

**Lower Heidelberg Township
Board of Supervisors
Regular Meeting Minutes
October 16, 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, Township Solicitor Andrew Bellwoar, Township Engineer Ryan Rhode (Kraft), Township Engineer Pamela Stevens (SDE), Code Enforcement Officer Andrew Kraft, Police Chief Thomas Deiterich, Road Foreman Matthew Clay and Township Secretary/Treasurer Theresa Conners. Absent was Member Michael Keltz.

Chairwoman Johnson called the meeting to order at 7:00 p.m. and led the pledge to the flag.

Approval of Minutes

The minutes from the September 18, 2017 Regular Meeting and the October 11, 2017 Work Session were distributed for review prior to the meeting. Ms. Johnson noted that the approval of the Work Session minutes would be tabled as Mr. Keltz was not in attendance. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve the minutes of the September 18, 2017 Regular Meeting as presented. Motion passed unanimously.

Open to the Public

Ms. Johnson asked for public comment; there was no public comment.

Treasurer's Report

Ms. Conners noted that to date there were no collections and no report handed in from the Tax Collector for the month of September. Ms. Conners presented the list of bills and the September Treasurer's Report for the Board's review. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to accept the Treasurer's Report for September and the bill list as presented. Motion passed unanimously.

Fire Commissioner's Report

In the absence of Jared Renshaw, Ms. Johnson presented the report for August. There were a total of 69 calls for the month of September, 8 of which were in Lower Heidelberg Township. A Town Hall meeting was held on September 28th to discuss the Station 24 building on Brownsville Road; there were 15 residents in attendance. Mr. Renshaw is still collecting information regarding the building. Ms. Johnson also presented the August report from the Western Berks Ambulance; there were 36 calls in Lower Heidelberg with a total call volume of 332 for the year. The busiest day was Thursday and the busiest time of day was 3 p.m., with an average response time of 9.4 minutes to the scene.

Planning Commission

Ms. Johnson noted that there was no Planning Commission meeting for the month of October.

Building/Zoning Report

Mr. Kraft reported that there were 25 permits issued during the past month for a total construction value of \$860,327 dollars. Rental property have all been registered with the Township, and inspections continue.

Kraft Engineering Report

Mr. Rhode reported that Escrow Release No. 2 was received from Sandia Partners for the Papermill Estates project in the amount of \$71,386.70. The review of the listed improvements has been completed by Kraft Engineering; noting some value differences, Mr. Rhode recommends authorizing Escrow Release No. 2 in the amount of \$73,775.00 dollars. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to approve Escrow Release No. 2 for the Papermill Estates project in the amount of \$73,775.00 dollars. Motion passed unanimously.

An invoice has been received from Asphalt Maintenance Solutions for completion of the 2017 Street Project Contract 2; the fog treatment has been completed for Fox Glen Drive. This additional fog treatment of the oil and chip is included in the total contract price; the amount was held pending the Township's approval of the completion of the project. Mr. Rhode recommends authorizing the release in the amount of \$5,398.00 dollars. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to approve Payment Application No. 2 for Asphalt Maintenance Solutions, in the amount of \$5,398.00 dollars, which is the final payment for Contract 2. Motion passed unanimously.

Mr. Rhode reported that the 2018 Emergency Services Contract proposals were reviewed by his office, SDE and the Road Foreman. His recommendation is to award the contract to A.H Moyer, with M & A Excavating as the Alternate. **On Motion** by Ms. Johnson, seconded by Ms. Scull, to award the 2018 Emergency Services Contract to A.H. Moyer. Motion passed unanimously.

Mr. Rhode noted that he contacted A-1 Traffic Control Products to notify them to proceed with the 2017 Line Painting; hopefully they will be starting soon.

Systems Design Engineering Report

Ms. Stevens reported that she has been working through the paperwork requirements for the City of Reading regarding the Legacy at Papermill system. A Planning Module Exemption has been submitted for the Lot 20 Timberlake Subdivision; the Board should authorize the Chairwoman to sign. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to authorize the Chairwoman to sign the Planning Module Exemption form for Lot 20 Timberlake. Motion passed unanimously. Ms. Stevens reported that Select Environmental is investigating a potential inflow and infiltration (I&I) issue. The Little Cacoosing Interceptor may be the source of the I&I; there is also an exposed pipe that appears to be connected to the interceptor. Ms. Scull has contacted Grande's foreman who said he will look into this; Mr. Clay said he also will take another look. Ms. Stevens noted that she is ready to move ahead with a submission to DEP for the Faust-Knollwood area issue, but one property owner has now changed his mind and will not cooperate with installing a UV system. She will still submit her report to DEP by the end of October.

