

LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 21, 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 Chairwoman Deborah Scull, Vice-Chairwoman Cheryl Johnson, Township Solicitor Andrew Bellwoar, Township Engineer Ryan Rhode (GVC), Township Engineer Pamela Stevens (SDE), Code Enforcement Officer Glenn Kraft, Police Chief Thomas Deiterich, Road Foreman Matthew Clay and Secretary/Treasurer Theresa Conners. Absent was Member Michael Keltz.

The meeting was called to order by Chairwoman Scull at 7:02 p.m. Ms. Scull led the pledge to the flag.

The minutes from the October 17, 2016 Regular Meeting, the October 20, 2016 Budget Meeting and the November 15, 2016 Work Session were distributed for review prior to the meeting. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve the minutes of the October 17, 2016 Regular Meeting, the October 20, 2016 Budget Meeting and the November 15, 2016 Work Session as presented. Motion passed unanimously.

Open to the Public

George Moll, Green Valley Road, approached the Board. Mr. Moll thanked the Board members and Matt Clay for taking care of removing the old sewer pump station on Green Valley Road.

Public Hearing

Ms. Scull announced that the Regular Meeting would be closed and that Mr. Bellwoar would open the Public Hearing. Mr. Bellwoar noted that there were two Zoning Amendment Ordinances advertised for tonight's hearing.

The amendment to the Zoning Map for the Greco property will change the zoning so that the entirety of the tract will be zoned in to the Agriculture Preservation Zoning District. This will facilitate the processing of the Greco's conservation easement with the County. Ms. Scull asked if there was any public comment on the Zoning Amendment for Greco; there was none.

Mr. Bellwoar explained that the second Zoning Amendment would allow fitness facilities in the Industrial District; this change was requested by South Heidelberg Township, and was reviewed and approved by the Township Planning Commission. Ms. Scull asked if there was any public comment on the Zoning Amendment for Fitness facilities; there was none. Mr. Bellwoar closed the Public Hearing, and Ms. Scull re-opened the Regular Meeting.

Tax Collector's Report

Ms. Conners reported that Tax Collector Sandra Davis collected \$9,023.92 dollars for the month of October.

Treasurer's Report

Ms. Conners presented the 2017 Preliminary Budget; copies of the budget were available for members of the public. Ms. Conners explained that the Board met with department heads to create the preliminary budget, and has examined the report line by line. The version presented at this time is the 2017 Preliminary Budget to be advertised prior to adoption at the December meeting of the Board of Supervisors. Ms. Conners asked if there was any public comment or questions relating to the Preliminary Budget; there were no public comments or questions. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to advertise the availability of the 2017 Preliminary Budget, anticipated to be considered for adoption on December 19, 2016. Motion passed unanimously. Ms. Conners noted that the 2017 Preliminary Budget will be posted to the Township website and will also be available at the Township office at a cost of \$4.25 for the paper copies.

Approval of Bills

Ms. Conners presented the bill list for the Board's review. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve the bill list as presented. Motion passed unanimously.

Subdivision and Land Development

There were no Subdivision or Land Development items for review.

Emergency Management Coordinator/Fire Commissioner's Report

In the absence of Mr. Renshaw, Ms. Johnson presented the report for October activities. The fire company responded to 59 calls, of which six were in Lower Heidelberg. The average turnout per call was seven. The Fire Department continues to partner with the Red Cross for the smoke alarm installations. Ten members attended over twenty hours of training at the 6th Annual Berks County Hands-on Training Weekend.

Planning Commission

Ms. Scull reported that there was no Planning Commission meeting in November.

Building/Zoning Report

Mr. Kraft reported that 22 permits were issued in October for a total construction value of \$407,560 dollars. Their office handled five property maintenance issues, two of which have been resolved, and one zoning issue.

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Great Valley Consultants Report

Mr. Rhode reported on the latest inspection performed by the Conservation District at the Legacy at Papermill development. Several of the District's punch list items have been completed; the developer is still working on full compliance. The Emergency Services contract is out for bid; the received bids will be opened at the Township Building on December 9th at 10:00 a.m. by the Township Secretary; Mr. Rhode will have the bid results for the next meeting.

Mr. Rhode noted that the 2016 Street Work Project has been completed. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve Change Order Number 2, a net decrease in the contract price of \$20,964.16 dollars. Motion passed unanimously. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve Payment Request No 2, Final, in the amount of \$160,362.52 dollars, to EJB Paving. Motion passed unanimously.

Mr. Rhode met with the homeowner at 43 Marlin Drive regarding their winter season parking concerns; a favorable location was agreed upon on the non-dedicated portion of Lenge Avenue. Mr. Rhode also met with representatives from the BBQ Pit; he believes the concerns are warranted as the storm sewer pipes on Route 422 do appear to be corroded. This concern has been forwarded to the PennDOT maintenance department to be incorporated in to their routine repairs.

