

LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
ORGANIZATION MEETING

Monday, January 5, 2015 @ 7:00 PM

The Organization Meeting was called to Order by the Township Solicitor.

Election of temporary Chairperson and Secretary

MOTION

Mrs. Johnson motioned to elect Neal Nevitt as temporary Chairman. Motion was seconded by Mrs. Scull. The vote was unanimous and the motion carried.

MOTION

Motion was made by Deborah Scull, seconded by Temporary Chairman Neal Nevitt to elect Diana Minnich as Temporary Secretary. The vote was unanimous and the motion carried.

Election of Chairperson

MOTION

A motion was made by Cheryl Johnson and seconded by Neal Nevitt to elect Deborah Scull as Chairperson. The vote was unanimous and the motion carried.

Election of Vice-Chairperson

MOTION

Cheryl Johnson motioned to elect Neal Nevitt as Vice-Chairman. Chairperson Deborah Scull seconded the motion. The vote was unanimous and the motion carried.

Motion to adopt 2015 Appointments as follows:

MOTION

A motion was made by Chairperson Deborah Scull, seconded by Vice-Chairperson Neal Nevitt to appoint Diana Minnich as Township Secretary/Treasurer for the 2015 year. The vote was unanimous and the motion carried.

MOTION

Motion was made by Member Cheryl Johnson to appoint Chairperson Deborah Scull as Supervisor for the Building and Grounds Liaison for the Board of Supervisors for the calendar year 2015.

Chairperson Deborah Scull motioned to appoint Member Cheryl Johnson as the Township Police Commissioner; Member Cheryl Johnson motioned to appoint Vice-Chairman Neal Nevitt as the Township Road Master; Chairperson Scull motioned to appoint Vice-Chairman Neal Nevitt as Township Sewer Liaisons; Vice-Chairman Nevitt motioned to appoint Mike Levan to the Planning Commission for an additional 4-year term to expire 1/7/19; Chairperson Scull motioned to appoint Steve Benzer to the Zoning Hearing Board, for a 3-year term to expire 1/1/18; Mrs. Johnson moved to appoint Dan Snyder as an alternate member of the Zoning Hearing Board for an additional 3-year term to expire 1/1/18; Mr. Nevitt moved to appoint Donald Koch as elected Township Auditor for a 1-year term to expire on December 31, 2015; Vice-Chairman Nevitt motioned to appoint Tom Roberts as elected Township Auditor for a 1-year term to expire on December 31, 2015; Chairperson Scull moved to appoint Donna Leisey to the Recreation Board for an additional 5-year term to expire on 1/3/2020; Member Johnson moved to appoint Barbara Brenner to the Shade Tree Commission for an additional 3-year term to expire 1/1/18; Vice-Chairman Neal Nevitt motioned to appoint Diana Minnich as the Lower Heidelberg Township Open Records Officer for a one year term, to expire on 1/4/16; Chairperson Scull motioned to appoint Vice-Chairman Neal Nevitt as the Alternate Open Records Officer for a one year term, to expire on 1/4/16. All the above motions were seconded by Vice-Chairman Neal Nevitt. The vote was unanimous and the motion carried.

MOTION

Motion was made by Chairperson Scull to appoint Glenn Kraft of Kraft Code Services as the Township Zoning Officer for the calendar year 2015; Glenn Kraft of Kraft Code Services as the Township Building Inspector/Building Code Officers for the calendar year 2015; Glenn Kraft of Kraft Code Services as the Township Plumbing Inspector for the calendar year 2015; Glenn Kraft of Kraft Code Services as the Township Electrical Inspector for the calendar year 2015; Vice-Chairman Nevitt motioned to appoint Siana, Bellwoar & McAndrew, LLP as the Township Solicitor for the calendar year 2015; Spotts Stevens and McCoy, Inc., as the Township Engineer with respect to planning and zoning matters/issues for the calendar year 2015; Great Valley Consultants as the Township Engineer for the calendar year 2015; Systems Design Engineering, Inc., as the Township Sewage Enforcement Officer for the calendar year 2015 and Light-Heigel & Associates, Inc. as the Alternate Sewage Enforcement Officer for the calendar year 2015. The motions were seconded by Mr. Nevitt. The vote was unanimous and the motion carried.

