

**Lower Heidelberg Township
Board of Supervisors
Regular Meeting Minutes
January 15, 2018**

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

Vice-Chairwoman Scull called the meeting to order at 7:02 p.m. and led the pledge to the flag. Ms. Scull announced that the Board held a brief executive session for possible litigation prior to tonight's meeting.

Approval of Minutes

The minutes from the December 18, 2017 Regular Meeting and the January 2, 2018 Re-Organization Meeting were distributed for review prior to the meeting. **On Motion** by Ms. Scull, seconded by Mr. Keltz, to approve the minutes as presented. Motion passed unanimously.

Open to the Public

Ms. Scull asked for public comment.

Eric Vorgity, on behalf of Glen Gery, presented the preliminary plan for the subdivision. Glen Gery is requesting a preliminary plan approval and continues to work through the 3rd party agency issues. Mr. Crotty noted that a detailed approval decision has been drafted for the Board's review and consideration. Mr. Crotty read the conditions of the preliminary plan decision for the benefit of those in attendance. A full copy of the decision is attached to these minutes.

On Motion by Ms. Scull, seconded by Mr. Keltz, to approve the Glen Gery Preliminary Plan, subject to all conditions as outlined in the approval decision in the form as presented by the Solicitor. Motion passed unanimously.

Treasurer's Report

Ms. Conners noted that the tax collector collected \$47,600 dollars for the month of December. Ms. Conners presented the list of bills and the December Treasurer's Report for the Board's review. Ms. Conners noted that the Treasurer's Report is marked as Draft until the auditors finalize the 2017 audit report. **On Motion** by Mr. Keltz, seconded by Ms. Scull, to accept the Treasurer's Report for December, the Tax Collector report for December and the bill list as presented. Motion passed unanimously.

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Fire Commissioner's Report

In the absence of Jared Renshaw, Ms. Scull presented the report for December. There were a total of 61 calls for the month of December, 6 of which were in Lower Heidelberg Township. The department participated in the South Heidelberg Township Tree Lighting and the Lower Heidelberg Township Children's Christmas Party. Staff has been working with the Caron Foundation and Prime Wellness for the ordering and placement of Knox Boxes at their facilities. The Western Berks Fire Department 2018 budget was passed without a tax increase.

Planning Commission

Ms. Scull reported that the Planning Commission did not meet in January.

Building/Zoning Report

Mr. Kraft reported that there were 14 permits issued during the past month for a total construction value of \$76,887 dollars. His office closed four property maintenance issues; two are still open. All 8 enforcement letters for parking of RV's and boats have been corrected.

Kraft Engineering Report

Mr. Rhode reported that his office is working on the closeout of Legacy Phase One; the Conservation District has provided an inspection report. Work continues on the Paper Mill Estates project, with Escrow Release No. 3 received and reviewed by his office. **On Motion** by Mr. Keltz, seconded by Ms. Scull, to approve the release of Escrow Payment No. 3 for the Paper Mill Estates project in the amount of \$22,430.00 dollars. Motion passed unanimously. The bid documents for the Papermill Road Bridge have been finalized and are being reviewed by Great Valley and Kraft Engineering. As the bridge is used by school buses, the repair is anticipated to be scheduled during the summer months. Work continues with Carbon Engineering on the Palm Road Bridge; Carbon continues to work with PennDOT to define the proposed scope of work.

Systems Design Engineering Report

Ms. Stevens noted that she has no action items for tonight's meeting. She continues to work on the update to the Act 537 plan amendment. She reported that Trooper Ortleib, the new owner, is working on the sanitary sewer issues at the Legacy at Papermill.

Recreation Board Report

Ms. Scull reported that the Easter Egg Hunt will be held on March 24th.

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Police Report

Chief Deiterich reported that for the month of December there were 1,905 service hours, with 155 total calls answered. Of those, 12 were criminal complaints and 8 were motor vehicle accidents. Chief Deiterich requested approval to purchase the 2018 Interceptor which was approved in the 2018 budget; by acting now, the Township can save \$1,500 dollars. **On Motion** by Mr. Keltz, seconded by Ms. Scull, to approve the purchase of the 2018 Interceptor vehicle for the police department. Motion passed unanimously.

Road Foreman's Report

In the absence of Mr. Clay, Ms. Scull reported that the '97 Dump was serviced for a new hydraulic pump, and the GMC had the joy stick fixed. The crew fixed the "stop ahead" sign on Green Valley Road. The crew handled several snow events during the month; the Township is looking for part-time snow plow operators. The electronic speed sign with trailer has been ordered, and is scheduled for pick up on the 23rd of January. In addition to the speed, it will also have a message board. The crew attended training for both the Oley BCPW Trenching Safety and Albright College's GIS class. Ms. Scull inquired if the Township can require developers to include GIS coordinates when they submit a plan. Mr. Crotty said he will follow up on this as it will require an amendment to the street ordinance and the SALDO.

Secretary's Report

Ms. Conners noted that she had no items to report.

Solicitor's Report

Mr. Crotty reported that an application has been received from Paul and Nancy Wissinger to include their property in the Agricultural Security Area (ASA); the first step is to publicly advertise the application, and the second step will be to send the application, and any others that might come in, in response to the public advertisement, to the Township and County Ag Boards, and also to the Township and County Planning Commissions, for review and comment. **On Motion** by Ms. Scull, seconded by Mr. Keltz, to advertise notice of receipt of the Wissinger ASA application, noting it is available for review at the Township building for public inspection and that the Township will accept any proposed modifications to the Township Ag Security Area within fifteen (15) days. Motion passed unanimously.

Old Business

Mr. Crotty presented a draft ordinance, having been duly advertised, to repeal the weight restriction on Justa Road. Mr. Rhode noted that his office has performed the required study and recommends the lifting of the restriction. **On Motion** by Ms. Scull, seconded by Mr. Keltz, to approve Ordinance 2018-354 repealing the weight limit on Justa Road. Motion passed unanimously.

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Public Comment

Ms. Scull asked if there was any additional public comment; there was none.

Adjournment

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

Respectfully submitted,



Theresa Conners, Township Secretary/Treasurer

Approved: February 19, 2018