

1. Call to Order

The June Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, June 7, 2023 at Porters Fire Company. The meeting was called to order at 6:00PM 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 28 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

Peg Moulton gave a brief update on the Trolley Trail. She gave a cost to develop our area from Gitts Run Road to Menges Mill trail head, 5.8 million dollars. The Oil Creek restoration cost is 4.5 million dollars. Peg also thanked everyone who participated in Give Local York, they raised over \$19,000.00.

Kate King, from Spring Grove Regional Parks and Rec Center and Tammy Miller, from Windy Hill on the Campus, gave a brief presentation on the merger with the YMCA (Roth's Church Road Community Partnership). There were packets and a Community Flyer provided to the Board which showed the funding and drawings of what the building will look like and how the building will be utilized. The target date for ribbon cutting is September of 2024.

Supervisor King questioned how many municipalities they have given this presentation to. Kate King responds that we are the 4th municipality.

Nick Gentile, 870 Iron Ridge Road, refrained from comment.

Eagle Scout, Noah Schneider gave an update on his project. He stated that he has \$4,000.00 yet to raise, the cost of materials has gone up so he is asking the Board for another donation. Solicitor Shultis stated that since this matter is not on the agenda, we would need to add it to next month's meeting agenda before a vote can happen. Manager Krebs requested that Noah meets with her to ensure we have the accurate dollar amount.

Meg Powell, 1200 Porters Road, took a moment to congratulate Justin Fuhrman on winning the Republican Auditor nomination. She also stated the importance of having an elected auditor do the township's audit. She would like to suggest to the BOS bringing the audit function back in house to be done by elected auditors and/or have the elected auditors sit in with SEK during the audit report.

Tara Wetzal, 330 Deagan Road, gave a brief statement on taxes and how they are distributed to school district, York County, and the Municipality.

Susie Shaffer, Yingling Drive, gave a statement on the importance of democracy and freedom to choose the best candidate for the job. Supervisors are elected by citizens, and we expect compromise and civility, noting we all should be on the same side working together to make Heidelberg Township a better place to live.

Renan Castillo, 6826 Cannery Court, gave a statement on the taxes paid by township residents and how they are distributed to school, county, and municipality. He questioned if other people could do it more affordably.

Bob Stine, 6327 Straw Acres Road, questions agenda item B. Manager vii. Job descriptions – is that 3 separate people or are some of these responsibilities shared by one? Manager Krebs responded that she is trying to prepare and create an organizational chart and the personnel manual. The jobs can be held by one person, the jobs can be held by individual people depending on the needs of the township.

Nick Gentile, 870 Iron Ridge Road, praised Susie Shaffer on her statement and commented on the election, the township taxes and the quality of life and demographics of the Township as it exists today noting the residents are not looking for major changes to their community.

Renan Castillo, 6826 Cannery Court, responded to prior comments noting he feels everyone is intelligent enough to gather facts and contribute to governance of their own Township.

5. Timber Ridge Herbicide Application Sealed Bid Opening

Solicitor Shultis opened (2) two bids received by the Township for Herbicide application. The first bid is from J&R Forestry Inc. in the amount of \$158 per acre. The second bid is from Native Habitat Restoration in the amount of \$450 per acre.

Chairman Hansen makes a motion, seconded by Vice Chairman Bollinger to award the Timber Ridge Herbicide Application bid to J&R Forestry. Motion passed 3-0.

6. Approval of May BOS Minutes

Chairman Hansen makes a motion, seconded by Vice Chairman Bollinger to approve the May BOS Minutes. Motion passed 3-0.

7. Fire Report

Chief Walker read the Porters Fire Company May fire report.

Captain Wilkes gave a statement on the utility vehicle they are purchasing. They are requesting the tax money allocation from the Township in order to pay for the vehicle. Total cost for the vehicle is \$96,744.00.

Supervisor King asked if they have tried to access any grants for the vehicle? Wilkes stated, not for this vehicle but noted there are other vehicles that will need replaced that they will have no choice but to use a grant and loans.