Systems Design Engineering Report

Ms. Stevens will continue to prepare the quarterly billing invoice for the City of Reading; the next invoice will be prepared in January for the 4th Quarter of 2016. Ms. Stevens thanked Performance Motors for their quick response to the Township's request for a tree to be removed that was blocking access to a man hole cover.

Recreation Board Report

Ms. Scull reported that the Recreation Board continues with the planning of the Christmas party, scheduled for Sunday, December 4th at 2:00 p.m. Santa will bring his old fashioned sleigh and two of his reindeer; Party Masters will take the family pictures with Santa. There will be hot chocolate and treats for all. The kids will enjoy decorating their own cupcakes and will be given a take home craft kit.

Ms. Scull noted the following upcoming events: Ladies Only Adult Movie Night – Saturday, February 25th; Easter Egg Hunt – Saturday, April 8th; Family Movie Night – Saturday, May 6th; Reading Phils game – Sunday, June 25th; residents should mark their calendars. Phil's tickets will require a \$5 dollar deposit per ticket; tickets are going fast. The Township has begun planning a 175th Anniversary Celebration to be held on Saturday, September 9, 2017 at the Green Valley Country Club; the planning committee meets on the first Saturday morning of the month at the Township Building at 9:00 a.m. and all residents are asked to consider helping out with one of the committees.

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Police Report

Chief Deiterich reported that for the month of October there were 1,909 service hours and 332 calls were answered. Of those, eleven were criminal complaints and six were motor vehicle accidents.

Road Foreman's Report

Mr. Clay reported that mowing was completed from October into the month of November. Leaf pick up is scheduled to end on December 9th, weather permitting. Crack seal was performed on Summer Hill, Fox Glen Drive and Paper Mill Road. Tree trimming was performed; shoulders were filled on Wagner Road.

Secretary's Report

Ms. Conners reported that the reimbursement money has been received from FEMA for Winter Storm Jonas; funds were received by ACH deposit in the amount of \$29,300 dollars.

Solicitor's Report

Mr. Bellwoar noted that the public hearing was held earlier in the meeting for two zoning ordinance amendments. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to adopt Ordinance No. 2016-346, amending the zoning map to zone the entirety of the Greco property as AP Agricultural Preservation. Motion passed unanimously. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to adopt Ordinance No. 2016-347, amending the Zoning Ordinance regulations to allow fitness facilities in the Industrial Zoning District.

A draft ordinance has been prepared to extend the snow emergency routes to Connecticut Avenue in Green Valley Phase 11 and Valley Court in Green Valley Phase 12; these roads have been accepted for dedication since the previous snow emergency route adoption. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to authorize the advertisement of an ordinance to amend the snow emergency routes to include Connecticut Avenue and Valley Court, for consideration at the Board meeting on December 19, 2016. Motion passed unanimously. Mr. Rhode noted that Timberlake Lane, Lengle Avenue and Baywood Drive should be included to the extent that they were not previously advertised. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to include the dedicated portions of Timberlake Lane, Lengle Avenue and Baywood Drive in the snow emergency ordinance. Motion passed unanimously.

Mr. Bellwoar will attend a meeting scheduled for November 30th to discuss sewer capacity for Grande Construction for the Green Valley Estates West development. Mr. Bellwoar reported that the Board held an Executive Session for personnel on November 16th.

Mr. Bellwoar noted the need to approve advertising for the New Year and the organization meeting to be held in January. To save costs for the Township, his office typically groups these into one notice for advertising.

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On Motion by Ms. Scull, seconded by Ms. Johnson, to approve the advertisement of the Township Organization Meeting for Tuesday, January 3, 2017 at 7:00 p.m. Motion passed unanimously. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve the advertisement of the Township's intent to appoint an independent third party auditor at its organization meeting pursuant to the Second Class Township Code. Motion passed unanimously. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve the advertisement of the annual meeting of the Township Board of Auditors for Wednesday, January 4, 2017 at 10:00 a.m. Motion passed unanimously.

Personnel

On Motion by Ms. Scull, seconded by Ms. Johnson, to approve the police contract as presented for years 2017, 2018 and 2019. Motion passed unanimously. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to confirm the hiring of Tyler Balthaser at a rate of \$16.00 an hour, with a review in six months. Motion passed unanimously.

Old Business

There was no Old Business.

New Business

There was no New Business.

Public Comment

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

Adjournment

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

Respectfully submitted,



Theresa Conners, Township Secretary/Treasurer

Approved: December 19, 2016