

## 1. Call to Order

The February Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, February 7, 2024, at Porters Fire Company. The meeting was called to order at 6:02pm by Chairman Tim Hansen. Those present:

Tim Hansen, Chairman	Barbara Krebs, Manager
Matt Bollinger, Vice Chairman	Judy Mustard, Secretary
Paul King, Supervisor	Tim Shultis, Solicitor

Kurtis Sterner-IT Specialist and approximately 54 residents/members of the general public were present.

## 2. Pledge of Allegiance

The Pledge of Allegiance was recited.

## 3. Acknowledgment of a quorum

Chairman Hansen acknowledged the declaration of a quorum.

Vice Chairman Bollinger spoke about the Resolution established for Cleatus Wentz Jr acknowledging his 65 years of service to Porters Fire Company. Cleatus Wentz then received a standing ovation from the BOS and the audience after Resolution 2024-05 was established.

## 4. Public Comment

Peg Moulton, Laurel Woods Lane, spoke about the York County Rail Trail and Trolley Trail update. She spoke about the open house that was held in January. She informed the board that construction will be started in 2 phases between Gitts Run Road and Jacobs Mill Road. She shared pictures of the current Trolley Trail as well.

Frank Kempf, York County Rail Trail Authority Chairman, spoke about the Landowners Consent Agreement. Solicitor Shultis questioned the Township's responsibilities if the grant is awarded regarding the stream restoration. Mr. Kempf stated that all stream restoration will be the responsibility of the Rail Trail Authority.

Vice Chairman Bollinger spoke briefly about last month's meeting and how we need to respect the rules of the meeting going forward. Specifically addressed that there should be no personal attacks directed to the board or anyone sitting in the audience and that statements and issues should be directed solely to the Board of Supervisors.

Mike Myers, Pine Drive, questioned Supervisor King attending Code Enforcement Classes and Park Board classes and whether he intended to be a Code Enforcement Officer while being a Supervisor. Supervisor King replied that he wanted to take both courses so he would know what he was talking about when speaking.

Lore Lehman, Rocky Ridge Road, Paradise Township, spoke about her concerns over bullying on Sycamore Drive and feels like the Board and the NYCPD should be made aware of what is happening there. She mentioned that lawsuits are happening, and children are being bullied. She requested that the NYCPD along with the Board look into who the property owners are and boundaries along that Drive before it escalates. Vice Chairman Bollinger acknowledged that he was aware of the situation and would follow up with the police department.

Renan Castillo, Cannery Court, discussed his pleasure that we are moving forward with the Park Board and mentioned that he distributed a flyer noting various candidates and what he feels are their qualifications. He questioned what the Board's thoughts were on other candidates. Chairman Hansen stated that he would not comment on the nonprofit Park Board as that is not the topic of the evening. Vice Chairman Bollinger commented that the 501 is a complete separate entity.

Sandra Stine, Straw Acres Road, spoke about the nonprofit and how they operate and mentioned that they voted to keep the 501 active and that they hoped to get to the point where they would have someone to work with like the Rec Board.

John Johnstonbaugh, feels like he has been cut off at the knees due to the campaigning done for the Rec Board. He wants everyone to have a chance to state their qualifications and activities in the community. He then stated his qualifications.

Tyler Schnetzka, Pin Oak Drive, discussed his concern about the lack of field availability for the Rocket Fast Pitch Softball Association in Heidelberg Township. He wants the girls in the area to have an equal opportunity to use the fields. Chairman Hansen will have the newly appointed Rec Board look into this to find a way to get use of a field.

Tim Senft, Danner Drive, spoke about unity in the Township and how that relates to governments being built.

Lori VanTassell, Cannery Court, thanked John Johnstonbaugh for speaking about his qualifications and would like to know the skills behind all of the candidates for the Park Board.

Richard Cooke, Charity Way, praised the road crew for the good job they did during the previous snowstorm and praised a Supervisor for looking at Pamadeva and responding quickly on a weekend. However, he also feels that Pamadeva, Faith Way, Hope Way, and Charity Way have too much loose gravel along the road and in their yards. He feels like a solution needs to be discussed.

## 5. Approval of BOS Minutes

Chairman Hansen made a motion to approve the January BOS Reorganization minutes, seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion to approve the January BOS meeting minutes, seconded by Vice Chairman Bollinger. Motion passed 3-0.

## 6. Communications

There was no business under Communications.

## 7. Public Safety

Porters Fire Company, Chief Walker gave the January Fire Report. He noted that they took 22 calls for the month of January with 10 of them being in Heidelberg Township. He provided the Board with a breakdown in the Report. He noted that they did receive \$13,450 in a State Grant. He then announced their upcoming fundraisers.

