

**Lower Heidelberg Township Board of Supervisors
BOS Minutes – Virtual Meeting - Regular Meeting
June 21, 2021**

The Lower Heidelberg Township Board of Supervisors held their monthly meeting remotely through the Zoom Platform on the above date. The June monthly meeting was duly advertised to be held electronically through the Zoom application via telephone and the internet. Present were Chairperson Deborah P. Scull, Vice-Chairwoman Cheryl Johnson, and Member Michael Keltz, Township Solicitor Andy Bellwoar, Township Engineer Ryan Rhode (KE), Road Foreman Matt Clay, Detective Sgt. Christopher Stouch, and Township Manager/Secretary/Treasurer Pamela J. Stevens. Also present were Fire Commissioner Jared Renshaw, Ambulance Director Tony Tucci, Emergency Management Coordinator Justin Schlottman, and Guests Rich and Gloria Jones, Don Arnholt, David Kurtz, Tom Jauch, Paul Prutzman, and George Lehner, George Moll, Doug Pugh, Tom George, Joe Bubba, Lisa Fichera, Scott Stevenson, Fathers Kuller and McGowan, Nick Gawel (116 Pennsylvania), Joe Margusity, and Sue Corcoran.

Mrs. Scull opened the meeting and led the Pledge of Allegiance at 7:04 p.m.

Mrs. Scull announced that Executive Sessions were held on May 27, 2021 and June 21, 2021 to discuss real estate and personnel matters.

Mrs. Scull announced at this time, the Supervisors expect to hold their July 19, 2021 meeting in-person.

1. Minutes: Mrs. Scull discussed the minutes from the May 12, 2021 Workshop Meeting and May 17, 2021 Regular Meeting will be considered for approval, and were distributed to the Board of Supervisors prior to this meeting. **On Motion** by Mrs. Scull, seconded by Mr. Keltz, approve the minutes for the May 12, 2021 Workshop Meeting and the May 17, 2021 Regular Meeting as presented. Roll Call Mrs. Scull – Yes, Mrs. Johnson – Yes, and Mr. Keltz – Yes. Motion passed unanimously.

Public Comment – A. Commercial Property Potable Water Service Matter. Mr. George and Mr. Pugh were present and Mr. Pugh reminded the Supervisors that they have requested the Zoning Change to allow all of the C2 permitted uses by right in the I1 District. The issue that they want to discuss is the potable water supply. In their discussions with Womelsdorf Robesonia there is a water system on Old West Penn and at the High School Driveway, but the Authority will not contribute at all to the improvements to their water system. The developer will need to complete the loop from Old West Penn and the High School at a cost of over \$500,000. Ms. Stevens discussed all of the phone calls and contacts she has made. Mr. Bellwoar recommended that the Township representatives meet with Womelsdorf Robesonia representatives. According to Mr. Pugh, the Authority stated that they wanted the loop and were not willing to budge since the taxes payers in the area are not benefiting from the water looping. They are present tonight to ask the Board if there are any other suggestions. They do not want well water due to the complications serving a convenience store.

Public Comment – B. Extension of the R7 Zoning District: Mrs. Scull announced Phoebe Ministries is requesting the Township consider the expansion of the R-7 Retirement District into the adjacent Jesuit Center Property. Joe Bubba the attorney for Phoebe and Lisa Fichera, the CFO of Phoebe. Mr. Bubba is requesting that the Board of Supervisors consider amending the Zoning Ordinance to rezone and extend the R7 Retirement Complex Zoning District for the Jesuit Center Property which is outlined in yellow on the map. The zoning map reflects the existing R7 zoning district.

