

**Lower Heidelberg Township Board of Supervisors
BOS Minutes – Regular Meeting
February 21, 2022**

The Lower Heidelberg Township Board of Supervisors held their monthly meeting in person at 720 Brownsville Rd. on the above date. The December monthly meeting was duly advertised to be held in person. Present were Chairperson Cheryl Johnson, Vice Chair Michael Keltz and Member Paul Prutzman, Assistant Township Solicitor Johnathan Long who substituted for Andy Bellwoar, Township Engineer Ryan Rhode (KE), Zoning Officer Glenn Kraft (KCS), Road Foreman Matt Clay, Chief Christopher Stouch, and Township Manager/Secretary/Treasurer Pamela J. Stevens. Also present were Tax Collector Sharon Boyer, Emergency Management Coordinator Justin Schlottman, Planning Commission Chairman Dean Hartman, Library Director Leigh-Anne Yacovelli, and Guests, Robert Melson, Dave Kurtz, Margorie Prutzman, Scott Hettinger, Lori Brown, House Representative Barry Jozwiak, George Lehner, Debbi Scull, Tom Jauch, Bob Baro, Sue Grimes, Barbara Brenner, Don Yerger, Heidelberg Township Solicitor Andy George, Allen Yerger, Dave Randler, Bob Boyer, Charles Reidler, Thomas Schoener, and Jeff and Ginger Gantert

Mrs. Johnson called the meeting to order at 7:01p.m. and lead the Pledge of Allegiance.

Call to Order & Pledge of Allegiance.

1. Minutes: The minutes from the January 17, 2022 will be considered for approval, and were distributed to the Board of Supervisors prior to this meeting. **On Motion** by Mrs. Johnson, seconded by Mr. Prutzman, approve the minutes for the January 17, 2022 meeting as presented. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

Public Comment

A. 5 Park Place Proposed Fence Encroachment into a storm water pipe easement. BOS to discuss with the Township Engineer. Robert Baro resident in Green Valley Estates since 1994 and he and his neighbor had an agreement about mowing their lawns, but his neighbor recently moved. Now he wants to install a fence. He spoke with AKA Fencing, and he knows that he would need a permit. He handed out an updated plot plan. His plot plan did not have the pipe shown and Ms. Stevens gave him a plot plan that showed the 42" diameter reinforced concrete pipe, and he would like to go along his property line but would need to cross the pipe. He noted that there are other fences that cross over the pipe in various yards of his neighbors. He is requesting that the Township Engineer could review the posts locations and he could modify the post depths. He would not like to be so far away from his property line. He is proposing a black aluminum fence along the property line but to be one foot off the property line. Mr. Rhode and Ms. Stevens did review this proposed fence, and he noted that there is an underground pipe. Post Holes are inspected before the posts are installed. Mr. Baro did not submit the Permit yet as he was concerned his request would not be approved. **On Motion**, by Mr. Prutzman, seconded by Mr. Keltz support the proposed fence subject to the Encroachment Agreement. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

B. 48 Merganser (Lot 30) Proposed Fence Encroachment into a storm water pipe easement. BOS to discuss with the Township Engineer. Nobody was present at the meeting, so this item was TABLED.

