular monthly meeting: Motion by David Fink, seconded by Rodney Schlauch Jr. to approve the November 19, 2015 regular monthly meeting minutes. Motion carried.

Public comment on agenda items: none

Executive session: 7:29 to 7:41 Steve Bachman, David Fink, Rodney Schlauch Jr., Janice Meyers, Kevin Huber and Charles Waters met in executive session to discuss employment related matters.

Payment of bills: Motion by Rodney Schlauch Jr., seconded by David Fink to approve the payment of the bills General Fund checks # eft2300-eft2327 and 20432-20480 and no State Fund checks. Motion carried.

Monthly Reports

Regional EMS Steering Committee Report: No report was given.

Fire Company: David Fink and Jay Scheffler gave their reports. Elections of officers postponed until next meeting, many officer openings, volunteers needed. Craft show was very successful. Breakfast with Santa Saturday. Did not qualify for grant, will apply again. Did get state grant for \$14,000 for a thermal energy camera. Will have more EMT trainees graduating soon.

Ambulance Service: No report was given.

Director of Office Operations: Rodney Schlauch Jr. had nothing to report.

Director of Parks and Recreation: Steve Bachman gave the recreation commission report stating that purchased trees were planted. Currently accepting tree sponsors at a cost of \$410.00/tree, they will be planted in spring. A walking path solution is still being worked on.

Director of Public Works: DEP approval for the squash pipe projects was received. David Fink made a motion to purchase materials for Werleys Corner & Jones Roads squash pipe projects, Rodney Schlauch Jr. seconded the motion. Motion carried.

Road Superintendent: Kevin Huber gave his road report. Kevin reported that if the warm weather continues they should be able to get the squash pipes installed. Guys did a great job cleaning up equipment and making necessary repairs. Still working on shoulder cutting.

Township Administrator: Janice Meyers gave her report. Working on getting necessary work done for the year end.

Township Zoning Officer: Chris Noll, from Keystone Consulting Engineers, gave his report. Storm run off on Hollenbach Rd. from Bedesso driveway. Met with Mr. Bedesso discussed swale and maintenance. Bedesso's neighbor Tim Metzger commented on the drainage issue.

Township Engineer: Chris Noll, from Keystone Consulting Engineers gave his report. He discussed zoning ordinance amendments and submitted proposed ordinances and ordinance changes.

Environmental Advisory Council Report: No report given.

Subdivisions/Land Development: None

Old Business:

Resident Todd Weaver request for driveway ordinance waiver: Attorney Waters prepared a formal agreement that will need to be notarized and signed by the Weavers and the Board of Supervisors. David Fink made a motion to approve the agreement and Rodney Schlauch Jr. seconded the motion. Motion passed.

Zoning ordinance amendments: Board reviewed KCE memo dated 11/17/15 and Janice Meyer's memo dated 8/20/15. Only changes suggested: item 4. 27-100 – Board would like height to be a sliding scale to accommodate for agricultural buildings. Chris and Chuck will work together to have the final ordinance for the next meeting.

New Business:

Resolution #2015-16 Adopt 2016 Budget: David Fink made a motion to adopt the 2016 budget totaling \$1,335,920.00 and Rodney Schlauch Jr. seconded the motion. Motion carried.

Resolution #2015-17 Adopt 2016 Tax Levy: David Fink made a motion to adopt the 2016 tax levy with no changes from 2015 and Rodney Schlauch Jr. seconded the motion. Motion carried.

Reorganization meeting dates/times: Supervisors 1/4/16 7:30pm and Auditors 1/5/16 7:00. Rodney Schlauch Jr. made a motion to advertise the meeting dates and David Fink seconded the motion. Motion carried.

Emergency management coordinator: 2 resumes received. Both extremely qualified. Steve made a motion for the Board to send they're recommendation to Lynn Township that Kevin Baer as EMC with Josh Bingham as assistant, but they are not opposed to being the other way around if Lynn feels strongly about it because both are extremely qualified, David seconded the motion. Motion carried.

Paying for after-hours classes and other policies: After discussion, Board decided needs to be considered on a case by case basis as some classes are job specific and some are more general. When approving attendance at classes the Board will make clear what they are and are not agreeing to pay for.

Request for Veteran's Exemption from paying township real estate taxes: Motion to accept the exemption letter from the Veterans Administration for the property at 4977 Best Station Road was made by Rodney Schlauch Jr. and seconded by David Fink. Lehigh County already exempted the property.

Animal control contract: David Fink made a motion to sign the contract with the Sanctuary at Haafsville for animal control at a maximum cost of \$500 for 2016. Rodney Schlauch Jr. seconded the motion. Motion carried.

FEMA community acknowledgement form: Regarding 6266 Route 309, Germansville property. Steve Bachman moved to table pending further review by township engineer. Rodney Schlauch Jr. seconded the motion. Motion carried.

Holding tank ordinance. Township Engineer Chris Noll holds an SEO certification and he advised that a holding tank ordinance is needed under Act 537, so that a septic permit that was approved by DEP and the current SEO can be issued. Carl Breininger commented that the holding tank in question has already been installed with the hole open and waiting for inspection because they were under the impression that everything was taken care of and they could move forward. Scott Beiber the current alternate SEO has the file for the Heidelberg Game Protective Association. Janice Meyers said no septic permit was issued. Atty. Waters will prepare a holding tank ordinance for approval for advertising at the January meeting. The Board agreed that a sliding scale for the escrow fee for about \$500 per 1000 gallons would be better than a letter of credit.

Public Comment: Phyllis Breininger made a request that Rodney replace Steve as trustee for the Valic account. Janice explained that there is no trustee but a plan administrator and the plan document states this person is whomever is chair of the Board of Supervisors.

Jay Scheffler and Larry Leibensperger asked that recommendations be made to the state that road shoulders need to be cut on some state roads. Kevin said he is putting pressure on the state about the same issue.

Wayne Frey is glad to see the trees on Mountain Road were taken care of and wanted to know who paid for them to be taken down. Steve Bachman commented that the township did not pay for it.

Tina Bailey commended the supervisors on a great year making difficult decisions in the best interest of the township.

Correspondence: Janice said the township received a letter from LVPC congratulating the township on the award, along with certificates of recognition from the PA State Senate and the US Congress.

Adjournment: Motion by David Fink, seconded by Rodney Schlauch Jr. to adjourn the meeting at 8:47 pm. Motion carried.

Respectfully submitted as transcribed by Dawn Didra,

Janice M. Meyers
Secretary to the Board of Supervisors