Public Comment – B. Extension of the R7 Zoning District: The Comprehensive Plan was reviewed by Mr. Bubba and the intent for additional elderly needs are identified in the Comprehensive Plan. Phoebe Ministries is in the beginning stages of due diligence of purchasing the Jesuit Center property. There is a waiting list for the Phoebe Campus. Mrs. Fichera discussed the Jesuit Center abuts the Phoebe Campus and Phoebe has used up all of the existing area that they could expand. They are trying to maintain green space, expand independent living, and create a use for the existing Jesuit Center. Mr. Bubba discussed that the open space would be used by the Phoebe residents as well as the residents of the Township. They are in the preliminary stage, and no action needs to be taken tonight, but in the future the request will need to be formal and would be sent to the Township Planning Commission and Joint Planning Commission. Mr. Bellwoar discussed the rezoning and is the Board looking favorably on the rezoning? The positives in his opinion is there is no impact the School District, and the Independent Living is taxable property. Township recreation space can be owned and maintained by Phoebe or possibly by the Township. Any questions from the Board? Mrs. Johnson worked at Phoebe and she has no issues with the expansion. Mr. Rhode asked about the status of the Jesuit Center buildings, and Phoebe would like to incorporate the existing buildings into their campus, but they have not completed their due diligence. Mr. Kurtz asked about the rezoning due to the cemetery and the parcels that the Jesuit Center may want to retain. Mr. Bubba would like all of the Jesuit Center to be rezoned. Mr. Bubba discussed they are looking at their Hybrid Building which are several stories, and the Building preserves the open space. Mr. Tucci asked if the independent living would be added to the Western Berks Ambulance Association contract as the volume of calls would increase. Mrs. Scull will be discussing the Ambulance Agreements with Phoebe to ensure the Ambulance Association is covered. **On Motion** by Mrs. Scull, seconded by Mrs. Johnson approve the Solicitor to draft the Zoning Amendment to expand the R7 Retirement Complex District into the Jesuit Center Property. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz –Yes. Motion passed unanimously.

Public Comment – C: Mrs. Scull introduced the Fence Encroachment Easement Agreement for 15 Timberlake. Mr. Rhode investigated the location for the fence and the storm sewer easement. Based upon the field view, he requested that the fence be 24" from the property line and the property owner would enter into the Encroachment Agreement. No questions. **On Motion** by Mrs. Johnson, seconded by Mr. Keltz to approve the Declaration of Encroachment Agreement for 15 Timberlake Lane. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz –Yes. Motion passed unanimously.

Public Comment – D: Mrs. Scull introduced the Fence Encroachment Easement Agreement for 116 Pennsylvania. Mr. Rhode discussed the fence permit plan and there is a sanitary sewer easement along the property line. The property owner requested the encroachment. Mr. Gawel is present tonight to discuss the fence and as close to the property line as possible. Mr. Rhode stated that the permit was approved as presented but Mr. Gawel wants to amend the permit to encroach into the sanitary sewer easement. Mr. Rhode needs more information. Mr. Bellwoar stated that the encroachment should be tabled to allow the research by the engineers. Mr. Bellwoar explained to Mr. Gawel that research will be done and the encroachment agreement will be on the next meeting.

Public Comment – E: GlenRidge Estates: Mr. Margusity is requesting guidance from the Solicitor and Board of Supervisors for the timing concerning sewer connections for the homes and townhouses that are not part of the Temporary Pumping Agreement since the permanent Pump Station is scheduled for the startup with the engineers and consultants.