C. Heidelberg Road Bridge Evaluation and Cost Analysis Report for Heidelberg Bridge:

C. Heidelberg Road Bridge Evaluation and Cost Analysis Report for Heidelberg Bridge continued: Three of the Heidelberg Township Supervisors and their Attorney attended the BOS Meeting to discuss the Heidelberg Road Bridge. Lower Heidelberg received the Evaluation for the Heidelberg Bridge minor repair, major repair and complete replacement, and forwarded the Evaluation to Heidelberg Township. The total estimated cost for the minor repair is \$189,000, the total estimated cost for the major repair is \$409,000, and the total estimated cost for the bridge replacement is \$875,000. Atty. Andy George was the main spokesperson for the Heidelberg Bridge. The Heidelberg Supervisors were pleased to receive the letter. They would like to be involved in the process and are interested in the Project. Mr. Prutzman asked how Heidelberg Township proposes to be involved in this bridge project. If there is a commitment from Heidelberg Township for all costs to be shared by the Heidelberg Township. Mr. Randler asked about the major repair which is about \$400,000. They would like to preserve the bridge and the farmers use the bridge. Rettew Invoice to be paid and was this part of the Heidelberg Bridge. Mrs. Johnson stated to Mr. Randler that there were many discussions, and that Mr. Randler repeatedly told her no. Mr. Nevitt tried to share costs and Mr. Schoener stated that they had budgeted money for the Palm Road Bridge but were never asked to share the costs to the repairs for the Palm Road bridge. They are now willing to share costs. Mr. Randler wanted to bid out the proposals for the engineering. Ms. Stevens discussed how would the engineering costs be less expensive since Rettew already has a jump start on the design and engineering. Mr. Prutzman thought the agreement between the municipalities should be drafted by the solicitors for each municipality, and Mr. George agreed that it should be a Memorandum of Understanding. Mr. Schoener did mention back in 1990's there was history of cooperation. The Secretary for Heidelberg Township, Ms. Werner, reached out to Senator Argall about grant funding. Mr. Yerger contacted Senator Argall's office as well and they had advised him that there are Multi-Modal Grants available. Mr. Wolfskill asked for more information about the major repair and Ms. Stevens explained the Contech Steel Arch system and there would no longer be a weight restriction on this Bridge. He was pleased as his farm equipment is not getting any lighter. Ms. Stevens asked for his e-mail so she could share the Contech Steel Arch system. Mr. Lehner stated that both Townships did not maintain the bridge, and he disappointed that there was no maintenance done by either of the Townships, and at last month's bridge it was discussed about the potential closing of the bridge if Heidelberg Township didn't share in the costs. All emergency response vehicles are getting heavier, and they need a bridge that can carry these heavy vehicles including the farm equipment. Mr. Lehner is concerned about the creation of two (2) dead ends. **On Motion** by Mr. Prutzman, seconded by Mrs. Johnson requested that the two (2) solicitors work together in preparing the Memorandum of Understanding and then present the MOU to both of the Boards of Supervisors. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

2. Tax Collector – Sharon Boyer, the Tax Collector presented her January 2022 Report. She collected in January \$22,093.09. This amount was higher than previous Januarys and was probably due to supplemental bills coming in. The 2022 Tax bills will be issued and mailed March 1, 2022.

3. Library – Leigh-Anne Yacovelli, the Library Director presented her January 2022 Report. Day care deliveries started again and Story Time has also continued. Board of Trustees first dinner pop-ups raised \$350 for the first fund raiser, but the second fund raiser did not raise as much money, so they are postponing the third Pop-Up. Other fund raisers are being discussed. Summer Story Time will begin and the Township Road Crew and the Township Police will be asked again to read at Story Time. Mr. Prutzman asked about the masking. The mask guidance has not changed, and she went into detail on the masking. Surfaces are disinfected. She had handouts for Kutztown Library, as Wernersville Public Library partnered with this Library about the slavery issue.

4. Fire Commissioner - Jared Renshaw, Fire Commissioner was not present, so Mrs. Johnson presented his January 2022 Report. There were 81 calls, the Department participated in 2 Pre-Incident Survey's, had 339 training hours for the month. Mr. Kurtz was at a training session at Shillington Pond for training on water and ice rescues. They also responded to a tree that fell into a home, and they were able to rescue the individual trapped in the house. There were also several structure fires that they recently responded to, and he has been able to take photos at the training sessions and scenes. He is very impressed with their dedication and professionalism.

