

**LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
DECEMBER 15, 2014**

The Lower Heidelberg Township Board of Supervisors held their regularly scheduled meeting on the above date. Those present were: Chairperson Deborah Scull, Vice-Chairman Neal Nevitt, Member Cheryl Johnson, Township Solicitor Mike Crotty, 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. Township Engineer Ryan Rhode and Jeffrey Weidner, Emergency Management Coordinator/Fire Commissioner were absent. The meeting was called to order by Chairperson Scull at 7:03 p.m.

The Minutes of the Meeting from the November 17, 2014 Regular Meeting were distributed for review prior to the meeting. There was no workshop meeting for the month of December.

MOTION

A motion was made by Chairperson Deborah Scull, seconded by Member Cheryl Johnson to approve the minutes of November 17, 2014 regular meeting. The vote was unanimous and the motion carried.

Open to the Public:

Grande Construction submitted Escrow Release Request No.4 in the amount of \$617,432.46 for Green Valley Estates West. Based upon GVC's review of the applicant's request and the work completed to date, GVC recommends the release of \$624,732.78.

MOTION

Member Cheryl Johnson motioned to approve the Green Valley Estates West Escrow Release No. 4 in the amount of \$624,732.78. The motion was seconded by Chairperson Deborah Scull. Motion carried with Mr. Nevitt abstaining.

Mr. Barnett gave an update regarding Gaul Road. They are going to stone on Tuesday, December 16th, grade on Wednesday and pave on Thursday, weather permitted. E.J. Breneman are closing the plant on Friday therefore, if it doesn't get paved on Thursday, it will have to be completed in the spring.

Mr. Barnett asked for status on the Green Valley Phase 11 sewer issue. SDE reviewed the plans and video submitted by Grande and prepared a letter for the Board's consideration concerning the condition of the sanitary sewer, specifically involving the manhole run from MH97 to MH 11A. SDE received the flow analysis on December 8, 2014 and will review it for the January BOS meeting. The streets were dedicated at the October meeting and Mr. Crotty stated that the clock began on the maintenance at that point.

Tax Collectors Report:

Nothing to report. There was legislation put in place starting 2015 that all Tax Collectors are required to get training from DCED which should be passed along to the Township Tax Collector.

Treasurers Report:

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

MOTION

A motion was made by Chairperson Deborah Scull, seconded by Vice-Chairman Neal Nevitt to accept the Treasurer's Report. The vote was unanimous and the motion carried.

Bills for the month of December 15, 2014:

MOTION

A motion was made by Member Cheryl Johnson 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:

In the absence of Mr. Weidner, Mrs. Johnson gave the the Fire Report for the month of November 2014. The Department responded to 75 calls; 11 of those were in Lower Heidelberg Township. There were an average of 10 people per incident.

Planning Commission:

The Planning Commission met on December 9th and approved the November minutes. The Planning Commission continued the review of the 190 Evans Hill Road plans and recommend a number of waivers to the Board. They also continued the review of the Riegel Road property pending the outcome of the ZHB hearing on January 6, 2015 and also recommended to the Board that a waiver of land development be approved for a pavilion to be constructed at the Green Valley Elementary School. Time extensions for Green Valley Dental and Heffner Estates were recommended as well. The Board is continuing discussing the proposed weed ordinance and the transmission pipeline ordinance.

Building/Zoning Report:

Glenn Kraft reviewed his report.

An application has been filed by Carter P. & Sarah G. Reese seeking a Variance relief from Section 400.5 of the Zoning Ordinance to permit the construction of a single family residence on

a lot in excess of the maximum lot size of 2 acres. The Hearing is scheduled on January 6th at 7:00 p.m. at the Township Building.

SDE Consulting Report:

Pamela Stevens gave her report.

