

**LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING HELD ON
MAY 18, 2015**

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, Township Solicitor Andrew Bellwoar, Systems Design Engineering Pamela Stevens, Codes Enforcement Officer Glenn Kraft, Acting Township Engineer Scott Anderson, Chief W. Thomas Deiterich, Road Foreman Michael Boyson, Acting Emergency Management Coordinator/Fire Commissioner Robert Zerman and other attendees, Secretary/Treasurer Diana L. Minnich. The meeting was called to order by Chairperson Scull at 7:07 p.m. Member Cheryl Johnson was absent.

The Minutes from the April 20, 2015 Regular Meeting and May 12, 2015 Work Shop were distributed for review prior to the meeting.

MOTION

Motion was made by Chairperson Deborah Scull, seconded by Vice-Chairman Neal Nevitt to approve the minutes of April 20, 2015 regular meeting and May 12, 2015 Work Shop. The vote was unanimous and the motion carried.

Open to the Public:

Rick and Renee Entzminger requested the ability to place a fence on their property crossing in part on the stormwater easement area, within the Green Valley Estates, Phase V development.

MOTION

Vice-Chair Neal Nevitt moved that the Township approve the Fence Encroachment Agreement between the Township and Rick and Renee Entzminger, in the form as presented. Chairperson Deborah Scull seconded the motion. The vote was unanimous and the motion carried.

The Calvary Bible Fellowship Church is proposing to hold a 5K run as a fundraising event. The run is scheduled to start at 9:00 am on June 13th, 2015. The race will begin at the Calvary Bible Fellowship Church, exit the east end of the property onto the road that goes to the pump house adjacent to the church property, enter the west side of Gaul Road, run north and turn right on to Faust Road, and then at the intersection with Green Valley Road make a u-turn and return down Faust to Gaul, back to the pump house and back to the church. Chief Deiterich will submit the request to the Western Berks Fire Company for fire police to help.

Tax Collectors Report:

Sandra Davis turned over \$1,636,862.51.

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Treasurers Report:

Attached to the minutes is the Summary of the Revenues and Expenditures for the month of April 2015.

MOTION

A motion was made by Vice-Chairman Neal Nevitt, seconded by Chairperson Deborah Scull to accept the Tax Collectors Report and the Treasurer's Report. The Report from the Tax Collector must be submitted in DCED format correctly and accompanied with the correct reports from the County and BCIU. When the Tax Collector prints out her computer reports the printouts should not be altered or handwritten on after receipt from the County or BCIU this is not acceptable and is **subject to Audit**. The vote was unanimous and the motion carried.

Bills for the month of May 18, 2015:

MOTION

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

Acting Emergency Management Coordinator/Fire Commissioner's Report:

Robert Zerman gave the Fire Report for the month of April 2015. The Department responded to 54 calls; average of 5 personnel per incident and 6 of those were in Lower Heidelberg Township with no fire loss. During the last Trustee meeting, Western Berks entered into a contract for the new ladder truck. The Board interviewed 3 candidates for the Emergency Management Coordinator/Fire Commissioner's position. They also gave them a tour of all the facilities.

Planning Commission:

The Planning Commission regular May meeting has been cancelled.

Building/Zoning Report:

Glenn Kraft reviewed his report.

Kraft Codes addressed 2 ongoing property maintenance issues and 1 zoning issue.

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Great Valley Consultants Report:

Township Engineer gave his report.

The following items were addressed:

1. Legacy at the Paper Mill: Legacy Paper Mill Associates, LLP submitted Escrow Release Request No. 13 in the amount of \$41,605.00. The request included the shoulder widening along Paper Mill Road. Based upon GVC review and the work completed to date, GVC recommends the release of \$39,880.00.

MOTION

Mr. Nevitt moved to approve the Legacy Paper Mill Associated, LLP Escrow Release Request No. 13 in the amount of \$39,880.00. The motion was seconded by Mrs. Scull. The vote was unanimous and the motion carried.

2. Paper Mill Road Bridge: To date, Spring Township did not respond to the proposal dated February 13, 2015. Mackin Engineering provided the Township with an interim bridge inspection report. They found that the corrosion on the beam webbing has continued to decay the bridge beams and they are still in need of repair. Mr. Nevitt will draft a letter to send to Spring Township along with the inspection report.
3. Gaul Road Culvert: The wetlands in the area of the culvert were delineated the week of May 3rd. Since that time, they have been located and illustrated on GVC plans. GVC is waiting for Environmental Design Services to complete their report which must accompany the revised GP-11 Permit Application to PA DEP.
4. 2015 Street Work: GVC submitted the cost estimate for the 2015 street work. GVC is working with the Road Master to determine a more defined scope of work for this year's projects. After the road inspection with Mike Boyson and Neal Nevitt, GVC is currently working on estimating some of the necessary repairs along with other ongoing road repair and maintenance work. There is an area on Sportsman Road that has significant roadway failure. Also the shoulder on Wooltown Road towards the western end of the Township has really depressed leaving 2" to 3" break in the roadway wearing course. Mr. Nevitt suggested to authorize approving the advertising to do repairs on Wooltown Road and Sportsman Road.

