

April 21, 2016

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

Pledge of Allegiance

Recording of Meeting: Jennifer Bodish taped the meeting.

Recognition of members of the press: Jennifer Bodish of Northwestern Press

Approve minutes of the March 17, 2016 regular monthly meeting: Motion by David Fink, seconded by Steven Bachman to approve the March 17, 2016 regular monthly meeting minutes as written. Motion carried.

Public comment on agenda items: Carl Breininger may have comments.

Executive session: none

Payment of bills: Motion by, David Fink, seconded by Steven Bachman to approve the payment of the bills General Fund checks # eft2429 - eft2455 and 20626 - 20682 and no State Fund checks. Motion carried.

#### Monthly Reports

Regional EMS Steering Committee Report: no report.

Fire Company: no report.

Ambulance Service: Mark Smith reported first quarter of 2016 had 64 calls with 49 patients being transported to a hospital. The average response time is 8.9 minutes. A report for 2015 activity is being prepared and will be forwarded to the Board. NOVA will be having a round table that all the municipalities they serve will be invited to attend. David Fink shared his experience at a COSTARS seminar with the NOVA representative. Non-profits such as Ambulance Services and Fire Companies as well as municipalities, can become members. There is no fee and they can purchase a variety of products through COSTARS participating companies, sometimes at below cost.

Director of Office Operations: no report.

Director of Parks and Recreation: Steve Bachman reported that the recreation commission is looking at repairing the roof of the potato cellar building rather than replacing it due to budget concerns with the purchase of the aerator.

Director of Public Works: David Fink said Reservoir Road bridge repairs are almost completed and it looks good, then deferred to Kevin Huber.

Road Superintendent: Kevin Huber reported that the road crew is waiting for concrete for the headwall before completing the Reservoir Road bridge project. The road crew is working on cold patching blacktop, filling potholes in dirt roads, trying to fix Hollenbach Rd, sweeping, helping Lynn & Weisenberg with paving. Steven Bachman, David Fink, and Kevin went on a road tour and one of the roads they looked at for possible paving was Memorial Road. Discussion ensued about funding road projects. Kevin said state funds will be used for the Reservoir Road and Memorial Road paving projects. A motion was

made by David Fink, and seconded by Steven Bachman to reserve Kuhns and Anthony for paving of Memorial Road and Reservoir Road not to exceed \$30,000 not including materials. Motion carried. The township road crew will do over 51% of the work on these two paving projects. The Board asked Janice Meyers to send a letter to Laurie Snyder requesting a temporary construction easement on her property at Ulrich Road. Concrete work needs to be done on an old bridge under the road.

Township Administrator: Janice Meyers reported that she is working on snow storm reimbursement forms for a FEMA grant and attended the kickoff meeting. Dawn Didra has begun work on the newsletter, and she has completed her class in Zoning Administration. The GIS has been updated in the permit manager program. Janice has a meeting with Beard Law regarding codification updates. Dawn and Janice attended PSATS annual educational conference.

Township Zoning Officer: Christopher Noll, from Keystone Consulting Engineers reported that the accumulation of garbage on a property on Bake Oven Road has been cleaned up. A letter was sent to a property on Central Road notifying them of the kennel ordinance with no response. The Board of Supervisors agreed to have a second letter sent and follow through with enforcement. A letter was also sent to the owner of a property on Mountain Road regarding a zoning violation without response, so a formal enforcement letter will be sent and Chris will move forward with enforcement. The shed that is being built at Saegersville & Bake Oven was investigated and found to be a rebuild of what was there previously and a permit has been obtained.

Township Engineer: Christopher Noll, from Keystone Consulting Engineers reported the roadside swale is filled in on a Krause Road property and that Kevin Huber and Chris need to meet with the property owner and try to coordinate work with him. A drainage issue continues on Hollenbach Rd.

Environmental Advisory Council Report: Dawn Didra reported that although she was not at the meeting, the EAC has chosen a scholarship recipient and the information will be forwarded to Janice so a check can be written and presented to the winner.

Subdivisions/Land Development: None

#### Old Business:

Resident Todd Weaver request for driveway ordinance waiver - Attorney Waters said he did get a response to his final letter to Mr. Weaver from Mr. Weaver's attorney. He will work with him on getting the forms signed. Tabled

Employee handbook – Tabled

Auditors Report – Steven Bachman read the auditors report. Steve requested the auditors be more specific regarding areas of concern. A motion was made by David Fink, and seconded by Steven Bachman to authorize the new account number for recycling. Janice will work with the new fire company treasurer. Due to new procedural information on audits, the auditors may need to have a public meeting to present their findings. This will be looked into for the next audit.

