

1. Call to Order

The April Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, April 3, 2024, at Porters Fire Company. The meeting was called to order at 6:01pm 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

Approximately 34 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.

4. Public Comment

Supervisor King made a motion to have the agenda amended for missing agenda item that was asking for an executive session. Motion died due to a lack of a second.

Peg Moulton, Laurel Woods Lane, spoke about the York County Rail Trail and Hanover Trolley Trail Project updates. Grand opening ribbon cutting at the section at Spring Grove-Jackson Township opening April 26th from 11:30am-12:30pm. She also asked for a donation from the Board of Supervisors.

Supervisor King called for an executive session to discuss office personnel and a real estate deal on a new parking lot for the Rail Trail. Chairman Hansen denied an executive session

Tara Wenzel, Deagan Road, spoke about the first meeting that the Recreation Board had on March 4th and introduced the board members. She asked the Board to collect suggestions from citizens for the park and to have them emailed to the Township office. She also mentioned that she feels citizens are uncomfortable with the taping of the meetings from a citizen that is posting them on social media. Chairman Hansen noted that he is curious as to how many from the audience are uncomfortable where the majority indicated that they are uncomfortable with the videotaping.

Renan Castillo, Cannery Court, feels that the first amendment allows the videotaping of the meeting and feels that most people in the community support the first amendment. He is thankful that the board is providing RTK information but feels that we are spending too much time and money on them, and he questioned why our numbers are higher than other states who have posted data. Solicitor Shultis explained that our data is not electronic or organized from past employees and that it involves searching through boxes for thousands of pages of documents. Solicitor Shultis also stated that the amount of appeals we receive is costly. Supervisor King then spoke about his RTK requests and appeals. Solicitor Shultis then explained why the processes are happening the way they are.

5. Approval of BOS Minutes

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

6. Communications

Chairman Hansen made a motion to write a letter of support for Gladfelter Memorial Library's DCED's grant funding opportunity to carry out capital projects. Seconded by Vice Chairman Bollinger. Motion passed 3-0

Chairman Hansen mentioned the York County 2024 Annual Action plan which will authorize the posting on the Township Website and the Municipal Building, the public hearing notice to be held Wednesday, April 10, 2024, at York County Administrative Center for the Community Development Block Program for a Water Feasibility Study. Heidelberg has a Planning Application for the Water Department to conduct an operation and maintenance assessment of the water system.

Chairman Hansen spoke about the YATB Open House for members and elected officials scheduled for Tuesday, May 14th, 2024, at the York office and Wednesday, May 15th, 2024, at the Gettysburg Office. Please let Barbara Krebs know no later than May 8th, 2024, to be registered for attendance.

Chairman Hansen announced that we have received payment for Liquid Fuels \$139,957.78

Chairman Hansen discussed the letter from YATB PSAT's Resolution #24-26 Appointment of Real Estate Tax Collector.

Chairman Hansen also announced a free Shredding Event provided by Rep. Seth Grove April 6, 2024, at the York Fairgrounds 9:00am-12:00pm

7. Public Safety

Porters Fire Company, Chief Walker gave the March Fire Report. He noted that they took 26 calls for the month of March with 12 of them being in Heidelberg Township. He provided the Board with a breakdown in the Report. He also gave a report on fuel usage.

Northern York County Regional Police Department, Chief Lash reported that they had a pre-bid meeting at the Heidelberg police station for the cell tower project where 5 contractors participated. Bids are due April 29, 2024. The groundbreaking event for the new headquarters is April 27, 2024, at 10:00am. The location of that event is 3800 North Susquehanna Trail, York, PA 17406. They expect substantial completion of that building to be April 2025. They also recently received a grant of \$28,000 from PCCD to aid them in recruitment of new officers to the department. He noted that through March of 2024 they have handled 237 calls for Heidelberg. He asked that if at any time you wake in the middle of the night and have a stranger in your home or at your door that you call 911 immediately.

8. Planning/Zoning

Chris Walker offered the March Zoning Report. There was 1 permit application received, 1 building permit issued and \$80 was collected.

9. Code Enforcement

Chirs Walker said that notice of violations will be sent out in two weeks.