MOTION

Member Cheryl Johnson motioned to appoint Michael Boyson as Township Road Foreman for the calendar year 2015; W. Thomas Deiterich as the Police Chief for the calendar year 2015; W. Thomas Deiterich as Fire Marshal and Fire Marshal Cardholder for the calendar year 2015; Jeffrey S. Weidner as Emergency Management Coordinator for the calendar year 2015; Jeffrey S. Weidner as Fire Commissioner for the calendar year 2015; Chairperson Deborah Scull seconded the motion. The vote was unanimous and the motion carried.

MOTION

Mr. Nevitt moved to appoint Chairperson Deborah Scull as the Township's Voting Delegate to PSATS State Convention for the calendar year 2015. Mrs. Johnson seconded the motion. The vote was unanimous and the motion carried.

MOTION

Motion was made by Vice-Chair Nevitt to appoint Barbara Brenner as the Township Vacancy Board Chairperson for the calendar year 2015; Dean Hartman, Forrest Stricker, and Chairperson Deborah Scull to the Township Agriculture Security Board for the calendar year 2015; Vist Bank, Fulton Bank and Fleetwood Bank as the Township depositories for the calendar year 2015; Diana Minnich as Chief Administrator of Pension Funds for the calendar year 2015. The motion was seconded by Chairperson Scull. The vote was unanimous and the motion carried.

MOTION

Mr. Nevitt motioned to adopt Resolution No. 2015-01 to recognize members of Cub Scout Pack 423's Bear Cub Den who braved the elements and sacrificed their personal time to raise a substantial sum of money so that Lower Heidelberg Township K-9 Officer Empir can be outfitted with a protective, bulletproof vest to be used in the line of duty. Mrs. Johnson seconded the motion. The vote was unanimous and the motion carried.

Recap of the various appointments and terms of the various Township Boards and Commissions as follows:

Planning Commission appointments and terms (4 year term, to expire on January 1st of the listed year):

Michael Levan – 1/2019
R. David Seip – 1/2018
William Moser – 1/2016
Neal Nevitt – 1/2017
Planning Solicitor – Siana, Bellwoar & McAndrew, LLP

Shade Tree Commission (3 year term, to expire on January 1st of the listed year):

Ronald Dentzer – 1/2017
Barbara Brenner – 1/2018

Recreation Board (5 year term, to expire on January 1st of the listed year):

Rob Cordes – 1/2016
Elizabeth Johnson – 1/2019
Donna Leisey - 1/2020
Diane Strickler – 1/2018
Deborah Scull – 1/2019

Agricultural Security Board

Dean Hartman
Forrest Strickler
Deborah Scull

Zoning Hearing Board appointments with terms (3 year terms, to expire on January 1st of the listed year):

Richard Essig – 1/2016
Steven Bezner – 1/2018
Thomas Jauch – 1/2017
Dan Snyder – 1/2018
Zoning Hearing Board Solicitor – Mark Yoder, Esquire

Elected Auditors (6 year staggered terms)

Donald Koch – 12/31/15
Thomas E. Roberts – 12/31/15
Frank C. Gabell – 1/2016

2015 Holiday Schedule

MOTION

A motion was made by Vice-Chairman Neal Nevitt seconded by Chairperson Deborah Scull to approve the following Township holidays for the Non-Uniformed and Police Employees. The vote was unanimous and the motion carried.

Non-uniformed

New Years' Day
Good Friday
Memorial Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving
Day After Thanksgiving
Christmas
6 Personal Days

Police

New Years' Day
Martin Luther King Jr. Day
Presidents' Day
Good Friday
Memorial Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving
Christmas
5 Personal Days

2015 Meeting Date Schedule:

Board of Supervisors

MOTION

A motion was made by Mr. Nevitt seconded by Mrs. Scull to adopt and approve the Regular Township Meeting Schedule as shown below. The vote was unanimous and the motion carried.