Recreation Board Report

Ms. Scull reported that the Santa Holiday will be held on Saturday, December 9th from 2:00 p.m. until 5:00 p.m. Families may have their picture taken with Santa and there will be kid's crafts, cookies and hot chocolate. The event will be featured in the fall newsletter and on the website. The Community Shred Day is this coming Saturday, October 21st and Lower Heidelberg Township will be hosting this year. The event is free and will run from 10:00 a.m. until 2:00 p.m. Trick or Treat night will be on Tuesday, October 31st from 6:00 p.m. until 9:00 p.m. with the customary curfew restrictions from Wednesday the 25th until Wednesday November the 1st. The Annual Easter Egg Hunt has been scheduled for Saturday, March 24th at 2:00 p.m. at St. Johns Hains picnic grove. The Township has begun collecting Redner's receipts to benefit the Dog Park. Residents of our neighboring municipalities will now be allowed to register for membership in the Dog Park with an annual fee of \$16 dollars; those interested in applying should contact the Township office.

Police Report

Chief Deiterich reported that for the month of September there were 1,821 service hours, with 203 total calls answered. Of those, nine were criminal complaints and nine were motor vehicle accidents. The Chief noted that there were recently two serious traffic incidents at 1071 Brownsville Road; there are no guardrails at that location. Mr. Bellwoar recommended contacting PennDOT and said he will work with the Chief on a letter to the State. Chief Deiterich reported he was recently contacted by Chief Whitmoyer of South Heidelberg Township regarding the Townships' shared need for an Emergency Management Coordinator (EMC). As both Township's share the need, perhaps they can share the cost. Ms. Johnson gave an update on the search for the EMC; Tom Bausher does not want the job, but provided information about two possible candidates. She is currently working with Jared Renshaw to update the Township's Emergency Management Plan; once that is finished, the Board can meet with South Heidelberg to discuss a shared EMC position. Chief Deiterich noted that the State Dog Warden was out to inspect the Township's dog holding facility. The Township currently must fulfill the licensing requirements for a kennel. The Dog Warden suggested that since the Township facility is only used once a year or so, the license could be dropped as the Township generally takes any stray dogs to the Animal Rescue League. The cage and dog house would still remain on site. Ms. Johnson and Ms. Scull both agreed with discontinuing the formal state kennel license.

Chief Deiterich noted that on the previous Sunday there was a tragic incident; Township police were called to the scene. It was a joint investigation and the District Attorney's office took the lead in the investigation. The Chief commended Detective Chris Stouch for the work he did on the case. The Chief noted that there were several Township residents who used social media platforms to criticize Detective Stouch and the Lower Heidelberg Township Police Force for their handling of the case, and for not actively pursuing the investigation. These residents have spoken out of turn. Once the D.A.'s office arrives on scene, they are in charge of the investigation, and they have a set of rules and regulations which the local police department must abide by. To criticize the Police Department shows a lack of understanding of proper police procedure; the individuals who posted these criticisms should come to the public meeting to voice their concerns, and not use social media platforms to spread misinformation.

Road Foreman's Report

Mr. Clay reported that leaf collection started today; for this week and next pickup will be on Monday and Friday, and then daily until December 8th, which is the last day. All leaf pickup days are subject to weather conditions. Mowing should be completed this week. The crew performed maintenance on the salt shed. Guardrail will be installed on Hain Mill Road next week. Mr. Clay has ordered a camera to be used to investigate sewer line blocks. The crew attended the Oley Public Works show and both Greg Watts and Matt Clay brought home prizes. Sweitzer Road is scheduled to be closed on Thursday, October 19th for road work to level dips in the road from Wagner to State Hill.

Secretary's Report

Ms. Conners reported that during the winter months the Township will not be participating in any type of winter moratorium on water shut offs. The Township is not an authority and is not subject to authority rules. Therefore, those residents who are more than 90 days delinquent will have their water turned off even if they use the hot water for their heat.

Solicitor's Report

Mr. Bellwoar noted that his office will proceed with the lien on 203 Saddlebrook Drive for the unpaid sewer account balance.

Old Business

Ms. Scull reported that she had obtained three phone quotes for propane: Pipeline Petroleum is \$1.159 per gallon, Countryside is at 1.19 per gallon and Suburban Propane is at 1.27 per gallon. **On Motion** by Ms. Scull, seconded by Ms. Johnson, to use Pipeline Petroleum at a current cost of 1.159 per gallon. Motion passed unanimously.

New Business

There was no new business.

Public Comment

Frank Gabell noted that there is a site distance issue at the intersection of Evans Hill Road and Faust Road; Mr. Clay responded that he was aware of this but had been unable to schedule the work needed there as he was both short-handed with one employee out on medical leave, and the back hoe was not available as it is being repaired. The shoulder will need to be leveled and requires the back hoe. He has obtained permission from the owner of the corner property. He will schedule this work as soon as possible. Joe and Betty Trainor commented on the drivers blowing through the stop sign at State Hill and Evans Hill Road; the Chief noted that he is there most mornings for enforcement.

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Barbara Brenner thanked Mr. Clay for his quick response on cleaning out the storm drain near the Sheetz.

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

Adjournment

On Motion by Ms. Johnson, seconded by Ms. Scull, to adjourn at 7:39 p.m. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in blue ink that reads "Theresa Conners". The signature is written in a cursive style.

Theresa Conners, Township Secretary/Treasurer

Approved: November 20, 2017