Public Comment – E: GlenRidge Estates continued: Mr. Bellwoar referenced decommissioning the bypass pump system once the permanent pump station is up and running, then the connections not in the temporary agreement can be scheduled. The Reedy Road Pump Station is also up and running. Ms. Stevens will notify Spring Township that Phase 1B and Townhouse Phase connections are coming soon. Mr. Rhode needs the letter from Systems Design Engineering that the pump station is operational is needed. Mr. Bogia needs to complete the PA DEP Form. Question from Mr. Margusity, the Agreement states to flush the public sewer system and he needs Systems Design to research what lines need to be flushed. Mr. Margusity is also requesting guidance from the Supervisors on the mowing of the open space areas. Mr. Margusity is suggesting a 20 foot buffer along the limit of open space be mowed and then let the remaining open space stay as meadow. Areas A, B and C on the map are to be cut fully back to the tree row. Areas E and F are the areas that he needs guidance. Mr. Rhode pointed out that there are Post Construction Stormwater Management Plans that dictate the maintenance of the lands, basins and open space, along with required plantings. He believes that there is a seasonal mowing cycle and the Berks County Conservation District will be out to inspect the transition from the Developer to the HOA. Periodic mowing of the open spaces discussed, and Mr. Margusity does not want to be in violation of the Township Codes. The basins and the area in A, B and C are clear to him, it is the open spaces in E & F. Mr. Rhode encouraged that the HOA and the Landscaping Company do not permit the property owners from mowing into the open space.

2. Tax Collector – The Tax Collector was not present so Ms. Stevens read her Report and stated that she has collected almost 91% of the tax bills, and for the May 2021 she collected \$84,552.34.

3. Library – The Library Director was not present and Mrs. Scull discussed the May 2021 Report, they had 15 new library cards, 166 computer and Wifi and started the summer class, Miss Tara has zoom and outdoor summer reading programs. The Board of Supervisors would like to discuss the 2021 Library Donation which is \$2.50 per head, and recommend that the 2021 Donation payment of the \$13,783.00 be split into 3 payments. No questions. **On Motion** by Mrs. Scull, seconded by Mr. Keltz, approve the Library donation be split into three payments as follows: June 30, 2021 \$4595.00, September 30, 2021 \$4,595.00 and December 30, 2021 the final amount of \$4,593.00. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

4. Fire Commissioner - Fire Commissioner Mr. Renshaw was present and he discussed the May 2021 report and there was a significant fire in South Heidelberg where a fire fighter fell through the first floor to the basement. He called in with a May Day, and was rescued and all of their training helped with the rescue. Mrs. Scull read the minutes and there was mention of a new fire engine and Mr. Renshaw stated that the engine may be a year or so down the road.

5. Emergency Management Coordinator (EMC) – Justin Schlottman, the Emergency Management Coordinator was present to discuss his May 2021 Report. He assisted Marion Township to in locating an elderly person who was lost and the elderly man was found sleeping in a home nearby. Drones were used during the search. A volunteer Emergency Management person contacted Mr. Schlottman. He will be reviewing of the Emergency Operations Plan. He is working on Code Red mapping to separate the Townships into districts. An iPad is needed for his emergency reporting as PEMA and other agencies are all moving towards electronic reporting and photos to document the situation.

5. Emergency Management Coordinator (EMC) continued: Mrs. Scull was looking into the iPad's and she will continue along with Mr. Schlottman to research an iPad that will suit his needs. Main issues are WiFi access and finding hot spots. Mrs. Johnson asked about the drone licensing and Mr. Schlottman noted that all of the drone operators were licensed. The search helicopters were also notified, but were not needed. West Side Regional Emergency Management and Western Berks Fire Department had both drones in the air searching for the lost individual. One of the operators does have the drone equipped with communicating with the Reading Airport Tower.

The Supervisors should consider ending the Township's Pandemic Emergency Declaration. On Motion by Mrs. Scull, seconded by Mrs. Johnson, approve ending Emergency Declaration as of June 28, 2021. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

6. Ambulance – Ambulance Director, Tony Tucci was present to discuss his May 2021 Report. There were 30 incidents with 24 transported, 13 ALS and BLS, and the busiest time was 8 PM. Ms. Stevens asked if there has been any consideration for the Ambulance Association to continue to lease Station 6 with an Ambulance and a crew of emergency responders? Mr. Tucci gave his Ambulance Building fire update and they had to terminate the contract with the remediation company and hired a new company. It should be another 6 months before they can move back into the West Lawn Station. They are in the process of changing their Station schedules, since they are seeing the need for more man power during the daytime and at night less volume of calls so less man power. He will be talking to Mr. Renshaw about a future lease of Station 6.

