

**LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
FEBRUARY 17, 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 Andrew 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.

The Minutes of the Meeting from the January 20, 2014 Regular Meeting and February 11, 2014 Workshop Meeting were distributed for review prior to the meeting.

MOTION

A motion was made by Vice-Chairman Neal Nevitt, seconded by Member Cheryl Johnson to approve the minutes of January 20, 2014 and February 11, 2014. The vote was unanimous and the motion carried.

Open to the Public:

Stefanie Wagner, teacher in Wilson High School, encouraged her students to create an event to have in the community. Her students would like to have a 5Kolorunn on May 24, 2014. The participants will have color powder thrown at them. The powder is made of corn starch and natural dyes so it is environmentally safe and will not harm the runners. All proceeds will go to a non-profit organization, "Unending Promise". Unending Promise provides support for education and assistance to individuals with autism and their families from 4 years of age through adulthood. Mrs. Wagner requested permission to use Gaul Road and Faust Road for the run. The run would begin at the Wilson West Middle School Campus along Gaul Road, turn around right below Steely Road, towards Faust Road and back to the school campus. Because of the curves, driveways and condition of Gaul Road, Chief Deiterich suggested that the runners come out behind Wilson West Middle School, turn left towards Penn Avenue and possibly turn around at the Gaul Road Bridge. This may require help from the Fire Police.

MOTION

Member Cheryl Johnson moved to allow the 5Kolorunn on May 24th at the Wilson West Complex subject to meeting with Chief Deiterich to work out the details. The motion was seconded by Chairperson Deborah Scull. The vote was unanimous and motion carried.

Ron Dentzer thanked the Board of Supervisors, Road Crew and the Police Department for a job well done.

Road Foreman Report:

Road Foreman Mike Boyson gave his report for the month of January. The Road Crew did pot hole patching on several roads. There were several snow and/or icy events.

Mike Boyson thanked the majority of the residents for being supportive with snow plowing throughout the Township. In addition, Mike would like to recognize Kim Reifsnyder and Linda Boyson for making and delivering hot meals for the road crew when they were out all hours plowing snow.

Some of the roads in the snow emergency are not marked which makes it difficult for the police to enforce the snow emergency. Ryan Rhode is going to look into the PennDOT regulations.

Tax Collectors Report:

Nothing to report.

Treasurers Report:

Attached to the minutes is the Summary of the Revenues and Expenditures for the month of January 2014.

MOTION

Motion was made by Chairperson Deborah Scull, 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 February 17, 2014:

MOTION

A motion was made by Chairperson Deborah Scull and seconded by Member Cheryl Johnson 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:

Fire Commissioner Jeffrey Weidner gave the Fire Report for the month of January 2014. The Department responded to 72 calls. There was fire loss of \$18,500.00 in South Heidelberg Township. Western Berks is in the process of revising the Emergency Operations Plan.

Planning Commission:

The Planning Commission met on February 10th. During the meeting, the January minutes were approved. Green Valley Dental Systems plan was the only plan reviewed. There were 3 times extensions submitted for consideration.

Building/Zoning Report:

Andrew Kraft reviewed his report.

On January 28, the Township ZHB held a hearing for a request for a variance pertaining to the Brown Subdivision (off of Virginia Ave). The Brown's requested relief to allow them to create a 20.45 acre lot, as part of their estate planning. The ZHB approved the relief with conditions, including approval of a stipulation agreement entered into between the Brown's and the Township Board of Supervisors which requires that no further subdivision of the property will take place.

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. Timberlake Phase 1: GVC received an Escrow Release Number 7 for Timberlake Subdivision Phase 1 in the amount of \$74,150.02. The work associated with this release is limited to sidewalk and driveway apron concrete. The escrow has enough funds in whole to cover all the remaining improvements. However, the dollar value associated with the sidewalk line item is still short in today's value.

MOTION

Vice-Chairman Neal Nevitt motioned to approve the Timberlake Subdivision Phase 1 Escrow Release No. 7 in the amount of \$74,150.02. The motion was seconded by Member Cheryl Johnson. The vote was unanimous and the motion carried.