1. Green Valley Estates West: Construction is almost complete including testing for the sewer in Phase 1. A portion of the Cacoosing Crossing North sewer system was installed as the sewer was in the portion of Gaul Road that was being reconstructed. Permits for Lots 27, 28, 29 and 105-108 were issued.
2. Heffner Estates Plan: PA DEP approved the Planning Module in a letter dated December 3, 2014 and which letter contains conditions that should be placed on the final plans before final plan approval is given.
3. Leibman 190 Evans Hill Road second residence: At the Planning Commission Meeting on December 8, 2014, the Municipal Planning Agency Review Component 4A was signed by the Chairman.
4. Riegel Road Property Subdivision: SDE reviewed the plans and requested that the 12+ acre parcel that is being subdivided off of the parent tract be tested to support an on-lot septic system. The testing will not be scheduled until the required Zoning hearing relief is granted.
5. On-Lot Sewage Disposal System: SDE submitted a draft of the revised Manual of the On-Lot Sewage Disposal System for the BOS's review and approval. This issue is tabled until the Board has time to review it.
6. Sewer Billing Spring Township and City of Reading: SDE attended the December 4th City of Reading sewer project meeting and issued meeting notes to the BOS and Solicitor for reference. SDE questioned why the City had not yet billed Lower Heidelberg. The City was not going to bill LHT as their agreement was with Spring Township for the flow into the WWTP.

Recreation Board:

Chairperson Deborah Scull gave her report. Mrs. Scull thanked the Road Crew for helping with the decorations and the Rec Board for decorating the Township Building inside and outside. Yoga and Zumba classes started.

Chief of Police Report:

Chief Deiterich gave the police report. The Police had 264 calls for service during the month of November. The Chief wanted to thank Cub Scout Pack 423 for raising \$2,559.00 towards the purchase of a protective vest for Officer Empir. The Board would like to issue a "Thank You" letter and adopt a formal resolution acknowledging the Cub Scouts efforts of raising the money.

Road Foreman Report:

Mr. Boyson reported that pothole patching and tree limb removal was done. Leaf collection is completed. They collected 567 cu yds. Equipment maintenance/repairs included state inspections, replaced alternator and replace coolant hoses and clamps on the ford dump truck. Repairs and maintenance safety checks have been completed on all vehicles and trucks.

Secretary's Report:

Nothing to report.

Solicitor's Report:

1. 2015 Budget Adoption Process: The 2015 Budget has been advertised and is ready for consideration.

MOTION

Mrs. Scull motioned, seconded by Mrs. Johnson that the Township approve the 2015 Township budget in the form as presented and advertised. Motion passed unanimously.

2. Tax Resolution: The 2015 Tax Resolution must be approved.

MOTION

Mrs. Scull moved that the Township approve Resolution 2014-18, establishing the 2015 tax rates in the form as presented. The motion was seconded by Mr. Nevitt. Motion passed unanimously.

3. Comcast Cable Franchise Agreement: Comcast incorporated all of the proposed revisions which includes the change of 12.2.2. The cable franchise fee will remain at 3%, and the density/length of connection terms are the same as those currently in place.

MOTION

Mrs. Johnson motioned that the Township approve the Comcast Cable Franchise Agreement in the form as presented by the Township Solicitor with the change to 12.2. Mr. Nevitt seconded the motion. The vote was unanimous and the motion carried.

4. Wood – Right of Way Tree Trimming: A Resolution to designate “no trespassing” areas of the Township building – the areas to the rear of the building, beyond the last of the painted parking spaces.

MOTION

Motion was made by Vice-Chairman Neal Nevitt that the township approve Resolution 2014-19 to designate no trespassing areas of the Township Building. The motion was seconded by Chairperson Deborah Scull. The vote was unanimous and the motion carried.

5. Green Valley Dental Systems: SBM contacted Bogia to obtain the MPC extension request.

MOTION

Mr. Nevitt moved that the Township approve the MPC extension for the Green Valley Dental project, extending the review period until March 16, 2015. The motion was seconded by Mrs. Scull. The vote was unanimous and the motion carried.

6. Heffner Estates: SBM reached out to the applicant's engineer to get the MPC extension.

MOTION

Motion was made by Neal Nevitt that the Township approve the MPC extension request for the Heffner Estates project, extending the review period until April 10, 2015. Cheryl Johnson seconded the motion. The vote was unanimous and the motion carried.

7. Leibman Development: A preliminary/final land development application has been filed for the Leibman tract. The application is only for land development. The applicants have not proposed to subdivide the property. The PC recommended approval of several waivers for the project.

MOTION

Motion was made by Chairperson Deborah Scull, seconded by Vice-Chairman Neal Nevitt that the Township approve the following waiver request for the Leibman land development application: SALDO Sections 402 (plan scale), 409(r) (Final Resource Impact and Conservation Plan), 408(g) (tract boundary), 652 (curbs), 653 (sidewalks) and 658 (concrete monuments). The vote was unanimous and the motion carried.