5. Emergency Management Coordinator (EMC) – Justin Schlottman the Emergency Management Coordinator presented his January 2022 Report. There is not much going on and he received his certifications. He did his annual hazard materials training. Updated Emergency Operations Plan was given to Mr. Stevens. There is the start of the County Hazard Mitigation Plan that is revised every five (5) years. There are several sessions coming up in the next year which a representative must attend to be part of the County Program and to receive funding in case there is damage sustained in the Township. The first session is this Wednesday at 6:30 and Ms. Stevens noted that she will attend. Discussed that the Heidelberg Township EMC is not barricading Heidelberg Road when the Arch Bridge is submerged. Mr. Clay also noted that they plow over a mile of Heidelberg Township Roads to reach Lower Heidelberg Township Roads, but Heidelberg Township lifts their plow when they come to a Lower Heidelberg Township Road. Ms. Stevens was directed to write a letter to the Heidelberg Township Supervisors asking for cooperation on the plowing and salting and advising the EMC to barricade the roads for the traveling public safety.

6. Ambulance – Tony Tucci, the Ambulance Director was not present to give his WBAA January 2022 Report, so Mrs. Johnson did and she reported that there were 35 incidents, the busiest time was 12 noon and the average time on scene was 18 minutes. There dispatch response was less than 1 minute.

6A. Western Berks Ambulance Association (WBAA) Letters of Support - The WBAA is requesting a letter of support to apply for additional American Rescue Plan funding. Does the WBAA also want a letter of support for the COVID 19 Recovery Grant Program under Act 10 of 2022? **On Motion** by Mr. Prutzman, seconded by Mrs. Johnson, approve the Manager write a letter of support and two letters of support if so, requested for the Western Berks Ambulance Associate to request additional funding. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

7. Planning Commission - The February 14, 2022, Planning Commission Meeting was cancelled due to lack of any Agenda Items. Mr. Hartman had nothing either and the Green Valley Terrace Plans that are expected to be submitted for the March Planning Commission meeting may be pushed to the April meeting due to stormwater testing.

7A. Green Valley Terrace MPC Time Extension to June 21, 2022: The BOS should acknowledge the extension of time to June 21, 2022. Concurrence of Board Members acknowledging the MPC Time Extension. Mr. Hartman did acknowledge a new MPC is required. All 3 BOS Members acknowledged.

7B. Green Valley Terrace NPDES Permit Notification: The Act 14 Notification Letter and Chapter 102 Permit Municipal Notification Form were submitted by the Applicant's Engineer, C2C Design Group to satisfy PA DEP's requirement about Municipal Notification for the Green Valley Terrace Project's NPDES Permit Application.

7B. Green Valley Terrace NPDES Permit Notification continued: On Motion by Mrs. Johnson, seconded by Mr. Keltz, approve the Manager to complete the Municipal Notification Form for the NPDES Permit Application for the Green Valley Terrace Project, and submit the completed form to C2C Deign Group within the time allotment. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

8. Building/Zoning - Kraft Code Services representative Glenn Kraft presented the January 2022 KCS Report. Past month there were 15 permits issued for a construction value of \$2,209,898.00 and mostly these permits were for Glen Ridge Estates, there were 57 inspections, 11 Certificates of Occupancy were issued, 8 property maintenance matters, 9 zoning issues, 10 matters reached compliance, and there were 5 rental inspections. Final Written Zoning Hearing Decisions for Alpha Properties and 38 Lingle were received by the Township. He agrees that the sound system has a terrible hissing sound.

9. Engineers – The Township Engineer from Kraft Engineering presented his January 2022 Report. Mr. Rhode noted the action items are the three (3) releases for Glen Ridge estates. Coming up will be the 2022 Roadwork Pre-Bid meeting held via zoom. He is hopeful that the 2022 Roadwork Bids can be awarded at the March 21, 2022 Board Meeting.

