

May 19, 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. Supervisor Rodney Schlauch Jr. was absent.

Pledge of Allegiance

Recording of Meeting: Jennifer Bodish taped the meeting and Charlie Perich videoed the meeting.

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

Approve minutes of the April 21, 2016 regular monthly meeting: Motion by David Fink, seconded by Steven Bachman to approve the April 21, 2016 regular monthly meeting minutes as written. Motion carried.

Public comment on agenda items: none

Executive session: none

Payment of bills: Motion by, David Fink, seconded by Steven Bachman to approve the payment of the bills General Fund checks # eft2456 - eft2478 and 20683 - 20736 and no State Fund checks. Motion carried.

Monthly Reports

Regional EMS Steering Committee Report: no report. Kevin Baer and Josh Bingham the new Emergency Management Coordinator and Assistant EMC respectively were in attendance to introduce themselves.

Fire Company: David deferred to Jay Scheffler who said more training has been completed and the QRS (Quick Response Service) was going well. Steve Bachman said thank you for providing these services.

Ambulance Service: no report, but the township did receive an annual activity report for 2015.

Director of Office Operations: no report.

Director of Parks and Recreation: Steven Bachman reported that the planning for Night in the Country is moving along, the aerator is being purchased and they are working on the parking situation at the Shell Station.

Director of Public Works: no report.

Road Superintendent: Kevin Huber reported that the road crew is working on dirt roads, They worked on Reservoir Road and the guide rails are done. Paving will be done. Kevin met with Pete from Northampton County Farm Bureau to look at Harter Road. He also met with Pete & Bill, from the Dirt & Gravel Road Studies, on Jones Road to review options.

Township Administrator: Janice Meyers reported that the PennDOT Green Light Go grant she applied for was approved for \$4900.00 for a battery backup at Northwest Road and Route 309 traffic signal. Jay Scheffler, Fire Chief asked if the township could also look into putting an Opticon traffic signal preemption device on the traffic signal. The Winter Storm grant paperwork is completed and Janice attended the FEMA meeting.

Township Zoning Officer: Christopher Noll, from Keystone Consulting Engineers reported that although there have been complaints about a property on Central Road, there are no obvious violations, and they are being monitored by an ASPCA caseworker. The tenant of a property on Mountain Road regarding a zoning violation has applied for a permit and is attempting to make it compliant. There were 2 separate incidents of driveways being paved before permits were issued and both were over the impervious coverage. Letters were sent to both owners. A letter was sent regarding a property on Bake Oven Road that had 2 mobile homes on one site. The notification process will be started regarding weed violations on a property on Memorial Road and on Hillside Road.

Township Engineer: Christopher Noll, from Keystone Consulting Engineers reported the planning commission will be looking into possible zoning amendments regarding mixed uses. Newside Estates, an old approved subdivision has a new developer. The majority of the lots are in Washington Township with 1 lot located in Heidelberg and 1 lot with only the septic system within Heidelberg.

Environmental Advisory Council Report: Dawn Didra reported that the EAC will be having a road clean-up on Church Road on May 28th at 8:30. The EAC requested that the township provide rubber gloves, garbage bags, and that they dispose of any garbage and/or recycling that is collected. The Board agreed. Morgan Kunkle was appointed EAC secretary.

Subdivisions/Land Development: None

Old Business:

Resident Todd Weaver request for driveway ordinance waiver: Attorney Waters said he will meet with Chris Noll regarding the issues with this driveway and the response from the resident's attorney. Tabled until next meeting.

Employee handbook: Janice Meyers will work with Atty. Waters on the legal aspects. Tabled until a future meeting.

Request from NWLSD regarding installation of the new Route 309 school warning flashers: Atty. Waters drafted a maintenance agreement to be sent to the school district. The Board approved sending the agreement to the school district for signature and sharing a draft of the agreement with Lynn Township. Janice Meyers contacted the contractor who will submit a new plan with signature lines for both Heidelberg and Lynn Townships.

New Business:

Sewage Enforcement: Clarification of roles. Christopher Noll as primary to be contacted for all sewage enforcement permits, issues, etc. Alternates are secondary's and were appointed to handle items that were in the middle of testing or inspections. A motion was made by David Fink and seconded by Steven Bachman to have Janice Meyers contact Carl Wolf to request all documents pertaining to sewage enforcement be returned to the township. Motion carried.

Letter of intent for Lehigh Valley Hazard Mitigation Plan update: Tanya Hook, Lehigh County Office of Emergency Management sent a letter requesting the Township appoint a contact for this updating process. Every 5 years the Hazard Mitigation Plan needs to be updated. The Board agreed to make Janice Meyers the contact and Dawn Didra the secondary contact.

Employee vehicle damage: The Board agreed a claim should be submitted to the Township insurance company.

Potato barn rental: HLLW COG is utilizing 20% of the potato barn for their storage. The Board agreed that David Fink will contact the COG and ask them to pay for the portion that is used for COG equipment.

Resolution #2016-15: Appointment of new pension trustees: A motion was made by David Fink and seconded by Steven Bachman to adopt resolution #2016-15 appointing David Fink and Steve Bachman as pension trustees. Motion carried.

Public Comment:

Phyllis Breininger attended the LTCC meeting. It was announced that they are under budget and will be contacting the township regarding weighted average voting.

Correspondence: none

Adjournment: A motion was made by David Fink, and seconded by Steven Bachman to adjourn the meeting at 8:12 pm. Motion carried.

Respectfully submitted as transcribed by Dawn Didra,

Janice M. Meyers
Secretary to the Board of Supervisors