

**LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
FEBRUARY 18, 2016**

The Lower Heidelberg Township Board of Supervisors held their monthly meeting at the Township Building, 720 Brownsville Road, on the above date. This meeting was originally scheduled for February 15, 2016, but was postponed because of inclement weather conditions. The rescheduled meeting was duly advertised. Present were Chairwoman Deborah Scull, Member Cheryl Johnson, Township Solicitor Andrew Bellwoar, Township Engineers Pamela Steven (SDE) and Ryan Rhode (GVC), Code Enforcement Officer Glenn Kraft, Police Chief W. Thomas Deiterich, Road Foreman Matthew Clay and Secretary/Treasurer Theresa Conners. Michael Keltz, nominee for the Board vacancy, was also present.

The meeting was called to order by Chairwoman Scull at 7:00 p.m. Ms. Scull led the pledge to the flag.

Solicitor Bellwoar announced that the Board received a letter of resignation from Supervisor Neal Nevitt, which was accepted on January 18, 2016; the Board has 30 days after the acceptance of the letter to appoint someone to the vacancy. As 30 days has now passed, the Township Vacancy Board will meet to appoint a resident to the position. Ms. Barbara Brenner, Chairwoman of the Township Vacancy Board, approached. **On Motion** by Ms. Brenner, seconded by Ms. Scull, to nominate Michael Keltz as Township Supervisor to finish out Mr. Nevitt's term. Motion passed unanimously. There were no other nominations. Ms. Scull introduced Mr. Keltz, who told the audience that he is a life-long resident of Berks County and has lived in Lower Heidelberg for 25 years. He is a graduate of Albright College and has 35 years of experience as an accountant. He is interested in fiduciary responsibility and the safety of the township residents. Ms. Scull asked if anyone in the audience had any questions for Mr. Keltz. There were none. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to appoint Michael Keltz as Township Supervisor to fill the vacant seat of Neal Nevitt, until January 8, 2018. Motion passed unanimously. Mr. Bellwoar thanked Ms. Brenner for her service. Mr. Keltz took the oath of office, which was sworn to and notarized in front of the audience; he then joined Ms. Scull and Ms. Johnson at the dais.

The minutes from the January 18, 2016 Regular Meeting were distributed for review prior to the meeting. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve the minutes of January 18, 2016. Motion passed unanimously.

Open to the Public

Ms. Scull asked if there was any public comment. Resident Rosemary Young approached the Board to express her concern about animals being left outside in very cold or very hot extreme weather conditions. She presented a copy of an ordinance from a neighboring municipality. The Solicitor will review the ordinance. Tex Essig said he felt it would be difficult to enforce this type of ordinance, as farm animals will lay out regardless of conditions.

Personnel Changes

Ms. Scull announced two confirmations of personnel actions. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to appoint Matt Clay as the Township Road Foreman for 2016, with an hourly rate of \$31 dollars per hour; and that the Township affirm the employment of Michael Boyson as a road crew employee at a rate of \$30 dollar per hour. Motion passed unanimously.

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Tax Collector's Report

Ms. Conners reported that there were no collections for the month of January.

Treasurer's Report

Ms. Conners presented the Treasurer's Report for the month of January. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to accept the Treasurer's Report for January. Motion passed unanimously.

Approval of Bills

On Motion by Ms. Scull, seconded by Ms. Johnson, to approve the bill list as presented. Motion passed unanimously.

Subdivision and Land Development

Mr. Rhode presented Escrow Release No. 1 for Green Valley Estates West Phase 2 in the amount of \$125,733.75 dollars. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve Escrow Release No. 1 for Green Valley Estates West Phase 2 in the amount of \$125,733.75; motion passed unanimously.

Emergency Management Coordinator/Fire Commissioner's Report

In the absence of Fire Commissioner Jared Renshaw, Ms. Johnson presented the January Fire Commissioner's Report. There were 93 calls, 14 of which were in Lower Heidelberg Township, with an average turnout of 7 persons per incident. Members completed a combined total 235 hours of training. They will have the new ladder truck in a few weeks, and have received an offer of \$125,000 for the old ladder truck.

Planning Commission

Ms. Scull noted that there was no Planning Commission meeting in February.

Building/Zoning Report

Mr. Kraft reported that there were 10 permits issued in January for a total construction value of \$732,900.00 dollars. Their office handled two property maintenance issues, and one basketball net in the right-of-way. Five letters were sent for lack of snow removal, and one rental property will be cited for non-compliance.

