

## Board of Supervisor's Meeting

August 4, 2021

### 1. Call to Order

The regular monthly meeting of the Heidelberg Township Board of Supervisors was held on Wednesday, August 4, 2021, at the Porter's Fire Hall and via Zoom. The meeting was called to order at 7:02 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

Julie Kutchi, Administrative Assistant

David Lash, Chief of Northern Regional Police Department, Kurtis Sterner, IT Specialist, and approximately 32 residents/members of the general public were present. Others attended via Zoom.

### 2. Pledge of Allegiance

The Pledge of Allegiance was recited.

\*\*\* Tim Hansen stated that there has been a change to the format of the meetings (Resolution #2021-03) and that if anyone has comments/questions, they should come to the podium, announce their name and address, and they will be allowed to speak for 3 minutes. The first comment section is for agenda items only; the end of the meeting will be for general comments. Each person will be allowed 3 minutes for each comment section.

### 3. Resolution No. 2021 -03: Adopting Rules of Regarding for Public Meetings

Tim Hansen asked for comments in regards to this resolution. Some residents requested clarification of specific line items in the rules. Tim Shultis provided answers to their questions.

There was a question regarding the posting of the agenda for further meetings. Per the Amendment to the PA Sunshine Act, the BOS will post the agenda 24 hours in advance of the monthly BOS meeting.

Tim Shultis summarized Resolution 2021 – 03 (see attached) relating to the rules of conduct at meetings applicable to both the Board of Supervisors and all attendees. He emphasized that these rules are used in many municipalities; they are not specific to Heidelberg Township.

**Matt Bollinger made the motion to adopt Resolution 2021 - 03: as amended (the amendment is taking out the word "Of" and "For" in the Draft Resolution). Seconded by Tim Hansen. Vote 3-0.**

### 4. Public Comment

#### Suzanne Shaffer - Traffic concerns on Yingling Drive

Suzanne spoke regarding the speeding on Yingling Drive which has increased over the last few years.

Another resident expressed frustration with incidents happening on Cannery Ct. and Smith Station Road.

Chief Lash encouraged Ms. Shaffer to contact him directly so they could discuss further. He also addressed the attendees on what is done when speeding complaints are received. Typically, the first step would be to place a speed box on the designated road which will record the speed and time of day. Next, a speed trailer; then enforcement.

### 5. Approval of Minutes

Tim Hansen asked if there were any more comments for agenda items. There were no additional comments. **On the motion from Tim Hansen, seconded by Paul King, the minutes of the July 2021 Board of Supervisor's Meeting were approved. Vote 3-0.**

## **6. Fire Report**

Fire Chief Chris Walker read the July Fire Report. The department responded to 12 calls for the month, 6 in Heidelberg Township. The Fire Company had a maintenance night with 5 members in attendance; 13.75-man hours. Both Engine 1 and Engine 2 were DOT inspected and performed above factory specifications.

## **7. Recreation Board Report**

Trent Funt, Heidelberg Township Parks Director, was unable to attend. His report is available at the township office.

### **a. Shane Foremen- Ball Field Update**

Shane thanked the township for the use of the baseball fields and presented a list of improvements that were made by the Hanover Hornets Organization (Attachment 1). He also requested consideration for the use of the field(s) next season and provided a calendar for the dates requested. Additionally, he is requesting continuing use of the fields in an Evergreen Contract for 3 years for the days of the week requested and 3 weekend tournaments.

Shane will also be placing a trophy in the Heidelberg Township office that the Hanover Hornets received from one of their tournaments this season.

## **8. Unfinished Business**

### **a. Resolution No. 2021-04: Joining Northern York County Regional Police Department**

Matt Bollinger stated that we currently contract police services with Northern Regional.

**Matt Bollinger made a motion to apply for membership that would dissolve the existing agreement for police services, authorize execution of the Joinder Agreement, authorize the commission to enforce the township code, authorize entry in the commission as a member for the required statutory criteria set forth in the Intergovernmental Cooperation Act and add one more PPU for the calendar year 2022, that will take us from 80 to 90 hours a week of police service. This motion was seconded by Paul King. Vote 3-0.**

Tim Hansen commented that by joining Northern Regional as a member should help with some of the issues earlier presented by increasing the police presence in the township. Also, being members of the board will give us influence through vote.

## **9. Zoning Reports**

### **a. Planning Commission**

The Planning Commission met on 6/14/21. Doug Stambaugh from Group Hanover represented Ray and Gloria Henry and David Glenn. The Henrys proposed to buy a lot from Mr. Glenn as an add-on to his property. The Henrys do not plan to build on or alter the lot in any way. The commission reviewed the proposal and saw no problem, but they are waiting on recommendations from C.S. Davidson.

### **b. Subdivisions**

None

### **c. Zoning Officer**

Heather read the report from South Penn Code Consultants. South Penn Code Consultants reported 6 issued permits; Heidelberg Township collected \$900.00.

## **10. Old and New Business**

### **a. Adam Smith, C.S. Davidson**

Adam received two plans for the month of July. The first is from David P. and Patricia A. Glenn for a Final Add-On Subdivision Plan which has been reviewed and comments will be forwarded to their design engineer. The second is the Andrew Y. and Sharon L. Brough Final Subdivision Plan which consists of dividing 11 acres and adding it as a non-separable part of land owned by Nathaniel L. and Casi Brough Murren.

Providence Community Church requested a reduction in their bond, but it will not be released at this time due to unfinished septic improvements. They are also in violation of the township's sign ordinances and will be issued a violation notice.