7. Planning Commission – Mrs. Scull announced that there was no Planning Commission on June 14, 2021. There will be a July 12, 2021 Planning Commission Meeting as the 4681 Penn Ave Car Wash Plan was resubmitted. The Planning Commission meeting at this time is expected to be in-person.

7A. MPC Plan Date Extension Eberly Subdivision: Mrs. Scull acknowledged all 3 Extensions: Municipal Planning Code date was extended to September 15, 2021.

7B. MPC Plan Date Extension Glen Ridge Estates Phases 2A and 2B: Municipal Planning Code date was extended to July 22, 2021.

7C. MPC Plan Date Extension Grecian Terrace West: Municipal Planning Code date was extended to October 18, 2021.

8. Building/Zoning – Mr. Rhode presented the May 2021 Kraft Code Services report with 121 Inspections, 24 Certificates of Occupancy, and 36 permits with a construction value of \$1,272,910.00.

9. Engineers – Mr. Rhode, Township Engineer of Kraft Engineering presented his May 2021 Report including the escrow releases and the Grande Basin update.

9A. Escrow Releases – Glen Ridge Estates Phases 1A and 1B Releases: The Township Engineer reviewed the requested Escrow Releases from GlenRidge Estates, LLC and has the following recommendations for the BOS:

Mr. Rhode requested the BOS to Approve Release No. 2 requested by GlenRidge LLC for Glen Ridge Estates Phase 1A in the amount of \$423,880.00, and this release is for utility and sanitary sewer installations. **On Motion** by Mr. Keltz, seconded by Mrs. Johnson approve Escrow Release No. 2 requested by GlenRidge LLC for Glen Ridge Estates Phase 1A in the amount of \$423,880.00, and authorize the Manager to send the documents to the Surety/Bonding Company. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

Approve Release No. 1 requested by GlenRidge LLC for Glen Ridge Estates Phase 1B in the amount of \$396,492.25 primarily for storm sewer, erosion control and basin work. **On Motion** by Mr. Johnson, seconded by Mrs. Scull approve Escrow Release No. 1 requested by GlenRidge LLC for Glen Ridge Estates Phase 1B in the amount of \$396,492.25, and authorize the Manager to send the documents to the Surety/Bonding Company. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

9B. Grande Basin Update: Mr. Rhode discussed after May 17th meeting, he reviewed with Mr. Cepeda the Township's concern with the condition of the Basin. Mr. Cepeda wanted to wait until the Berks County Conservation District (BCCD) Engineer returned from medical leave. Ms. Stevens sent the Notice via certified mail today to Grande Construction. Mr. Bellwoar expanded in the Developer's Agreement and Stormwater Management Agreement there are steps that the Township can take if a developer does not address the issues cited in the Agreements. Mr. Jones was present at the meeting and the basins do not infiltrate. Mr. Rhode stated that the delay of waiting due to the medical leave of the BCCD District Engineer is not the proper process to resolve these complaints. Mr. Rhode is advising the Board that the developer will try to push again to take dedication and Mr. Clay has concerns with the roads as well. Mr. Rhode noted that between the condition of the roads and the basins, dedication should not occur. Mr. Bellwoar asked if there is sufficient monies in the escrow and Mr. Rhode will research the escrow amount, but they have not released escrow monies related to the basins. Mr. Jones is concerned about the future maintenance once it is turned over to the property owner. The trees and vegetation that die will be replaced. The function of the basin will be under scrutiny until the BCCD and Pennsylvania Department of Protection (PA DEP) sign off at the time of the Notice of Termination. The BCCD and PA DEP are the agencies that have the hammer. Mr. Lehner was upset that at the last meeting there was mention of the snapping turtles and he was concerned for the safety of the children safety. The aquatic life should be protected by the PA Fish and Boat Commission. Just like wetlands, the mosquitos are eaten by the life in the ponds. The sediment ponds are not working the way they are supposed to and why should the tax payer's money be used to resolve this issue. He is recommending that the Township should have the Developer address the matter. Mr. Rhode pointed out that these basins were not designed to hold water, and he is hoping to have a meeting in the future with the Developer, BCCD representative, and Engineer.

