

December 20, 2018

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 Jonathan Jakum, Administrator/Secretary-Treasurer Janice Meyers, Road Superintendent Kevin Huber, Zoning Officer Dawn Didra, and Township Solicitor Atty. Chuck Waters from Steckel and Stopp Law Offices, and Township Engineer Christopher Noll from Keystone Consulting Engineers.

Pledge of Allegiance

Recording of Meeting: None

Recognition of members of the press: Elsa Kershner from the Northwestern Press

Approve minutes of the November 29, 2018 regular monthly meeting: Jonathan Jakum made a motion to approve the minutes of the November 29, 2018 regular meeting as written. Steven Bachman seconded the motion. Motion carried.

Public comment on agenda items: None.

Payment of bills: Motion by Jonathan Jakum, seconded by Steven Bachman to approve the payment of the bills General Fund checks # eft3324 – eft3360 and 22068 - 22110 and no State Fund checks. Motion carried.

#### Monthly Reports

Regional EMS Steering Committee Report: None.

Fire Company: None

Emergency Management Coordinator: None.

Ambulance Service: Steven Bachman read from the November report.

Director of Office Operations: Jonathan Jakum gave his report stating the first draft of the township map and guide is at the publisher.

Director of Parks and Recreation: Steven Bachman gave his report.

Director of Public Works: David Fink gave his report.

Road Superintendent: Kevin Huber reported on current and ongoing road and equipment projects. A catch basin at Krause & 309 collapsed and had to be replaced. Buckery Road driveway issue is being addressed by current owners.

Township Administrator: Janice Meyers gave her report. Janice will attend the LVPC 2020 census training on January 22<sup>nd</sup>. Regarding the Green Light Go grant, the Board requests PennDOT to send the township a copy of a complete list of their costs, bids received and bid package.

Township Zoning Officer: Dawn Didra reported on current and on-going investigations of violations and permit application reviews. A motion by Jonathan Jakum, seconded by David Fink to approve Penn State Extension Webinars for staff and planning commission members to view with a summary report to be given after viewing. Motion carried.

Township Engineer: Christopher Noll gave his report.

Environmental Advisory Council Report: Dawn Didra reported the EAC reviewed plans and began planning activities for 2019.

Township Solicitor: None

### Subdivisions/Land Development

Snyder – Buckery Road – Minor Subdivision – Final: Greg and Cody Snyder represented the plan. A motion by David Fink, seconded by Jonathan Jakum for conditional approval of the final plan dated 11/28/18 pending completion of items listed on KCE letter. Motion carried.

### Unfinished Business:

Status on ADA ramps – letter to LCA: Atty. Waters will report at the next meeting.

### New Business:

Advertise reorganization meetings and January meeting: A motion by David Fink, seconded by Jonathan Jakum to advertise the Supervisors reorganization 1/7/19, 7:00 pm and Auditors meeting 1/8/19 7:00 pm, Supervisors regular meeting 1/7/19, 7:30 pm. Motion carried.

Heating –A/C system project second bid ad: A motion by David Fink, seconded by Jonathan Jakum to advertise 2 bid packages for the installation of the heating and cooling system and for the installation of the tank and gas lines. Motion carried. The Board agreed to add wording about a timeline for the project: installation of heating and air conditioning systems within 90 days and completion of mechanical (tank and gas lines) within 15 days after installation.

Berks County Intermediate Unit service level agreement renewal for real estate tax bill printing and database management: Fee schedule is incorrect and BCIU will be sending a revised agreement.

Sanctuary at Haafsville 2019 Contract: A motion by Steven Bachman, seconded by Jonathan Jakum to accept 2019 contract with a maximum cost of \$550.00. Motion carried.

### Public Comment:

Myles Muth asked the Board for their thoughts on a lot line adjustment he is considering before he makes a property purchase.

### Correspondence:

Steven Bachman mentioned that the Ontelaunee Park Veterans Memorial committee provided copies of their letter and form for any interested veterans.

### Executive Session:

An executive session to discuss real estate matters was held at 8:35pm to 8:45pm. Steven Bachman, David Fink, Jonathan Jakum, Janice Meyers, Kevin Huber, Dawn Didra, Chris Noll and Atty. Waters attended the session.

### Adjournment:

A motion was made by David Fink, and seconded by Jonathan Jakum to adjourn the meeting at 8:45 pm. Motion carried.

Respectfully submitted as transcribed by Dawn Didra,

Janice M. Meyers  
Secretary to the Board of Supervisors