

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

April 2, 2025

## **1. Call to Order**

The March Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, March 12, 2025, at Heidelberg Township building. 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 - absent

Judy Mustard, Manager  
Katie Holmes, Secretary  
Tim Shultis, Solicitor

Approximately 33 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.

Chairman Hansen next stated that public comment is limited to the public comment period. After public comment section is complete there will be no more public comment or questions to keep the meeting moving.

## **4. Public Comment**

Peg Moulton, of Laurel Woods, took a moment to thank Porter's Fire Company and NYCPRD for their assistance on her behalf and gave a brief update on the Hanover Trolley Trail.

Sandi Stine, of the HTRA 501(c)3, asked the BOS to grant the charity to do the fundraising at the park.

Vickie Senft, of 6118 Danner Drive, asked the BOS for permission to do spring cleaning at the snack shack with volunteers and bring to the Recreation Board what is needed. Chairman Hansen responded yes, that is okay.

Mike Myers, of Pine Drive, stated that as Chairman of the Recreation Board is asking the BOS for a 3-month extension on Annual Report, that the presentation made by the 501(c)3 clears up any questions, and he also that Resolution 2025-04 looks to be well written and no need for amendments.

David Hall, Township resident, asked the BOS to put into place a Noise Ordinance for dogs barking.

Renan Castillo, of 6826 Cannery Court, discussed encouragement to ask questions verses filling out RTK's. He asked Supervisor King if what was stated at the last meeting on how he was missing from the March BOS Meeting adheres to what happen. Supervisor King responded, no, it was not. Lastly, he asked Solicitor Shultis if the policy of the township was to not respond to his letters. Solicitor Shultis responded, he did not tell him that it was the policy of the township to not respond to his letters but there was no response to be given.

Pat Parrish, of Hoff Road, discussed another resident's request for a dog noise ordinance and the pets keeping law she found from 12/7/11 pg7.19 paragraph b.

Mark Hudak, of 929 Porters Road, discussed Chairman Hansen's statement on public comment period, Resolution 2025-04 Rules for Public Meetings, and filling vacant seats on the Recreation Board.

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Chairman Hansen stated Mark Hudak's 3 minutes was over and he was out of order.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to recess the meeting for 5 minutes. Motion passed 2-1. Supervisor King voted no.

Chairman Hansen called the meeting back to order at 6:28PM.

Richard Cook, of Pamadeva Road, thanked Porters Fire & NYCRPD for their efforts in fighting fires, he then discussed the Water Committee members, the rescheduled March BOS meeting, and the joining of Spring Grove Regional Parks.

Ed Strausbaugh, of Jacobs Mill Road, discussed agenda items 13. Water and 14. Solicitor, that pertains to approving Resolutions.

Rob Meeks, of 6125 Gardner Road, discussed the current cost for Zoning Hearing verses when he had a Zoning Hearing prior. He would like confirmation on the price to file a Zoning Hearing application. Chairman Hansen stated we would review and get back to him.

Tara Wenzel, of Deagan Road, discussed the dog noise, incorrect name spelling, Park & Rec Board and 501(c)3 recommendations, and made comments on Resolution 2025-04 Rules for Public Meetings.

Grace Elsner, 894 Laurel Woods Lane, thanked Chief Walker, Porters Fire Company & NYCRPD for their efforts in fighting a house fire in their neighborhood.

Becky Strouse, of Hilltop Drive, discussed public comment, joining Spring Grove Regional Parks, the rescheduled BOS March meeting, renting a street sweeper, speed limit signs on Pamadeva Road, RTK requests, and responding to citizen letters.

At 6:44PM Chairman Hansen stated they were going to take a moment to discuss the recess of the meeting with the police. Chairman Hansen and Vice Chairman Bollinger returned to the meeting at 6:48PM.

Michelle Gavani, of Cannery Road, discussed the agenda lacking information to give a public comment on, and joining of Spring Grove Regional Parks.

Meg Powell, of Porters Road, discussed 501(c)3 fundraisers and its Resolution provided to BOS defining who they are and how it handles funds. She also discussed naming rights. Lastly, she questioned a formal agreement with the Township that specifies certain parameters.

