

LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
March 20, 2017

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

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

Open to the Public

Ms. Johnson asked for public comment; there was none.

Approval of Minutes

The minutes from the February 20, 2017 Regular Meeting were distributed for review prior to the meeting. There was no Work Session held in March. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve the minutes of the February 20, 2017 Regular Meeting as presented. Motion passed unanimously.

Treasurer's Report

Ms. Conners noted that there were no tax collections for the month of February. Ms. Conners presented the list of bills and the February Treasurer's Report for the Board's review. **On Motion** by Ms. Johnson, seconded by Mr. Keltz, to approve the Bill List and the Treasurer Reports as presented. Motion passed unanimously.

Floodplain Ordinance

Mr. Bellwoar reported that the Township must update the Floodplain Ordinance according to FEMA regulations. A new FEMA map was recently finalized with an effective date of March 21, 2017; the map did not substantially change with regard to the Township. The State has provided the model ordinance for adoption, which was further revised by both the Solicitor and Mr. Rhode, and that is the version that has been advertised for adoption. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve the Floodplain Ordinance No. 2017-349, in the form as presented and advertised. Motion passed unanimously.

Western Berks Water Authority – Request for Waiver of Land Development

Mr. Bellwoar reported that the Western Berks Water Authority (WBWA) submitted a request for a waiver of the land development process in the construction of a processing building on its site. The building will be unmanned and Stormwater will be incorporated directly into the processing facility. The Planning Commission has recommended that the waiver be approved. Mr. Bellwoar noted that discussion has taken place regarding cost-sharing for improvements to Water Road. Mr. Rhode noted that he met with WBWA, Ms. Scull and Mr. Clay and that WBWA has agreed to split the cost of the road improvements at 50/50.

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On Motion by Ms. Scull, seconded by Mr. Keltz, to approve the request of the Western Berks Water Authority dated January 4, 2017 for a waiver from the subdivision and land development process, subject to the Authority obtaining all necessary Stormwater, building and other permits from the Township and subject to all outside agency approvals; and subject to the cost sharing of the Water Road improvements at 50% with the Township. Motion passed unanimously.

Fire Commissioner's Report

Jared Renshaw presented the monthly activity report for February. Call volume remains steady with 79 total calls for the month of February, 12 of which were in Lower Heidelberg Township. The Department has received a \$500 dollar grant from PA American Water and a \$49,431 dollar grant from the Office of the State Fire Commissioner; part of the grant money will be used for new microphones. Personal decontamination kits have been placed on all apparatus. They are to be used at fire scenes to help prevent carcinogens and other harmful materials from being absorbed through the skin. In response to a question from Ms. Scull, Mr. Renshaw provided a detailed explanation about the run card system which is used to determine which equipment is sent out on calls.

Planning Commission

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

Building/Zoning Report

In the absence of Mr. Kraft, Ms. Scull reported that there were 8 permits issued in February for a total construction value of \$493,000 dollars. Permit fees were collected in the amount of \$10,774 dollars. Ms. Scull reported that the Zoning Hearing Board held the hearing for Stabon Management for the property at 3240 State Hill Road on March 2, 2017. The relief requested was narrowed to what is needed specifically for the improvements at the property. Relief was granted for the driveway to be reduced to 20' wide from 24' wide, lot coverage and paved area coverage and from the requirement for a physical barrier to separate parking areas from roadways. Relief was not granted for the parking area paving requirement as it was determined that a hardship did not exist. In addition, the relief granted is contingent upon the owner connecting all four units to public sewer, building code compliance for the garage conversion, Stormwater management compliance and no further expansion of the building after the 8'x8' deck is completed.

Great Valley Consultants Report

Mr. Rhode noted that he met with Ms. Scull and Mr. Clay to finalize the scope of work for the 2017 Street Work. There were two complaints this month. GVC is working with the Township's insurance adjuster regarding the damage caused to the traffic loop sensor at Green Valley Road and Penn Avenue. The damage was caused by an unknown utility contractor. The insurance company has indicated that they will release funds for the repair of the damages.

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The second complaint was received from the homeowner of 146 Connecticut Avenue and regards drivers using excessive speed in front of the resident's home. Dr. Shannon Tiedeken has requested that speed bumps be installed to slow traffic in the Green Valley Estates development. Mr. Rhode explained that the Township cannot install speed bumps as they are prohibited by PennDOT's liquid fuels guidelines; if the speed bumps are installed, Connecticut Avenue no longer qualifies for liquid fuels funds. Speed bumps are also a hazard for the road crew while plowing. Traffic studies have shown that adding speed bumps can also be counter-productive as drivers tend to speed up between bumps. Mr. Rhode suggested more police enforcement; Chief Deiterich says that enforcement has not helped. He noted that local police need the ability to use radar guns to enforce speed limits. Ms. Conners will respond to Dr. Tiedeken's request for the speed bumps.

Systems Design Engineering Report

Ms. Stevens reported that the Leibman Subdivision Planning Module was resubmitted to DEP and the applicant awaits their response. Ms. Stevens and Ms. Conners will meet to begin the review of the current sewer rate schedule. The Township will communicate to Sinking Spring Borough which commercial users have completed their commercial sewer permits. Discussion has begun on whether the Township should assess a fee for garbage disposals and water softeners as both of these appliances contribute to a higher rate of solids at the treatment plant. If a homeowner does not have either of the appliances, they would be able to request an exemption from any fees.

