

March 17, 2022

The Heidelberg Township Board of Supervisors held their regular meeting at 7:30pm both in-person at the Municipal Building, 6272 Route 309, New Tripoli PA 18066 and via Zoom. Present were Supervisors Steven Bachman, Jonathan Jakum and David Fink, Administrator/Secretary-Treasurer Janice Meyers, Road Superintendent Kevin Huber, Zoning Officer Dawn Didra, 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: None

Recognition of members of the press: None

Public comment on agenda items: None

Approve minutes of the February 17, 2022 regular monthly meeting: Motion by Jonathan Jakum, seconded by David Fink to approve the minutes of the February 17, 2022 regular monthly meeting with one change – Church Road is being paved, not Memorial Road. Motion carried.

Executive session: Steven Bachman, Jonathan Jakum, David Fink, Janice Meyers, Kevin Huber and Atty. Keith Strohl met in executive session to discuss employment matters and a real estate transaction from 7:30pm to 7:49pm.

Payment of bills: Motion by Jonathan Jakum, seconded by David Fink to approve the payment of the bills General Fund checks # eft4417 – eft4446 and 23809 – 23845 and no State Fund checks. Motion carried.

Monthly Reports

Regional EMS Steering Committee Report: No report.

Fire Company: Jay Scheffler gave his report.

Emergency Management Coordinator: Dawn Didra gave her report.

Ambulance Service: Steven Bachman read from the NOVA report. Kristie Wentling from NOVA gave her report.

Veterans Memorial Committee: Steven Bachman gave his report.

Director of Office Operations: Jonathan Jakum gave his report.

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

Public Works Manager: David Fink gave his report. Motion by David Fink seconded by Steven Bachman to have the Township Engineer look at the small bridge on Ulrich Road. Motion carried. Motion by David Fink seconded by Steven Bachman to advertise old sweeper on Municibid. Motion carried.

Road Superintendent: Kevin Huber gave his report.

Township Administrator: Janice Meyers gave her report.

Township Zoning Officer: Dawn Didra gave her report.

Township Engineer: Chris Noll gave his report. The Board asked Chris and Dawn to provide the planning commission with information about solar farms to review at one of their meetings.

Environmental Advisory Council: Dawn Didra gave her report. The board gave approval for the Township Engineer to meet with the EAC to discuss ways they can possibly help with MS4 requirements. Motion by

Steven Bachman seconded by Jonathan Jakum to authorize a scholarship amount of \$150.00. Motion carried.

Township Solicitor: Atty. Keith Strohl gave his report.

Subdivision and Land Development: None

Unfinished Business:

Diane Klase. – 6005 Route 100 – Zoning district change request: Diane Klase attended via Zoom. Motion by David Fink seconded by Steven Bachman to deny the request. Motion carried.

Employee Handbook – road department time and two new job descriptions: Discussed road department lunch break and Atty. Strohl provided clarification. Two 15 minute breaks must be provided. The half hour unpaid lunch break is optional. If employees want to leave a half hour early in lieu of a lunch break they can. Job description review was tabled.

Discuss transfer of acreage to Northwestern Recreation Commission: Motion by Steven Bachman to purchase the “potato barn” for \$25,000. The township will pay for a lot line adjustment to remove the skate park and create an easement to the park through the lot. Motion carried.

Resolution #2022-13 Indemnification Agreement for Edgemont Terrace LLC – 7127 Bake Oven Road isolation distance waiver: Motion by Steven Bachman seconded by David Fink to adopt Resolution #2022-13. Motion carried.

New Business:

Review ADT service status: look into replacement & contract as well as smoke & carbon dioxide detectors.

Discuss office staff wages: Motion by Steven Bachman seconded by David Fink to raise Zoning Officer salary to \$24.00/hr. Township Administrator salary to \$59,000/yr. Part time office assistant to \$16.50/hr. and cleaning person to \$40.00/visit. Motion carried.

Bid review for purchase of tractor with boom mower: no bids.

Bid review for road materials: Motion by David Fink seconded by Jonathan Jakum to accept all bids by Lehigh except 2 from NE. Motion carried.

Bid review for paving project bids: Motion by David Fink seconded by Jonathan Jakum to advertise for the township prepping & getting road materials and for a contractor to pave in place. Motion carried.

Bid review for road oil and line painting bids: Motion by David Fink seconded by Jonathan Jakum to accept the bids from Midland for the oil and A1 for both the yellow and white lines. Motion carried.

Advertise bid for air filtration system installation: Motion by Steven Bachman seconded by Jonathan Jakum. Motion carried.

Review agricultural security area application from Kevin Smith, Saddle Road, 24.407 acres: Motion by David Fink seconded by Jonathan Jakum to table. Motion carried.

Request for cell phone reimbursement. Motion by Jonathan Jakum seconded by David Fink to provide \$55.00/month cell phone reimbursement for the Zoning Officer. Motion carried.

Ordinance #2022-1 – Amendment to Zoning Ordinance: Motion by David Fink seconded by Jonathan Jakum to adopt Ordinance #2022-1. Motion carried.

Exonerate collection of real estate taxes for 5752 Pfeiffer Circle mobile home only: Motion by Jonathan Jakum seconded by David Fink to exonerate collection of real estate taxes for 5752 Pfeiffer Circle mobile home only. Motion carried.

Resolution #2022-15 – NOVA contract renewal: Motion by David Fink seconded by Jonathan Jakum to renew NOVA contract. Motion carried.

Resolution #2022-16 – BCIU real estate tax printing contract renewal: Tabled.

Motion by David Fink seconded by Jonathan Jakum to advertise for full or part time road crew with experience: Motion carried.

Public Comment:

Jay Scheffler commented that Heidelberg Township recently lost a long time resident Howard Snyder.

Correspondence:

Germansville Fire Company Banquet invitation.

Plainfield Township, Northampton County request re: bio-solids resolution: Keith will look into this.

Keith will also look into road bond.

Adjournment:

Motion by Jonathan Jakum, seconded by David Fink to adjourn the meeting at 9:25pm. Motion carried.

Respectfully submitted as transcribed by Dawn Didra,

Janice M. Meyers
Secretary to the Board of Supervisors