Supervisor King states in years prior the Township has given the Fire Company \$104,000.00 each year, questions if this amount would cover the price of the vehicle. Captain Wilkes stated that it would.

Manager Krebs states there is a letter from the Fire Company showing all the expenses. She would like the Board to allow her to draw up a resolution to pay the tax allocation to the Fire Department in June and December so that they are paid on a calendar year. Porters Fire Company is due \$3,702.55 from 2022 and \$49,867.85 this far in to 2023 from Heidelberg Township Taxes. Supervisor King stated that he had on the agenda a few months ago to give a donation of \$20-30,000 to Porters Fire Company for this vehicle, the item was tabled. Supervisor King asked that the board reconsider that COVID donation request.

AMENDED

Vice Chairman Bollinger made a motion, seconded by Supervisor King to approve the Solicitor to draft a resolution authorizing Fire Tax allocation payment based on a calendar year (June/December). Motion passed 3-0. The BOS agreed to place the \$25,000 COVID donation on the July Agenda.

8. NYCRPD

Chief Lash updated on cell tower being built at the substation in Porters. Proposals went out and are due back July 7, 2023.

9. Unfinished Business

Manager Krebs has asked the Board to review and comment on the Penn-Mar Radio Club attached list of requirements to the Park Facilities Agreement. Supervisor King questions if they were paying for the upgrades, in regard to heating, the building is not insulated and were they going to pay a utility bill. Chairman Hansen stated we can have them come back with estimates for the proposal changes.

Manager Krebs discusses paying off the PIBB Loan, the next payment is due September 1st. We currently owe \$78,806.83. The Board of Supervisors discussed different options. In conclusion, the Board decided to continue the discussion later this year prior to paying off before the payment is due.

Cable Franchise – still waiting for additional information.

10. Zoning /Engineer Report

May zoning report was read by Secretary Holmes. There were 4 permits issued and \$200.00 collected.

11. New and/or Old Business

Solicitor Tim Shultis, Salzmann Hughes, P.C.

Solicitor Shultis announced the Board of Supervisors met with Township Solicitor and Township Manager in executive session on June 6, 2023 from 12:30PM – 1:17PM to discuss employment and terms of employment of perspective employee and a current employee under Section 708-A1 of the Sunshine Act. Also, to discuss with the Solicitor Legally Privileged matters under Section 708-A5.

Manager Krebs stated that there is a burn ban in effect for York County through July 5, 2023. Our current burn ordinance states that Fire Works are prohibited if a Burn Ban is in effect. Please remember that if planning to set off Fire Works on the 4th of July, they are prohibited if the Burn Ban is not lifted.

Manager/Treasurer, Barbara Krebs

Manager Krebs read the April Treasurer's Report and provided a Bills Paid report.

General Fund- Checking

Beginning Balance	\$293,239.02
Revenue	\$336,107.73
Expenses	<u>\$136,591.18</u>

Heidelberg Township York County, PA
Board of Supervisors' Meeting

June 7, 2023

AMENDED

\$492,755.57

South West PD Fund

Beginning Balance	\$42,412.59
Expenses	\$ 0.00
Ending Balance	\$42,412.59

COVID Relief Fund

Beginning Balance	\$230,022.60
Expenses	<u>\$ 1,774.72</u>
Ending Balance	\$228,247.88

State Fund Checking-Savings

Beginning Balance	\$279,803.80
Revenue	<u>\$ 2.30</u>
Ending Balance	\$279,806.10

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to approve the April Treasurer's Report and Bills Paid Report. Motion passed 3-0.

Supervisor King asked Manager Krebs if we have received the check from Spring Grove EMS. Manager Krebs stated we did receive a check in the amount of \$10,000 which was deposited today.

Manager Krebs stated to the Board that she would like to have the Board to start reviewing the COVID Fund and how we are going to allocate and use those funds.

Manager Krebs went over the May Office/Maintenance Activity Report.

Manager Krebs went over the Water Company Grant and gave an update on grants that are being looked into for security and projected future needs. Supervisor King stated that outside our property line we will need to look at additional fencing, funding and if there is a need for a second well.