Recreation Board Report

Ms. Scull reported that the Recreation Board continues to plan for the following upcoming events: the Annual Easter Egg Hunt on Saturday, April 8th at 2:00 p.m. at St. John's Hain Picnic Grove; the Family Movie Night on Saturday, May 6th which will feature a Star Wars theme; and the Reading Phils game on Sunday, June 25th, which is "sold out". Planning continues for the 175th Anniversary Celebration to be held on Saturday, September 9th at the Green Valley Country Club. The planning committee meets twice a month and still needs volunteers to help with coordinating the event.

Police Report

Chief Deiterich reported that for the month of February there were 1,824 service hours and 123 calls were answered. Of those, 4 were criminal complaints and 9 were motor vehicle accidents.

Road Foreman's Report

Mr. Clay reported that during the last month the crew performed 3 days of storm clean up, with sign replacement needed that was caused by wind damage. The crew cleaned out the upstairs storage area in the Township building. Tyler Balthaser is scheduled for his CDL driving test on March 21st, and the new truck should arrive on March 21st. The heavy snow storm on March 13th generated a lot of complaints; with only 5 men on the crew, they worked a total of 110 man hours.

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Residents must understand that the first priority is to open the main roads for safety and emergency vehicles. Mr. Clay asked the Board to consider getting GoPro cameras for the trucks for the winter months to help with claims made by residents that the plows have damaged their property.

Secretary's Report

Ms. Conners noted the need to memorialize the Snow Emergency declared on March 13th. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to recognize and memorialize the Declaration of a Snow Emergency from 5:00 p.m. March 13, 2017 until 3:00 p.m. March 15, 2017. Motion passed unanimously.

Ms. Conners reported that Lower Heidelberg Township Girl Scout Akanksha Bhusari has been a scout for 11 years. She recently earned the Gold Award for her Take Action community service project. A resolution has been prepared as a citation for Ms. Bhusari. **On Motion** by Mr. Keltz, seconded by Ms. Scull, to approve Resolution 2017-10 recognizing Girl Scout Akanksha Bhusari for achieving the Gold Award for her take Action community service project. Motion passed unanimously.

Ms. Conners presented the next three year mowing contract with PennDOT and noted that the contract has been reviewed by both the Road Master and the Road Foreman. **On Motion** by Ms. Scull, seconded by Mr. Keltz, to approve Resolution 2017-11 executing a three year mowing contract with the Commonwealth of Pennsylvania Department of Transportation. Motion passed unanimously.

A lien has been filed against the Yeye property at 322 Daniel Street in the amount of \$6,191.58 dollars; the Board must decide if they wish to initiate Sheriff Sale proceedings against the property. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to authorize the solicitor's office to begin the process for Sheriff Sale against 322 Daniel Street for the collection of sewer arrears in the amount of \$6,191.58 dollars and associated legal and collection costs. Motion passed unanimously.

Solicitor's Report

Mr. Bellwoar noted that a meeting has been scheduled for the Southwestern Berks Joint Planning Commission on Wednesday, March 22nd at the Lower Heidelberg Township Building. The Joint PC will discuss proposed zoning ordinance amendments concerning reverse frontage lots with respect to placement of accessory structures and medical marijuana facilities. Mr. Bellwoar will plan on attending the meeting.

Mr. Bellwoar reported that his office continues to work on several zoning issues with Andrew Kraft, in particular the property on Hill Terrace Drive; a local representative has been designated to handle the property and remove the problem tenants.

PA Act 44 of 2009 requires Townships to adopt procedures for the selection of professional consultants and to enact written procedures governing the selection of professional consultants for the Township pension plans, including financial advisors, investment counselors and actuaries. A resolution has been prepared outlining these required procedures; this does not mean the Township must hire new consultants at this time.

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On Motion by Ms. Scull, seconded by Mr. Keltz, to adopt Township Resolution 2017-12 in the form as presented, adopting a procedure related to pension consultants according to the pension contract provisions of PA Act 44 of 2009. Motion passed unanimously.

Personnel

There were no Personnel issues.

Old Business

There was no old business.

New Business

There was no new business.

Public Comment

Ms. Johnson asked if there was any public comment. Resident Bob Melson complimented the road crew on the fine job they did after the last major storm. He believes the GoPro cameras are a great idea; a view from the snow plow driver's perspective could be posted to the website so that the public could see what the plow drivers see from their view.

Steven Larkin, representing the buyer for the Papermill Estates project, asked if the plan has been recorded. Mr. Bellwoar said it had not yet been recorded. He also asked if the perc tests will need to be redone; Ms. Stevens said yes, if the land has been farmed over. He also asked if we have RP zoning; Ms. Stevens said she was not comfortable answering that as she was not the Zoning Officer. Mr. Larkin thanked the Board and the consultants for their answers.

Adjournment

On Motion by Ms. Johnson, seconded by Mr. Keltz, to adjourn at 7:59 p.m. Motion passed unanimously.

Respectfully submitted,



Theresa Conners, Township Secretary/Treasurer

Approved: April 17, 2017