9A. Escrow Releases Glen Ridge Estates Phases 1A, 1B, and 2A & 2B – The Township Engineer reviewed the three (3) requested Escrow Releases from GlenRidge Estates, LLC and has the following recommendations for the BOS:

Approve Release No. 3 requested by GlenRidge LLC for Glen Ridge Estates Phase 1A in the amount of \$443,180.00. On Motion by Mr. Prutzman, seconded by Mr. Keltz approve Escrow Release No. 3 requested by GlenRidge LLC for Glen Ridge Estates Phase 1A in the amount of **\$443,180.00**, and authorize the Manager to send the documents to the Surety/Bonding Company, and conditioned upon the Developer staying current with the Township Developer reimbursements. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

Approve Release No. 2 requested by GlenRidge LLC for Glen Ridge Estates Phase 1B in the amount of \$133,040.72. On Motion by Mr. Keltz, seconded by Mrs. Johnson approve Escrow Release No. 2 requested by GlenRidge LLC for Glen Ridge Estates Phase 1B in the amount of **\$133,040.72**, and authorize the Manager to send the documents to the Surety/Bonding Company and conditioned upon the Developer staying current with the Township Developer reimbursements. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

Approve Release No. 2 requested by GlenRidge LLC for Glen Ridge Estates Phases 2A & 2B in the amount of \$1,108,616.40. On Motion by Mrs. Johnson, seconded by Mr. Keltz approve Escrow Release No. 2 requested by GlenRidge LLC for Glen Ridge Estates Phases 2A & 2B in the amount of **\$1,108,616.40**, and authorize the Manager to send the documents to the Surety/Bonding Company and conditioned upon the Developer staying current with the Township Developer reimbursements. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

10. Recreation Board: Vacant Positions and Liaison tabled from January 3, 2022, Reorganization Meeting. Rebecca Hughes contacted the Township to become a Park and Recreation Board Member. The Board of Supervisors could appoint Mrs. Rebecca Hughes for a Five-Year Term to the Township Park and Recreation Board if confirmed by Mrs. Johnson that Mrs. Hughes wants to serve the Five-Year Term. Mrs. J stated that Mrs. Grimes is also interested in being on the Board. Mrs. Scull will not be on the Recreation Board. Mr. Lehner asked about what does the Board do?

10. Recreation Board continued: Mrs. Johnson replied they organize the Easter Egg Hunt, Phillies Game tickets and a Santa Party for the children. For next month's meeting Ms. Stevens will prepare both Resolutions for Mrs. Grimes and Mr. Lehner. Mrs. Yacovelli wants to know when the meetings are and when she found out the March meeting would be March 7, 2022, since this is her Birthday so she will start to attend the April 4, 2022 Meeting. Ms. Stevens to send an e-mail to the park and Recreation Board Members concerning the dates and times. **On Motion** by Mr. Prutzman, seconded by Mr. Keltz approve the adoption of Resolution 2022-16; whereby appointing Rebecca Hughes to the Park and Recreation Board for a Five-Year Term expiring January 4, 2027. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously. Mr. Lehner was at a train show, and he has a handout on kids and Agriculture.

11. Police Department – Chris Stouch, the Chief of Police presented the Police Department January 2022 Report. There were 140 incidents with 8 of a criminal nature, and 8 motor vehicle accidents. Chief Stouch commended that the Road Crew did a great job with all of the weather. Chief spoke about the Accreditation for his Department.

11A. Police Secretary Wage Increase – The Police Chief would like to have the BOS approve of a \$0.50 to \$1.00 hourly wage increase for Cheryl Willman, the Police Secretary effective starting with the Payroll of March 7, 2022 or retroactive to January 1, 2022. He did not know that her evaluation and wage increase was his responsibility as he thought she was in the Teamsters. **On Motion** by Mrs. Johnson, seconded by Mr. Keltz, approve the \$1.00 hourly wage increase of the Police Secretary Cheryl Willman effective 1/1/2022. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

11B. Alarm Tech Systems, Inc. (ATS) Proposal – Chief discussed that Smith and Caltagirone went through the evidence rooms and cleaned out and organized the rooms and he asked if the same pads that are currently used to restrict access and ATS submitted a proposal in the amount of \$3,897.00 and dated January 20, 2022 to expand the existing access control system in the Police Department for additional security. **On Motion** by Mr. Prutzman, seconded by Mr. Keltz, approve the Manager to accept the proposal on behalf of the Police Department and submit the executed proposal to ATS in the amount of \$3,897.00. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

