

## **1. Call to Order**

The April Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, April 5, 2023 at Porters Fire Company. The meeting was called to order at 6:02PM pm by Chairman Tim Hansen.

Those present:

Tim Hansen, Chairman  
Matt Bollinger, Vice Chairman  
Paul King, Supervisor  
Tim Shultis, Solicitor

Katie Holmes, Secretary  
Barbara Krebs, Manager

Kurtis Sterner-IT Specialist and approximately 38 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**

Chairman Hansen made a statement about Public Comment; Public Comment section at the end of the meeting was removed. This Public Comment section will include agenda items as well as any non-agenda items.

Supervisor King asked if the change in the agenda should be amended and changed?

Solicitor Shultis advised in an abundance of caution a motion amending the agenda should be done.

Chairman Hansen made a motion to amend the agenda to include the public comment section in the beginning that is not just limited to items on the agenda but to any matters of public concern. Second by Supervisor King. Motion passed 3-0.

Peg Moulton gave a brief presentation on Hanover Trolley Trail progress in Heidelberg Township and answered residents' questions.

Nick Gentile, spoke about the truck traffic increase on Iron Ridge Road between Rt 116 and Old Hanover Road. He stated that he is working with our State Rep Seth Grove, NYCPRD and the township to get speeding and safety evaluated. He also mentioned how the increase could negatively affect the Hanover Trolley Trail that crosses Iron Ridge Road. There was then brief discussion between residents and BOS.

Eagle Scout, Noah Schneider gave a brief update on his Eagle Scout project. He has fundraised \$7,500.00 and plans to fundraise \$15,000.00 more. Noah plans to have his project complete this summer.

Renen Castillo, 6826 Cannery Ct, questioned agenda item 8. Unfinished Business, what is the process used to appoint the committee and process to approve committees. Chairman Hansen responded at the last meeting we asked for volunteers in both areas, these people came forward, and that the BOS intends to vote tonight to appoint these volunteers. He also added it is not a closed committee, others can come forward and we can appoint those as well. Supervisor King stated when you read the minutes there was no call for volunteers for the Park Facilities Committee.

Additionally, the committees have not been approved. Supervisor King says according to PSATS the committees need to be formed by Ordinance to state the purpose, responsibilities, term and any money they would be dealing with, and public meetings. Solicitor Shultis stated his understanding of the committees is that they are not like a Park Board, as far as granting permission on behalf of the township to spend money and such. His understanding is these are advisory committees to the Board. He agrees the outline of responsibilities do need to be set forth in writing, recommended by a Resolution. Solicitor Shultis' understanding is once the committee is selected, the members will meet with the township manger to go over the charge of each committee. Following there was discussion between residents. Supervisor King recommended that if the committees are advisory only, we can expand the role of the Planning Commission to take on that advisory role.

Lori Van Tassel thanked the BOS for the tree planting, Boy Scouts and Matt Kern. Supervisor King stated there are trees blown over behind the 90' field.

### **5. Approval of February BOS Minutes**

Supervisor King made a motion to approve the February BOS Minutes as amended, seconded by Chairman Hansen. Motion passed 3-0

### **6. Approval of March BOS Meeting Minutes**

Chairman Hansen made a motion to approve the March BOS Minutes, seconded by Supervisor King. Motion passed 3-0.

### **7. Fire Report**

Chief Walker read the Porters Fire Company March fire report.

Chief Walker requested a donation for the following repairs: HVAC units, \$10,000.00, Heaters \$5,000.00, Brush Truck \$5000.00. Totaling \$20,000.00. Supervisor King questioned if they have looked into any grants? Chief Walker stated the DCNR grant is available to them, with that grant they are going to outfit their new members with brush gear. Supervisor King stated DCED has grant available dealing with purchase or repairs to maintain the capability of the company. Chief Walker stated that they have hired a Federal Grant Writer. Chairman Hansen asked Supervisor King, Chief Walker and Manager Krebs to work together on grants and come up with a donation dollar amount to be voted on next month. Supervisor King agrees.

### **8. Unfinished Business**

Chairman Hansen made a motion to table the appointment of the Water Committee members.

A different motion was made by Supervisor King to set up a work session for the public to come a voice what they would like to see the committees do, and then for the manager and solicitor work to draft a Resolution to satisfy the comments of the Board and the public of the purpose and responsibilities of the committees. Solicitor advised that the motion made by Supervisor King is a change to the agenda which would require action by the board and would cause for amending the agenda.

