

Board of Supervisor's Meeting

June 2, 2021

1. Call to Order

The regular monthly meeting of the Heidelberg Township Board of Supervisors was held on Wednesday, June 2, 2021, at the Porter's Fire Hall and via Zoom. The meeting was called to order at 7:00 PM by Chairman Tim Hansen.

Those present:

Tim Hansen, Chairman
Matt Bollinger, Vice-Chairman

Paul King, Supervisor
Heather Billet, Secretary/Treasurer

Tim Shultis, Solicitor

Adam Smith, Engineer

Others present: Mary Morgan, Deborah Pfeifer, Terry Lynn Ross, Phil Smith, Tara Wenzel, Brad Finch, John and Cindy Johnstonbaugh, Ellen Thompson, Chris Walker, Mila Moyer, Travis D. Laughman, Larry Sterner, Meg Powell, Bob and Sandi Stine, Scott and Mary Hoffman, Jackie Hefner, Peg Moulton, Doug Brodbeck, Michael Rishel, Kurtis Sterner, and others who did not sign in or names were illegible.

Others were present via Zoom but did not sign in.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public Comment

There were a number of questions/comments regarding the amount and the plans for the Covid Relief funds. At this time, the BOS has not received any of the \$301,057.00 scheduled to be received, and are in a fact-finding mode on the best ways to make use of the funds. Tim Hansen suggested that a link could be placed on the township website for the PSATS communications for the public to utilize. Both Paul King and Tim Shultis stated that more regulations are coming from PSATS and the federal government regarding the rules on how the money can be spent. The BOS will continue to monitor the regulations and receive public input on how the monies will be spent.

4. Approval on Minutes

Tim Hansen asked if there were any additions or corrections to the May 2021 Minutes. There were none.

On the motion from Paul King, seconded by Tim Hansen, the minutes of the May 2021 Board of Supervisor's Meeting were approved. Vote 3-0.

5. Fire Report

Chris Walker read the May Fire Report. The department responded to 15 calls for the month, 13 in Heidelberg Township. Tim Hansen presented Chris Walker a check for a donation of \$250.00 on behalf of Tara Wenzel for her work on the township website.

6. Recreation Board Report

Trent Funt, Heidelberg Township Parks Director, was not able to attend. His report is available at the township office.

There was discussion for clarification on the definition of Park Director and whether or not that is a paid township position. Tim Shultis provided the opinion that the second-class township code authorizes the township to hire someone to supervise the park and it does not exclude volunteer work. The township is free to, within certain limits, appoint a volunteer director who must report to the BOS and who are the ultimate authority for the management of the park.

7. Unfinished Business

a. Bids- Adam Smith, C.S. Davidson - Bids were opened publicly on 6/1/2021 for the following contracts:

Contract #1 for Roadway Improvements – Work will include superpaving, asphalt leveling course for Deagan Road and Woodland Drive; Laurel Summit will include wedge milling, paving fabric, and superpave wearing course. The township received 4 bids with Kinsley Construction being the lowest bidder at \$114,152.50. Other bidders were Stewart & Tate at \$120,710.00, New Enterprise Stone & Lime Co., Inc. at \$121,687.50 and JVI Group, Inc. at \$122,783.50. Adam requested a motion to authorize Kinsley Construction to be awarded Bid #1.

Tim Hansen made the motion to award Kinsley the bid for contract #1 at \$114,152.50, seconded by Matt Bollinger. The bid was awarded to Kinsley Construction. Vote 3-0.

Contract #2 for Pavement Preservations- Work will include emulsion, fog seal, and distribution with an operator. The township received one bid from Russell Standard Corporation for \$66,277.10. Adam requested a motion to authorize Russell Standard Corporation to be awarded Bid #2.

Matt Bollinger made the motion to award Russell Standard Corporation the bid for contract #2 at \$66,277.10, seconded by Tim Hansen. The bid was awarded to Russell Standard Corporation. Vote 3-0.

Contract #3 for Materials – Adam requested authorization to rebid the materials. The cost of rebidding the contract will be approximately 6 hours of administrative time, or less than \$1,000.00.

Tim Hansen made the motion to rebid Contract #3 for Materials, seconded by Matt Bollinger. Vote 3-0.

Adam will work on rebidding the contract before the next BOS meeting.

b. DCED Audit Presentation by SEK

Kevin Stouffer of SEK presented the summaries of the 2019 and 2020 audits (See Attachment 1). The summaries were provided to everyone in attendance. The summary and the audit reports are available free of charge at the township building and on the website. It was stated that Kevin will not be responding to any questions during the meeting and any questions by residents must be submitted in writing. Those questions, along with the responses, will be responded to in writing at a later date.

8. Planning Commission Report

The Planning Commission met on 5/12/21. March and April's minutes were approved. There were discussions regarding Ordinance 11.4 and the Zoning Ordinance 11.3 for the width of the driveway for the Allan Harr plan. The Commission is awaiting comments from the York County Planning Commission before making recommendations.

9. Subdivisions

None

10. Zoning Officer Report

Heather read the report from South Penn Code Consultants. South Penn Code Consultants reported 6 issued permits and collected \$1,275.00 in permit fees.

1. Old and New Business

a. Adam Smith, Engineer - The Comprehensive Plan and Zoning Changes – The township will need to start the process of having public meetings and advertising any changes to the local school districts. Adam will work with Tim Shultis to start the required procedures.

The Fuhrman property rezoning is complete.

The Township Comprehensive Plan update to rezone the Bowersox property from residential to agriculture will be reviewed by the York County Planning Commission and the Heidelberg Township Planning Commission. A public hearing will be scheduled after these reviews. Because this is an official map change, the properties owners must be notified and the property posted with the reason, date and time of the public hearing.

Tim Hansen made the motion for Adam to work with Tim Shultis, Solicitor, and begin work on the Comprehensive Plan and Zoning changes, seconded by Matt Bollinger. Vote 3-0.

Act537 Plan update: There is a correction that needs to be made in the plan regarding the 3-year verses the 5-year plan. The resolution is to prioritize the Menges Mills and Porters Sideling areas to be year one pump outs with a 3-year cycle; all others areas in the township will be a 5-year cycle. The township will need to make some map updates and resubmit to the York County Planning Commission.

Paul King asked if there was a DEP permit for the pipe in the park. Adam will work on getting the application to Heather Billet to sign.

b. Tim Shultis, Solicitor – none.

c. Matt Bollinger, Vice Chairman/ Supervisor – Matt reported that the yearly water quality report was issued and will be going out to the residents/customers. Additionally, hunting permits will be only issued to 25 residents. If there are more than 25 residents interested, the permits will be issued by a draw of names.

d. Paul King, Supervisor – The Porters Fire Company have expressed their gratitude and appreciation with the township’s support. Additionally, township residents are very positive about the new flags in the park.

e. Tim Hansen, Chairman/Supervisor – Nothing to report.

f. Heather Billet, Secretary/Treasurer– Nothing to report.

12. Treasurer’s Report: Heather Billet read the following Treasurer’s Report:

GENERAL FUND - Beginning Balance	\$ 786,420.75
Revenue	177,974.71
Expenditures	57,848.56
Ending Balance	\$ 906,546.90
STATE FUND - Savings	\$ 346,643.19

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

13. Public Comment:

Public comment was made on a variety of topics, none which required action from the township.

14. Adjourn – Meeting was adjourned at 8:26 PM



Heather Billet, Secretary/Treasurer