

**LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
JANUARY 20, 2014**

The Lower Heidelberg Township Board of Supervisors held their regularly scheduled meeting on the above date. Those present were: Chairperson Deborah Scull, Vice-Chairperson Neal Nevitt, Member Cheryl Johnson, Township Solicitor Andrew Bellwoar, Township Engineer Ryan Rhode, Systems Design Engineering Pamela Stevens, Codes Enforcement Officer Glenn Kraft, Chief W. Thomas Deiterich, Road Foreman Michael Boyson and other attendees, Secretary/Treasurer Diana L. Minnich. The meeting was called to order by Chairperson Scull at 7:01 p.m.

After the salute to the flag, Mr. Boyson asked to have a moment of silence for fallen Western Berks Deputy Chief Ron Wentzel lost his battle with cancer. He was a member of multiple services.

The Minutes of the Meeting from the December 16, 2013 Regular Meeting and January 6, 2014 Reorganization Meeting were distributed for review prior to the meeting.

MOTION

A motion was made by Member Cheryl Johnson, seconded by Vice-Chairperson Neal Nevitt to approve the minutes of December 16, 2013 and January 6, 2014. The vote was unanimous and the motion carried.

Open to the Public:

Mr. Essig spoke on behalf of himself and the Township residents, he would like to complement the road crew for the fine work they have done on snow removal this winter.

Magdelene Clouser of State Hill Road appeared before the Board with pictures showing flooding on Evans Hill Road and her property. The water is coming from 190 Evans Hill Road. Ms. Clouser was directed to contact Berks County Conservation District about the flooding and include the pictures.

Kirk Barnett, Grande Land LLP attended the meeting to request preliminary approval for Timberlake Lot 9. Since January 20th is the submission deadline, he is losing one month for approval. The applicant submitted a waiver request from the SALDO Section 404.f, Section 404.m and Section 404.t.

MOTION

Vice-Chairman Neal Nevitt moved that the Township Board of Supervisors grant the Timberlake Lot 9 waiver requests from SALDO Section 404.f, Section 404.m and Section 404.t. The motion was seconded by Member Cheryl Johnson. The vote was unanimous and the motion carried.

The Board mentioned that the next submission should be labeled Preliminary/Final Plans.

McCarthy Engineering representative reviewed the Green Valley Estates West plan. The applicant requested waivers from SALDO Section 652 curbing along Gaul Road; Section 653 sidewalks along Gaul Road; and Section 505.c internal road width down to 34 feet with parking to be allowed on both sides. The PC recommended approval of all of the waiver requests.

MOTION

Vice-Chairman Neal Nevitt moved that the Township Board of Supervisors grant the waiver requests submitted by Grande for the Green Valley Estates West Subdivision for waivers from SALDO Sections 652 curbing along Gaul Road; Section 653 sidewalks along Gaul Road; and Section 505.c allowing a reduction of the internal road width down to 34 feet with parking to be allowed on both sides. Chairperson Deborah Scull seconded the motion. The vote was unanimous and the motion carried.

Mr. Barnett asked about the status of the Green Valley Estates Phase 12 Dedication. It appears that Ryan Rhode confirmed that the legal descriptions for the road rights of ways to be dedication are sufficient and Pamela Stevens provided her review as to the sanitary sewer issues. The Solicitor is working with Attorney Fred Reigle as to slight modifications to the deed of dedication to address some of Pamela's thoughts. This was offered for dedication in 2012. One concern Mr. Barnett would like the Board to consider is possibly shorten the maintenance period to an amount of time agreeable between all parties. The Board will consider it.

Tax Collectors Report:

Diana Minnich didn't have a figure available at the time of the meeting. Mrs. Minnich called the Tax Collector in the morning, however, didn't get a call back. The new Ordinance states that the Tax Collector must submit her report on/or before the 10th of the month, if not she will be fined for late reporting. Mr. Bellwoar will review the Ordinance and prepare a letter advising her.

