

**Lower Heidelberg Township Board of Supervisors
Regular Meeting
August 17, 2015**

The regular monthly meeting of the Lower Heidelberg Township Board of Supervisors was held at the Township Building, 720 Brownsville Road, Sinking Spring, PA on the above date. Present were Chairwoman Deborah Scull, Vice-Chair Neal Nevitt and Member Cheryl Johnson. Also present were Solicitor Michael G. Crotty, Engineers Ryan Rhode (GVC) and Pamela Stevens (SDE); Police Chief W. Thomas Deiterich, Road Foreman Michael Boyson, Code Enforcement Officer Andrew Kraft and Township Secretary Diana Minnich.

Ms. Scull called the meeting to order at 7: 02 p.m. and led the salute to the flag.

Approval of Minutes

The minutes from the regular meeting of June 15, 2015 and the regular meeting of July 20, 2015 were presented for approval. **On Motion** by Ms. Scull, seconded by Mr. Nevitt, to accept the minutes as presented. Motion passed unanimously.

Public Comment

An audience member thanked the Board for the comfortable seating.

Tax Collector and Treasurer's Report

Ms. Minnich reported that the Tax Collector turned over \$1,611.23. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to accept the Tax Collector and Treasurer's report, subject to audit. Motion passed unanimously.

Bill List

On Motion by Ms. Johnson, seconded by Mr. Nevitt, to approve the bill list as presented for payment. Motion passed unanimously.

Fire Commissioner Report

Ms. Scull introduced Jared Renshaw, the new Western Berks Fire Commissioner, who was welcomed by the audience. Mr. Renshaw reported that the company responded to 66 calls in the month of July, with an average turnout of 8 personnel per call. Nine of those calls were in Lower Heidelberg. There was a property loss of approximately \$200,000 dollars in the 3000 block of State Hill Road. Mr. Renshaw reminded everyone that there is a Trustees meeting on the third Tuesday of every month, at the fire house on Stitzer Avenue in Wernersville, and the meetings are open to the public.

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Kraft Code Services

Andrew Kraft, Code Enforcement Officer, reported that his office issued 10 permits during the month. There were numerous property maintenance items. He discussed with Mr. Rhode and Mr. Crotty the ongoing issue dealing with the Autumn Ridge Homeowners' Association. Savage L&B is in the process of blacktopping the lot, so the weed issue is cleaned up. He noted that he was able to contact Keystone Custom Homes, and the Timberlake detention basin has now been cut. He stopped by 41 Pacific today and the weeds were being cut; and he will speak with Ganly's about the weeds along Brownsville and State Hill Road; he sent them a letter but they have not responded. Ms. Johnson asked Mr. Kraft to speak to them about the height of the bushes as they obstruct the view when turning on to Brownsville Road. Mr. Kraft will follow up with them. There was a Zoning Hearing Board hearing for a denied permit for a shed at 542 Erich Street; the Zoning Hearing Board upheld Mr. Kraft's decision, but granted a variance to allow the shed placement. The permit has now been issued.

Engineer's Report GVC

Ryan Rhode, Great Valley Consultants, reviewed the monthly report for July. He reported that he has contacted suppliers for barricades needed for the Gaul Road Bridge. *Beth's Barricades* is a COSTARS approved supplier, which allows the Township to forgo the formal bid process and get the job done before the school season starts. The ordinance will need to be revised for the increased weight limit for the bridge.

On Motion by Mr. Nevitt, seconded by Ms. Johnson, to accept the proposal from Beth's Barricades in the amount of \$28,500 dollars for the purchase and installation of the zone guard for the Gaul Road Bridge. Motion passed unanimously. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to authorize Mr. Crotty to advertise the ordinance to amend the weight restriction for the Gaul Road Bridge for the September regular meeting of the Board. Motion passed unanimously.

Mr. Rhode reported that he notified Burkholder Paving that the Township will not be awarding Burkholder's sole Street Project Bid. They have been invited to rebid on the second bid process. The 2016 Seasonal Requirements will be advertised and both bid projects will be opened on the same day. **On Motion** by Mr. Nevitt, seconded by Ms. Scull, to authorize the advertising for both the 2015 Street Work and the 2016 Seasonal Requirements. Motion passed unanimously.

UGI will pay a fee in-lie-of the trench repair on Gaul Road in the amount of \$6050.00 dollars. The cost estimate on which the fee is based is included with Mr. Rhode's report. **On Motion** by Mr. Nevitt, seconded by Ms. Johnson, to accept the cost settlement from UGI with respect to the Gaul Road trench repair. Motion passed unanimously.

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Mr. Rhode noted that he has discussed with Mr. Kraft and Chief Deiterich that the flashing school speed limit sign was hit and knocked off its post this summer. He spoke with both Telco and PennDOT; the design standards for the signs have been updated since the original sign was installed. Telco has requested a letter from the Township allowing the new sign to be installed on the existing foundation. PennDOT told Mr. Rhode that as long as the existing foundation was not compromised, they would not have an issue with installing the new sign there. **On Motion** by Mr. Nevitt, seconded by Ms. Scull, to authorize Great Valley Consultants to issue a letter to Telco and PennDOT, advising them that the foundation for the school speed limit sign is adequate. Motion passed unanimously.

