

**Heidelberg Township York County, PA  
Board of Supervisors' Meeting**

September 7, 2022

### **1. Call to Order**

The monthly Board of Supervisors' meeting for Heidelberg Township was held on September 7, 2022 at Porters Fire Company. The meeting was called to order at 7:15pm by Chairman Tim Hansen.

Those present:

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

Julie Kutchi, Secretary  
Tim Shultis, Solicitor  
Adam Smith, Engineer

Kurtis Sterner-IT Specialist and approximately 19 residents/members of the general public were present. Others attended via Zoom.

### **2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

### **3. Public Comment**

- A resident commented about a letter from Shane Foreman.
- Kristen Henning from Glatfelter Memorial Library presented upcoming events and projects and asked for a donation. Suggested the amount to be 5% (\$4,800) of the resources the residents are getting.
- Supervisor Paul King read a letter on behalf of Shane Foreman in regards to park usage fees. Updated on 2023 endeavors for Badgers Baseball – Formally Hanover Hornets Baseball.

### **4. Approval of August Minutes**

Chairmen Tim Hansen made a motion to approve the August minutes. Supervisor Paul King seconded. VOTE 3-0. Motion passes.

### **5. Fire Report**

Fire Chief Chris Walker read the Porters Fire Company's August fire report with 7 calls in Heidelberg Township. Amy Taylor announced the Porters Fire Company Trunk or Treat Event which will be held October 23. Donation requested.

Supervisor Paul King made a motion to donate \$800 to the Trunk or Treat event at Porters Fire Company. Vice Chairman Matt Bollinger seconded. VOTE 3-0 Motion passes.

Vice Chairmen Matt Bollinger asked Fire Chief Chris Walker to participate in budget workshops.

### **6. Spring Grove EMS- Not Present.**

### **7. Zoning Reports**

#### ***a. Planning Commission Minutes***

Julie Kutchi read August Planning Commission Minutes

#### ***b. Zoning Officer Report***

Julie Kutchi read August Zoning report with 4 permits issued and \$150.00 collected.

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

#### **a. Engineer - Adam Smith, C.S. Davidson, Inc.**

Gave an update on 2022 roadwork. Such as, Gitts Run Road chip seal will be fixed by contractor due to delamination. Additionally, he is in contact with PennDot on other repairs for Gitts Run Rd due to an unauthorized detour. MS4 waiver was renewed for 5 years. Adam spoke about next steps for the water company well, which will be to meet with a well driller for water system improvements.

#### **b. Solicitor – Tim Shultis, Salzman Hughes, P.C.**

##### ***i. Cable Franchise Agreement Hearing Announcement***

Cable Franchise Hearing to be before the next Board of Supervisors' meeting on October 5<sup>th</sup>. The hearing is to hear from the public with issues they have with current provider and what the resident's future cable needs may be.

##### ***ii. Amended Fee Resolution 22-6***

This resolution amends the current fee schedule resolution 22-3. It adds township building permit fees, rec park usage fees, and administrative fees.

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Chairman Tim Hansen made a motion to adopt Resolution 22-6. Supervisor Paul King seconded. VOTE 3-0. Motion passes

**iii. SWM Resolution Adopting the Simplified Approach: Resolution 22-7**

This resolution adopts a methodology for dealing with stormwater in a manner that is less comprehensive than major land development activities.

Supervisor Paul King made a motion to adopt Resolution 22-7. Vice Chairman Matt Bollinger seconded. VOTE 3-0. Motion passes.

**iv. EMA- Intergovernmental Agreement**

Chairman Tim Hansen made a motion to have the Solicitor review the intergovernmental agreement and prepare a resolution. Supervisor Paul King seconded. VOTE 3-0. Motion passes.

**c. Chairman Tim Hansen**

**i. Advertising for Administrative Assistant Position**

The position will work 20 hours per week. This will be advertised in various locations.

Vice Chairman Matt Bollinger made a motion advertise to hire an Administrative Assistant. Supervisor Paul King seconded. VOTE 3-0. Motion passes.

**ii. Discontinue Zoom for Board of Supervisors' Meeting**

Zoom will continue for Board of Supervisors' Meetings.

**d. Vice Chairman Matt Bollinger**

**i. Approve 2023 MMO Heidelberg Police Pension Plan**

The pension is currently in a surplus and no contribution is needed from Heidelberg Township.

Chairman Tim Hansen made a motion to submit the MMO to the PA Municipal Retirement System. Supervisor Paul King seconded. VOTE 3-0. Motion passes.