Great Valley Consultants Report

Mr. Rhode reported that the only action required was the escrow release handled earlier.

Systems Design Engineering Report

Ms. Stevens distributed a testing report from Sinking Spring Borough. Some parameters for VOC and grease were high. This resulted in a surcharge on our treatment charge invoice. These higher levels could be the result of consumer who soften their water or from restaurants. The City of Reading has forwarded new sewer treatment rates. The new rate will be effective April 1st, and the Township will need to incorporate the increased administrative fee into the flat sewer rate district charges. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to adopt Resolution 2016 – 08, in the form as presented, setting the sanitary sewer rental fees for the Reading Sewer Service Area at a rate of \$78.00 per quarter per EDU. Motion passed unanimously. Select Environmental will contact Slaymaker Group for a second opinion on the generator issues; Ms. Stevens recommends tabling the Dynatech invoices for now. Letters will be going out to the residents of the Faust/Knollwood area following up on those who should install water treatment systems.

Recreation Board Report

Ms. Scull reported that the Easter Egg Hunt will be held on Saturday, March 19th. Help is still needed for stuffing eggs; the Recreation Board will be meeting on February 23rd, 24th and 25th to complete that task. The Egg Hunt will also be the official kick-off for the Dog Park. There will be a Chinese auction of gift baskets, and the Easter Bunny and Chuckie Cheese will be in attendance. On July 24th the Board will sponsor another LHT night at the Phils with a free buffet dinner. This year there will be a \$5.00 dollar deposit required for each ticket, which will be returned the night of the game.

Police Report

Chief Deiterich reported that there were 1,315 total service hours in January, with 293 service calls; of those, 21 were criminal offenses and 17 were motor vehicle accidents. The office received 102 applications for the Police Secretary position; the candidate chosen comes from a police background, and will start next week.

Road Foreman's Report

Mr. Clay reported that January activity included snow removal for two snow events, including Winter Storm Jonas. Eleven vehicles were serviced. Pothole repair will begin when the warm weather starts. Signs were replaced at Steely and Gaul.

Secretary's Report

Ms. Conners reported that the DAP 2 application forms were filed with Berks County Emergency Services to request monetary reimbursement for the Winter Storm Jonas expenses; at this time we do not know if PEMA will approve the County's request.

Solicitor's Report

Mr. Bellwoar reported that Calvary Baptist Church has requested a Waiver of Land Development for the replacement of an existing storage shed with a larger building. This waiver request will be heard by the Planning Commission in March.

Mr. Bellwoar noted that authorization is needed to advertise the proposed ordinance amendment for No Parking and Snow Emergency routes in Timberlake Phase 1. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to advertise the Township's intent to adopt an ordinance amendment at its meeting on March 21, 2016, at 7:00 p.m., to update the Township's no parking and snow emergency routes to address the recently dedicated roads within the Timberlake subdivision. Motion passed unanimously.

Mr. Bellwoar said this office has perfected a lien on 36 Sabrina Street in advance of the Sheriff Sale scheduled on March 11, 2016 in the amount of \$4,276.84. **On Motion** by Ms. Johnson, seconded by Mr. Keltz, to ratify the lien placed on 36 Sabrina Street in the amount of \$4,276.84; motion passed unanimously.

Old Business

Mr. Bellwoar reminded the Board that the appointment of a Planning Commission member was still outstanding, and the Chairman of the Commission has requested that Mr. Nevitt's request to rejoin the Commission be honored. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to appoint Neal Nevitt to the Planning Commission to fill the unexpired portion of his prior term. Motion passed unanimously.

New Business

Ms. Johnson reported that Western Berks Ambulance handled 320 emergency calls for Lower Heidelberg, which was 3% of their total call volume. Western Berks Ambulance responded to 99% of all calls for Lower Heidelberg Township.

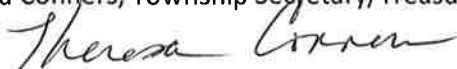
Public Comment

Ms. Scull asked if there was any public comment. There was none.

Adjournment

Ms. Scull announced that the Board will adjourn to an executive session for personnel issues; there will be no formal decision made. **On Motion** by Ms. Scull, seconded by Mr. Keltz, to adjourn to an executive session at 7:45 p.m. Motion passed unanimously.

Respectfully submitted,
Theresa Conners, Township Secretary/Treasurer



Approved: March 21, 2016