Vice Chairman Bollinger seconded Chairman Hansen's original motion to the tabling of the appoint of the Water Committee member's motion. Motion passed 2-1. Supervisor King voted against.

Chairman Hansen made a motion to table the appointment of the Heidelberg Township Park Facilities Committee, seconded by Vice Chairman Bollinger. Motion passed 2-1. Supervisor King voted against.

Solicitor Shulits added the Board can always schedule a special meeting, including a work session. You do not need a motion, the Chairman can just schedule the special Work Session meeting.

Chairman Hansen stated Penn Mar Radio is looking into the agreement and figuring out what is needed.

## **9. Zoning /Engineer Report**

March zoning report was read by Secretary Holmes. There were 6 permits issued and \$300.00 collected.

Supervisor King questioned the Code Enforcement Compliant sheet submitted by the Zoning Officer, he requests the specific part of the Zoning Ordinance be called out of the report and for the ones listed on this report be pointed out to him by either Manager Krebs or Secretary Holmes.

## **10. New and/or Old Business**

### **Solicitor Tim Shultis, Salzmann Hughes, P.C.**

Solicitor Shultis discussed Act 172 Tax Credit for Volunteer members of the Porters Fire Company, we need to have an advertised public hearing followed by action of board.

Vice Chairman Bollinger made a motion authorizing Solicitor Shultis to advertise the public hearing and the enactment of the Ordinance and Resolution at the May BOS meeting, seconded by Supervisor King. Motion passed 3-0.

Vicki Senft asked if there was any way we could do the same type of relief for the elderly members in our community? Vice Chairman Bollinger asked if there was a program for low income families to apply for property tax rebates? If anyone has any nonperishable items to donate can be dropped off at the Freedom Log House in Porters struggling elderly community members. Chairman Hansen asked Solicitor Shultis to look in to municipal level programs for under privileged seniors. This will be added to the May BOS meeting agenda.

Solicitor Shultis discussed the Timber Ridge invasive plant treatment work.

Supervisor King made a motion to authorize Timber Ridge to send out the perspectives, seconded by Vice Chairman Bollinger. Motion passed 3-0. Followed by a brief discussion between the residents and supervisors.

Solicitor Shultis discussed and provided the board a draft resolution for disposal of township personal property. The office will include this action on the May Agenda to enact given there are no comments from the Board upon review.

### **Manager/Treasurer, Barbara Krebs**

Manager Krebs read the February Treasurer's Report and provided a Bills Paid report and Bills to be Paid report in one report.

#### **General Fund- Checking**

Beginning Balance	\$208,887.01
Revenue	\$ 81,398.51
Expenses	<u>\$ 144,896.18</u>
	\$145,389.34

#### **South West PD Fund**

Beginning Balance	\$47,336.59
Ending Balance	\$47,336.59

#### **COVID Relief Fund**

Beginning Balance	\$230,856.10
Expenses	<u>\$ 0.00</u>
Ending Balance	\$230,856.10

**State Fund Checking-Savings**

Beginning Balance	\$138,874.75
Revenue	\$ <u>1.07</u>
Ending Balance	\$138,875.82

Supervisor King questioned Aero Energy, believing we passed a motion for fuel to come out of COVID fund. Manager Krebs agrees. Supervisor King also questioned the David Slenker check. Manager Krebs stated he owns Oath Keepers but is a sole proprietor therefore he receives a check wrote out to him personally. Supervisor King questioned a check for Reel Attitude. Manager Krebs states that is Smith's Port A Ports DBA Reel Attitude. Supervisor King questioned WFX Fire, Lock & Security. Manager Krebs stated this is the payment for the change of building locks. Supervisor King states that was also to be paid out of COVID. Manager Krebs responds, that is correct. Supervisor King questioned Comcast. Manager Krebs responded that we have changed from Verizon to Comcast.

Chairman Hansen made a motion to approve the Bills Paid and Bills to be Paid Report. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Manager Krebs went over the March Office/Maintenance Activity Report that was provided.

Included in this review was discussion about the Comprehensive Plan. Chairman Hansen states he believes he has a copy he can provide us.

Resident Tara Wetzel asked if the Road Work Report would be posted to the website. The Board agrees that we will post it to the website once finalized.