Engineer's Report SDE

Pamela Stevens of Systems Design Engineering asked for clarification on the dedication of Timberlake Phase One. Mr. Crotty said his office sent the developer the draft maintenance bond agreement, and it was noted that various punch list items are being reviewed; as the developer has not yet replied, the Board is not ready to take action. The engineers should work together to determine the amount of the maintenance bond required for the public improvements. Mr. Rhode said the paving was completed last week, so the process is moving forward. The road has been inspected and there are a few punch list items.

Ms. Stevens noted that the Cacoosing Crossing North Phase 1 final plans show a sewer easement being required on the school property; Mr. Rhode said his understanding is that this has now been moved to the right of way. Ms. Stevens said she has not seen that change on the plans. She stressed that even if the line is in the road right of way the Township will still need an easement. She questioned whether the developer can continue; Mr. Crotty said they can continue at their own risk. In terms of processing, a field red line would be adequate, but he will check with Solicitor Mahoney as to the need for revised plans. Mr. Rhode confirmed that the developer has started earthwork for the basin, but no pipework.

Ms. Stevens noted that Video Pipe Services completed their work, including the root cleaning and the Erich Street televising; once the water table comes back up there should be a reduction in the meter flow. Ms. Stevens questioned whether the Township has received an invoice for pumping of the grease pit a Bar-B-Q Pit; Ms. Scull said she will speak to them again about this.

Recreation Board

Ms. Scull reported on behalf of the Recreation Board. Lower Heidelberg Night at the Reading Phillies was held on Sunday, August 9th. One hundred thirty tickets were purchased for use by our residents; of those 127 were reserved, but of the 127 there were 30 no shows.

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In the future, for this type of event, the Recreation Board will require a deposit payment from those reserving the tickets; when the resident comes to the event, they will receive their deposit back. Everyone who attended the event had a wonderful time; there will be pictures posted on the website and in the newsletter. The Fall Community Yard Sale will be cancelled. In November there will be a Ladies Movie Night and December 12th will be the annual Christmas program.

Police Chief Report

Chief Deiterich reported that for the month of July there were 1,488.75 total service hours, 496 calls for service and of those eight were criminal incidents.

Road Foreman Report

Mr. Boyson reported that the Public Works department worked on 13 roads, including potholes, signs and delineators. Crack sealing was done throughout the Township. Weed mowing and brush mowing is ongoing. Two small sinkholes were filled and are being monitored. Oil dry was applied to Sweitzer Road and State Hill at Brownsville Road for undetermined oil spills. The road crew attended the Berks County annual meeting in Oley. Mr. Nevitt asked if Vince Loeb was still planning to retire at the end of the year; Mr. Boyson confirmed that is correct. Mr. Nevitt said the position should be advertised. **On Motion** by Mr. Nevitt, seconded by Ms. Johnson, to advertise for a new member of the road crew to replace Vince. Motion passed unanimously.

Secretary's Report

Ms. Minnich reported that PennDOT contacted the Township office with instructions to disregard the Winter Contract originally mailed out; it should be shredded as a new contract will be sent out shortly.

Solicitor's Report

Mr. Crotty reported that the Zoning Ordinance amendment will be ready for the September meeting; the Stormwater Ordinance has received some feedback from the County, and is still awaiting feedback from DEP. With respect to the Autumn Ridge Homeowners' Association, he has been working with Mr. Rhode and Mr. Kraft to draft a response to them about the ongoing maintenance issues with the stormwater basin. The Township's position has been forwarded to John Muir the HOA attorney, and Mr. Crotty is awaiting his response.

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The Township has received a Right - To - Know request from the HOA regarding stormwater related materials, and Mr. Crotty will work with the Township staff to get that response out.

Mr. Crotty has spoken directly with Representative Cox's office about resident Chris Dailey and the tree issue, and Rep. Cox is satisfied that the tree easement does not require any further action from the Township.

Mr. Crotty noted that a resolution is needed to formally accept the roads and the sewer for Green Valley Phase 11. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve and authorize for execution Resolution No. 2015 - 19 accepting Connecticut Avenue and the sewer facilities within Phase 11 of Green Valley Estates Project. Motion passed with Ms. Scull and Ms. Johnson voting yes, and Mr. Nevitt abstaining.

Mr. Crotty requested an executive session with the Board at the end of the regular meeting to discuss a personnel issue.

Old Business

On Motion by Ms. Scull, seconded by Ms. Johnson, to close the Fulton Bank general account. Motion passed unanimously.

Public Comment

Barbara Brenner asked if the torch lights at the Bar-B-Q Pit are located in the right of way. There are three of them in front of the picnic tables. Mr. Kraft said he was not aware of the lights; he will take a look at them.

On Motion by Mr. Nevitt, seconded by Ms. Johnson, to recess to Executive Session. Motion passed unanimously.

Recess & Reconvene

On Motion by Mr. Nevitt, seconded by Ms. Scull, to place Diana Minnich on administrative leave, with pay, until further notice. Motion passed unanimously. **On Motion** by Ms. Scull, seconded by Mr. Nevitt, to appoint Theresa Conners as Township Treasurer. Motion passed unanimously.

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Adjournment

On Motion by Mr. Nevitt, seconded by Ms. Johnson, to adjourn at 9:14 p.m. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Theresa Conners".

Theresa Conners, Township Secretary/Treasurer

Approved: September 21, 2015