**ii. Hire Professional Services for Water Company**

Next steps for the water company well are to consult with a geologist and well driller expert to see if there is enough property for a second well. Reichart Well Drilling has been contacted.

Supervisor Paul King requested Quality Water Resources be contacted on status of the Emergency Operations Manual status.

**iii. Tax Relief for Volunteer Firefighters Discussion**

Neighboring municipalities are offering incentives to their volunteer fire fighters. Vice Chairman asked the Solicitor to find more information on the topic and can have further discussion at a later date.

**e. Supervisor Paul King**

**i. Park Usage Agreement: Vote for Solicitor Review**

Supervisor Paul King made a motion for the Solicitor to review the Park Usage Agreement for the Rec Park Fields. Chairman Tim Hansen seconded. VOTE 2-0. Matt Bollinger abstained due to not seeing sample in email. Motion passes.

**ii. Bridge Loan Payment \$78,000 Liquid Fuels Account**

Supervisor Paul King made a motion to pay \$78,000 from the Liquid Fuels account towards the Bridge Loan. Vice Chairman Matt Bollinger seconded. VOTE 3-0. Motion passes.

**iii. Road Report**

Road sweeping to be done on the roads that were tar and chipped the week of September 19<sup>th</sup>. Vice Chairman Matt Bollinger clarified concerns as to why tar and chipping was done to a newly paved road. That being that the pavement laid was only a leveling course and it needed to be sealed with the tar and chip to prevent water seepage in the winter, that would cause cracking.

Upcoming road work will be guttering along Trolley Road and Porters Road. Also, a pipe replacement on Locust Road and Hoff Road.

**iv. COVID Relief -ARPA Spending**

Supervisor Paul King made a motion that all park expenses (no salaries) until the end of the year; SEK 2021 Audit; Water Company Expenses (no salaries)' Road Sweeping by Outdoor Contractors; and \$1,000 Boy Scout donation be spent from the ARPA Fund. Chairman Tim Hansen seconded. VOTE 3-0. Motion passes.

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**v. Rec Park Report**

There has been no playground audit report submitted at this time. Supervisor Paul King has been researching playground equipment grants for when the report comes in to take care of necessary improvements and corrections.

**vi. Children's Game Day**

Heidelberg Township will be hosting a Free Children's Game Day on September 24, 2022 12pm- 4pm. Which will include games, prizes, bounce house, and various other activities. Jack Heffner with Spring Grove EMS will be selling food at the Snack Shack.

Vice Chairman Matt Bollinger made a motion to approve \$3,000 for Children's Game Day. Chairman Tim Hansen seconded. VOTE 3-0. Motion passes.

**f. Secretary Julie Kutchi- No Report**

**9. Treasurer's Report**

Julie Kutchi read the Treasurer's Report on behalf of Brenner Accounting.

**General Fund- Checking**

Beginning Balance	\$161,338.50
Revenue	\$118,207.79
Expenses	\$38,196.26

**South West PD Fund**

Beginning Balance	\$47,616.59
Ending Balance	\$47,616.59

**COVID Relief Fund**

Beginning Balance	\$96,020.65
Expenses	\$1,785.50
Ending Balance	\$94,235.15

**State Fund Checking-Savings**

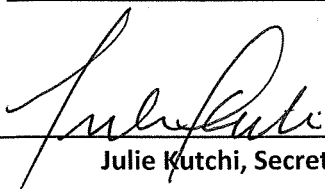
Beginning Balance	\$251,365.80
Revenue	\$1.84
Expenses	\$34,499.40
Ending Balance	\$216,868.24

Chairman Tim Hansen made a motion to approve the report. Supervisor Paul King seconded. VOTE 3-0. Motion passes.

**10. Public Comment**

- Penn Mar Radio Club gave a brief history on the club and would like the township to consider allowing the club to use a room in the municipal building once a month for meetings to start.
  - Chairman Tim Hansen said he would have the Solicitor look into if it is allowed. The group was asked to submit a formal proposal and it will be addressed again at the October meeting.
- Peg Moulton gave updates on the Hanover Trolley Trail.
- A resident commented on complaint forms submitted to the township.
- A resident commented on 2017/2018 audits.
- A resident commented on Zoom attendance.
- A resident commented on current trash contract.
- A resident commented on RTK Costs.

**11. Meeting adjourned at 8:23pm.**



Julie Kutchi, Secretary