Treasurers Report:

Attached to the minutes is the Summary of the Revenues and Expenditures for the month of December 2013.

MOTION

A motion was made by Vice-Chairman Neal Nevitt, seconded by Member Cheryl Johnson to accept the Treasurer's Report **subject to Audit**. The vote was unanimous and the motion carried.

Bills for the month of January 20, 2014:

MOTION

A motion was made by Chairperson Deborah Scull and seconded by Vice-Chairman Neal Nevitt to accept and approve the bills for the month to be paid. The vote was unanimous and the motion carried.

Emergency Management Coordinator/Fire Commissioner's Report:

There was no report to review.

Planning Commission:

The Planning Commission met on January 13th. During the meeting, the December minutes were approved. The Board reorganized making Mike Levan remains chairman and Neal Nevitt became Vice-Chairman. There were four plans in for review, Timberlake Phase II Lot #9 plan; Green Valley Dental Systems; Green Valley Estates West and Cacoosing Crossing North.

Building/Zoning Report:

Glenn Kraft reviewed his report.

On January 14, the Township ZHB held a hearing for a request for a variance pertaining to Terrance & Barbara McGlinn property. The McGlinn's requested relief to allow them to create a 7.90 acre lot for their recently constructed home. The Board approved the relief with conditions including approval of a stipulation agreement entered into between the McGlinn's and the Township Board of Supervisors which requires that no further subdivision of the property will take place.

Harvey and Mary Brown submitted an application for a Variance and a Special Exception to allow creation of a residential lot of which exceeds the maximum allowed lot size in the A-1 zoning district. The hearing is scheduled for January 28th.

Andrew Kraft sent an email to everyone about recommending updating the zoning map. After a brief discussion, the Board agreed to update the map.

Great Valley Consultants Report:

Township Engineer Ryan Rhode presented his report to the Board of Supervisors.

In his report he addresses the following items:

1. Legacy at the Papermill: The Township is in receipt of Legacy at the Papermill Associates, LLP request for Escrow Release No. 11. Based upon the review, GVC recommends the Board release \$406,364.62.

MOTION

Vice-Chairman Neal Nevitt motioned to accept the Legacy at the Papermill Escrow Release No. 11 in the amount of \$406,364.62. The motion was seconded by Member Cheryl Johnson. The vote was unanimous and the motion carried.

2. McGlinn Subdivision: Bogia Engineering requested that the full escrow be released for the McGlinn Subdivision and the associated improvements. Based upon GVC review, Ryan recommends the Board authorize a partial release of \$38,849.50 until

such time as the owner completes their Notice of Termination with the Berks County Conservation.

MOTION

Chairperson Scull motioned to authorize the Escrow Release No. 1 in the amount of \$38,849.50 for the McGlenn Subdivision until such time the owner completes their Notice of Termination with the Berks County Conservation. The motion was seconded by Vice-Chairman Nevitt. The vote was unanimous and the motion carried.

3. Green Valley Country Club: During the December meeting, the attorney requested the release of the approved land development plans for recording. GVC and Kraft Code Services performed a site visit to verify that all of the required improvements have been constructed in accordance with the approved plans and Zoning Hearing Board recommendations. At this time all of the improvements are in place and acceptable. Therefore, the Township may release the plans for recording.
4. Paper Mill Road Bridge: Since the intergovernmental agreement is now finalized, Vice-Chairman Neal Nevitt instructed Ryan to contact Spring Township to coordinate the start of the engineering work for the repairs of the bridge.

SDE Consulting Report:

Pamela Stevens gave her report.

1. Operations – Conveyance System Operations: SDE is requesting authorization from the Board to prepare the 3 Tributary annual Chapter 94 Reports for RWMA WWTP, Sinking Spring WWTP and Spring WWTP.