2. Paper Mill Road Bridge: Spring Township will be authorizing the expenditure of funds within the next two weeks to begin the design process.
3. Municipal Grounds Improvements Project: GVC has been monitoring several areas of concern within the newly paved parking lot. Some areas are cracking and potential failure of the paving material. Ryan contacted and met with Barwis Construction. Ryan Rhode will continue to monitor this issue.

SDE Consulting Report:

Pamela Stevens gave her report.

1. Rosewood Hills/State Hill Road Sanitary Sewer District Tapping Fee: The new Spring Township Tapping Fee for the Rosewood Hills/State Hill Road Sanitary Sewer District is \$4,466.20 which is \$399.35 more than the current fee. Spring Township adopted a more current Resolution dated September 12, 2011. SDE recommends adopting the revised tapping fee resolution for the said sanitary sewer

district establishing an updated fee of \$6,879.39 which includes the Reimbursement Component amount of \$2,413.19.

MOTION

Motion was made by Chairperson Deborah Scull, seconded by Vice-Chairman Neal Nevitt that the Township approve Resolution No. 2014-05, establishing revised tapping fee rates for the Rosewood Hills and State Hill Road connections into the Spring Township Sewer System. The vote was unanimous and the motion carried.

2. Tributary area to the Stitzer meter: Mr. Rehab is proposing to do a light cleaning and televising of approximately 6800 linear feet in the tributary area to the Stitzer meter for a total amount of \$9500.00.

MOTION

Vice-Chairman Neal Nevitt motioned to utilize Mr. Rehab to clean and televise the area at Stitzer Ave not to exceed \$10,000.00 subject to the contract meeting the approval of SBM and SDE. Chairperson Deborah Scull seconded the motion. The vote was unanimous and the motion carried.

Recreation Board:

Chairperson Deborah Scull gave her report. The Easter Egg Hunt is scheduled for April 12. The Earth Day activities are scheduled for April 26. There will be information regarding recycling.

Chief of Police Report:

Chief Deiterich gave his report for the month. The Police had 301 calls during the month of January.

Chief Deiterich informed the Board that one of the residents nearby the Township Building began parking his vehicle on the Township lot during snow events until he was able to remove the snow from his driveway. He was asked to remove the vehicle because his vehicle is in the way of the road crew cleaning the lot off. The Chief will send him a letter informing him that he can't park his vehicle at Township Building for his personal use.

Secretary's Report:

Diana Minnich proceeded to explain that Township employees have been going through old records in the basement and kitchen area to try to clean up and organize so these areas can be used for future Township events. The Township followed the Record Retention Manual for destroying the old records in the basement. United Documents submitted a quote to the Township regarding shredding old township records. The quote is in the amount of \$362.95. A Resolution has been prepared along with a list of boxes and the contents to be shredded.

MOTION

Chairperson Deborah Scull motioned to adopt Resolution No. 2014-06 that will allow for destruction of certain municipal records as attached to the Resolution. Member Cheryl Johnson seconded the motion. The vote was unanimous and the motion carried.

MOTION

Motion was made by Member Cheryl Johnson, seconded by Vice-Chairman Neal Nevitt to approve the expenditure of \$362.95 for the purposes of completing the destruction. The vote was unanimous and the motion carried.

Solicitor's Report:

1. Cargill Salt Issues: SBM sent correspondence to Cargill regarding salt quality issues. Cargill's in-house attorney responded. There is also an issue of delivery time. They have been delivering beyond contract time.
2. Green Valley Estates West: An MPC extension request was submitted.

MOTION

Chairperson Deborah Scull moved that the Township approve the MPC extension for the Green Valley West project until May 19, 2014. The motion was seconded by Vice-Chairman Neal Nevitt. The vote was unanimous and the motion carried.

3. Harvey and Mary Brown Subdivision: John Hoffert submitted an early MPC extension request because he wants the appeal period to run for the variance approval before submitting revised land development plans.

MOTION

On the motion of Member Cheryl Johnson, seconded by Vice-Chairman Neal Nevitt that the Township approve the MPC extension for the Brown Subdivision plans until June 16th, 2014. The vote was unanimous and the motion carried.