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MOTION

Mr. Nevitt motioned to authorize advertising of bids for the repairs on Wooltown Road approximately in the amount of \$20,000.00 - \$25,000.00 and Sportsman Road in the estimated amount of \$18,000.00 - \$20,000.00. Motion was seconded by Mrs. Scull. The vote was unanimous and the motion carried.

SDE Consulting Report:

Pamela Stevens gave her report.

1. Legacy at the Papermill: The Solicitor prepared a table of payment amounts due to the City of Reading.

MOTION

Mr. Nevitt motioned authorizing payment of \$3,356.01 which reflects the cumulative sewer service charges for the Paper Mill sewer service area pursuant to the Intermunicipal Agreement and letter presented. Mrs. Scull seconded the motion. The vote was unanimous and the motion carried.

2. Stitzer Meter Area: SBM reviewed the bid form, bid bond and power of attorney of the apparent lowest bidder for the Sewer Repair Project and have no legal concerns with awarding the contract to the apparent low bidder, Video Pipe Services, Inc in the amount of \$38,960.00 with a supplement bid of \$500.00 for the additional repair of three feet of pipe, if required by the Township).

MOTION

Motion was made by Mr. Nevitt, seconded by Mrs. Scull that the Township award a contract for the Sewer Repair Project to Video Pipe Services, Inc. as the apparent lowest responsible bidder in the amount of \$38,960.00, with the supplement contract of \$500.00 for the additional repair of three feet of pipe if required and authorized by the Township, subject to its satisfaction of all conditions precedent to the contract set forth in the Notice of Award, and all bid and contract documents. The vote was unanimous and the motion carried.

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3. SEO Activities: The revised manual of the On-Lot Sewage Disposal Systems was adopted during the April 20, 2015 meeting. SDE will revise the letters to make sure the new letters are in agreement with the revised manual.

4. Sewage Blockage: There was a blockage in a sanitary sewer main along Route 422 near the Bar B Q Pit. Captain Clog came out to clear the main. The main was blocked with grease build-up, and the manhole run where the main was partially blocked is located were 2 manhole runs downstream of the Beacon Road meter. A brief discussion took place regarding inspections of the grease traps located along the sanitary sewer mains in LHT. In addition, Pamela Stevens will be sending a letter to South Heidelberg Township requesting that the Authority check their manholes and mains upstream of the Beacon Road meter to ensure that their customers are not discharging grease.

Recreation Board:

Chairperson Deborah Scull gave her report. The yard sale was not a big success. Movie Night is July 18th and August 9th is Reading Phillies Night. Mrs. Scull also contacted farmers/property owners in the community to see if they have some land they would like to donate or interested in a long term lease for off-site dog park.

Chief of Police Report:

Chief Deiterich gave the police report. The Police had 339 calls for service during the month of April.

Road Foreman Report:

The road crew patched pot holes along 8 roads. Equipment maintenance/repairs included state inspections, engine oil pan replaced on the 2010 International 7400 Dump Truck. Safety checks were performed on all vehicles and trucks.

Secretary's Report:

The Secretary had nothing to report.

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Solicitor's Report:

1. Expansion of the Child Protective Services Law: The Pennsylvania Legislature has expanded the Child Protective Services Law to now cover Townships, township employees and township volunteers. The law imposes two main requirements:

Mandatory Reporters: Townships, employees, volunteers, fire companies and who accepts control over a child under 18 are now mandatory reporters under the new law.

Clearances: In addition, all municipal employees or volunteers who will have any direct contact with a child must submit FBI and PA criminal background checks and PA Child Abuse clearances.

2. Green Valley Dental Systems: Green Valley Dental sent a letter to note the withdrawal of its plans.

MOTION

Vice-Chairman Neal Nevitt motioned that the Township acknowledge the withdrawal of the preliminary land development plan application for the Green Valley Dental project. Chairperson Deborah Scull seconded the motion. The vote was unanimous and the motion carried.

3. DEP Grant: The DEP Grant is about to expire on May 22, 2015. However, the Township requested an extension from DEP. DEP will only allow 3 month extension.

MOTION

Mr. Nevitt motioned to approve Amendment #1 to the agreement with DEP Grant authorizing the Chairperson to sign the agreement for the Township. Mrs. Scull seconded the motion. The vote was unanimous and the motion carried.

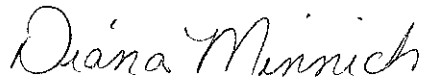
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Open to the Public:

Chairperson Scull asked if there were any public comments.

There being no further business a motion to adjourn was made by Mr. Nevitt and seconded by Mrs. Scull. The meeting adjourned at 8:00 pm.

Respectfully Submitted,


Diana Minnich
Secretary/Treasurer