

LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
December 19, 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 John Mahoney, 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 7:00 p.m. Ms. Scull led the pledge to the flag.

The minutes from the November 21, 2016 Regular Meeting and the December 13, 2016 Work Session were distributed for review prior to the meeting. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve the minutes of the November 21, 2016 Regular Meeting and the December 13, 2016 Work Session as presented. Motion passed unanimously.

Open to the Public

Donald Koch spoke regarding the recent passing of David Seip and Mr. Seip's many years of service to the Township.

2017 Budget Adoption

Ms. Conners noted that the 2017 Preliminary Budget was duly advertised and copies were made available to public for review; it is now ready for the Board's final consideration. Ms. Scull asked if there was any public comment; there was none. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve the 2017 budget in the form as advertised. Motion passed unanimously. Mr. Mahoney noted that a resolution has been prepared to set the tax rates for 2017. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve Resolution 2016-18, establishing the 2017 tax rates in the form as presented. Motion passed unanimously.

Tax Collector's Report/Treasurer's Report and Approval of Bills

Ms. Conners reported that Tax Collector Sandra Davis did not turn in a report for the month of November. Ms. Conners presented the Treasurer's Report and noted that moving forward she will be presenting additional reports in the form of financial statements for the Board's review. 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 – Tosco Pizza

Ms. Scull noted that Tosco Pizza submitted a request for a waiver of land development to locate a shed at the rear of the property at 6889 West Penn Avenue. The Planning Commission reviewed the request and recommended approval. Mr. Mahoney noted that the approval was subject to the applicant obtaining the required permits and that the shed must not interfere with existing Stormwater management facilities on the site.

On Motion by Ms. Johnson, seconded by Ms. Scull, to approve the waiver from land development request from Tosco Pizza, dated November 16, 2016, to incorporate the proposed storage shed, subject to the applicant obtaining any required permits and confirming that the placement of the shed does not interfere with the existing Stormwater management facilities on the site. Motion passed unanimously.

Emergency Management Coordinator/Fire Commissioner's Report

Jared Renshaw presented the monthly activity report for November. The fire company responded to 60 calls, of which 16 were in Lower Heidelberg. New officers will take over on January 1st.

Planning Commission

Ms. Scull reported that the Planning Commission approved the Tosco Pizza waiver request and recommended appointment of Heath Kearney to the position of Alternate Planning Commission Member.

Building/Zoning Report

Mr. Kraft reported that 10 permits were issued in November for a total construction value of \$680,101 dollars. Their office handled four property maintenance issues, one of which have been resolved.

Great Valley Consultants Report

Mr. Rhode noted that he has reviewed correspondence received from Mackin Engineering on the Palm Road Bridge; the Township should forward the letter to Heidelberg Township for their records, which may encourage correspondence between the two municipalities. Ms. Scull noted that the Board is in agreement that the discussion about the bridge has gone on long enough; the Solicitor should correspond with Heidelberg's board and inform them that if they are not willing to share the costs of repairing the bridge, the Lower Heidelberg will close it.

Mr. Rhode reported that four proposals have been received for the Emergency Services Contract; all four companies are qualified to do the work and he recommends the Board select two of them. Ms. Stevens recommended that the Board choose Construction Master Services and Landis Deck as they are local and should be able to respond quickly if their services are needed. Mr. Clay agreed with Ms. Stevens on the choice. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to designate Construction Master Services and Landis Deck as the two companies permitted to perform emergency service repairs, with emergency repairs not requiring a bid at the time of the repair. Motion passed unanimously.

Mr. Rhode updated the Board on the Paper Mill Road Bridge; Spring Township has sent their design concept which he will review and keep the Board informed as to the progress.

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Systems Design Engineering Report

Ms. Stevens reported that there was a meeting with Grande regarding the sewer capacity issue; the Township is waiting for their proposal. She also noted the need to begin work on the rate structure for sewer billing; in March SDE and the Township Secretary will begin the task of comparing revenues to the existing rates.

Recreation Board Report

Ms. Scull reported that the Recreation Board hosted the annual Santa Christmas party on December 4th; Santa brought two of his reindeer and the children were able to have their pictures taken on Santa's sleigh. 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. The committee is currently negotiating a deal with a fireworks company for a display for the night of the event.

Police Report

Chief Deiterich reported that for the month of November there were 2,097 service hours and 306 calls were answered. Of those, 17 were criminal complaints and 10 were motor vehicle accidents.

Road Foreman's Report

Mr. Clay reported that one truck was serviced for the transmission line. Leaf pick up is now concluded for the season. Crack seal was performed on Paper Mill Road. Snow fence was installed along Rebers Bridge Road. The road crew put up Christmas lights at the Township building.

Secretary's Report

Ms. Conners asked the Board to consider approving a proclamation in support of School Choice; the event is held every January across the country. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve Resolution 2016-19 in favor of School Choice. Motion passed unanimously.

Solicitor's Report

Mr. Mahoney noted that the Solicitor's office presented a draft amendment addressing properties with rear yard/reverse lot line; this will address properties that are either corner lots or lots with streets on both front and rear yards. The Planning Commission is currently reviewing the draft amendment.

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An ordinance to incorporate the remaining portion of Connecticut Avenue in Green Valley Phase 11 and Valley Court in Green Valley Phase 12 as snow emergency routes has been advertised. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve Township Ordinance No. 2016-348, amending the designated snow emergency routes to include Connecticut Avenue and Valley Court. Motion passed unanimously.

Mr. Mahoney noted that his office is still waiting for a response from the Tax Collector. Two liens for unpaid sewer billing have been placed against the Rosarios; the Solicitor's office anticipates that the execution of the judgments and scheduling of the Sheriff Sale will occur this week. Additionally, six other liens have been filed against delinquent property owners. The Yeye's bankruptcy petition was dismissed; the Solicitor recommends that a 30 day notice petition be sent, and upon expiration, his office will file a lien in the amount of their unpaid balance.

The Chief reported that the renter at Hill Terrace Drive was evicted, but moved back in to the property. Mr. Mahoney said he will contact the attorney who is currently handling the property.

Personnel

On Motion by Ms. Johnson, seconded by Ms. Scull, to approve the Chief of Police's contract as presented to run from January 1, 2017 to December 31, 2019. Motion passed unanimously.

Old Business

There was no Old Business.

New Business

On Motion by Ms. Scull, seconded by Ms. Johnson, to appoint Heath Kearney as an alternate member to the Planning Commission. Motion passed unanimously. Mr. Rhode requested that Mr. Kearney's email be circulated to the Commission members and the professionals. Ms. Scull announced that due to the New Year Holiday falling on the first Monday, the Reorganization meeting will be on Tuesday, January 3rd at 7:00 p.m. and the Auditors' Meeting will be Wednesday, January 4th at 10:00 a.m.

Public Comment

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

Adjournment

On Motion by Ms. Johnson, seconded by Ms. Scull, to adjourn at 7:35 p.m. Motion passed unanimously.

Respectfully submitted,
Theresa Conners, Township Secretary/Treasurer



Approved: January 16, 2017