12. Road Foreman – Matt Clay, the Road Foreman presented his January 2022 Report. Mr. Clay stated that they serviced equipment, they patched some potholes and if there are any potholes call the Township Office, so the message can be passed on to him. There was tree trimming throughout the Township. The wind last week created 9 incidents, and they used the plow to scrape the debris off the road as it is quicker and safer. The Road Crew is organizing the Attic especially for signs and materials. Mr. Clay stated that in Lower Heidelberg Township bridges are taken care of better than the other shared municipalities. Appreciates the Chief and his Department on assisting with the small debris. Mr. Baro complimented the Road Crew especially with the storm responses. Mr. Baro asked about the ash tree on Green Valley and Mr. Clay noted that it is a State Road. Mr. Baro complimented on the current tree removal and they are doing a great job.

12A Tree Trimming and/or Removal on Wooltown, Faust & Riegel, and Water Road – Mr. Clay did have Seidel come in on the other approved day, and now he is asking about Wooltown Road. Mr. Clay and Ms. Stevens to discuss additional tree removal with the Board. The trees on Wooltown and at the intersection of Faust & Riegel may take a half day with Seidel's which would equate to \$2,500. The trees on Water Road need to be trimmed to allow sunlight onto the road. The road crew would need to rent a boom lift from Stoney Creek rental for the week at the rate of \$1,700 for the week.

12A Tree Trimming and/or Removal on Wooltown, Faust & Riegel, and Water Road continued: On Motion by Mr. Prutzman, seconded by Mr. Keltz, approve Seidel's Tree Service for a half day for the trees on Wooltown and at the intersection of Faust & Riegel, and approve the rental of a boom lift from Stoney Creek at the weekly rate of \$1,700 for the road crew to trim trees on Water Road. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

Mr. Melson has been at numerous meetings and there have been dangerous issues reported, and since it has been memorialized in the meeting minutes, he believes we should be writing letters to the State Representatives and Penn DOT. Mrs. Scull did state that we do call Penn DOT, but Mr. Melson is suggesting a letter be sent to inform Penn DOT. Copy our legislators and local Penn DOT Office and the Penn DOT liaison. Barry Jozwiak was present at the meeting, and he will be part of the redistricting. Mr. Jozwiak spoke about Penn DOT and they send the requests via e-mail. He heard there were several State and Penn DOT issues brought up here tonight. Ms. Stevens also noted that there are trees outside of the right-of way that are of concern. The Township Solicitor to investigate. Ms. Stevens to write the relevant letters.

Mrs. Brenner thanked Mr. Clay about tacking the manhole lid down on Green Valley Road since the lid pops off and Mr. Clay noted that the riser may need to be replaced.

Manager/Secretary/Treasurer/Sewer Engineer

13. and 14. Bill List and Treasurers Report: The Bill Lists are for January 2022. **On Motion** by Mr. Keltz, seconded by Mr. Prutzman, approve the Bill Lists and the Treasurer's Report, and to file the Report for Audit. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously

15. Tabled Item from the January 3, 2022 Reorganization Meeting

Approve entering into a General Release and Separation Agreement with John P. Sellers, III. **On Motion** by Mrs. Johnson, seconded by Mr. Keltz, move to approve the settlement and separation agreement between Lower Heidelberg Township and John P. Sellers, III. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman – Abstained. Motion passed with two Yes votes.