Lori VanTassel, 6826 Cannery Court, discussed approaching conflict in our rural township, joining Spring Grove Regional Parks, 501(c)3 naming rights, and leaders listening to public comment.

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

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the March BOS Meeting Minutes. Supervisor King made amendments to the minutes. Chairman Hansen and Vice Chairman Bollinger stated that they are not willing to amend the minutes. Motion passed 2-1. Supervisor King voted no.

## **6. Communications**

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to issue a proclamation on/around Memorial Day to acknowledge Civil War Veteran's final resting place at Porter's Cemetery. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve Resolution 2025-09 adopting York County 2024 Hazard Mitigation Plan. Motion passed 3-0.

Chairman Hansen acknowledged the receipt of letter from PennDOT stating project starting March 31, 2025 on Route 3072 (Moulstown Road) from Gitts Run Road to Colonial Valley Road in Heidelberg Township and continue from 8:00am-6:00PM.

Chairman Hansen acknowledged the receipt of letter from York County Rail Trail Authority expressing its sincere appreciation for the recent donation of the 12-acre parcel of land along Rt116.

## **7. Public Safety**

Chairman Hansen acknowledged the Porter's March Fire Report.

## **8. Planning/Zoning/ Code Enforcement**

Chairman Hansen acknowledged the receipt of the Zoning Activity Report.

Chairman Hansen acknowledged the receipt of the Code Enforcement Officer Report.

## **9. Finance**

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the March Treasurer's Report. Motion passed 2-1. Supervisor King voted no. See attached.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the March Bill's Paid Report. Motion passed 2-1. Supervisor King voted no. See attached.

Chairman Hansen stated there were seven RTK's received and zero RTK's completed in the month of March.

Supervisor King stated that he submitted 5 RTK requests, and one was requesting the email that was sent to the advertising company in the newspaper that advertised the rescheduled meeting. Under the minutes just approved it states Chairman Hansen states that he has advised the office staff to provide simple requests to the requester. Supervisor King asked Chairman Hansen to instruct the staff to give him the email tomorrow. Chairman Hansen responds, he will not.

## **10. Highway, Roads and Streets**

Chairman Hansen acknowledging the receipt of the Road Maintenance Report.

## **11. Engineer**

Chairman Hansen acknowledged the receipt of the March 2025 Engineer Report.

## **12. Recreation**

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the recommendation from the Recreation Board to allow Heidelberg Township Recreation Association 501(c)3 to sell naming rights of various structures within the Larry Sterner Memorial Park to potentially pay for the 2026 Spring Grove Regional Park and Rec Center fees and build funds after Agreements are drawn up and reviewed by the Township Solicitor. Motion passed 2-1. Supervisor King voted no.

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Chairman Hansen made a comment before he calls for a second stating that it is not necessarily used, supports selling naming rights, there are questions that need answered at the next Rec Board meeting. Vice Chairman Bollinger stated that it is his understanding that the Rec Board recommends this motion. Supervisor King states that there was discussion on if you raise the money and if you don't join SG Regional Parks what happens to the money, the other recommendation motion that was passed was more general to raise funds. Supervisor King states you cannot take action on this because the second recommendation was not made, and you cannot approve something without contracts, agreements and dollar figures.

Solicitor Shultis stated he was not at the Rec Board meeting but this implicates different structures, the Rec Board, 501(c)3 and the Township. What the 501(c)3 does with the money is up to them, however if they are going to involve the Township, for example selling naming rights, they have a right that that money be used for that purpose and the only entity that can spend that money is the township. So, at a minimum there needs to be an agreement between the 501(c)3 and the Township to honor those naming rights and contracts. The Township does not need to allow the 501(c)3 to fundraise, the question is what they are going to do with the money. So, if fundraising for general purposes, that is one thing. If the program is to sell contracted naming rights, that involves the Township so, there has to be some agreement between the 501(c)3 and the Township. Recreation Board Chairman Mike Myers stated that the Recreation Board wanted to give the 501(c)3 the opportunity to do the leg work and bring the donor to the Township.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve recommendation from the Rec Board to approve Citizen Survey with completed amendments, print, send with return postage to all Heidelberg Township Residents paid for by the Township out of the Park Board Budget. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the Lacrosse Field reservation from Paul King for an Egg Hunt on April 13, 2025 from 3-00PM-6:00PM contingent upon insurance and licenses from any food trucks and vendors. Motion passed 3-0.

