



**HEIDELBERG**  
Township Municipal  
EST. 1750 YORK COUNTY PENNSYLVANIA

6424 York Road Spring Grove, Pennsylvania 17362

# Meeting Agenda

Heidelberg Township, York County PA

## **Board of Supervisors**

Tim Hansen            Chairman  
Matt Bollinger       Vice Chairman  
Paul King             Supervisor

**Porters Fire Company**  
  
**6:00PM**  
  
**1199 Porters Road**  
  
**Spring Grove, PA 17362**

## **Attendee Info:**

<b>Please Sign:</b>	Attendance Sheet
<b>Zoom Info:</b>	<a href="https://us02web.zoom.us/j/84784049024">https://us02web.zoom.us/j/84784049024</a>
	Webinar ID: 847 8404 9024

## **Additional Info:**

*Please be aware that during the meeting, person(s) may be using audio or recording devices*

1. Meeting Call to Order
2. Pledge of Allegiance
3. Acknowledge the Declaration of a quorum.
4. Executive Session-Personnel Matters
5. Public Comment – comments can be made regarding any item(s) listed on the agenda and any non-agenda items (3 minutes per speaker) *(Persons who have made prior arrangements to be placed on the agenda will have first priority) Prior to addressing the board you must come to the podium, state your full name and address.*
  - Vicki Senft-Citizen’s Concerns
  - Janice Smith-Glatfelter Memorial Library-2024 Budget Request

- Paul King-Report on Meeting held 9/18/23 and Meeting on 10/16/23 at the Rec Park regarding 2024 Budget
  - Mark Hudak-Health Insurance and RTK
  - Nick Gentile-Iron Ridge Road -Elections
6. Approval of the BOS Meeting Minutes
- Motion to approve September BOS Meeting Minutes
7. Communications
- Resolution 2023-21 Resolution of the Board of Commissioners York County, 9-21-23 Pennsylvania 15 day county-wide burn ban on any and all open burning. This burn ban shall supersede any municipal ordinance to the contrary. Expected expiration date is 10-5-2023
8. Public Safety
- Porters Volunteer Fire Company
    - Fire Report/Pumper Truck
  - Northern York County Regional Police Department
    - Police Report
9. Planning/Zoning
- Zoning Activity Report  
We issued one permit and collected \$50.00
10. Code Enforcement
- Accept report of Code Enforcement Officer
11. Finance
- Motion to approve
    - August Treasurer's Report
    - Bills Paid Report
    - Glatfelter Memorial Library is requesting their 2023 annual contribution in the amount of \$4000.00 and they are also requesting an additional \$5100.00 to help cover expenses relating to required building updates. The 2023 budgeted amount is \$8000.00, their request will exceed this amount by \$1100.00 if approved.
  - Accept September Office/Maintenance Activity Report
  - Accept the Right to Know Request Report
    - 2 New Requests received in September total YTD 47
    - 0 voided by applicants

- 10 completed in September
- 3 RTK Officer requested additional 30-days for response.
- 3 not due until October
- 3 Received Right to Know appeals filed on the above RTK requests
- August Estimated Township/Solicitor Cost-\$5216.45
- August Estimated Employee Hours Spent on RTK-85

## 12. Highway, Roads and Streets

- Locust Road, boom mowed and branches trimmed
- Wildasin Drive, tree removal
- Speed Limit sign on Jacobs Mill Road is done
- No littering sign on Locust Road is back up

## 13. Parks and Recreation

- Agreement with Legacy French/ Color Mix to hold paint classes in the Rec Park Pavilion 10/22/23 from 2:00pm-3:30pm. A certificate of liability insurance has been provided. (They will not be providing liability and hold harmless agreements for individual participating members and are requesting waiver of any fees that may apply)
- Agreement with Cindy Jeng- Yoga and Wellness to hold Autumn Yoga in the Park 10/28/23 at 9:00am. A certificate of liability insurance has been provided. (They will not be providing liability and hold harmless agreements for individual participating members and are requesting waiver of any fees that may apply)

## 14. Solicitor

- A motion to approve Resolution 2023-11 for distribution of COVID Funds to the Fire Department
- A motion to approve Resolution 2023-12 Agenda Setting Policy
- A motion to approve Ordinance 2023-03 to establish a Rec Board
- Pennsylvania Property Tax or Rent Rebate Program Guidelines information to be placed on the website

## 15. Supervisors

- Chairman Tim Hansen
  - Volunteer Fire Relief Association state aid allocation 2023 in the amount of \$20,137.34. Authorize payment of the amount to the Porters Fire Company Relief Association. ( need a motion)
  - Motion to approve RTK Report to be placed on township website
  - Motion to accept resignation from Katie Holmes, Township Secretary, effective 9/18/2023
  - Motion to appoint Judy Mustard Township Secretary at the rate of \$27.50 per hour effective immediately. (She has successfully completed her 90 day probation period and will be bonded by the Township)
  - Motion to approve Resolution 2023-15 setting wage rates for various employees/appointees (set the Secretary rate)

- Vice Chairman Matt Bollinger
  - Northern York County Regional Police 2024 Minimum Municipal Obligation (MMO) for uniform and non-uniform personnel. Heidelberg Township's obligation is \$80,346.00
  - Heidelberg Township Police Pension Plan for 2024 Minimum Municipal Obligation (MMO). Heidelberg Township's obligation is \$0.00
  - Motion to approve Resolution 2023-13 requesting Category 4 Facilities Local Share Assessment grant of \$156, 312.00 from the Commonwealth Financing Authority to be used for Water System Security upgrade ( this is a grant submitted through the County)
  - Motion to approve Resolution 2023-14 requesting Statewide Local Share Assessment grant of \$80,000 from the Commonwealth Financing Authority to be used for the purchase of a 4x4 pickup truck with utility bed ( this is a grant submitted through the state)
- Supervisor Paul King

16. Old Business

- Park Equipment installation start date October 8, 2023

17. New Business

18. Upcoming Meetings

- Planning Commission October 11, 2023 7:00PM
- Zoning Hearing Board October 25, 2023 7:00PM

19. Adjourn

- Motion to adjourn BOS Meeting