

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

The Lower Heidelberg Township Board of Supervisors held their monthly meeting at the Township Building, 720 Brownsville Road, on the above date. Present were Vice-Chairwoman Cheryl Johnson, Member Michael Keltz, Township Solicitor Andrew Bellwoar, Township Engineers Pamela Steven (SDE) and Ryan Rhode (GVC), Code Enforcement Officer Glenn Kraft, and Secretary/Treasurer Theresa Conners. Absent were Chairwoman Deborah Scull, Police Chief W. Thomas Deiterich and Road Foreman Matthew Clay.

The meeting was called to order by Vice-Chairwoman Johnson at 7:04 p.m. Ms. Johnson led the pledge to the flag.

The minutes from the March 21, 2016 Regular Meeting were distributed for review prior to the meeting, but not approved as Ms. Johnson was not at the March meeting. The minutes for the Work Session meeting held on April 12, 2016 were reviewed. On Motion by Ms. Johnson, seconded by Mr. Keltz, to approve the minutes of the April 12, 2016 Work Session. Motion passed unanimously.

**Open to the Public**

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

**Tax Collector's Report**

Ms. Conners reported that Tax Collector Sandra Davis turned over \$216,201.64 dollars for the month of March.

**Treasurer's Report**

Ms. Conners presented the Treasurer's report for February, which was delayed last month due to the bank statements not being delivered. Ms. Conners will attempt to have both the March and April reports in time for the May meeting.

**Approval of Bills**

On Motion by Ms. Johnson, seconded by Mr. Keltz to approve the Tax Collector's report, the Treasurer's report and the bill list as presented. Motion passed unanimously.

**Subdivision and Land Development**

There were no SALDO issues or time extension requests for consideration.

**Emergency Management Coordinator/Fire Commissioner's Report**

Jared Renshaw reported that the fire company members completed a combined 262 hours of training in March. There were 85 total calls; 13 of those were in Lower Heidelberg, with an average turnout of 8 responders per call. The response in pre-plan mapping integration continues, involving six separate departments and continues to grow. A web-based customer satisfaction survey has been implemented. The new ladder truck has been delivered, and brought over tonight for the public to at; it has already been used at two fires. The old truck has been sold.

**Planning Commission**

There was no Planning Commission meeting for the month of April.

**Building/Zoning Report**

Mr. Kraft reported that there were 16 permits issued in March for a total construction value of \$288,075.00 dollars. Their office handled five property maintenance issues, and there were no zoning issues.

**Great Valley Consultants Report**

Mr. Rhode reported that plans continue to move ahead for the bridge repair design for the Paper Mill Road Bridge, and his office continues to coordinate the project with Spring Township. Mr. Rhode would like to move ahead with the 2017 Seasonal Requirements Bid. **On Motion** by Ms. Johnson, seconded by Mr. Keltz, to authorize Great Valley Consultants to assemble the bid packages for distribution to local suppliers. Motion passed unanimously. Mr. Rhode noted that he would like to obtain quotes for the 2017 Line Painting project. **On Motion** by Ms. Johnson, seconded by Mr. Keltz, to authorize Great Valley Consultants to work with the Road Master and the Road Crew Foreman to determine which streets require line painting, and obtain quotes from qualified contractors. Motion passed unanimously. Mr. Rhode has measured the site distance for the Autumn Ridge intersection and has determined it is adequate. The Chief obtained the traffic counts and forwarded them to GVC.

**Systems Design Engineering Report**

Ms. Stevens forwarded information to Ms. Scull regarding a request to the previous Authority Engineer to assist the Township in assessing the Lower Heidelberg flows to the Borough. There is a potential connection for a lot on State Hill Road, but the property owner would need to obtain easements to the paper street behind the lots in order to install their private sewer line. The Township does not need to be involved as this is a proposed private line. SDE reviewed three plan sets recently received which will be on the May Planning Commission agenda; two are for on-lot systems. There is still no response from South Heidelberg in response to Ms. Stevens' letter regarding the test results for the Beacon Road meter. The Township Secretary sent a letter to all the non-residential customers that flow to the Borough. Ms. Stevens requested any information received from Aluminum Alloys has responded.

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Ms. Stevens noted that letters were prepared by her office for the Faust Knollwood homeowners for those homes requiring well testing, and forwarded to the Township Secretary for distribution; Ms. Conners confirmed that the letters did go out to the residents.

**Recreation Board Report**

In the absence of Ms. Scull, Ms. Conners read the Recreation Board Report. The Annual Egg Hunt was a success with 220 children attending. Reading Fightin' Phils Night will be on July 24<sup>th</sup>, with a free picnic buffet on the third base line. Tickets are selling very well. There is a Fall Festival planned for October 1<sup>st</sup> at Hains Grove. There will be pony rides, crafts, wreath making for the adults and spooky pumpkin painting. The event is free for Township residents. The Dog Park is becoming a reality; excavation has started. The Recreation Board and the Supervisors will be participating in the Wernersville Memorial Day Parade on May 30<sup>th</sup>. The Rec Board is planning a float, and the Board will ride in a convertible. Many thanks to the road crew and Ryan Rhode for their assistance in making the Dog Park a reality.

**Police Report**

Chief Deiterich was called away for an emergency, and so was unable to present a report.

**Road Foreman's Report**

In the absence of the Road Foreman, Ms. Conners read the monthly report. State inspections were performed on one trailer and one vehicle. Tree cutting was done on Green Valley and Gaul Roads. Storm drains were cleared of trees and shrubs for MS4. Signs were repaired for Hill Terrace and signs were installed for Evans Hill Road. The crew finished the renovation of their office. They also finished the electrical work for the dog park. The crew assisted with the annual Easter Egg Hunt. Greg Watts has passed his CDL driving test.

**Secretary's Report**

Ms. Conners reported that Winter Storm Jonas has been officially approved by the Federal government for disaster relief. She met with Berks County EMS, PEMA and FEMA on April 7<sup>th</sup> to review the Township's initial application in the amount of \$35,000 dollars. The next meeting to review our submitted paperwork is scheduled for April 26<sup>th</sup><sup>a</sup>. As part of the required paperwork for the application, the Board must authorize a designated agent for the claim process. **On Motion** by Ms. Johnson, seconded by Mr. Keltz, to approve Resolution No. 2016-12, appointing Theresa Conners as Designated Agent to execute for and behalf of Lower Heidelberg Township for Disaster FEMA-4267-Dr. Motion passed unanimously.

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**Solicitor's Report**

Mr. Bellwoar noted that at a previous meeting an issue was discussed involving raising the Board's salary. As the Township's population is now over 5,000 the Board can enact an ordinance to implement the increase in salary, from \$1,875 dollars per year to \$2,500 per year, to be effective when each individual supervisor is re-elected. **On Motion** by Ms. Johnson, seconded by Mr. Keltz, to authorize the drafting of an ordinance to increase the Township Supervisors compensation as outlined. Motion passed unanimously.

**Old Business**

Ms. Johnson asked if there was any old business. There was none.

**New Business**

Ms. Johnson asked if there was any new business. There was none.

**Public Comment**

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

**Adjournment**

**On Motion** by Ms. Johnson, seconded by Mr. Keltz, to adjourn at 7:30 p.m. Motion passed unanimously.

Respectfully submitted,



Theresa Conners, Township Secretary/Treasurer

Approved: May 16, 2016