

May 20, 2021

The Heidelberg Township Board of Supervisors held their regular meeting at 7:30pm both in-person at the municipal building and via Zoom. Present were Supervisors Steven Bachman, David Fink and Jonathan Jakum, Administrator/Secretary-Treasurer Janice Meyers, Zoning Officer Dawn Didra and Road Superintendent Kevin Huber. Township Solicitor Atty. Keith Strohl from Steckel and Stopp Law Offices and Chris Noll from Keystone Consulting Engineers, as Township Engineer.

Pledge of Allegiance

Recording of Meeting: Sarit Laschinski

Recognition of members of the press: Sarit Laschinski of the Northwestern Press

Public comment on agenda items: None

Approve minutes of the April 15, 2021 regular monthly meeting: Motion by Jonathan Jakum seconded by David Fink to approve the minutes of the April 15, 2021 regular monthly meeting. Motion carried.

Executive session: Steven Bachman, Jonathan Jakum, David Fink, Keith Strohl and Janice Meyers met in executive session to discuss employee matters from 7:31pm to 7:39pm.

Motion by Steven Bachman seconded by Jonathan Jakum to appoint David Fink as Public Works Manager at a pay rate to be set by the Auditors. David Fink abstained. Motion Carried.

The Board requests the Auditors meet to set pay rate for Public Works Manager position.

Payment of bills: Motion by Jonathan Jakum, seconded by David Fink to approve the payment of the bills General Fund checks # eft41117– eft4153 and 23377 – 23418 and no State Fund checks. Motion carried.

Monthly Reports

Regional EMS Steering Committee Report: Steven Bachman gave his report

Fire Company: David Fink gave his report.

Emergency Management Coordinator: Dawn Didra gave her report.

Ambulance Service: Steven Bachman read from the NOVA report.

Veterans Memorial Committee: Steven Bachman gave his report.

Director of Office Operations: Jonathan Jakum gave his report

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

Director of Public Works: David Fink gave his report. The board asked Dawn Didra to look into the ordinance regarding fire hydrants and placing no parking signs by the hydrants as requested by Jay Scheffler.

Road Superintendent: Kevin Huber gave his report. The Board asked Janice Meyers to send a letter to the property owners' relatives since the owners are deceased for the downing of trees along the fence line on Saegersville Road by the Zellner and Snyder properties. Kevin Huber will give Janice the details for the letter.

Township Administrator: Janice Meyers gave her report.

Township Zoning Officer: Dawn Didra gave her report.

Township Engineer: Chris Noll gave his report.

Environmental Advisory Council Report: Dawn Didra gave her report. The Board agreed to placing stone in the beds out front of the township building and then putting the Trex bench the EAC received for their bag recycling project on the stones. Dawn will contact Trex about receiving another bench.

Township Solicitor: Keith Strohl reported the firm hired an associate, Tristan Luengen, Esquire.

Subdivision and Land Development:

Robert Jr. & Anne Louise Hicks – Major Subdivision – Preliminary/Final:

Waivers requested: 1. SALDO Section 23.206 -Motion by David Fink, seconded by Steve Bachman to deny the waiver and require preliminary and final review of the plan due to outstanding items. Motion carried. 2. SALDO Section 23.403.7 – Motion by David Fink, seconded by Steve Bachman to approve the waiver to allow the corridor width as stated on the plan. Motion carried. 3. SALDO Section 23.306.3.O – Motion by Steve Bachman, seconded by David Fink to approve the waiver and not require man-made features due to none existing in Lot 1. Motion carried. 4. SALDO Section 23.302.6.C – Motion by Steve Bachman, seconded by Jonathan Jakum to defer the requirements for submission of a storm drainage plan to the time of building permit issuance. Motion carried. 5. SALDO Section 23.302.6.D – Motion by Steve Bachman, seconded by Jonathan Jakum to defer the requirement of submission of a grading plan to the time of building permit issuance. Motion carried. 6. SALDO Section 23-302.6.E. – Motion by David Fink, seconded by Jonathan Jakum to defer the requirement of submission of a landscape plan to the time of building permit issuance. Motion carried. 7. SALDO Section 23.302.6.J – Motion by Jonathan Jakum, seconded by Steve Bachman to defer the requirement of the submission of an erosion and sedimentation control plan to the time of building permit issuance. Motion carried. Review of Chris Noll, Keystone Consulting Engineers letter dated 4/22/21: 1. SALDO 23.302.4.Q – no easement required due to the Frey's and any other property owner having an alternate access to the property. 2. SALDO 23.302.4.R – will be provided. 3. SALDO 23.302.5.G – will add lot area for lot 2 to plan. 4. SALDO 23.302.6.C – waiver approved to defer to time of building permit. 6. SALDO 23.302.6.D – waiver approved to defer to time of building permit. 7. SALDO 23.302.6.E – waiver approved to defer to time of building permit. 8. SALDO 23.302.6J – waiver approved to defer to time of building permit.9. SALDO 23.303.3.B – certification language shall conform with Appendix 23-C. 10 SALDO 23.303.3.E easements already discussed. 11. SALDO 23.303.4.B No sewage planning module has been submitted and is required. 12. SALDO 23.303.4.C require copy of DEP planning module approval letter. 13. SALDO 23-303.4.G, H, I. certification of setting of iron pins or monuments will not require improvements agreement. 14. SALDO 23-306.JJ. LVPC review letter is required. 15. Recreation fee and unimproved road fee is required. Dawn Didra, Zoning Officer agrees with the waiver request regarding the width of the pole since this will infringe on the farmland less. Motion by David Fink, seconded by Jonathan Jakum to accept the plan dated 4/1/21 as preliminary plan considering the comments on Chris Noll, KCE letter date 4/22/21. Motion carried.

Unfinished Business:

Signage for doors of Township Vehicles: Tabled.

Road crew uniforms: Kevin Huber reported that the road crew is requesting to keep the shirts they currently have and to have a uniform company provide coats, sweatshirts and pants. They would also like to get a yearly stipend for boots. He will have price quotes for next meeting.

Township radio upgrade status: A trial use of cellular radios proved that they worked very well for the road crew and would be an upgrade from the current outdated radios. A quote for one cellular radio and the needed accessories was reviewed by the Board. Kevin Huber will get a final price for the cellular radios and accessories that will be needed to replace the current radios.

New Business:

Road materials bids: Motion by David Fink seconded by Jonathan Jakum to reject the bid that was received due to quality issues of some materials in the past. Motion carried.

Fire Police oaths: Motion by Steven Bachman seconded by Jonathan Jakum to accept the Fire Police oaths. Motion carried.

Cybersecurity insurance coverage: The quote for cybersecurity insurance coverage is \$1,525.86 per year with a \$500.00 deductible. Motion by Steven Bachman to purchase cyber security insurance. No second. Motion dies.

Pension investment fund provider: Pension administrator Kampstra Wealth Management recommended to change providers for less fees and more control for employees to view and update their preferences. David asked for a history of the returns from each company before deciding. Keith Strohl will inform the township if an RFP is required for this change. Tabled.

Motion by Jonathan Jakum seconded by Steven Bachman to approve the purchase of a laptop computer for use by the Public Works Manager at a price equivalent to the laptops purchased for office staff. Motion carried.

Public Comment: None

Correspondence:

A letter from James Seip praising the road crew for the work done on Krause Road was read during the Public Works Manager's report.

Adjournment:

Motion by Jonathan Jakum, seconded by David Fink to adjourn the meeting at 9:06pm. Motion carried.

Respectfully submitted as transcribed by Dawn Didra,

Janice M. Meyers
Secretary to the Board of Supervisors