Northern York County Regional Police Department, Chief Lash reported that a cell tower will be coming to fruition in Porters Valley with a request for proposals going out this month. He noted that they have recently began to install new radios, portables, body worn cameras and in car cameras which was completely paid for by grant money. He hopes that the 2023 Annual Report will be out by the next Township Meeting.

## 8. Planning/Zoning

Chris Walker offered the January Zoning Report. There were 5 permit applications received, 1 Zoning Permit issued and \$400 was collected.

Chairman Hansen made a motion to approve the 90-day extension request regarding the subdivision plan for the WC Myers Family Farms LP. (also known as the Gladys M Krug estate plan #2429-6875) This extension will allow enough time to make the proper changes requested by the engineer. Seconded by Vice Chairman Matt Bollinger. Motion passed 3-0

Chairman Hansen made a motion to approve PSATS and miscellaneous municipal training classes for planning, zoning, and code enforcement for Chris Walker. Seconded by Vice Chairman Bollinger. Motion passed 3-0

Chairman Hansen made a motion to approve costs associated with a four-day class for Building Code Official Certification Academy April 8-11, 2024, for Zoning Officer Chirs Walker attendance. Cost not to exceed \$2000.00. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

## 9. Code Enforcement

There was no code enforcement report received.

## 10. Finance

Chairman Hansen made a motion to approve the December's Treasurer's report, seconded by Vice Chairman Bollinger. Supervisor King discussed last month's minutes and questioned the Covid Relief Fund Revenue and whether we received a grant from DCED. Manager Kreb's stated there are no additional Covid funds and will get Supervisor King an answer. Motion passed 3-0.

### **General Fund- Checking**

Beginning Balance	\$ 372,425.22
Revenue	\$ 39,895.07
Expenses	\$48,964.36
<b>Ending Balance</b>	<b>\$ 363,355.93</b>

### **SouthWest PD Fund**

Beginning Balance	\$31,722.59
Revenue	\$0.00
Expenses	\$0.00
<b>Ending Balance</b>	<b>\$ 31,722.59</b>

Heidelberg Township York County, PA  
Board of Supervisors' Meeting Minutes

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**COVID Relief Fund**

Beginning Balance	\$96,181.65
Revenue	\$33.00
Expenses	\$ 2072.72
<b>Ending Balance</b>	<b>\$ 94,141.93</b>

**State Fund Checking-Savings**

Beginning Balance	\$245,321.95
Revenue	\$2.08
Expenses	\$ 0.00
<b>Ending Balance</b>	<b>\$ 245,324.04</b>

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the January's Bills Paid Report. Supervisor King discussed the last page of the Report "Resuwrecktion Auto for \$3496.42 under Misc Revenue" and wonders why it was stated as revenue. Manager Krebs explained that it goes against an insurance payment for the Suburban. Motion passed 2-1. Supervisor King voted against.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the January Office/Maintenance Activity Report. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to ratify the actions of the proper officers of the township in executing the following document, Return of Uncollected Real Estate Taxes for the year 2023, for collections in the face amount of \$5244.46, plus Penalty \$524.44, for a total of \$5768.90 which is a decrease of \$1067.09 from 2022. Motion passes 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the January Right-To-Know Report: Report Accepted. A question was asked by the audience for a breakdown on the Solicitor costs versus the employee cost. Motion passed 3-0

- 10 New Requests received in January total YTD 10
- 0 voided by applicant in January
- 1 completed in January
- 9 RTK Officer requested additional 30-days for response
- 0 due in January
- Received 2 Right to Know appeals in January filed on previous RTK requests
- December Estimated Township/Solicitor Cost: \$1497.45
- December Estimated Heidelberg Employee Staff Hours Spent on RTK: 27.5 hours

## 11. Highway, Roads, and Streets

Chris Walker reported that roads were plowed, and material was laid for the two snowstorms. Potholes were being repaired as time allows. Trees were cleared on High Rock Road from storm damage and signs were ordered and will be replaced as time allows. Supervisor King commented that Pamadeva, Faith Way, Hope Way, and Charity Way need to be swept and noted that the drain boxes are getting jammed up with stone.