Jones Road project – Steve Bachman reported that 2 letters were received in response to the letters sent to residents asking for their input on the possibility of closing Jones Road. Paul Kovalchick and Donald and Bruce Zellner both expressed they are against the closing in their letters to the Board. The Board agreed that since residents were opposed they will discontinue looking at closing the road as an option.

#### New Business:

Road paving and materials bids – Kevin Huber will email Janice Meyers the blacktop information. The rest of the materials will remain the same as last year. A motion was made by David Fink, and was seconded by Steven Bachman to have Janice Meyers advertise bids for materials. Motion carried

Joint road oil bid award – Jill Seymour, Lowhill Township, handled the joint bidding process. Midland Asphalt Materials Inc. had the lowest bid at \$1.41/gallon for a total of \$42,300 for Heidelberg. Asphalt Maintenance Solutions LLC was the only other bidder and bid \$1.85/gallon. A motion was made by David Fink, and seconded by Steven Bachman to agree with the bid award to Midland Asphalt Materials Inc. as low bidder. Motion carried

Request for expense reimbursement from EMC – Lynn Township has agreed to pay ½ of the expenses. A motion was made by David Fink, and seconded by Steven Bachman to pay ½ of the expenses for the EMC. Motion carried

Resolution #2016-7 – Appointment of Municipal Building Code Board of Appeals Member – A motion was made by David Fink, and seconded by Steven Bachman to adopt Resolution #2016-7 appointing Steven Ackerman as a member of the Municipal Building Code Board of Appeals. Motion carried

LVPC request for a letter of support to conduct a bicycle and pedestrian plan. A motion was made by David Fink, and seconded by Steven Bachman to approve support for LVPC to conduct a bicycle and pedestrian plan. Motion carried. Janice Meyers will inform the LVPC.

Resolution #2016-14 - Designation of Agent for Winter Storm FEMA-4267-DR-PA – A motion was made by Steven Bachman, and seconded by David Fink to adopt Resolution #2016-14 appointing Janice Meyers as the designated agent. Motion carried

Request from NWLSD regarding the installation of new Route 309 school warning flashers – The Board requested Attorney Waters to write a maintenance agreement similar to the one in 2008 and have then Northwestern Lehigh School District review. Janice Meyers will give Attorney Waters the necessary information. Janice Meyers will contact the school district's engineer due to one flashing signal being located in Heidelberg Township and one in Lynn Township but only one plan being submitted for Heidelberg's signature.

Request for disabled Veteran's real estate tax exemption - A motion was made by David Fink, and seconded by Steven Bachman to accept the request from Linda Rex for her two parcels totaling 11.7722 acres. Motion Carried.

Review of Ordinance #2016-3 – Vacating a section of Werleys Corner Road from the Cul-de-sac to Route 100 – A motion was made by Steven Bachman, and seconded by David Fink to authorize the advertisement of Ordinance #2016-3 with corrections. Motion Carried.

#### Public Comment:

Resident Earl Zellner spoke regarding Reservoir Road. He met with Pete from Northampton farm agency, PennDOT and LCCD. One of the things discussed was the pipe that comes out at Wessner's. Pete wants to meet and take care of the water that comes from that pipe. Kevin Huber will contact Pete to talk about what needs to be done. Drainage onto Harter Road continues to run into Tara Jones property when the pipe on Reservoir Road is blocked.

Resident Bruce Zellner said the road culvert keeps washing out. Kevin Huber replied that the work will be completed as soon as the road crew schedule allows.

Resident Robert Snyder said water pits on Harter Road are filled with #4 stone and it gets washed into his field and he has to clean them up so they don't ruin his equipment. David Fink said the road crew will take care of the issue.

Resident Paul Kovalchick asked about the dust suppressant schedule. Kevin Huber stated that once the roller repair is completed the dust suppressant will be applied.

Resident Carl Breininger asked that the Board set a schedule to pave all the township roads. The Board said that in the past most residents do not want the roads paved.

Resident Earl Zellner said the holes on Jones Road are filled with stone, and the stones just come out when you drive over them. David Fink said the township would try to use millings to fill holes when they have them.

Correspondence: A letter from GMC was received regarding a recall and was given to Kevin Huber.

Adjournment: A motion was made by David Fink, and seconded by Steven Bachman to adjourn the meeting at 8:50 pm. Motion carried.

Respectfully submitted as transcribed by Dawn Didra,

Janice M. Meyers  
Secretary to the Board of Supervisors