8. Wilson School District pavilion: The Wilson School District would like to construct a pavilion on the Green Valley Elementary property. The Wilson School District submitted a SALDO waiver request for the school district pavilion.

MOTION

Member Johnson moved that the Township approve the waiver request by the School District from the SALDO process, to the extent it applies, for the pavilion project referenced in the School's waiver request letter dated November 14, 2014. Vice-Chair Nevitt seconded the motion. The vote was unanimous and the motion carried.

Mr. Nevitt mentioned that the Township needs to approve the part time snow plow employees.

MOTION

Mr. Nevitt moved to approve the following part time snow plow employees for the road crew for the winter season: Gregory Leffler, Gregory Deiterich, Vincent Mazza, Chad Mundell, Richard Page,

Michael Patterson, Jeremy Rapp, Eric Rickenbach, Jarrod Schell, Bradley Shade, Robert Gallagher and Ryan Lesagonicz subject to an acceptable driving record. Mrs. Scull seconded the motion. The vote was unanimous and the motion carried.

Open to the Public:

Mr. Adams asked about the status of the wood cutting along the roads. The Board stated that they are working on a policy.

There being no further business a motion to adjourn was made by Mrs. Scull and seconded by Mr. Nevitt. The meeting adjourned at 8:03 pm.

Respectfully Submitted,

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

Diana Minnich
Secretary/Treasurer

DECEMBER 2014 TREASURER'S STATEMENT							
GENERAL FUND							
Beginning Bal	\$1,318,017.69						\$59,792.46
Revenue	337666.46						245.96
Expenditures	253859.99						51185.00
P/R Transfers	89100.00						7.37
Interfund Transfers	241847.61						\$8,860.79
Sewer Reimbursement	75000.00						
Electronic debits	534.54						
Banking Fees	41.00						
Interest	243.77						
Ending Bal	\$1,479,240.00						
STREET LIGHT FUND							
Beginning Bal	\$68,465.12						\$1,277,273.73
Revenue	238.50						92898.12
Transfers	7679.49						21230.54
Interest	11.04						70.00
Ending Bal	\$61,035.17						217.66
							\$1,349,088.97
FIRE PROTECTION							
Beginning Bal	\$84,082.51						\$113,224.20
Revenue	1093.08						644.30
Transfers	0.00						27356.25
Interest	14.29						17.14
Ending Bal	\$85,189.88						\$86,529.39
SEWER FUND							
Beginning Bal							
Revenue							
Transfers							
Bank Fees							
Interest							
Ending Bal							
TRASH AND RECYCLING FUND							
Beginning Bal							
Revenue							
Transfers							
Interest							
Ending Bal							
AMBULANCE FUND							
Beginning Bal							
Revenue							
Transfers							
Interest							
Ending Bal							

DECEMBER 2014 TREASURER'S STATEMENT						
FIRE HYDRANT FUND						
Beginning Bal	\$15,353.66				Beginning Bal	\$64,162.37
Revenue	41.02				Revenue	0.00
Transfers	1143.87				Transfers	3742.32
Interest	1.26				Interest	10.60
Ending Bal	<u>\$14,252.07</u>				Ending Bal	<u>\$60,430.65</u>
DEBT SERVICE FUND						
Beginning Bal	\$317,109.42				Beginning Bal	\$127,371.22
Revenue	1065.80				Revenue	0.00
Transfers	129510.14				Expenditures	16423.08
Interest	48.46				Interest	20.96
Ending Bal	<u>\$188,713.54</u>				Ending Bal	<u>\$110,969.10</u>
FULTON BANK						
CAPITAL IMPROVEMENT FUND						
Beginning Bal	\$105,085.40				Beginning Bal	\$13,422.56
Revenue	0.00				Revenue	0.00
Expenditures	0.00				Expenditures	0.00
Interest	8.92				Bank fees	21.37
Ending Bal	<u>\$105,094.32</u>				Interest	2.85
FULTON BANK						
GENERAL FUND						
Beginning Bal					Beginning Bal	
Revenue					Revenue	
Expenditures					Expenditures	
Interest					Bank fees	
Ending Bal					Interest	
ENDING BALANCE						
					Ending Bal	<u>\$13,404.04</u>