10. Recreation Board Update: Mrs. Scull announced that there was a very low attendance at the May 21, 2021 Movie night, so there will not be another movie night. The June 12, 2021 Shredding Event that was sponsored by VIST Bank was very successful and approximately 180 vehicles came to the event.

Resolution 2021-18 to Troop 423 Thanking Them for Their Assistance at the June 12, 2021 Event: On Motion by Mrs. Scull, seconded by Mr. Keltz, approve the adoption of the Resolution 2021-18 Recognizing and Thanking the Scouts from Troop 423 for their assistance during the Shredding Event, and additional recognition to Dana Haag, Lori Haag's sister, Reilly and Shaffer Hines, grandchildren of Deborah P. Scull, and the Sponsors of the Event from Tompkins VIST Bank, Joanne, Robin and Abby for also assisting at the Shredding Event. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

11. Police Department - The Officer in Charge will present the Police Department May 2021 Report.

11A. K9 Grant Update – Sgt. Stouch thanked Sgt. Lawless for the K9 Grant of \$5,000 that was received, which was thanks to Sgt. Lawless' efforts. Future K9 Grants through the Berks County Community Foundation seems promising. Mrs. Johnson announced that they need volunteers for the National Night Out which is to be held on Tuesday, August 3rd from 5:00 p.m. to 9:00 p.m.

12. Road Foreman - The Road Foreman presented his May 2021 Report and Updates: There were 3 vehicles inspected, the 2008 and 2009 Fords were in for AC repairs. They fixed some minor potholes on Water and Gaul Roads, performed the MS4 inspections, marked boxes to be repaired and replaced in the Penn Werner area, finished the first round of mowing, replacing bollards around township complex, Greg Watts took his herbicide training and Mr. Clay rescheduled Story Time at the Library to Monday August 2nd.

12A. Update - Road Crew Member: Ms. Stevens noted that there were several resume's received in response to the Advertisement, copies made for Mr. Clay and the Township will begin the interview process. It is anticipated to have a recommendation to the Supervisors at the July 19, 2021 Meeting.

12B. 2010 International Truck Bed Repairs: The rails that support the truck bed have been patched numerous times and should be replaced with stainless steel rails at a cost of \$7,658. No questions. On Motion by Mrs. Scull, seconded by Mrs. Johnson, authorize the Manager and Road Foreman to execute the Quote for the 2010 International Truck Bed Repair by EM Kutz at a cost of \$7,658.00. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

12C. Seasonal Bidding: Ms. Stevens Several Bids were received by June 17, 2021 for the Highway Salt and the apparent low bidder is Morton Salt at a per ton price of \$69.56/ton delivered to the Township Salt Shed. This salt will be for the Season of 2021-2022 for Highway Salt. The second and only other bidder was Cargill at a per ton price of \$80.24/ton delivered to the Township. We believe due to COVID, Morton Salt was not responsive in 2020, so with the Award documentation, Ms. Stevens is requesting the addition of a letter stating if they are again are not responsive to the request for highway salt they will be categorized as a non-responsible bidder, and will not be permitted to bid on any future highway salt bids. No questions. On Motion by Mrs. Scull, seconded by Mrs. Johnson, authorize the Manager to send out all of the Award and Contract Paperwork including the non-responsible bidder letter to Morton Salt, the apparent low bidder for a \$69.56 unit price per ton of highway salt delivered conditioned upon the review and approval of the Bid Documents by the Solicitor. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