16. Timberlake Dedication Resolution 2022-15 – Resolution 2019-32 and the relevant documents were not previously recorded by Siana Law Firm, so the Timberlake Roads in Phase 2 could not be added to the Liquid Fuels in 2021. The Board must pass another Resolution and then proceed to have all of the documents recorded at the Berks County Courthouse. **On Motion** by Mr. Prutzman, seconded by Mrs. Johnson, approve the Resolution 2022-15 for accepting the dedication of Township road and highway system portions of Lenge Avenue, Stitzer Avenue, and Marlin Avenue together with acceptance of dedication of various sewer easements and public improvements, within Phase 2 of the Timberlake Subdivision, and the recording of the documents at the County Courthouse for the inclusion of the portions of the road system to be added to the Township's Liquid Fuels System. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

17. Rettew's Invoice: Bridge Engineering Services Invoice in the amount of \$15,605.71 for services rendered through 12/31/2021. **On Motion** by Mr. Keltz, seconded by Mr. Prutzman, approve remitting payment to Rettew Engineering out of the Bond Proceeds Account in the amount of \$15,605.71. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

18. Tompkins VIST Bank Check Signers - VIST Bank needs a motion to remove Deborah P. Scull and add Paul J. Prutzman as a check signer for the VIST Accounts. On Motion by Mrs. Johnson, seconded by Mr. Keltz, approve of the removal of Deborah P. Scull as a VIST check signer and add Paul J. Prutzman as the replacement check signer. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

19. Berks County Cooperative Purchasing Council (BCCPC): 2022 – 2023 Highway Salt Contract needs to be put out for Bid. The Township has participated in the past several years and the tonnage prices are very competitive. On Motion by Mr. Keltz, seconded by Mr. Prutzman, approve the Township participating in the BCCPC Highway Salt Bid for the 2022-2023 Season and authorize the Manager to execute the forms for 600 Tons of Highway Salt. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

20. Municipal Records - Resolution 2022-14 Adopting the Amended Municipal Records Manual & Assigning a Records Custodian for 2022. This Manual pertains to the retention and destruction of the municipal records. On Motion by Mr. Prutzman, seconded by Mr. Keltz, approve the Resolution 2022-14 for Adopting the Amended Municipal Records Manual & Assigning the Township Manager as the Records Custodian for 2022. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

21. Berks County Conservation District (BCCD) MOU FOR MS4 SERVICES: The BCCD submitted a DRAFT Memorandum of Understanding for the Township to enter into which authorizes the BCCD to provide the services required for the Minimum Control Measures #4 of the Annual MS4 NPDES Permit. On Motion by Mr. Keltz, seconded by Mrs. Johnson, approve the township entering into the FINAL Memorandum of Understanding with the Berks County Conservation District for the annual services that assist the township in complying with the Minimum Control Measure #4 of the MS4 NPDES Permit. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

22. SEO Reimbursement Packet: This is the annual sewage enforcement reimbursement report that is submitted to PA DEP. On Motion by Mr. Prutzman, seconded by Mr. Keltz, approve of the execution of the relevant forms and submission by the Manager of the Annual Sewage Enforcement Officer Reimbursement Report to the PA DEP. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

23. Chapter 94 Reports: These are the annual sewage reports sent to the Sewer Treatment Plant owners for their submission to PA DEP. On Motion by Mrs. Johnson, seconded by Mr. Keltz, approve of the execution of the relevant forms and the submission of the Ch 94 Reports by the Manager to the relevant Municipalities for the 4 Sewer Districts. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

24. Memorial Day Parade: Charles Reidler was present to summarize the request and to move the Parade off of Penn Ave. A request came in from the Wernersville Lions Club to hold the Memorial Day Parade and to close off the portion of Wilson Avenue in Lower Heidelberg Township. He anticipates the Parade will start at Fire Company and go through Phoebe so there will be a small section of Wilson that needs to be closed. They will have insurance, and he hopes this will be an Annual Event, but the route may change. Chief Stouch will coordinate with Mr. Reidler.