## 12. Engineer

Adam Smith from C.S. Davidson explained that we opened up 2 bids for 2024 for street improvements. Contract One received 4 bids and the low bid was from CPA Pavement Services Inc. for \$113,178.00 which includes base repair along Van Cleve Lane and Acorn Drive intersection, Oakwood Avenue, Liberty Road, and Shelborne Lane as well as storm sewer improvements along Liberty Road and Shelbourne Lane. He recommended that the board make a motion to approve CPA bituminous service treatments and ultra-thin bonded wearing course. Contract Two received two bids coming in with the lowest bid being \$134,732.70 and explained that the two contracts put together exceed the road budget for the year. He suggested making a motion to Award Contract One and making a motion to not award Contract Two at this time. He then recommended that we pass along Contract Two to the 2025 Street Budget. Supervisor King asked for clarification on the coating in Bid Item 2. Adam confirmed that was asphalt coating for Oakwood Drive, Liberty Drive and Shelborne Lane. Supervisor King questioned whether tar and chip would fall under our budgeted allotment and Adam did not recommend using tar and chip on those roads but noted that it would not fall under the bidding limit. Supervisor clarified that the pipe repair work would still be done under Contract One for Liberty and Shelborne. Chairman Hansen made the motion to award Contract One to CPA Pavement Services Inc. Seconded by Vice Chairman Bollinger. Motion passed 3-0. Chairman Hansen stated that Contract Two will be tabled.

## 13. Recreation

Chairman Hansen asked Manager Krebs to explain the process on how the Board decided to vote on the Park Board. He then named all the candidates. John Johnstonbaugh, Nick Gentile, Tara Wenzel, Sandra Stine, Dan Wilmut, Meg Powell, Victoria Senft, Ray Wenzel, and Gloria Fuhrman-Lear. Manager Krebs then explained that the process included collecting all the applications that were received in the township office. Those applications were then given to each Supervisor, and they were tasked with ranking them from 1-9 with 1 being their first choice and 9 being the last choice. Each Supervisor then sent their picks back to Manager Krebs and she developed a chart based on the top five picks and showing how many picks they each received per Supervisor. The appointment terms will be staggered by years. She then read the list of names and gave their number of votes received.

Chairman Hansen made a motion to appoint Gloria Fuhrman-Lear to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2026. Seconded by Vice Chairman Bollinger. Motion passed 3-0

Chairman Hansen made a motion to appoint John Johnstonbaugh to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2026. Seconded by Vice Chairman Bollinger. Motion passed 3-0

Chairman Hansen made a motion to appoint Nick Gentile to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2027. Seconded by Vice Chairman Bollinger. Supervisor King asked for a discussion and spoke about Nick's dog being unleashed at the park. Nick Gentile then spoke about his dog and explained that he had

permission from the previous office to walk his dog unleashed when no other dogs are around. He noted that he always leashes his dog when other dogs or people are around. Motion passed 2-1 with Supervisor King voting no.

Chairman Hansen made a motion to appoint Sandra Stine to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2027. Seconded by Vice Chairman Bollinger. Discussion by Supervisor King. He expressed his concern about the non-profit and the conflict he feels that entails. He would rather broaden the base for others to volunteer. Motion passed 2-1 with Supervisor King voting no.

Chairman Hansen made a motion to appoint Tara Wenzel to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2028. Seconded by Vice Chairman Bollinger. Discussion by Supervisor King. He mentioned a conflict he feels with the website page, Spring Grove EMS and an unauthorized park event. Tara Wenzel then responded that she divulged all information that she had to the Township, she does not know what event that Supervisor King is referring to and she expressed that she was asked by the EMS Board to volunteer to be an EMS Heidelberg Resident Volunteer. Motion passed 2-1 with Supervisor King voting no.

Following the appointment, Chairman Hansen congratulated the appointed members and asked them to contact Manager Krebs to set up a Reorganization Meeting. Chairman Hansen made a motion to authorize the Solicitor to amend the Ordinance creating a Parks and Recreation Board to allow for an alternate member. Seconded by Vice Chairman Bollinger. Motion passed 3-0 Discussion by Supervisor King questioning the authority of the Rec Board to schedule the use of the fields. Solicitor Shultis confirmed that the Park Board's duties are to advise and make recommendations to the BOS who then ultimately decides on the usage. Solicitor Shultis then confirmed that if decisions need to be made prior to a regularly scheduled meeting, the BOS could hold a special meeting.

## 14. Water Committee

Chairman Hansen made a motion authorizing the Township Manager and Solicitor to draft a resolution creating a five-member water committee outlining committee responsibilities. Seconded by Vice Chairman Bollinger. Discussion by Supervisor King questioning the differences between a Board and a Committee and their limited abilities and time in existence. Solicitor Shultis agreed that he would like all the guidance he can get. Supervisor King expressed his concerns that after collecting grants we may not need committee as there would be nothing for them to do. Solicitor Shultis proposed drafting a resolution so that everyone can gather their thoughts and opinions to discuss at the next meeting. Motion passed 3-0.