12D. Inlet Risers Requested Purchase: Ms. Stevens summarized the issue and that Mr. Clay would like the Board to consider the purchase of various Inlet Risers from Exeter Supply in lieu of forming the riser adjustments that are needed when the Road Crew is making the repairs to numerous inlets in advance of the Bond Funded Road Projects. Concrete risers come in 6" thicknesses, and it is very time consuming to form the riser. It saves on the labor and they are made by recycled tires. The cost to purchase these inlet risers is approximately \$12,000. These risers would save on labor time and the Road Crew could accomplish more inlet rehabilitation work since the concrete does not need to be formed. Additionally, the Board could reimburse the General Fund in the future with Bond money through the Reimbursement Resolution. On Motion by Mrs. Johnson, seconded by Mr. Keltz, authorize the Manager and Road Foreman to execute the Quote for the purchase from Exeter Supply of the various inlet risers at a cost not to exceed \$12,000. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

Manager/Secretary/Treasurer/Sewer Engineer

13. and 14. Bill List and Treasurers Report: The Bill Lists are for the June 2021. On Motion by Mr. Keltz, seconded by Mrs. Johnson, approve the Bill Lists and the Treasurer's Report, and to file the Report for Audit. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

15. American Rescue Plan (APR) Financial Institution and PLGIT Procurement Card Policy: Ms. Stevens noted that the Supervisors should discuss which Financial Institution should be utilized for the ARP Funds. In discussion with PLGIT, the Township could open up another PLGIT Account which would not mix these Stimulus Funds with the General Funds. A separate Fund would be extremely helpful for auditing as we do not know at this time who will be performing the audits on the Stimulus ARP Funds. Additionally, similar to the 2021 Bond Refinancing PLGIT Account, the Procurement Card could be used for paying the expenses which can earn the Township 1% rebates under certain conditions. Ms. Stevens received the PLGIT Procurement Card Policy which could be adopted by the Supervisors for the existing PLGIT Account, the PLGIT Bond Account and this PLGIT APR Account. On Motion by Mrs. Scull, seconded by Mr. Keltz, approve the Manager to open a separate PLGIT Account for the APR Stimulus Funds and to Transfer the Funds when received to this Account along with requesting that a Procurement Card be associated with this PLGIT American Rescue Plan Account, and adopting the PLGIT Procurement Card Policy for all three PLGIT Accounts. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

16. 2021 Bond Update: Ms. Stevens noted the sale of the Bonds went very well and resulted in \$4,923,047 in monies available for the Projects which was approximately \$200,000 more than anticipated. The new annual total Debt Service payment is an average of \$585,000. The Debt Service millage would need to be adjusted from 1.113 mills to 1.500 mills to offset the annual Debt Service increase of approximately \$125,000. The increase per month for assessed properties ranging from \$135,000 to \$300,000 ranged from \$4.35 to \$9.68 respectively. The Supervisors can adopt a Reimbursement Resolution 2021-19 which permits the Manager to present to the Supervisors Bond Project related expenses that occurred before the Bond Proceeds were available for their consideration to be reimbursed from the PLGIT Bond Account to the General Fund. No questions.

16. 2021 Bond Update continued: On Motion by Mrs. Johnson, seconded by Mr. Keltz, approve the adoption of the Resolution 2021-19 known as the 2021 Bond Reimbursement Resolution, whereby permitting the Supervisors to reimburse Bond related expenses paid by the General Fund from the PLGIT Bond Account. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

17. Bookkeeper Update: Ms. Stevens noted that the Township is considering the Offer of Employment to Sue Corcoran as the Part-Time Bookkeeper at an hourly rate of \$21.00 per hour and for twenty (20) hours per week. On Motion by Mr. Keltz, seconded by Mrs. Scull, approve the hiring of Susan Corcoran at a rate of \$21.00 per hour for twenty (20) hours per week conditioned upon a negative drug test result. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

18. Contingency Accounts – Ms. Stevens noted that the Accounts were recently opened at First National Bank, but unfortunately, the Supervisors may need to consider using some of the funds sooner than expected the Phase Convertor for the Elevator has failed, and must be replaced. The estimated cost to replace the phase convertor is in the range of \$15,000 to \$20,000. The Contingency Fund has \$55,833 designated for Building Maintenance. Once a formal quote is received, Ms. Stevens will place it on the Agenda for a formal motion.