24. Memorial Day Parade continued: On Motion by Mr. Keltz, seconded by Mrs. Johnson, approve of the Memorial Day Parade and the closure of the section of Wilson Avenue in Lower Heidelberg Township on May 30, 2022 from approximately 9:00 a.m. to 12:00 p.m. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

25. Cell Tower Sale: An Agreement Regarding Lease document was submitted by the current owner P3 LHTB-1, LLC for the sale of the Cell Tower Complex to TowerOne Partners, LLC. The Agreement does require the Board of Supervisors approval and needs to be signed by the Chair and signatures notarized. On Motion by Mr. Prutzman, seconded by Mr. Keltz, approve of the execution of the Agreement by the Chair, Cheryl Johnson, but with the condition that the Agreement must be approved by the Township Solicitor before execution. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously. Mr. Kurtz asked about the cell tower co-locates, and Ms. Stevens was advised that Verizon should be the next co-locator.

26. Glen Ridge Estates Lot 25 – The home constructed on Lot 25 encroaches into the existing force main and needs to be relocated along with the easement on Lot 25 a.k.a 332 Chatsworth. A Declaration Sewer Easement Lot 25 was prepared by the Attorney for Berks Homes; however, at this time, there are numerous questions that need to be resolved. Does the Board want to Table the matter until the Final version of the Declaration is completed before approving the Declaration of Sewer Easement Lot 25? On Motion all three Supervisors voted to TABLE this matter.

27. Recreational Vehicle Parking: Mrs. Johnson would like to discuss with the Board on amending the parking restrictions pertaining to Recreational Vehicles in Chapter 18 of the Codification and Section 522 of the Zoning Ordinance. Mrs. Johnson requested to table this matter as she had other questions, and Mr. Kraft would like to be part of the discussion. On Motion all three Supervisors voted to TABLE this matter.

28. Township Supervisors: Mr. Prutzman discussed the previous effort on obtaining the petition so he would like to move forward with a Resolution which would be 2022-17 and would be prepared by the Solicitor and then submitted to the Board of Elections. Mrs. Scull has questions on what is the reasoning for 5 Supervisors. Mr. Keltz researched this and in 2024 there would be 3 Supervisors that could obtain the health insurance, and with the salaries, and FICA the cost to the Township would equate to \$105,000. Everything is increasing and he is concerned about the future costs. Mr. Prutzman stated that he believes that there was a Resolution adopted, and Ms. Stevens will research the Resolution, and the meeting minutes. Mr. Prutzman would like to discuss with the Board the matter of adding to more Supervisors so it would go from a 3-member Board to a 5-member Board. There is a specific process in the Second-Class Township that must be followed for the addition of the 2 Supervisors in the General Election. Mrs. Johnson discussed railroading, and Mrs. Scull disagreed. With 5 members, 2 can talk without being a quorum. Mr. Jauch remembers the vote and he thought it was a vote for the 5 Supervisors. Mr. Hartman discussed the more opinions may help but he is concerned about the increases with the option for Township health insurance. Mr. Prutzman will not take the Township Health Insurance. Mr. Hartman wanted to know if the information about the 5 Supervisors can be passed onto the rate payers. Mrs. Johnson said she took the Township Insurance until her Husband can go on Medicare due to his health reasons. She is not the first Supervisor to take the health insurance. Mr. Lehner discussed the Supervisors were upset about the school taxes, and per the Reading Eagle the Lower Heidelberg Township has the 3rd highest tax rate. Ms. Stevens to look up the Tax Rates. Mr. Lehner thought there are too many Police Officers. Chief Stouch stated that they have cut one position from the police Department and with the safety of the residents, properties, and school children proper staffing of the Police Department is crucial.

28. Township Supervisors continued: Mr. Prutzman mentioned that the tax increase was in the article and not the overall tax rate. Mrs. Johnson discussed about the other school facilities that could have been expanded, and Mr. Kurtz discussed about how many new homes were being built and how many school children were being added into the Wilson School District. On Motion by Mr. Prutzman, seconded by Mrs. Johnson, agree that a Resolution (2022-XX) to be adopted by the Supervisors which can be placed on a subsequent month's agenda in accordance with the Second-Class Township Code; whereby the Supervisors approve such Resolution for the addition of two (2) Supervisors to create a Five-Member Board. Roll Call Mrs. Johnson - Yes, Mr. Keltz - No, Mr. Prutzman - Yes. Motion passed with two Yes votes.