### **13. Water**

Chairman Hansen acknowledged there are 2 outstanding water bills from Quarter 4 of 2024 and that meters were read March 5, 2025 making bills due April 5, 2025.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve Resolution 2025-05 Second Resolution Amending Resolution 2024-07 Regarding the AD HOC Advisory Water Committee with Extended term through December 31, 2028, 3 members, 1 alternate. Supervisor King stated this motion as written is violation of the Sunshine Act, lacking specificity. Chairman Hansen stated that the draft resolution was put on the website. Motion passed 2-1. Supervisor King voted no.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to appoint Glenn Longstreth as an alternate member of the Water Committee. Supervisor King stated you cannot appoint one tonight, the public just learned tonight that there will be an alternate member and people can now apply to be that alternate member. Motion passed 2-1. Supervisor King voted no.

### **14. Solicitor**

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve Resolution 2025-04 Rules for Public Meeting, amending Resolution 2021-03. Supervisor King discussed public comment changes, recording and streaming. Chairman Hansen stated it is posted to the website. Motion passed 2-1. Supervisor King voted no.

### **15. Supervisors**

#### **Chairman Timothy Hansen**

None.

### **Vice Chairman Matt Bollinger**

Vice Chairman Bollinger made a motion, seconded by Chairman Hansen, to authorize the rental of a non cdl street sweeper for one week. Supervisor King asked what roads the sweeper was for. Vice Chairman Bollinger replied as many as they can get to, focusing on developments where the stone problems are being relayed by residents. Motion passed 2-1. Supervisor King voted no.

### **Supervisor Paul King**

Supervisor King made a motion to amend Resolution 2025-04 rules of conduct 2<sup>nd</sup> paragraph amend to read, at the discretion of Supervisors, disruptive individuals shall be a reason to adjourn the meeting with a date set for a special meeting to finish he agenda of the meeting adjourned. Motion failed due to lack of a second.

Supervisor King made a motion to amend Resolution 2025-04 Public Participation, eliminating #8, #9, #11, #3. Motion failed due to lack of a second.

Supervisor King made a motion to amend Resolution 2025-04 Recording and streaming – add the following – the public should be aware that the TWP is recording the meeting to use the recording in aide of recording minutes and having a recording of any disruptive comments or behavior. Motion failed due to lack of a second.

Supervisor King made a motion to amend Resolution 2025-04 voting – change to – voting is done one way by members expressing either favor or opposition to the matter being voted on. Motion failed due to lack of a second.

Supervisor King made a motion calling for an executive session as per letter sent to Supervisors and the change in public comment that occurred tonight. Motion failed due to lack of a second.

Supervisor King made a motion to rescind unlawful action of the BOS on 3/12/2025 under Finance to approve Joint Municipal Bid awards. As worded no prices quoted and not stated on the agenda, no dollar amounts. This is a violation of the Sunshine Act and the 2<sup>nd</sup> Class Township Code on bid requirements. Motion failed due to lack of a second.

Supervisor King stated he is sponsoring an Egg Hunt at the Larry Sterner Memorial Park on April 13, 2025 at 3:00PM

Supervisor King stated that he will get insurance.

### **16. Old Business**

None.

### **17. New Business**

None.

### **18. Upcoming Meetings**

Chairman Hansen discussed upcoming meetings.

## **19. Adjourn**

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to adjourn the meeting at 7:37PM. Motion passed 2-0. Supervisor King did not vote.