10. Finance

Chairman Hansen made a motion to approve the January's Amended Treasurer's report, seconded by Vice Chairman Bollinger. Motion passed 3-0

Chairman Hansen made a motion to approve the February's Treasurer's report, seconded by Vice Chairman Bollinger. Motion passed 3-0

General Fund- Checking

Beginning Balance	\$ 248,421.67
Revenue	\$ 167,203.57
Expenses	\$54,377.92
Ending Balance	\$ 355,247.32

SouthWest PD Fund

Beginning Balance	\$31,722.59
Revenue	\$0.00
Expenses	\$0.00
Ending Balance	\$ 31,722.59

COVID Relief Fund

Beginning Balance	\$94,141.93
Revenue	\$0.00
Expenses	\$ 0.00
Ending Balance	\$ 94,141.93

State Fund Checking-Savings

Beginning Balance	\$245,326.12
Revenue	\$1.94
Expenses	\$ 0.00
Ending Balance	\$ 245,328.06

Supervisor King then asked if the Audit was done. Manager Krebs then explained that the 2023 Audit has not been started and that they are working on the 2022 Audit and hopes that it will be done in May as long as things stay on track. Supervisor King then questioned why Meg Powell is not helping with office work and Manager Krebs stated that Meg Powell was only hired to assist with Right to Knows. Discussion about Meg Powells duties and hours was then discussed.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the March Bills Paid Report. Motion passed 2-1. Supervisor King voted no.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the March Office/Maintenance Activity Report. Motion passed 2-1. Supervisor King then discussed the small space that 4 people are using to work in. Supervisor King voted no.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the March Right-To-Know Report: Report Accepted. Motion passed 3-0

- 3 New Requests received in March total YTD 18
- 0 voided by applicant in March
- 3 completed in March
- 2 RTK Officer requested additional 30-days for response
- 10 were due in March
- Received 2 Right to Know appeals in March filed on previous RTK requests
- February Estimated Township \$3136.43/Solicitor Cost: \$828.00 Total \$3964.43
- February Estimated Heidelberg Employee Staff Hours Spent on RTK: 97.75 hours

11. Highway, Roads, and Streets

Chris Walker reported :

- Patched Trolley Road, Glatco Lodge Road, Packing House Road, Hoff Road, and Locust Road.
- Storm drains were cleared
- Removed downed trees from Moulstown Road East
- Plows removed from two trucks
- Boom Mower repairs complete, onto next vendor for control update. Estimated to have it back the third week of April for good. Mowing will commence immediately upon return.

Supervisor King then requested that Chris look at the gutters on Glatco Lodge Road.

12. Engineer

Nothing to Report.

13. Recreation

Chairman Hansen announced that the first Meeting was held 3/4/2024. Tara Wenzel was named Chairman. John Johnstonbaugh was named Vice Chairman and Gloria Fuhrman-Lear was named Secretary. Next meeting is 4/16/2024 at 6:00pm.

Chairman Hansen made a motion authorizing the Township Manager and the Solicitor to work with the York County Rail Trail Authority for trailhead parking lot and grant opportunities on Heidelberg Township Municipal owned property. Seconded by Vice Chairman Bollinger. Discussion by Supervisor King inquiring whether DEP would need to be involved since it is swamp land, concerns about the bog turtle and whether a traffic study would be performed. He then asked for an executive session. Motion passed 2-1. Supervisor King voted no.

Chairman Hansen made a motion and seconded by Vice Chairman Bollinger to approve the Get Outdoors (GO) York Program to utilize Heidelberg Township Park Facility for geocache locations. Motion passed 2-1. Supervisor King voted no.

14. Water Committee

- Chairman Hansen announced that first quarter water bills were sent out and currently we have no delinquent accounts
- Chairman Hansen announced a Local Share Assessment Grant of \$156,312.00 from the Commonwealth Financing Authority for water system security upgrades has been awarded to Heidelberg Township. Chairman Hansen made a motion authorizing C. S. Davidson to bid the project improvements as a requirement of the grant award. Seconded by Vice Chairman Bollinger. Motion passed 3-0

