

Board of Supervisor's Meeting

March 3, 2021

1. Call to Order

The regular monthly meeting of the Heidelberg Township Board of Supervisors was held on Wednesday, March 3, 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 (via Zoom)

Steve McKonly, Solicitor Norma Markle, Former Secretary/Treasurer Adam Smith, Engineer

Others present: Rod & Pat Shearer, Larry Sterner, Mike Myers, Sam Myers, Travis Laughman, Mike Ritz, Scott Rabenstine, Sandy & Bob Stine, Leigh Hansen, Phil Smith, Tara & Ray Wenzel, Dan Schmidt, Susan & David Kelleher, Doug Brodhecker, Jeff Martin, Terry Lynn Ross, Meg Powell, and others who did not sign in or names were illegible.

Others **present via Zoom:** Kurtis Sterner, Sharon Rohrbaugh

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of Minutes

Tim Hansen began with the approval of the February minutes and asked if there were any additions or corrections to last month's minutes. Matt Bollinger motioned to approve the minutes, Paul King seconded. Sandy Stine commented that there are spelling/grammatical errors and inaccuracies in the minutes. A request was made for the minutes to be corrected and proofread for spelling and grammatical errors. Tim Hansen advised that anything dealing with context will be addressed; grammar and spelling will be reviewed and corrected.

Sandy Stine questioned an issue listed in February's minutes for a driveway on Hilltop Drive needing pavement sealing and whether it would be remedied by Kinsley or the property owner. Tim Hansen clarified that Kinsley and the property owner came to a consensus and the property owner would fix the issue.

A resident requested that a copy of the unofficial/unapproved minutes be provided to residents before they are approved. Tim Hansen advised that the approved minutes will be posted on the website or provided and that the township does not post unapproved minutes, as it is a legal matter and needs to be voted on and approved. Tim Hansen also stated that an agenda going forward would be posted on the website typically a week before the next month's meeting, along with the prior approved minutes.

On the motion from Tim Hansen, seconded by Paul King, the minutes from the February 2021 meeting were approved. Motion carried. VOTE 3 – 0

Minutes approved to be on website 3/4/21 with grammatical and spelling issues corrected

4. Fire Report

Scott Rabenstine read the February Fire Report. The department responded to 13 calls for the month, totaling 34 for the year. Scott thanked everyone for supporting the fundraisers and the Chicken Barbecues will start in April.

5. Public Comment

a. Meg Powell - Meg announced herself as Chairman of the Audit Committee. The SEK contract & audit were discussed.

Matt Bollinger announced that once SEK completes their audit, it will be available for the public to view.

Meg Powell asked if there were plans to manage internal controls going forward. Tim Hansen responded affirmatively.

Tara Wenzel requested an answer as to why the audio was shut off for approximately 7 minutes during February's Board of Supervisor's Zoom meeting. Tim Hansen explained that the meeting at the township building was closed to the public due to Covid, but after the meeting commenced, a banging at the door was determined to be from a Northern Regional police officer. The audio was turned off because it was determined that the officer was there for a police matter and not meant for the public to hear.

Tara Wenzel requested that her charities of choice for the \$500.00 donation for her volunteer work on the website and Facebook Page be made to Porters Fire Company and Heidelberg Township Parks and Recreation.

A comment was made regarding a Pamadeva Road speed limit sign which is 35mph, which the commentor felt was excessive because this road is a dead-end street. Matt Bollinger stated the speed has always been 35mph and advised that a traffic study can be done or we can request that the police monitor during high traffic/speeding times. BOS will take matter into consideration.

Tara Wenzel asked when and where the township Zoom recordings would be posted. Tim Hansen stated that they would be posted 3/4/21 in the meeting minutes icon on the website. Matt Bollinger and Paul King did not agree to have the Zoom recording posted. This issue will need to be discussed further by BOS.

Paul King introduced Kate Klunk, PA State Representative, who was attending the meeting to recognize Dan Schmidt and Matt Bollinger for their work and efforts on the disbandment of South Western Regional Police and the transition to Northern Regional Police. Plaques were given to both recipients.

Tara Wenzel asked if anything could be done regarding Deagen Road vs Deagan Drive signs because it is "Drive" in Heidelberg township and "Road" in Penn Township. Adam Smith stated that the signs coincide with PennDOT's official maps. Ray Wenzel asked if the officials from Heidelberg Township and Penn Township could get together to have it changed. The BOS will take it under consideration.

6. Recreation Board Report

See Attachment 1

7. Unfinished Business

No unfinished business.

8. Planning Commission Report

See below under Zoning Officer Report.

9. Subdivisions – Nothing to Report

10. Zoning Officer Report

Heather Billet was introduced as Norma's replacement. Heather read the following reports:

Zoning Hearing Board: There were two permits issued for a total of \$322.00

Planning Commission: The committee met on 02/10/21 and there was no new business.

11. Old and New Business

a. Adam Smith- reviewed his Engineer's Report-The Feature Land Use Map, Comprehensive Plan, & Zoning Map have been updated and will be submitted to the York County Planning Commission for review. Once the York County Planning Commission comments are received, they will be advertised. The draft plan for Act 537 has been broken into 5 districts.

b. Steve McKonly – Steve presented the resolution to adopt the new permit fee schedule. Paul wants to review the fees before moving forward with the resolution.

c. Matt Bollinger – Adam Smith and Matt are working on water company action items per DEP requirements. Paul King will perform the meter readings. All new meters have been installed.

d. Paul King – Paul made a motion for Forbes Services LLC be contracted to cut and service the lawn for the park and for the township to purchase a zero-turn mower for \$14,700. A resident asked for the difference in price between the Hilbert's and the proposed company cutting the lawn. Paul explained that purchasing a new mower will lessen the payroll costs because the zero-turn mowers are faster.

It was also asked if the mower purchase should be put out to bid. Paul explained that it only has to be if the purchase price is over \$21,000. Paul received multiple bids and this was the lowest price received. The old mower will be traded.

Matt Bollinger motioned to hire Forbes Services, LLC to do mowing for southern lot – Tim 2nd VOTE 3 -0.

Matt Bollinger motioned to purchase a Kubota 72" zero-turn mower from Messick's Tim 2nd VOTE 3 – 0

Paul King recognized Larry Sterner, Sam Myers, & Mike Myers for keeping the roads cleared and safe.

e. Tim Hansen– Tim recognized Norma Markle for her many (33) years of dedicated service to Heidelberg Township and a plaque was presented to be displayed in the township building along with 2 gift certificates.

f. Heather Billet/Norma Markle - Norma thanked everyone. She recapped that she has attended over 550 meetings, only ever missed 5 meetings, served through 8 supervisors, 3 tax collectors, 3 police departments, and 3 fire chiefs. She will miss the residents very much!

12. Treasurer's Report

Heather Billet read the following Treasurer's Report:

GENERAL FUND	- Beginning Balance	\$369,891.29
	Revenue	93,127.27
	Expenditures	78,930.62
	Ending Balance	\$384,087.94
STATE FUND	- Savings	\$209,291.67

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

Closing Comments:

Look for a new website that will be hosted by Double Dog Communications. Please submit any ideas to Heather. Trent Funt is working with all interested parties to schedule the baseball fields.

13. Adjourn – Meeting was adjourned at 8:40 PM