



Meeting Agenda

6424 York Road Spring Grove, Pennsylvania 17362

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:

Please Sign:	Attendance Sheet
Zoom Info:	https://us02web.zoom.us/j/86544874580
	Webinar ID: 865 4487 4580 1-301-715-8592 or 1-305-224-1968

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. 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.*
 - *Peg Moulton – Trolley Trail update*

- *Mark Hudak- "Request Board of Supervisors to schedule an executive session with Smith Elliot and Kerns CPA firm concerning the 2019 and 2020 audits, and lite audits 2017 and 2018."*
5. Approval of the BOS Meeting Minutes
 - Motion to approve November BOS Meeting Minutes
 6. Communications
 - TeamAg -Notice of intent to submit a National Pollutant Discharge Elimination System Permit Application
 - Comcast-Price changes effective 12/20/2023
 7. Public Safety
 - Porters Volunteer Fire Company
 - Fire Report
 - Northern York County Regional Police Department
 - Police Report
 8. Planning/Zoning
 - Zoning Activity Report
We submitted 2 permits and collected \$60.00 in November
 - Motion authorizing the Chairman of the BOS to complete the Sewage Facilities Planning Module for Mary F. Sterner Estate, Sterner Drive prepared by Douglas L Stambaugh PLS/SEO for Heidelberg Township for submission to Commonwealth of Pennsylvania Department of Environmental Protection
 9. Code Enforcement
 - Accept the November Report of Code Enforcement Officer
 10. Finance
 - Motion to approve
 - October's Treasurer's Report
 - November Bills Paid Report
 - Accept November Office/Maintenance Activity Report
 - Motion to approve Resolution # 2023-17 revising resolution # 2023-14 grant request from \$80,000 to \$131,790 from the Commonwealth Financing Authority to be used for equipment purchases.
 - Authorize staff to issue a check to Porters Volunteer Fire Department in the amount of \$1,970.92 as required per resolution # 2023-09 Annual Appropriation to Porters Fire Company.

- Accept the Right to Know Request Report
 - 7 New Requests received in November total YTD 66
 - 1 voided by applicants
 - 7 completed in November
 - 9 RTK Officer requested additional 30-days for response.
 - 9 not due until December
 - 2 Received Right to Know appeals filed on the above RTK requests.
 - October Estimated Township/Solicitor Cost-\$3676.93
 - October Estimated Employee Hours Spent on RTK-83.5

11. Highway, Roads and Streets

- Replaced a hidden driveway sign at Mill Road
- Added School Bus stop sign Mill Road
- Removed several downed trees
- Prepared all trucks and received materials for winter maintenance

12. Parks and Recreation

- Winterized snack shack
- Removed canopy

13. Solicitor

Timothy Shultis

14. Supervisors

- Chairman Tim Hansen
 - Approve 2024 Budget for the General Fund, Covid Fund, and State Liquid Fuels Fund
 - Approve Resolution 2023-16 establishing hourly rates and compensation for township employees and appointed members of the Planning Commission, Zoning Hearing Board and Board of Supervisors
 - Approval of 2024 Township meeting dates for advertisement
 - Motion to reappoint Miller, Brown and Ohm to process payroll, balance bank statements and provide assistance with Township financial record keeping and reporting
 - Motion to approve contract with Pennsylvania Municipal Code Alliance, Inc. Third Party Building, Zoning, and Code Enforcement Service as the Township's Permitting, Zoning, and Code Enforcement Officer starting 1/1/2024, contingent upon the Solicitor's review and approval of said document, (Commonwealth Code Inspection Service will be responsible for completing any outstanding permit work started prior to 1/1/2024 and provide the Township with close out reports)
 - Motion Authorizing Township Solicitor to prepare a legal notice bidding out the weekly curbside collection and disposal of refuse and recyclables for Heidelberg

Township for calendar years 2024, 2025, 2026 with an option for renewal for two additional years with a contact period to begin April 1, 2024.

- Motion authorizing the Township Solicitor to prepare a legal notice bidding on the timber owned by Heidelberg Township. The sale area is approximately 35.8 acres and located on Porters Road.

○ Vice Chairman

Matt Bollinger

○ Supervisor

Paul King

- Duplicate 2022 tree order for 2023. Trees to be planted spring 2024

15. Old Business

16. New Business

17. Upcoming Meetings

- Zoning Hearing Board December 27, 2023 7:00PM
- Board of Supervisor Reorganizational Meeting will be January 2 2024 6:00pm
- Board of Supervisor Regular Scheduled Meeting January 2, 2024 will be immediately following the Reorganizational Meeting
- Planning Commission December 13, 2023 6:00PM

18. Adjourn

- Motion to adjourn BOS Meeting