19. Cyber Liability Insurance Policy Renewal: The Insurance Agent contacted Ms. Stevens concerning the Policy Renewal requires security updates on the Township computers, laptops, cell phones, iPads, and tablets in order to have the Cyber Liability Insurance Policy renewed and to cover the Township if a claim occurs. One of the biggest costs is to provide the infrastructure upgrade to ensure the multifactor authentication for all of the devices. Unfortunately these Township required security updates were not budgeted. The installation costs totals to \$4,260, and the increase in the monthly reoccurring costs totals to \$135.00. Mr. Kurtz and Mr. Prutzman had questions on licenses and what additional security was required. On Motion by Mrs. Scull, seconded by Mrs. Johnson, approve the Manager of executing the Stratix/Lynx Quotes to address all of the cyber security issues at an approximate installation/migration cost of \$4,260.00, and approximate increase in the monthly reoccurring costs of \$135.00. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

Solicitor – Mr. Bellwoar presented his May 2021 Report. Mr. Bellwoar noted that the Board needs to approve the Compliance Procedures for the 2021 Bond Refinancing. Mr. Bellwoar summarized the motion that a Policy of the Post Issuance Compliance Procedures needs to be adopted. On Motion by Mr. Keltz, seconded by Mrs. Johnson to adopt the new Policy of the Post Issuance Compliance Procedures. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

Mr. Bellwoar provided an update on Senate Bill 597 which concerns water and wastewater systems and the Bill will have an effect on increasing the costs of operating these systems, and he recommends that both his office and the Township write letters.

Update on the Ordinance Amendment for adding the C2 commercial uses permitted by right to the I1 Industrial District uses permitted by right, and this amendment and the possible R7 rezoning. **On Motion** by Mr. Keltz and seconded by Mrs. Scull to authorize the advertisement of the C2 uses permitted by right to be added to the I1 uses permitted by right. The Phoebe request was already approved. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.

Mr. Bellwoar researched how the Intergovernmental Agreement can be approved and this Agreement can be adopted by Resolution, so it can be placed on next month's agenda.

Old Business - None

New Business

Mr. Bellwoar summarized that the promotion of Sgt. Stouch to Chief was discussed in executive session and the Board of Supervisors are pleased to announce that they are promoting OIC Sgt. Christopher Stouch to the position of the Lower Heidelberg Township Chief of Police. His starting salary will be \$110,000 and there will be no overtime paid as this is a salary position. The Township agrees to pay the Chief a one-time bonus of \$1,520 for his role as Officer in Charge from October 9, 2020 through June 20, 2021. The Board of Supervisors and Christopher Stouch will need to enter into an Employment Agreement. **On Motion** by Mrs. Johnson, seconded by Mr. Keltz, approve to promote OIC Sgt. Christopher Stouch to the position of Lower Heidelberg Township Chief of Police at a starting salary of \$110,000 effective today, pay a one-time bonus of \$1,520 for the OIC duties from October 9, 2020 to June 20, 2021, and authorize the Supervisors and Christopher Stouch to enter into the Employment Agreement subject to final edits by the Township Solicitor which is effective today until December 31, 2023. Roll Call Mrs. Scull – Yes, Mrs. Johnson - Yes, and Mr. Keltz – Yes. Motion passed unanimously.. Chief Stouch congratulations

Public Comment: Mr. Prutzman Question on the Rotary Convertor and is it a 3 phase unit. Ms. Stevens stated that yes it is single phase coming into the building and then is converted to 3 phase to operate the elevator motor.

Adjournment by Mrs. Scull and seconded by Mr. Keltz at 9:31 .PM.

Respectfully Submitted
Pamela J. Stevens

Approved BOS 7.19.17