

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 Jonathan Jakum, David Fink, and Steven Bachman, Administrator/Secretary-Treasurer Janice Meyers, Road Superintendent Kevin Huber, Township Solicitor Atty. Tristan Luengen from Steckel and Stopp Law Offices, Chris Noll from Keystone Consulting Engineers, as Township Engineer, Zoning Officer Dawn Didra, and Zoning and Administrative Assistant, Katie Fabian.

Pledge of Allegiance

Recording of Meeting: Susan Bryant from Northwestern Press.

Recognition of members of the press: Susan Bryant from Northwestern Press.

Public Comment on Agenda Items: Jeff Kistler inquired about the MS4 Ordinance's impact on the township.

Approve minutes of the November 16, 2023 budget meeting and regular monthly meeting: Motion by Steven Bachman, seconded by David Fink to approve the minutes from the November 16, 2023 budget meeting and regular monthly meeting. Motion Carried.

Executive Session @ 7:33pm, attended by Steven Bachman, Jonathan Jakum, David Fink and Atty. Luengen. Atty Tristan Luengen announced the discussion was regarding personnel changes. Executive Session concluded at 7:37pm.

Payment of Bills: Motion by Jonathan Jakum, seconded by David Fink to approve the payment of the bills General Fund Checks # EFT5057 – EFT5087 and 24705 – 24751. (No State Fund checks.) Motion Carried.

#### Monthly Reports

Regional EMS Steering Committee: No report.

Fire Company: David Fink and Jay Scheffler gave their reports. The Fire Company announced a new President, David Hunsicker and a new Vice President, Chad Miller.

Emergency Management Coordinator: Dawn Didra gave her report.

Ambulance Service: Steven Bachman read from the NOVA November report.

Veterans Memorial Committee: Steven Bachman gave his report.

Farmland Preservation Board: Steven Bachman gave his report; 8 farms planning for preservation in 2024.

Lynn-Heidelberg Historical Society: No report.

Director of Office Operations: Jonathan Jakum motioned for a wage increase of .50¢ for Katie Fabian (retroactive to the date of the 90-day employee review), motion was seconded by Steve Bachman. Motion Carried.

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

Director of Public Works: David Fink gave his report: The response to the Board's request to HLLW COG to share the lodging of equipment: No other township can store the equipment with cover. Potato Barn

update: Faulty roof, electric needs to be updated, and a dehumidifier is needed. Additionally, Keystone Consulting Engineers will need to complete an evaluation of the Potato Barn for garage door installation.

Road Superintendent: Kevin Huber gave his report.

Township Administrator: Janice Meyers gave her report. PA Caring Hearts representative Liz Jones has offered to take calls from the township when we receive calls about stray dogs. The township should take the person's name, address and phone number and relay that information to Liz Jones. The residents should not call PA Caring Hearts directly. This service will be offered at no costs for the first year. A township donation may be made to the dog rescue.

Zoning Officer: Dawn Didra gave her report. (A Police patrol has been added to Heidelberg Heights Rd.)

Township Engineer: Chris Noll gave his report.

Environmental Advisory Council: Jeff Kistler volunteered to be the chair of the EAC for 2024.

Township Solicitor: Attorney Tristan Luegen gave his report.

Subdivision/Land Development: None.

#### Unfinished Business:

Driveway Contractors Ordinance: A draft has been forwarded to Steckel & Stopp for review and reformatting.

HLLW COG equipment storage: David Fink or Kevin Huber to meet with each COG township regarding compensation for storage.

MS4 Stormwater Management Plan: Chris Noll addressed Jeff Kistler's public comment: Additions to the new MS4 Stormwater management plan include new maintenance requirements for storm water drainage and includes policy for violations.

A motion by Steven Bachman to approve Ordinance #2023-2 -MS4 Stormwater management plan, seconded by Jonathan Jakum. Motion Carried.

EIT Increase Referendum: Tristan Luengen provided a draft question for the voting ballot card relating to the EIT Tax Increase proposal. Board member David Fink presented information relating to Act 115 and how it relates to the Referendum. Jonathan Jakum motioned to approve Act 115 information be added to the ballot voting card question (to be adjusted by Keith Strohl), seconded by Steven. Motion carried.

#### New Business:

Employee Resignation: A motion to accept Janice Meyer's resignation as full time Township Administrator and Secretary-Treasurer as of 12/31/2023 due to her retirement by Jonathan Jakum, seconded by Steven Bachman. Motion carried.

Resolution #2023-21 – Motion by Steven Bachman to adopt Resolution #2023-21 the tax levy for the year 2024, seconded by David Fink. Motion carried.

Resolution #2023-22 – Motion by David Fink to adopt Resolution #2023-22 the budget for the year 2024, seconded by Jonathan Jakum. Motion carried.

A motion by David Fink to accept the resignation of the Deputy tax Collector, Elizabeth Stetson, seconded by Steven Bachman. Motion carried.

A motion to appoint Mary Ann Metzger as Deputy Tax Collector by Jonathan Jakum, seconded by Steven Bachman. Motion carried.

A motion by Steven Bachman to advertise the supervisors' re-organization meeting for Tuesday, January 2, 2024 at 6:00pm and special meeting at 6:30pm and township auditors' re-organization meeting for Wednesday, January 3, 2023 at 6:00pm, seconded by Jonathan Jakum. Motion carried.

Fire Code Ordinance: Tabled.

A motion by Steven Bachman to approve the resignation of township auditor Michael Bailey, seconded by David Fink. Motion carried.

A motion by Jonathan Jakum to add appointment of new township auditors to the agenda, seconded by David Fink. Motion carried.

A motion by Jonathan Jakum to appoint Christopher Dum and William Hoffert as township auditors with a term ending 12/31/25, seconded by Steven Bachman. Motion carried.

Public Comment: Chris Noll thanked the Board and township employees for working with him the past 12 years as he represented the township as township engineer. Geoff Dean of KCE will be representing the township as township engineer in 2024. Chris Noll will still remain the township SEO.

Correspondence: None.

Adjournment:

Motion by Jonathan Jakum, seconded by Steven Bachman to adjourn the meeting at 8:22pm. Motion carried.

Respectfully submitted as transcribed by Katie Fabian,

Janice M. Meyers  
Secretary to the Board of Supervisors