

Board of Supervisor's Meeting

May 5, 2021

1. Call to Order

The regular monthly meeting of the Heidelberg Township Board of Supervisors was held on Wednesday, May 5, 2021, at the Porter's Fire Hall and via Zoom. The meeting was called to order at 7:00 PM by Chairman Tim Hansen.

Those present:

Tim Hansen, Chairman
Matt Bollinger, Vice-Chairman

Paul King, Supervisor
Heather Billet, Secretary/Treasurer

Tim Shultis, Solicitor

Adam Smith, Engineer

Others present: Tara & Ray Wenzel, Larry Sterner, Kris Rabenstine, Ellen Thompson, Gregg & Dawn Wildasin, Peg Moulton, Bob & Sandi Stine, Jeff Wirfel, Trent Funt, Kurtis Sterner, and others who did not sign in or names were illegible.

Others were present via Zoom but did not sign in.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Tim Hansen made the motion to appoint Tim Shultis as Solicitor for Heidelberg Township. Matt Bollinger seconded. Vote 3-0.

3. Public Comment (Agenda Items)

Tara Wenzel asked when the donations for her work on the website/Facebook page would be made to the Porters Fire Hall & Heidelberg Township Recreation Association. The donations will be made the week ending 5/15/21.

There was discussion regarding the appointment of Trent Funk, Heidelberg Twp. Parks & Recreation Director, and whether he is a volunteer or a paid employee. Tim Shultis, Solicitor, will research. Tim Hansen commented that Trent Funk was appointed in May of 2020 for a probationary period of 90 days before he became official. Also, Paul King advised the attendees that the Heidelberg Twp. Parks & Recreation Director would operate in an advisory capacity to the BOS.

A resident requested placing all the ordinances on the township website. Tim Hansen replied that there are already some ordinances on the website and the remainder can be viewed at the township office.

There was a question regarding whether the company performing the partial mowing at the township park should also perform the trimming. Paul King replied that they should and he will be contacting them to do so.

4. Approval of Minutes

Tim Hansen asked if there were any additions or corrections to the April 2021 Minutes. There were none.

On the motion from Matt Bollinger, seconded by Paul King, the minutes of the April 2021 Board of Supervisor's Meeting were approved. Vote 3-0.

5. Fire Report

Dean Warner read the April Fire Report. The department responded to 13 calls for the month, 7 in Heidelberg Township. Chris Walker was named as new Fire Chief.

6. Recreation Board Report

Trent Funt, Heidelberg Twp. Parks & Recreation Director, acknowledged the Eagle Scouts projects at the park; the bridge over the walking and the flags erected behind the township building. Further action items at the park will include:

- Concession stand work
- Review of existing policies
- Fundraisers will hopefully begin in July/August or August/September.

7. Unfinished Business

No unfinished business.

8. Planning Commission Report

The Planning Commission met on 4/14/21. The Allan Harr subdivision plan was discussed.

9. Subdivisions

Kris Raubenstine of Hanover Land Services, Inc. presented the Allen F. & Ann T. Haar Add-On Subdivision Plan. The Haars are requesting a waiver to Section 510.10 (Driveways and Access Drives) of the Subdivision and Land Development Ordinance involving the use of an existing shared driveway vs. the proposed construction of a new driveway. It was discussed whether the Haars be required to modify the existing shared driveway agreement to include this additional lot. A new agreement including this information should be provided for review and approval prior to approval and recording of the plan.

Tim Hansen made a recommendation to approve the waiver with the condition that the Engineer's comments in the letter dated May 3, 2021 be addressed, including the driveway agreement. Matt Bollinger seconded the motion and the vote was unanimous. Vote 3-0.

10. Zoning Officer Report

There is no report provided from South Penn Code Consultants at this time during transition, but Heather will follow-up to ensure a report is given for June's meeting.