Adams will work with the solicitor in regards to issuing the public notice advertisements for the Act 537 Plan. The plan is still being adjusted due to comments from the York County Planning Commission.

The Park culvert along the trail near the parking lot off of Porters Road has been sized for a 48-inch smooth line pipe. Adam asked if the township crew would be installing or if they need to solicit companies for quotes for installation. Tim Hansen said that the township would look at it. Adam will get the plans to Larry Sterner. Adam said that it does fit a waiver for a general permit because the drainage area is small, so a permit is not needed at this time.

**b. Tim Shultis** – Made a public announcement that on July 14, 2021, Tim Shultis met with the Board of Supervisors from 12:30pm - 2:00pm Under Section 708 (a) 5 of The Sunshine Act for an Executive Session, to discuss a number of matters that are otherwise privileged under attorney-client privilege.

**c. Matt Bollinger**

**Matt made a motion to donate \$500.00 to the Northern Regional York County Police Department to cover expenses for the National Night Out event, seconded by Paul King. Vote 3-0**

Matt also discussed the urgency for needing a second well for the Heidelberg Water Company because of the volume of use based on the needs of those residents. Matt asked for authorization for Adam Smith, C.S. Davidson, to investigate the costs to do an emergency permit, dig an additional well, and connect to existing system.

**d. Paul King**

**Paul made a motion that Heidelberg Township hire Kinsley Construction to install two concrete inlet boxes on Longview Drive and to pipe connect those boxes to the Penn DOT boxes on Rt. 116. We have received permission from Penn Dot to do so. The cost is \$10 700.00, exclusive of the materials to be provided by Heidelberg Township. The monies are to be paid out of the Covid Relief Fund. The motion was seconded by Matt Bollinger. Vote 3-0**

**Paul made a motion that Heidelberg Township hire Kinsley Construction to install an inlet box at the east end of the Ebenezer Bible School, then connect that box to the inlet box on Rt. 116. The cost will be \$6,200.00, exclusive of the materials to be provided by Heidelberg Township. The monies are to be paid out of the Covid Relief Fund. The motion was seconded by Tim Hansen. Vote 3-0.**

**Paul made a motion that Heidelberg Township hire Kinsley Construction to do an overlay of the Heidelberg Park parking lot at cost of \$7,000.00, exclusive of the materials to be provided by Heidelberg Township. The monies are to be paid out of the Covid Relief Fund. The motion was seconded by Tim Hansen. Vote 3-0**

**Park Walking Path-** Larry Sterner and his crew will be completing some of the work needed to be done to extend the park walking path to the flagpole area built by the Boy Scouts. Once this is done, the remainder of the work (stoning and asphaltting) will be formally bid.

**Paul made a motion that Heidelberg Township replace the existing swing set with a Game Time swing set in the amount of \$4,387.31, to be paid out of the Covid Relief Fund. The motion was seconded by Tim Hansen. Vote 3-0**

**Holding Tank for Snack Shack-** In order for a holding tank to be installed at the snack shack in the Heidelberg Township Park, the township will need to pass a holding tank ordinance. This will also be required for the ACT 537 sewage plan. Once there is an ordinance, the cost for the permit will roughly be \$2,000.00.

Paul made a motion that the W-2's and the W-3's for the years 2020, 2019, 2018, & 2017 be corrected. Also, that Heidelberg Township advertise to hire an accounting firm for the year 2021, while allowing the elected auditors to perform an audit for 2021 for training purposes. This is to be reviewed by the accounting firm hired by the township and they will make a report to the township as to the accuracy of the elected auditor's audit. Additionally, that SEK be hired to perform a limited review of the accounts and audits for the years 2017 and 2018. The limited review will mean that they will look at the end of year date and see if adjustments can be made, just as they were for the 2019 and 2020 audits. It will also mean that they will sample transactions throughout those two years. The motion was seconded by Matt Bollinger. Vote 3-0.

e. Tim Hansen– Nothing to report.

**f. Heather Billet –**

The archery hunting permits have reached the maximum of twenty- five.

Railroad Crossings: Roadwork is being done this week and may impact travel for certain streets which are: Smith Station Rd. – August 3<sup>rd</sup>, Church Rd- August 3<sup>rd</sup>, Smith Station Rd (SR 3045)- August 3<sup>rd</sup>, Camp Pamadeva RD- August 4<sup>th</sup>, & Locust Rd.- August 4<sup>th</sup>.

Additionally, the residents of Laurel Woods have requested that Laurel Woods Road be closed on September 18th from 3:00 PM to 12:00 AM for a block party.

**11. Treasurer's Report**

*\*\*\*1<sup>st</sup> portion of Covid Relief money received which is reflected within the monthly revenue is \$159,358.88*

Heather Billet read the following Treasurer's Report:

GENERAL FUND	- Beginning Balance	\$ 883,587.12
	Revenue	190,870.51
	Expenditures	45,387.65
	Ending Balance	\$1,029,069.98
STATE FUND	- Savings	\$346,651.92

**Tim Hansen made a motion to pay the bills, Paul King seconded. VOTE 3 – 0**

**12. Public Comment:**

A member of the Heidelberg Parks and Recreation 501 (c) (3) requested permission to donate and install two dog waste stations in the park. The expectation is that after installation, the township will provide the maintenance. The BOS will take under consideration.

There were also a number of comments regarding the Covid Relief funds, political signs/flags and miscellaneous items.

**13. Adjourn – Meeting was adjourned at 8:32 PM**