



6424 York Road Spring Grove, Pennsylvania 17362

Meeting Agenda

Heidelberg Township, York County PA

Board of Supervisors

Tim Hansen Chairman
Matt Bollinger Vice Chairman
Paul King Supervisor

Porters Fire Company

6:00 PM

1199 Porters Road

Spring Grove, PA 17362

Attendee Info:

Please Sign:	Attendance Sheet
Zoom Info:	https://us02web.zoom.us/j/81733701231
	To just call in, they can dial 1-929-436-2866 or 1-301-715-8592 and use Webinar ID of 817 3370 1231

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

5. Approval of the BOS Meeting Minutes

- Motion to approve January Reorg Meeting Minutes
- Motion to approve January BOS Meeting Minutes

6. Communications

- No business

7. Public Safety

- Porters Fire Company
 - Fire Report
- Northern York County Regional Police Department
 - Police Report

8. Planning/Zoning

- Zoning Activity Report
We received 5 permit applications, issued 1 zoning permit, and collected \$400.00 in January
- A motion to approve a 90-day extension request regarding the subdivision plan for WC Myers Family Farms LP. (also known as the Gladys M Krug estate plan #2429-6875) This extension will allow enough time to make the proper changes requested by the engineer.
- A motion to approve PSATS and miscellaneous municipal training classes for planning, zoning, and code enforcement for Chris Walker
- A motion to approve costs associated with a four-day class for Building Code Official Certification Academy April 8-11, 2024, for Zoning Officer Chris Walker attendance. Cost not to exceed \$2000.00.

9. Code Enforcement

- Accept the January Report of Code Enforcement Officer

10. Finance

- Motion to approve
 - December's Treasurer's Report
 - January's Bills Paid Report
- Accept January Office/Maintenance Activity Report
- Ratify the actions of the proper officers of the township in executing the following document, Return of Uncollected Real Estate Taxes for the year 2023, for collections in the Face Amount of \$5244.46, plus Penalty \$524.44, for a Total of \$5768.90 which is a decrease of \$1067.09 from 2022.

- Accept the Right to Know Request Report
 - 10 New Requests received in January total YTD 10
 - 0 voided by applicants in January
 - 1 completed in January
 - 9 RTK Officer requested additional 30 days for response.
 - 0 due in January
 - Received 2 Right to Know appeals in January filed on previous RTK requests.
 - December Estimated Township/Solicitor Cost-\$1497.45
 - December Estimated HTWP Employee Hours Spent on RTK-27.5

11. Highway, Roads, and Streets

- Roads were plowed and material was laid for the two snowstorms.
- Potholes repairs being completed as time allows
- Trees were cleared on High Rock Road from storm damage
- Signs

12. Engineer

- 2024 Street Improvement Bid Openings
 - a) Contract 1-Pavement improvement work, including base repair and storm sewer
Motion to award Contract 1, road improvements, to _____ low bidder per contract specifications
 - b) Contract 2-Pavement preservation treatments, including bituminous service treatments and ultra-thin bonded wearing course
Motion to award Contract 1, road improvements, to _____ low bidder per contract specifications

13. Recreation

- Discussion by BOS for appointment to the Parks and Recreation Board. The following individuals volunteered to be placed on the Rec Board: John Johnstonbaugh, Nick Gentile, Tara Wenzel, Sandra Stine, Dan Wilmut, Meg Powell, Victoria Senft, Ray Wenzel, and Gloria Fuhrman-Leah.
- A motion to appoint _____ to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2026
- A motion to appoint _____ to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2026
- A motion to appoint _____ to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2027

- A motion to appoint _____ to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2027
- A motion to appoint _____ to Parks and Recreation Board for Heidelberg Township for a term to expire 12/31/2028
- Following the appointment, the individuals appointed must contact Barbara Krebs to set a date and time for a Reorganizational Meeting
- Motion to authorize the Solicitor to amend the Ordinance creating a Parks and Recreation Board to allow for alternate member

14. Water Committee

- Motion authorizing the Township Manager and Solicitor to draft a resolution creating a five-member water committee outlining committee responsibilities

15. Solicitor

Timothy Shultis

- Timber Sale Bid
Motion to award timber sale area of approximately 35.8 acres to _____ , highest bidder.
- Resolution 2024-06 amending the water system rates for Heidelberg Water System customers (this amends the Service and Maintenance Fee from \$50 to \$80 per quarter effective second quarter of 2024)
- Landowner Consent Letter for the York County Rail Trail Authority, this will require a motion authorizing the Chairman of the Board of Supervisors to execute the document

16. Supervisors

- **Chairman** **Tim Hansen**
- Motion authorizing the Township Manager to purchase cell phones for the Board of Supervisors (please let Barbara Krebs know by 2/21/24 if you would like a Township issued cell phone)
- Motion authorizing Township staff/volunteers to create the Spring 2024 Newsletter
- **Vice Chairman** **Matt Bollinger**
- Motion directing the Township Office to discontinue zoom meeting recordings effective at the conclusion of this meeting
- Motion to adopt Resolution 2024-05 honoring Cleatus Wentz Jr for his years of service in Heidelberg Township
- **Supervisor** **Paul King**
- Motion to authorize a new zoning map from C. S. Davidson
- Motion to take from table- contract with PMCA for discussion
- Motion to reject contract with PMCA

- Motion to pay for PSATS courses for Paul King and Chris Walker 2/22/24 –“Code Enforcement”. And- Paul King and appointed members to the Park and Recreation Board 2/15/24-“Planning for Parks, Recreation and Public Spaces”

17. Old Business

- Right to Know Office- Temporary hire for assistant to Right to Know Officer

18. New Business

19. Upcoming Meetings

- Planning Commission February 14, 2024, 6:00PM
- Zoning Hearing Board February 28, 2024, 7:00PM
- Board of Supervisor Regular Scheduled Meeting March 6, 2024, 6:00pm
- Recreation Board to be determined

20. Adjourn

- Motion to adjourn BOS Meeting