

# Heidelberg Township Meeting Minutes

## Call to Order

The Heidelberg Township Board of Supervisors held their regular meeting at 7:29pm on March 21, 2024.

## Location

Heidelberg Township Municipal Building  
6272 Route 309  
New Tripoli, PA 18066  
and  
[Zoom](#)

## Attendees

Board of Supervisors Chairman:	David Fink
Board of Supervisors Vice Chairman:	Steven Bachman
Board of Supervisors Member:	Jonathan Jakum
Administrator/Secretary/Zoning Officer/EMC:	Dawn Didra
Township Solicitor:	Atty. Keith Strohl, Steckel & Stopp Law Offices
Township Engineer:	Geoff Dean, Keystone Consulting Engineers
Zoning & Administrative Assistant:	Katie Fabian
Absent:	
Road Superintendent:	Kevin Huber

## Pledge of Allegiance

## Recording of the Meeting/Recognition of members of the Press

Susan Bryant: Northwestern Press and Chris Stager: Blue Ridge Channel 13

## Public Comment on Agenda

None.

## Approval of Minutes

A motion was made by Steven Bachman, seconded by Jonathan Jakum to approve the minutes of the February 15, 2024 regular meeting. Motion Carried.

## Executive Session

None.

## Payment of Bills

A motion was made by Jonathan Jakum, seconded by Steven Bachman to approve the payment of the General Fund Checks # EFT5148 – EFT5192 and checks #24837-24874 and State Fund check # 1748. Motion Carried.

## Kylie Adams-Weiss, Northern Lehigh Chamber of Commerce

Kylie reviewed the Northern Lehigh Chamber of Commerce, including footprint, benefits, membership, and events; offered the chambers support and availability to the township.

### Monthly Reports:

Regional EMS Steering Committee	No report.
Fire Company	David Fink read Jay Scheffler's report in his absence.
Emergency Management Coordinator	Dawn Didra gave her report.
Ambulance Service	Jason Breidinger provided a NOVA report. Steven Bachman read the NOVA February stats report.
Veterans Memorial Committee	Steven Bachman gave his report.
Farmland Preservation Board	Steven Bachman: RPA will pay their 1/3 of the Zimmerman-Metzger farm preservation cost to the township; allowing the township to issue a total of 2/3 at time of final payment.
Lynn-Heidelberg Historical Society	Steven Bachman gave his report.
Director of Office Operations	Jonathan Jakum gave his report.
Director of Parks and Recreation	No report.
Director of Public Works	No report.
Road Superintendent	No report.
Township Administrator	Dawn Didra gave her report.
Zoning Officer	Dawn Didra gave her report.
Township Engineer	Geoff Dean gave his report.
Environmental Advisory Council	Denise Dorwart gave her report. The Board confirmed the availability of the funds for the EAC annual scholarship.
Township Solicitor	Keith Strohl gave his report.
Subdivision/Land Development	None.

### Unfinished Business

A motion was made by Steven Bachman, seconded by Jonathan Jakum to adopt the previously advertised Driveway Contractors Registration Ordinance #2024-2. Motion carried.

Buckery Road & Rex Road Bridge beam replacement funding: A motion was made by David Fink, seconded by Jonathan Jakum for the preparation of a bid package and advertisement for demolition of the Buckery Road bridge contingent upon impacts to the pending LSA grant. Motion carried.

Employee Time Off (PTO): A motion by Steven Bachman, seconded by Jonathan Jakum to adjust the schedule of paid time off for full-time employees. Motion carried.

Fire Code Ordinance: As confirmed by Atty Keith Strohl, childcare centers and schools are bound by fire codes through state regulations; no additional benefits beyond the existing enacted codes were found in the proposed fire code ordinance.

Keycodes Inspection Agency Building Code Fee Schedule: Current Building Code Official (Lehigh Valley Inspection Service) offers lower fees for residents than Keycodes Inspection Agency. As a result, no changes to existing BCO.

Potato Barn Quote- tabled.

## New Business

The ARPA Capital Projects Fund Multi-Purpose Community Facilities Program Grant will not be sought at this time, citing the bridge funding as priority.

Lost and Found Dog Kennel Options- A temporary holding kennel (licensed by the state) to secure dogs-at-large caught in Heidelberg Township by the State Police or Dog Warden has been confirmed. (Not a public drop-off option).

A motion was made by Steven Bachman, seconded by Jonathan Jakum to adopt Resolution #2024-20 appointing Allyson Hanawalt to the Environmental Advisory Council for a 3-year term ending December 31, 2026. Motion carried.

A motion was made by David Fink, seconded by Steven Bachman to pave Mantz Road. Motion carried. A motion was made by David Fink, seconded by Steven Bachman to advertise the road materials bid for 2024. Motion carried.

A motion was made by Jonathan Jakum, seconded by Steven Bachman to adopt Resolution #2024-19 continuing the Ambulance Service Contract with Northern Valley Emergency Medical Services, Inc. for a period of 36 months. Motion carried.

Review Auditors Letter- tabled.

## Public Comment

Jan Sutermeister notified the Board of Northwestern Swim & Fitness pool efforts to apply for a DCNR grant soon.

Teena Bailey – Promoted the RPA's Cleansweep 2024 event.

Bruce Zellner notified the Board that Jones Road washed out. The Board requested Township Engineer, Geoff Dean to evaluate the status of the road including drainage pipes.

## Adjournment

A motion was made by Steven Bachman, seconded by Jonathan Jakum to adjourn the meeting at 8:37 pm. Motion Carried.

Respectfully submitted as transcribed by Katie Fabian,

Dawn Didra, Secretary to the Board of Supervisors