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**Katie Holmes, Secretary**

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Heidelberg Township  
March 2025 Treasurer's Report

General Fund Checking

Beginning Balance	\$508,085.34
Revenue	\$111,917.09
Expenses	<u>\$ 41,148.02</u>
Ending Balance	\$578,854.41

SouthWest Police Fund

Beginning Balance	\$21,032.59
Revenue	\$ 0.00
Expenses	<u>\$ 0.00</u>
Ending Balance	\$21,032.59

Water Company Fund

Beginning Balance	\$ 3,884.21
Revenue	\$ 2,817.57
Expenses	<u>\$ 1,837.19</u>
Ending Balance	\$ 4,864.59

State Fund Checking-Savings

Beginning Balance	\$207,856.22
Revenue	\$140,133.84
Expenses	<u>\$ 0.00</u>
Ending Balance	\$347,990.06

9:37 AM

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## Bills Paid Report

March 2025

Type	Num	Date	Name	I	Account	Paid Amount	Original Amount
Bill Pmt -Check	ACH	03/03/2025	Comcast		101.00 · PNC Bank - General Check...		-199.32
Bill	feb2025	02/12/2025			409.32 · Communications	-199.32	199.32
TOTAL						-199.32	199.32
Bill Pmt -Check	ACH	03/05/2025	Aero Energy		101.00 · PNC Bank - General Check...		-598.14
Bill	13596...	02/25/2025			409.230 · Heating Fuel (Garage & Of...	-117.05	117.05
Bill	13596...	02/25/2025			409.230 · Heating Fuel (Garage & Of...	-481.09	481.09
TOTAL						-598.14	598.14
Bill Pmt -Check	ACH	03/17/2025	Met Ed 503		101.00 · PNC Bank - General Check...		-672.20
Bill		03/03/2025			434.00 · Street Lighting	-672.20	672.20
TOTAL						-672.20	672.20
Bill Pmt -Check	ACH	03/18/2025	Met-Ed 396		101.00 · PNC Bank - General Check...		-171.42
Bill		03/04/2025			409.36 · Electric - Building	-171.42	171.42
TOTAL						-171.42	171.42
Bill Pmt -Check	ACH	03/18/2025	ADAMS COUNTY COOPERATIVE INC - 1102		3282 · Water Company Account 3282		-198.94
Bill		03/14/2025			448.361 · Electricity	-198.94	198.94
TOTAL						-198.94	198.94
Bill Pmt -Check	ACH	03/18/2025	Adams Electric Cooperative, Inc. 1900		101.00 · PNC Bank - General Check...		-147.50
Bill		03/14/2025			434.00 · Street Lighting	-147.50	147.50
TOTAL						-147.50	147.50
Bill Pmt -Check	ACH	03/19/2025	PNC CC's		101.00 · PNC Bank - General Check...		-2,275.15
Bill	March...	03/02/2025			405.27 · Computer Software	-1,724.46	1,800.94
					409.32 · Communications	-0.96	1.00
					409.32 · Communications	-267.02	278.86
					405.21 · Office Supplies	-158.23	165.25
					405.21 · Office Supplies	-116.28	121.44
					454.37 · Repairs & Maintenance	-8.20	8.56
TOTAL						-2,275.15	2,376.05
Bill Pmt -Check	5	03/05/2025	Laboratory, Analytical & Biological Servs		3282 · Water Company Account 3282		-44.00
Bill	126156	02/25/2025			448.31 · Professional Services	-44.00	44.00
TOTAL						-44.00	44.00
Bill Pmt -Check	6	03/05/2025	Quality Water Resources, Inc.		3282 · Water Company Account 3282		-754.00
Bill	FEB2...	02/28/2025			448.31 · Professional Services	-754.00	754.00
TOTAL						-754.00	754.00
Bill Pmt -Check	7	03/05/2025	C.S. Davidson, Inc.		3282 · Water Company Account 3282		-770.25
Bill	180865	02/27/2025			448.31 · Professional Services	-426.50	426.50
Bill	18086...	02/27/2025			448.31 · Professional Services	-343.75	343.75
TOTAL						-770.25	770.25
Bill Pmt -Check	8	03/19/2025	Laboratory, Analytical & Biological Servs		3282 · Water Company Account 3282		-35.00
Bill	126510	03/12/2025			448.31 · Professional Services	-35.00	35.00
TOTAL						-35.00	35.00
Bill Pmt -Check	28073	03/05/2025	ATLANTIC TRACTOR		101.00 · PNC Bank - General Check...		-2,203.55
Bill	S12513	02/21/2025			430.30 · Other Svcs & Charges	-2,203.55	2,203.55
TOTAL						-2,203.55	2,203.55