15. Solicitor

Solicitor Shultis discussed the proposed Resolution for creation of Heidelberg Water Committee. He would like the intent to be that we have this on the agenda for May. All changes suggested by the board were incorporated. Supervisor King asked the BOS to waive attorney client privilege and allow the public to have a copy of the draft. Solicitor Shultis stated that it would be placed on the website assuming the board approves it. Supervisor King made a motion to put it on the website in its current form. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Solicitor Shultis then discussed Proposed Ordinance Number 2024-01 amending Section of Ordinance Number 2023-03 to establish an alternate member to the Heidelberg Township Park and Recreation Board and also provides for repealer, severability and an effective date. Chairman Hansen made a motion to adopt Ordinance 2024-01 and it was seconded by Vice Chairman Bollinger. Motion passed 3-0. Supervisor King asked if the appointment would happen at an executive session. Manager Krebs explained that we have asked for any volunteers interested in the position to apply, specifically stating they were interested in the alternate position. To date, we have only received one application. She encouraged anyone else that was interested to get their applications in.

Chairman Hansen made a motion, seconded by Supervisor King to allow Solicitor Shultis to write a letter to the Ethics Commission asking to advise us on Park Board members also being involved with the 501C3. Motion passed 3-0.

Solicitor Shultis discussed the Solid Waste Bid that was due April 4, 2024. Only one bid was received, and it was from Penn Waste. He discussed the outline of the bid stating that we asked for a price with toters and without. Bid rates were as follows:

Year One Non Toter Option-\$413.40 per year

Year One Toter Option-\$413.40 per year

Rate per Bag option-\$180 per year + \$8.50 per bag

Year Two Non Toter Option-\$434.04 per year

Year Two Toter Option-\$434.04 per year

Rate per Bag option-\$189 per year + \$8.93 per bag

Year Three Non Toter Option-\$455.76 per year

Year Three Toter Option-\$455.76 per year

Rate per Bag option-\$198.40per year + \$9.38 per bag

Optional Year One Extension Non Toter Option-\$478.56 per year

Optional Year One Extension Toter Option-\$478.56 per year

Optional Year One Rate per Bag option-\$203.32 per year + \$9.85 per bag

Optional Year Two Extension Non Toter Option-\$502.44per year

Optional Year Two Extension Toter Option-\$502.44 per year

Optional Year Two Rate per Bag option-\$218.72 per year + \$10.34 per bag

Solicitor Shultis then gave examples of other nearby municipality rates. He then explained that the first vote is whether to have mandatory toters or not to require toters. Board members and residents then gave opinions. Questions were asked by the audience regarding recycling as well. Chairman Hansen made a motion to award the Municipal Solid Waste and Hauling Bid to Penn Waste for period July 1, 2024, through June 30, 2027, with an option for (2) one-year extensions without mandatory toters. It was seconded by Vice Chairman Bollinger. Motion passed 3-0

16. Supervisors

Chairman Timothy Hansen

Chairman Hansen made a motion to accept the bridge inspection report for bridge # 330 Gitts Run Road over Oil Creek prepared by HRG Engineering. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion authorizing the Township Voting Delegate to vote on the 2024 Proposed PSAT's Resolution as recommended by PSAT's. Seconded by Vice Chairman Bollinger. Discussion by Supervisor King questioning verification on whether PSAT's is for or against this Resolution, Manager Krebs stated that PSAT's is in favor of passing the Resolution. Supervisor King voted no. Motion passed 2-1

Vice Chairman Matthew Bollinger

No agenda items

Supervisor Paul King

Supervisor King wanted to begin discussion on Code Enforcement Policy and wanted the Board to consider the following:

- Complaint Form -Ask how the perceived violation affects the complainant . Ask if you can enter the complainant's property to view what the complainant sees.
- To allow two written requests for compliance before a violation notice is issued. Ask for timetable for violation to be corrected.
- Develop office procedures for Zoning Officer to inspect, investigate, and issue requests and notices and keeping of files.

17. Old Business

None.

18. New Business

None.

19. Upcoming Meetings

Chairman Hansen stated that the Planning Commission will meet April 10, 2024, at 6:00pm at the Township Building. The Rec Board meeting will be April 16th, 2024, at 6:00pm at the Township Building. The Zoning Hearing Board will be cancelled for April due to lack of business. The Board of Supervisor's Regular Scheduled Meeting will be May 1st, 2024, at 6:00pm.

20. Adjourn

Chairman Hansen made a motion seconded by Vice Chairman Bollinger to adjourn the meeting at 7:07PM. Motion passed 3-0.

Judy Mustard
Township Secretary