Manager Krebs stated 2021 Audit should be complete within the next week or two, 2022 Audit has 50% of documents submitted and it is currently being worked on.

Manager Krebs stated storm drain on Hill Top has been opened. Piping will need replaced at some point.

Manager Krebs stated that Chris Walker is working on getting his CDL.

Manager Krebs stated the Dirt and Gravel Grant was submitted; the township portion will be \$6,807.23.

Office is currently working on 6 new RTK Requests.

Manager Krebs stated she is currently looking at other municipalities and Doug Stambaugh from GHI to assist with the Well Permitting Process.

Vice Chairman Bollinger made a motion, seconded by Chairman Hansen to approve the Park Facilities Agreement for township resident use of Pavilion on July 29, 2023. Motion passed 3-0.

AMENDED

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to approve the final Subdivision plan for Allen F Harr and Ann R Harr, Robert & Christine Dewar lot add on (6805 Laurel Summit Drive & 6846 Mountain Drive Hanover, PA 17331) drawn by Reginald Baugher professional land surveyor dated March 8, 2023 bearing, file E-5993, last revised May 11, 2023 contingent upon the revised plans to show the correct road name (Mountain View Dr to Mountain Drive), and plans signed by the Planning Commission. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to approve York County 9-1-1 address changes to the following addresses – 1300 Porters Road changed to 1301 Marburg Road & 1274 Porters Road changed to 1300 Marburg Road. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to ratify the actions of proper officials of the township in switching property/liability insurance from Selective to EMC at an annual cost savings of \$5,269.00. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to approve job descriptions for Treasurer, Secretary and Administrative Assistant with the removal of the sentence on the Secretary's job description (communicates with non-profit 501C with donations received for Heidelberg Township Recreation Association.) Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to hire an office staff employee. Motion passed 3-0.

Vice Chairman Bollinger made a motion, seconded by Chairman Hansen to accept the Attorney General Office Liquid Fuels Audit. Motion passed 3-0.

Manager Krebs stated the lawn tractor has been sent for an estimate to repair and requests guidance from the Board to repair or purchase a lawn tractor. Supervisor King reminded the Board that in April the decision was made not to purchase a new lawn tractor before sending our requests for lawn service. He also read statements from 2 residents ***in support of that position*** that were not able to attend the meeting tonight. After Board discussion it was decided to repair the tractor.

Supervisor King made a motion, seconded by Chairman Hansen to repair the tractor at a cost of \$700. Motion passed 3-0.

Chairman, Tim Hansen

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to approve changing the name of the park to "Larry Sterner Memorial Park" and new signage paid from COVID Funds. Motion passed 3-0.

Chairman Hansen stated he would like to allocate money from COVID to restore the play area at the park. There was Board discussion about grants, fencing and excavating.

Vice Chairman Bollinger made a motion, seconded by Chairman Hansen to approve up to \$50,000.00 from COVID Funds to get started in the process of restoring the play area in the park. Motion passed 2-1. Supervisor King voted against.

Supervisor, Paul King

Supervisor King asked Solicitor Shultis that when the meeting is adjourned, it needs to be done in a motion. Solicitor Shultis stated that is correct.

AMENDED

Supervisor King stated he was going to have 1st Capitol Engineering here tonight to talk about grants, but he was unable to make it. Request for Qualifications on grant items can still give the Township the opportunity to spend less by having a qualified grant writer.

Supervisor King stated he will host a meeting June 12, 2023 at 3:30 at the Rec Park Pavilion to discuss the Rec park with residents.

Chairman Hansen made a motion, seconded by Supervisor King to allow to the Solicitor to look into Tax Credit State Rebate Program. Motion passed 3-0.

12. Upcoming Meetings

Manager Krebs stated the next BOS Meeting will be on July 12, 2023 at 6:00PM.

Manager Krebs stated the June Planning Commission meeting is cancelled due to lack of business.

Manager Krebs stated the June Zoning Hearing Board meeting is cancelled due to lack of business.

13. Adjourn

Chairman Hansen made a motion, seconded by Supervisor King to adjourn the meeting. Meeting adjourned at 7:31PM.

Katie Holmes, Secretary