11. Old and New Business

a. Adam Smith- asked to be authorized to handle the street project bids for 2021 from the Supervisors.

Paul King made a motion that for this year, C.S. Davidson will work on the bid process with Heather to get her familiar with the process and to train her, seconded by Matt Bollinger. VOTE 3-0.

Adam Smith requested an advertisement for a public hearing in regards to the Comprehensive Plan and the zoning amendments. Tim Shultis will aid in the legal aspects of the zoning and comprehensive plan amendments for the future land use map and/or to start the authorization to begin proceedings.

Matt Bollinger made motion for advertisement, seconded by Paul King. VOTE 3-0.

Adam provided an update on the Act 537 Plan. The York County Planning Commission will be having a Zoom meeting to discuss the plan on 5/18/21.

b. Tim Shultis – Tim asked if the board wishes for him to provide an opinion regarding the Parks Director definition relating to “employ” vs. “appoint.” The BOS directed him to do so.

c. Matt Bollinger – Reminded everyone that the Daily Police Blog is on Northern Regional Police Department's Facebook page. Matt spoke on the supporting documentation provided to the Board of Supervisors regarding the invitation to join Northern Regional Police Department as a participating member and made a request to review at the next workshop meeting.

Matt made the motion to donate the cost of the fuel for the Spring Grove EMS, seconded by Tim Hansen. VOTE 3-0

Matt announced that we are in receipt of all of the files for the Southwestern Regional Police Department. He also mentioned that Heidelberg Township would be the administrator of the remaining funds from the department and we will be responsible for paying the Tail Coverage Insurance through Benecon for the next 3 years. Once the 3 years is up, any leftover monies will be split between Heidelberg Township, Manheim Township, North Codorus Township, and Spring Grove Borough, according to the percentages indicated on the initial agreement. The total of the money currently being administered by the township is roughly \$68,000.00

d. Paul King – Paul spoke with Associated Products, the vendor that provides the portable toilets at the park, and they’ve agreed to lower and match the quotes given by Smith’s Port-A-Pots at \$135.20, saving the township \$40 a month. Additionally, Paul will be looking into possibly changing the phone system carrier at the office from Comcast to Verizon. The township may have to remain with AT & T for its cell phone provider in order for the road crew to have adequate cell phone coverage.

Paul King made the motion to establish the rate for the Water Company at \$76.00/5,000 gallons and \$7.60/ additional 1,000 gallons used per quarter, and to add a \$30 service fee to each bill. The motion was seconded by Matt Bollinger. Tim Hansen asked if there were any comments before taking the vote. There were none. VOTE 3-0.

Matt Bollinger stated that the township supervisors are working on a plan to upgrade the water system using a DEP program that provides free engineering. The new design will be a benefit not only to those on the water company service, but to the residents as well because it will include extra storage of water to be used as a fire hydrant.

Paul mentioned that the township will be receiving the 1st portion of the CARES ACT (Covid Relief money) on June 1st, 2021. The monies received can be used through 2024 and some of the money can be used to make up for lost revenue.

e. Tim Hansen– Nothing to report.

f. Heather Billet – Official Parks and Recreation email address has been established and is listed on the website which is: Parks@HeidelbergTWPmunicipal.com

12. Treasurer’s Report

Heather Billet read the following Treasurer’s Report:

GENERAL FUND - Beginning Balance	\$ 461,063.21
Revenue	371,024.02
Expenditures	45,666.48
Ending Balance	\$ 786,420.75
STATE FUND - Savings	\$ 346,643.19

Tim Hansen made a motion to pay the bills, Matt Bollinger seconded. VOTE 3 – 0

13. Public Comment (Non-Agenda Items):

A resident inquired if the audit was completed. Tim Hansen stated that the audit is still underway and the last few items were sent to SEK with the hopes that the reports will be available by the next meeting.

14. Adjourn – Meeting was adjourned at 7:56 PM.


Heather Billet, Secretary/Treasurer