Supervisor King made a motion to approve a small wedding ceremony at the Park Pavilion at no charge on July 23, 2023. Seconded by Chairman Hansen. Motion passed 3-0.

Supervisor King made a motion to allow Providence Community Church the use of the Park Parking Lot on July 4<sup>th</sup>, 2023 from approximately 6:00-10:00. Seconded by Chairman Hansen. Motion passed 3-0.

Vice Chairman Bollinger made a motion to donate the damaged Porters Road sign to Porters Fire Company. Seconded by Supervisor King. Motion passed 3-0.

Manager Krebs discussed Emergency Management Association (EMA) .

Vice Chairman Bollinger made a motion to appoint Supervisor King as the Board EMA Representative. Seconded by Chairman Hansen. Motion passed 2-0. Supervisor King abstained.

The next EMA Meeting will be tentatively April 27, 2023 at Heidelberg Township Building.

Chairman Hansen made a motion to approve Resolution 2023-05, amending the Zoning Hearing Board pay of \$30/meeting to \$30/hearing. Seconded by Supervisor King. Motion passed 3-0.

The Board will look at amending the Planning Commission pay to \$30.00/meeting at the May BOS Meeting.

Manager Krebs discussed the Pibb Loan Amortization that Supervisor King requested.

Manager Krebs discussed PA Race Horse Development and Gaming Act Grant Opportunity for The Water Company in the amount of \$300,000.00. Manager Krebs requested The Board approve a grant match between 15-20% paid out of COVID.

Supervisor King stated he thinks this is a very good start for a grant however the COVID funds are available to the entire township and to use it for 31 customers of The Water Company is a little narrow. He suggests the initial cost be paid out

of COVID but that the 31 customers of The Water Company reimburse the Township over a two-year period. Supervisor King estimates that spreading the reimbursement out over 2 years (8 Quarters) each customer would pay \$275.00 per quarter. The money then can be restored to the Township to be used on projects that benefit the entire township. The manager will look into the use of COVID Funds for Water Company Improvements and possible pay back of those funds by the Water Company Customers.

Vice Chairman Bollinger stated that as the responsible person that DEP calls when something is wrong and that they have tried installing devices to track down repeat offenders that abuse the well; a backup well, a generator and security is necessary. We have to solve a problem and we have to start somewhere.

Manager Krebs states the grant has a timeline, and Supervisor King is correct that money should be put back to cover expenses that may occur in the future for The Water Company. If we can get the grant money, Supervisor King is only asking that \$60,000.00 be reimbursed and we start collecting additional money for future needs and future repairs. Following was a brief discussion and questions between residents and the Board.

Supervisor King made a motion to spend up to \$5,000.00 to apply for a grant with the use of the Engineer and to set aside in dedicated restricted funds 15% of the \$300,000.00 out of the COVID so that when we apply we can show matching funds after confirming COVID Funds can be used for matching grant moneys and can be reimbursed. Seconded by Chairman Hansen. Motion passed 3-0.

### **Vice Chairman, Matt Bollinger**

Vice Chairman Bollinger stated there is an updated well location map.

Vice Chairman Bollinger stated that the Recorder of Deeds office has started a program to register your property to be notified when any fraudulent activity occurs. The instructions will be posted to the website.

Vice Chairman Bollinger made a motion to table item ii. Establishing spending limit for Heidelberg Township Park Facilities Committee. Seconded by Chairman Hansen. Motion passed 3-0.

### **Supervisor, Paul King**

Supervisor King updated everyone on the number of trees received and planted throughout the township park, 280 in total. Supervisor King thanked numerous individuals and organizations for their efforts.

Supervisor King made a motion to table item ii. Rescind/amend down amount for office security. Seconded by Chairman Hansen. Motion passed 3-0.

Supervisor King made a motion stating that he does not believe the township should be providing computers to the Supervisors and he would like to see the laptops to be donated to the schools. Manager Krebs stated under the Right to Know law personal devices should not be used. Motion died due to lack of a second.

Supervisor King gave an update on traffic counts, Hilltop Road did not pass between Hayrick and Rt 166, Hilltop Road between VanCleve and Hayrick did pass and Hoff Road between Marburg and Lexus did pass. He has Locust, Trolley and the rest of Hoff Road to do.

## **11. Meeting adjourned at 8:25pm.**

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Katie Holmes, Secretary