29. Road and Bridge Work Schedule: Mr. Prutzman would like to discuss with the Board about Mr. Rhode creating a Road and Bridge Work Schedule and having it available on the Website. Mr. Prutzman discussed how to get the information to the residents concerning the Road and Bridge Projects and the first step of the communications to the residents. Mr. Reidler mentioned South Heidelberg has a Facebook page. Ms. Stevens discussed the Website is the main source of communication. Mr. Lehner stated that the people do not feel they are welcome at the Township meetings. Mrs. Johnson took offense to Mr. Lehner's statement. Mr. Melson discussed that he too is relatively new here and he has had a gracious experience at the public meetings and his experience is the people get answers to their questions. He has heard that there are concerns about the communication between the Supervisors. He called it constituent outreach. Mr. Long will research but the Sunshine Act is mostly on matters to be voted on and that is what is prohibited. Mr. Long stated that the Supervisors may meet with the constituents and then bring subjects to the Board Meetings. Mr. Melson stated that the voters can come to the meetings and ask the questions about the 5 Supervisors, and constituent conversations. Mr. Melson suggested a Memorandum of Understanding outlining the framework and information on the website. On Motion by Mr. Prutzman, seconded by Mrs. Johnson, approve of Kraft Engineering preparing a Schedule of the proposed road and bridge work that will then be posted on the website. Roll Call Mrs. Johnson - Yes, Mr. Keltz - No, Mr. Prutzman - Yes. Motion passed with two Yes votes.

30. Board Meeting Packet: Mr. Prutzman would like to discuss with the Board about placing the Board Packet on the Website before the Board Meeting for more information to be available to the constituents. Ms. Stevens would ensure that the Packet that is put up on the Projector does not include any confidential and personnel items that the Board Packet contains each month. On Motion by Mr. Prutzman, seconded by Mrs. Johnson, approve of the posting of the Board Packet to the Township Website prior to the Board Meeting with the Township Manager ensuring that any confidential and personnel documents are not included in this Packet. Roll Call Mrs. Johnson - Yes, Mr. Keltz - Yes, Mr. Prutzman - Yes. Motion passed unanimously.

Solicitor - The Solicitor was present for his January 2022 Report, and Jon Long was present in place of Andy Bellwoar at this meeting due to scheduling conflicts. Solicitor Jon Long did not have a Report

Old Business - None

New Business - None

Public Comment: Mr. Kurtz thanked the Board about the upload of the Board Packet. He wants to see the Website redesigned as he feels that it is a poor website.

Mrs. Grimes thanked the Road Crew for all of their efforts including the tree removal and snow events. Mrs. Grimes asked about the status of the Police Department and Chief stated that there is one position that should be filled. He would need to go back to the Board to get permission to advertise for the open position. Chief discussed we are 17th safest city. Mrs. Grimes was upset with Mr. Lehner as the Emergency Responders have everyone's back and mutual aid is critical.

Mr. Jozwiak was impressed that the Board accomplished a lot of business tonight. Mr. Jozwiak summarized the new redistricting map, and the current vote was 4 to 1. Depending on the vote for the revised map, he may be our Representative for the 5th District and Lower Heidelberg Township may not be in the 129th district. Multi-modal and DCED Grants may be available, so he encourages to research these options. They are looking into the inflation, the border concerns, crime and schools. He commended the Chief on the Accreditation. For everyone's reference, his office is near the Reading Airport.

Adjournment by Mr. Prutzman at 9:40 p.m.

Post Meeting Note to Ms. Stevens: Change Workshop to Constituent Public Information Session Forum, Township Talk, Communications meeting and talk with Mr. Melson.

Respectfully Submitted, Pamela J. Stevens, Manager/Secretary/Treasurer BOS Approved 3.21.22