Regular Board of Supervisors' Meetings will be held at 7:00 p.m. on the 3rd Monday of every month:

January 5, 19	July 20
February 16	August 17
March 16	September 21
April 20	October 19
May 18	November 16
June 15	December 21

The Board shall also hold workshop session meetings on the Tuesday prior to the regular meeting starting at 6:00 p.m.

Planning Commission Regular Meetings: 2nd Monday of the month at 7:00 PM, as well as the last Wednesday (Workshop Meeting) of the month at 7:00 PM except November and December.

Recreation Board: 1st Monday evening of the Month, at 6:30 PM, except January.

All meetings will be held at the Township Building located at 720 Brownsville Road, Sinking Spring, PA 19608.

MOTION

A motion was made by Chairperson Deborah Scull, seconded by Member Cheryl Johnson to Adopt the IRS mileage reimbursement rate at 57.5 cents per mile; approve and set the amount of the Treasurer's bond at \$4,000,000; appoint the Berks County UCC Board of Appeals to serve as the Township's designated appeals board for Uniform Construction Code matters, in accordance with 34 PA Code 403.121(d) and Township Ordinance No. 257 of 2006 and as set forth in the County's Memorandum of December 19, 2012. The vote was unanimous and the motion carried.

MOTION

Member Cheryl Johnson motion to adopt **Resolution 2015-02:** Appointment of R. David Seip, Michael Levan and Neal Nevitt to the Southwestern Berks County Joint Planning Commission. Vice-Chairman Neal Nevitt seconded the motion. The vote was unanimous and the motion carried.

MOTION

A motion was made by Member Cheryl Johnson, seconded by Vice-Chair Neal Nevitt to adopt **Resolution 2015-03:** Appointment of Herbein and Company as the Township Auditor for the calendar year 2015. The vote was unanimous and the motion carried.

MOTION

A motion was made by Member Cheryl Johnson, seconded by Chairperson Deborah Scull to adopt **Resolution 2015-04: Township Fee Schedule**. The vote was unanimous and the motion carried.

Other Business:

Three ordinance provision are ready for advertisement: an ordinance authorizing a revision to the PSATS Unemployment Comp Group agreement; ordinance provisions banning smoking on Township properties except designated areas; and ordinance provisions amending the Township's On-lot Septic Management Ordinance.

MOTION

Chairperson Deborah Scull moved that the Township advertise the notice for the PSATS UC Group Trust Ordinance to be considered for adoption on January 19, 2015. Motion was seconded by Member Cheryl Johnson. The vote was unanimous and the motion carried.

MOTION

Motion was made by Mrs. Scull, seconded by Mr. Nevitt that the Township advertise the notice of the no smoking and on-lot sewer ordinance revisions to be considered for adoption on January 19, 2015. The vote was unanimous and the motion carried.

The Berks County Tax Collection Committee sent out an email explaining the merger between the TCC and Berks EIT Bureau, to take effect for 2015. The also sent a proposed resolution for appointment of a Primary Delegate and an Alternate Delegate. The idea is that all municipalities within a school district will get together and vote in one Primary Delegate and an Alternate.

MOTION

Chairperson Deborah Scull motioned to appoint Vice-Chair Neal Nevitt as a Primary Delegate. The motion was seconded by Member Cheryl Johnson. The vote was unanimous and the motion carried.

MOTION

Mr. Nevitt motioned to appoint Chairperson Deborah Scull as an Alternate Delegate. The motion was seconded by Member Cheryl Johnson. The vote was unanimous and the motion carried.

A resident from Gaul Road inquired about the time frame of the opening of Gaul Road. They were told that the Police were stopping cars that were using the road because the signs still state road closed. The Board explained that local traffic can use the road as it is now. The Township will contact Mr. Barnett about changing the sign to state the road is open to local traffic.

A motion was made by Chairperson Scull. Seconded by Member Cheryl Johnson to adjourn the Organization Meeting. The meeting ended at 7:45 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Diana Minnich".

Diana Minnich
Secretary/Treasurer