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## Bills Paid Report

March 2025

Type	Num	Date	Name	I	Account	Paid Amount	Original Amount
Bill Pmt -Check	28074	03/05/2025	C.S. Davidson, Inc.		101.00 · PNC Bank - General Check...		-3,287.25
Bill	180863	02/27/2025			408.31 · Engineering	-1,317.25	1,317.25
Bill	18086...	02/27/2025			408.31 · Engineering	-852.50	852.50
Bill	180864	02/27/2025			408.31 · Engineering	-1,117.50	1,117.50
TOTAL						-3,287.25	3,287.25
Bill Pmt -Check	28075	03/05/2025	Double Dog Communications		101.00 · PNC Bank - General Check...		-93.70
Bill	216085	02/20/2025			400.453 · Web Design/Maintenance	-93.70	93.70
TOTAL						-93.70	93.70
Bill Pmt -Check	28076	03/05/2025	GHI Engineers and Surveyors		101.00 · PNC Bank - General Check...		-262.50
Bill	20579	03/04/2025			362.44 · Sewer Enforce. Officer Fees	-262.50	262.50
TOTAL						-262.50	262.50
Bill Pmt -Check	28077	03/05/2025	H&H Truck Services		101.00 · PNC Bank - General Check...		-1,709.77
Bill	23290	02/28/2025			437.25 · Repairs and Maintenance S...	-1,709.77	1,709.77
TOTAL						-1,709.77	1,709.77
Bill Pmt -Check	28078	03/05/2025	Reel Attitude, LLC dba Smith's Port-A-Pot		101.00 · PNC Bank - General Check...		-220.00
Bill	13073	02/28/2025			454.45 · Contracted Services	-220.00	220.00
TOTAL						-220.00	220.00
Bill Pmt -Check	28079	03/05/2025	SEK & Co., LLC		101.00 · PNC Bank - General Check...		-7,000.00
Bill	256136	02/19/2025			402.31 · Accounting/Auditing Services	-7,000.00	7,000.00
TOTAL						-7,000.00	7,000.00
Bill Pmt -Check	28080	03/19/2025	3rd Element Consulting		101.00 · PNC Bank - General Check...		-559.00
Bill	21075...	03/16/2025			405.27 · Computer Software	-559.00	559.00
TOTAL						-559.00	559.00
Bill Pmt -Check	28081	03/19/2025	GHI Engineers and Surveyors		101.00 · PNC Bank - General Check...		-187.50
Bill	20615	03/07/2025			362.44 · Sewer Enforce. Officer Fees	-187.50	187.50
TOTAL						-187.50	187.50
Bill Pmt -Check	28082	03/19/2025	Kalasn timer Law Office		101.00 · PNC Bank - General Check...		-202.50
Bill	11033	03/06/2025			414.30 · Other Service Charges	-202.50	202.50
TOTAL						-202.50	202.50
Bill Pmt -Check	28083	03/19/2025	Salzman Hughes, P.C.		101.00 · PNC Bank - General Check...		-3,607.50
Bill	47099	02/28/2025			404.31 · Legal Fees	-3,404.00	3,404.00
Bill	47100	02/28/2025			404.31 · Legal Fees	-203.50	203.50
TOTAL						-3,607.50	3,607.50
Bill Pmt -Check	28084	03/19/2025	SWIF		101.00 · PNC Bank - General Check...		-1,857.00
Bill	7of10	03/12/2025			486.2 · Insurance Property & Casualty	-1,857.00	1,857.00
TOTAL						-1,857.00	1,857.00
Bill Pmt -Check	28085	03/19/2025	York Materials Group		101.00 · PNC Bank - General Check...		-264.48
Bill	14239	03/15/2025			438.24 · Repairs & Maintenance to R...	-264.48	264.48
TOTAL						-264.48	264.48