## 15. Solicitor

Solicitor Shultis discussed the Open Bids for the sale of timber that the township owns. The first bid received was from Pierron Reasher Logging/Lumber, LLC in the amount of \$35,750.00. The second bid received was from Backenstoos Forest Products, LLC in the amount of \$17,082.00. The third bid received was from Mountainside Logging in the amount of \$18,251.00. Chairman Hansen made a motion to award the timber sale area of approximately 35.8 acres to Pierron Reasher Logging/Lumber LLC, the highest bidder. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion to create Resolution 2024-06 amending the water system rates for Heidelberg Water System customers (this amends the Service and Maintenance fee from \$50 to \$80 per quarter effective second quarter of 2024) Seconded by Vice Chairman Bollinger. Motion Passed 3-0

Chairman Hansen made a motion authorizing the Board of Supervisors to execute the Landowner Consent Letter for the York County Rail Trail Authority. Seconded by Vice Chairman Bollinger. Motion passed 3-0

## 16. Supervisors

### Chairman Timothy Hansen

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to authorize the Township Manager to purchase cell phones for the Board of Supervisors. The cellphones will be strictly used for township business and will not have any internet functions. Discussion by Supervisor King who thinks this is unnecessary. He also questioned whether the residents would have the phone numbers. Manager Krebs stated that they would be available on the website. Motion Passed 2-1 with Supervisor King voting no. Supervisor King and Vice Chairman Bollinger declined the option of having a phone purchased for them.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to authorize the Township staff/volunteers to create the Spring 2024 Newsletter. Motion Passed 3-0

### Vice Chairman Matthew Bollinger

Vice Chairman made a motion to adopt Resolution 2024-05 honoring Cleatus Wentz Jr for his years of service in Heidelberg Township. Seconded by Chairman Hansen. Motion passed 3-0.

Vice Chairman made a motion, seconded by Chairman Hansen directing the Township Office to discontinue zoom meeting recordings effective at the conclusion of this meeting. Solicitor Shultis explained that audio recordings will only be available until minutes are approved. Motion passed 2-1 with Supervisor King voting no

### Supervisor Paul King

Supervisor King made a motion to authorize a new zoning map be drawn up by C. S. Davidson so that people can see the zoning and will be a useful tool for the Planning Commission. Chairman Hansen agreed that this may be useful but would like an estimate on the cost of getting this done. Supervisor King made a friendly amendment to his motion that would allow the cost to be determined first. Seconded by Chairman Hansen. Motion passed 3-0

Supervisor King made a motion to remove from the table, the contract with PMCA. Chairman Hansen agreed that this was tabled and there is no intent to move forward with them. Seconded by Chairman Hansen. Motion passed 3-0. Supervisor King then made a motion to reject the contract from PMCA. Seconded by Chairman Hansen. Motion passed 3-0.

Supervisor King made a motion to pay for PSATS courses for Paul King 2/22/24-"Code Enforcement". And-Paul King to the Park and Recreation Board 2/15/24-"Planning for Parks, Recreation and Public Spaces". Seconded by Vice Chairman Bollinger. Supervisor King abstained from voting, Chairman Hansen voted no, and Vice Chairman Bollinger voted yes. Motion died.

### 17. Old Business

Chairman Hansen made a motion to hire a temporary assistant to the Right to Know Officer. Seconded by Vice Chairman Bollinger. Discussion by Supervisor King questioning why this is a temporary position as he feels there needs to be a more full/part time position. Vice Chairman Bollinger and Manager Krebs explained that this is temporary to get the amount of Right to Know's under control and find time to get office staff trained. Vice Chairman Bollinger suggested that we hire Meg Powell as a temporary employee at \$25 per hour for 90 days. Motion passed 3-0

### 18. New Business

None.

### 19. Upcoming Meetings

Chairman Hansen stated that the Planning Commission will meet February 14th, 2024, at 6:00pm. The Zoning Hearing Board will meet February 28th, 2024, at 7:00pm. The Board of Supervisor's Regular Scheduled Meeting will be March 6<sup>th</sup>, 2024, at 6:00pm. The Rec Board meeting will be determined.

### 20. Adjourn

Chairman Hansen made a motion seconded by Vice Chairman Bollinger to adjourn the meeting at 7:37PM. Motion passed 3-0.

Judy Mustard  
Township Secretary