MOTION

Motion was made by Vice-Chairman Neal Nevitt, seconded by Member Cheryl Johnson authorizing SDE to prepare the 3 Tributary annual Chapter 94 Reports for RWMA WWTP, Sinking Spring WWTP and Spring WWTP. The vote was unanimous and the motion carried.

Pamela Stevens requested permission to attend the BOS workshop meeting on February 11 to discuss sewer issues.

Recreation Board:

Chairperson Deborah Scull gave her report. The children's Christmas Party was a success. The Easter Egg Hunt is tentative scheduled for April 12. The Board is trying to plan an activity for Earth Day as well.

Chief of Police Report:

Chief Deiterich gave his report for the month. The Police had 265 calls during the month of December.

Road Foreman Report:

Road Foreman Mike Boyson gave his report for the month of December. There were several snow and/or icy events. He met with the Electrical Contractor regarding the meeting room lighting issues.

Secretary's Report:

The Secretary had nothing to report.

Solicitor's Report:

1. **Sewer Account Administrative Charge:** The Township could recoup certain costs administering the sewer accounts. Previously adopted monthly charge was \$2,300.00. SBM prepared a Resolution to memorialize the same amount which will be retroactive to January 1st.

MOTION

Member Cheryl Johnson moved that the Township approve Resolution 2014-04 establishing the sewer account administrative charge for 2014. The motion was seconded by Vice-Chairman Neal Nevitt. The vote was unanimous and the motion carried.

2. **Monitoring Agreement:** SAH Inc. submitted a 3year contract which will guarantee no price increase. However, SBM had some questions/concerns regarding the agreement. The Board decided not to consider the agreement and continue as they have in the past.

Open to the Public:

Chairperson Scull asked if there were any public comments.

There being no further business a motion to adjourn was made by Chairperson Deborah Scull and seconded by Member Cheryl Johnson. The meeting adjourned at 8:08 pm.

Respectfully Submitted,

Diana Minnich
Diana Minnich
Secretary/Treasurer

DECEMBER 2013 TREASURER'S STATEMENT

GENERAL FUND								
Beginning Bal	\$894,893.66							\$24,212.34
Revenue	344755.52							573.53
Expenditures	371133.08							0.00
P/R Transfers	90000.00							2.07
Interfund Transfers	190247.34							\$24,787.94
Electronic debits	1850.74							
Banking Fees	46.55							
Interest	180.14							
Ending Bal	\$967,046.29							
STREET LIGHT FUND								
Beginning Bal	\$83,631.95							\$659,258.47
Revenue	405.00							171549.48
Transfers	10152.55							28235.12
Interest	13.35							70.00
Ending Bal	\$73,897.75							129.76
FIRE PROTECTION								\$802,632.59
TRASH AND RECYCLING FUND								
Beginning Bal	\$154,572.25							\$118,877.47
Revenue	2295.59							2160.00
Transfers	72725.76							26873.75
Interest	20.35							18.21
Ending Bal	\$84,162.43							\$94,181.93
SEWER FUND								
AMBULANCE FUND								

DECEMBER 2013 TREASURER'S STATEMENT			
FIRE HYDRANT FUND			
Beginning Bal	\$28,741.77		\$10,685.11
Revenue	0.69		0.00
Transfers	508.82		639.87
Interest	4.87		0.89
Ending Bal	\$28,238.51		\$10,046.13
RECREATION FUND			
Beginning Bal			\$10,685.11
Revenue			0.00
Transfers			639.87
Interest			0.89
Ending Bal			\$10,046.13
DEBT SERVICE FUND			
Beginning Bal	\$385,512.24		\$126,817.17
Revenue	2295.59		0.00
Transfers	20111.47		21349.86
Interest	44.10		21.57
Ending Bal	\$186,740.46		\$105,488.88
STATE AID FUND			
Beginning Bal			\$126,817.17
Revenue			0.00
Expenditures			21349.86
Interest			21.57
Ending Bal			\$105,488.88