4. Timberlake – Lot 9: Kirk Barnett submitted an MPC extension request for the project.

MOTION

Motion was made by Vice-Chairman Neal Nevitt that the Township approve the MPC extension for the Timberlake Lot 9 project until June 16, 2014. The motion was seconded by Chairperson Deborah Scull. The vote was unanimous and the motion carried.

5. Heimes Litigation: There is litigation concerning a personnel matter as well as litigation that has been discussed in executive session. It is being defended by the Township's Insurance Company who wants to know if the Township agrees that the Insurance Company can spend its money to settle the lawsuit if it reaches an acceptable number to them.

MOTION

Member Cheryl Johnson moved that the Township authorizes its insurance company to explore potential settlement of the Heimes litigation, as requested. Vice-Chairman Neal Nevitt seconded the motion. The vote was unanimous and the motion carried.

6. PA Department of Transportation Mowing Contract: The current Mowing Contract has expired as of December 31, 2013. Therefore, PennDOT submitted a new Agreement, Number 051155/39000 for consideration. The contract is for 3 years. It is the same term as the prior 3 year contract.

MOTION

Vice-Chairman Neal Nevitt motioned to accept Resolution No. 2014-07 that would resolved by authority that Lower Heidelberg Township be authorized and directed to sign the attached Agreement on its behalf. Chairperson Deborah Scull seconded the motion. The vote was unanimous and the motion carried.


7. Green Valley Estates Phase 12 Dedication: Fred Reigle, Grande's Attorney, submitted a letter requesting the maintenance period begin on February 5, 2013 when security for improvements was reduced to 10%. Ryan Rhode suggested that the Township should wait until March or April to address accepting dedication so the snow clears and Ryan can inspect again. The Township does not want to have to clear snow during winter months for something it just accepted without the benefits of liquid fuels money. When the Township does accept dedication, Andrew Bellwoar suggests a maintenance period of something less than 18 months. The Board will consider a shorter time period.

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 8:07 pm.

Respectfully Submitted,


Diana Minnich
Secretary/Treasurer

JANUARY 2014 TREASURER'S STATEMENT

GENERAL FUND				AMBULANCE FUND	
Beginning Bal	\$967,046.29			Beginning Bal	\$24,787.94
Revenue	90777.64			Revenue	1197.68
Expenditures	261272.67			Transfers	0.00
P/R Transfers	101956.05			Interest	2.18
Interfund Transfers	131609.44			Ending Bal	\$25,987.80
Electronic debits	996.07				
Banking Fees	41.30				
Interest	164.41				
Ending Bal	\$825,331.69				
STREET LIGHT FUND				SEWER FUND	
Beginning Bal	\$73,897.75			Beginning Bal	\$802,632.59
Revenue	1155.00			Revenue	72126.16
Transfers	7634.49			Transfers	26332.44
Interest	12.22			Bank Fees	45.00
Ending Bal	\$67,430.48			Interest	136.40
				Ending Bal	\$848,517.71
FIRE PROTECTION				TRASH AND RECYCLING FUND	
Beginning Bal	\$84,162.43			Beginning Bal	\$94,181.93
Revenue	4790.72			Revenue	6138.00
Transfers	73388.26			Transfers	23633.75
Interest	10.86			Interest	15.00
Ending Bal	\$15,575.75			Ending Bal	\$76,701.18

		JANUARY 2014 TREASURER'S STATEMENT			
FIRE HYDRANT FUND					
Beginning Bal	\$28,238.51				\$10,046.13
Revenue	0.00				0.00
Transfers	620.50				0.00
Interest	4.77				0.85
Ending Bal	\$27,622.78				\$10,046.98
DEBT SERVICE FUND					
Beginning Bal	\$186,740.46				\$105,488.88
Revenue	4790.72				0.00
Transfers	0.00				45194.98
Interest	31.75				16.69
Ending Bal	\$191,562.93				\$60,310.59
RECREATION FUND					
Beginning Bal					
Revenue					
Transfers					
Interest					
Ending Bal					
STATE AID FUND					
Beginning Bal					
Revenue					
Expenditures					
Interest					
Ending Bal					