

The 2021 Reorganizational Meeting of the Heidelberg Township Board of Supervisors was held Monday January 4, 2021 at the municipal building and via Zoom and called to order at 7:00 PM by Chairman Tim Hansen.

Tim Hansen, Paul King, Steve McKonly and Norma Markle were present.

Matt Bollinger and Adam Smith were present via Zoom, as well as some residents.

Others present were Meg Powell.

**REORGANIZATION MEETING** - Paul King made a motion to appoint Tim Hansen as Chairman, Matt Bollinger seconded. Tim Hansen made the motion to appoint the following positions;

Matt Bollinger	-	Vice - Chairman
Norma Markle	-	Secretary – Treasurer
G. Steven McKonly	-	Solicitor
C. S. Davidson, Inc.	-	Engineer
Doug Stambaugh	-	Sewer Enforcement Officer
Reg Baugher	-	Alternate SEO
	-	Zoning Officer
T. Samuel Myers	-	Vacancy Board
Matt Bollinger	-	Police Commission
Judy Tessem	-	Planning Commission (2019-2022)
Larry Rohrbaugh	-	Planning Commission (2020-2023)
Travis Laughman	-	Planning Commission (2020-2023)
Andrew Warehime	-	Planning Commission (2021-2024)
Phil Marks	-	Planning Commission (2018-2021)
Peg Moulton	-	Zoning Hearing Board (2023)
Ellen Thompson	-	Zoning Hearing Board (2022)
Jay Miller	-	Zoning Hearing Board (2021)
	-	Zoning Hearing Board (Alt)
Larry Sterner	-	Road Master
Sam Myers	-	Assistant Road Master
Larry Sterner	-	Agricultural Security Board
Trent Funt	-	Recreation Board
Paul King	-	York Adams Tax Bureau Representative
Norma Markle	-	York Adams Tax Bureau Alternate Rep.
Phil Smith	-	EMA Coordinator

Paul King seconded, **VOTE -3-0**

Tim Hansen made a motion to designate the meeting days and delegates and representatives as follows;

- \* Supervisors will meet the 1<sup>st</sup> Wednesday of each month at 7:00 PM.
- Worksessions will be Monday's prior to the Supervisors meeting at 7:00 PM, as needed
- Planning Commission meetings will be the 2<sup>nd</sup> Wednesday of each month at a time to be set.
- Zoning Hearing Board meetings will be held the last Wednesday of month, as needed.

Delegate to State Convention - All Elected Officials and Secretary-Treasurer.  
 Voting Delegate - Norma Markle

Paul King seconded, **VOTE 3-0**

Tim Hansen made a motion to set the wages and holidays as follows;

**PAY RATES**

Sec - Treasurer	-	\$ 30.00	\$5,000.00/month
Maint. Personal	-	\$ 16.15	
Laborers (truck operators)	-	\$ 30.00	
Laborers	-	\$ 17.45	
Asst. Road Master	-	\$ 40.00	
Road Master	-	\$ 40.00	

Holidays will be New Years, Presidents Day, Good Friday, Memorial Day, July 4<sup>th</sup>, Labor Day, Columbus Day, Veterans Day, Thanksgiving, day after Thanksgiving, Christmas Eve and Christmas.

Paul King seconded, **VOTE 3-0**

Minutes of the November 30<sup>th</sup> and December 2, 2020 meetings were approved as distributed.

Norma Markle will be retiring affected February 26, 2021. The Secretary-Treasurer job will be advertised and Norma will assist in training. Norma will be paid a flat fee of \$5,000.00 each for January and February.

The December Fire Report. The Department responded 12 calls for the month.

Tara Wentzel asked about Mike Myers' back ground and experience with auditing. Tara requested a copy of the Reorganizational Meeting sheet and asked about posting the Sec/Tres position on the website.

There was no Planning Commission meeting held in December.

There was 1 building permit issued in December and \$50.00 revenue for the month.

Adam Smith reviewed the Engineers Report.

- Variance for sign at Providence Church
- Update zoning map & comprehensive plan map for review by PC and YCPC
- Updating one of the exhibits for the ACT 537 Plan
- Adam & Matt will participate in a conference call with DEP for aid for the upgrades that will be needed for the water company

Steve McKonly will advertise the 2021 meeting dates and requested an updated Fee Schedule.

Matt Bollinger stated that Southwestern Regional Police held their final meeting. The files have been moved to Heidelberg Township. The Tail Insurance monies was received from the Department and will be deposited in the General Fund. Most of the water meters have been installed.

Paul King wished

everyone a Happy New Year. Paul King made a motion for Phil Smith to attend a PSATS seminar for Emergency Management training and fees will be paid by the township, Tim Hansen seconded. **VOTE 3-0**

Paul King stated that he has 2 tree trimming companies to trim trees long Glatco Lodge Road, Woodland Drive and Packinghouse Road. They estimate 4 days each at \$925.00/day. Tim Hansen made a motion to have this tree trimming work done, Matt Bollinger seconded. **VOTE 3-0**

The office will reopen to the public on January 5, 2021.

Paul King made a motion to advertise to have the 2019 and 2020 audit completed by and accounting firm, Tim Hansen seconded, **VOTE 3-0.**

Meg Powell asked why the 2020 books would be outsourced. She feels that this would be an additional cost to the Township which is not necessary. The books will need to be put on Quick Books for an outside audit to be completed. After discussion of this matter it was decided it would be to difficult during the transition to train a new hire and complete the in house training of Quick Books.

Tim Hansen made a motion to appoint Hanover Land Services as consultants for the Zoning Officer position, they will bill on an hourly basis., Paul King seconded, **VOTE 3-0.**

A letter of thanks was received by the Glatfelter Memorial Library for our donation.

Tim Hansen made a motion to purchase lights with heaters for two of the trucks, this upgrade would cost approximately \$1,500.00, Paul King seconded. **VOTE 3-0**

The February 7, 2021 meeting will be via Zoom.

A special thanks to Kurtis Sterner for running the Zoom meetings.

Norma Markle read the Treasures Report.

GENERAL FUND	-	Beginning Balance	427,894.32
		Revenue	75,656.17
		Expenditures	125,200.30
		Ending Balance	375,350.19
STATE FUND	-	Savings	209,288.12

Tim Hansen made a motion to pay the bills, Paul King seconded. **VOTE 3-0**

Meeting adjourned at 7:46 PM.