

# Board of Supervisor's Meeting

October 6, 2021

## 1. Call to Order

The regular monthly meeting of the Heidelberg Township Board of Supervisors was held on Wednesday, October 6, 2021, at the Heidelberg Township Municipal Building 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 38 residents/members of the general public were present. Others attended via Zoom.

## 2. Pledge of Allegiance

The Pledge of Allegiance was recited.

Janice Smith from Glatfelter Memorial Library and Frank Kempf and Gwen Loose from the York County Rail Trail Authority were moved to the "New Business" section of the meeting to discuss their updates for the township.

## 3. Public Comment

A resident made comments regarding Resolution 2021 - 04 and expressed specific questions/concerns. Additionally, a request was made to provide residents for accounting detail of what will be paid to the Police for 2021.

A resident made comments regarding the Board of Supervisor's executive session held on 7/14/21. Comments were expressed regarding the Sunshine Act along with questions about the Board of Supervisors Work Sessions.

A resident made comments regarding Township Auditors from past years.

Residents made comments regarding Resolution 2021 - 05 and expressed specific questions/concerns.

A resident made comments regarding Park and Recreation and the position of Parks and Recreation Director. Additionally, a request was made to protect the Woodlands in the township. A response was provided that the attendance to meetings of the Park Director will be addressed. Also, there are plans to work with Pixelle to assist in the upkeep of the woodlands and reduced the Fire Hazard in 2022. Comments made about Lantern flies and a response was provided that the township would ask DCNR and York County on recommendations.

A resident made comments regarding Legal Notices posted to the Township Website.

## 4. Approval of Minutes

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

Tim Hansen reported that the Zoning Company South Penn Code Consultants was replaced by a Township appointed Zoning Officer, Neal Doyle. **On the motion from Tim Hansen, seconded by Paul King, the minutes of the September Special Meeting were approved. Vote 2-0.** (Matt Bollinger was not present at the special meeting)

## 5. Fire Report

Fire Chief Chris Walker read the September 2021 Fire Report. The department responded to 15 calls for the month, 12 in Heidelberg Township. Fire Loss YTD totals to come. There were no failed calls for the month.

Search detail was mentioned and a report was provided to the Township for the details for needing the cell service at the Fire Co. The Board of Supervisors thanked the Fire Company in their efforts during the search.

## **6. Spring Grove EMS Report**

Jackie Heffner, Spring Grove EMS Chief reported there were 19 calls for the month. September's calls totaled 24. The fuel report and current state of financials was provided. Staffing is at a critical shortage and multiple financial losses. Heidelberg Township is the largest contributor of municipalities by providing the fuel. The membership subscription will be posted on the Heidelberg Township Website.

## **7. Recreation Board Report**

Trent Funt, Heidelberg Township Parks Director, was unable to attend. There is no report provided this month. Paul King to provide update.

## **8. Unfinished Business**

### **a. Research regarding Appointed/Elected Auditors**

Extensive research was conducted by the Solicitor Tim Shultis through multiple avenues and agencies/organizations for the timeline from 2008 until current. Inconsistency was uncovered that it is possible that a non-elected or appointed auditor signed 2017 & 2018 DCED reports. To remedy that Tim Hansen requested the other two supervisors consider to hire SEK to perform full audits for 2017 & 2018 which would be approximately \$20,000.00.

There are still items to work on regarding the research done by the solicitor and in a week or two it would be available at the township to look at. The chronology is completed.

### **b. Alan Harr Subdivision - no update**

## **9. Zoning Reports**

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

The Planning Commission met on 9/8/21. The minutes were approved with corrections. No new business stated.

### **b. South Penn Code Consultants / Zoning Officer Report**

South Penn is no longer the zoning company for Heidelberg Township. Permits issued by new Zoning Officer for September was 3 and Heidelberg Township collected \$233.00 in permit fees.

### **c. Subdivisions**

#### **1. None**

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

Janice Smith from Glatfelter Memorial Library provided handouts and thanked for the \$3,750.00 donation in 2020. (\$3.86 per person) The Library is requesting an increase of donation to \$4.00/per person totaling \$3,884.00. Heidelberg township is already a leader among municipalities in donations. The supervisors will take under consideration of the request.

Frank Kempf and Gwen Loose from the York County Rail Trail Authority provided handouts and updates regarding the portion of the proposed rail trail through Heidelberg Township and Oil Creek Feasibility study. The total cost for the entire portion of 8.5 miles is over 10 million dollars. The YCRTA is currently working on applying for grants and permits so they can begin the work on the area within the township for the trail. The piece through Heidelberg Township (6 acres) which runs parallel to Oil Creek is the most scenic of the trail. One of the four properties impacted by Oil Creek is owned by the township. YCRTA has applied for a grant to fund a final design which would identify specific limits on each property of what the restoration would entail and how much work would need to be done on that property. A request to each property owner would be completed. The funds needed for this work is an estimate of 2 million dollars. Gwen requested the township appoint a representative for the Hanover Trolley Trail Operating Committee. The committee makes recommendations to the Authority. The trail will be for non-motorized vehicles (walkers, Bi-cyclers, etc.) a Class-1 electric pedal assisted bike may be allowed. Opportunities for parking will be looked at. Questions from the public were asked during the presentation. It was advised that any resident may contact the York County Rail Trail Authority Office for concerns or request appointments. The YCRTA website also contains information about the project.

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

Reported the road projects will be finishing shortly and final payments to be completed at that time.

### **b. Tim Shultis**

RESOLUTION 2021-05

Appointing a certified or competent public accountant or a firm of certified or competent public accountants to replace the elected auditors. The draft resolution which was on the website was updated to state that SEK would be appointed to perform the audit for the year 2021 only.

**On the motion from Tim Hansen to appoint SEK to complete the 2021 Annual Audit by Resolution 2021 - 05, seconded by Paul King. VOTE 3 - 0.**

#### RESOLUTION 2021-06

Providing for supplemental appropriations for the 2021 Budget. This is for the funds that the township received from the American Rescue Plans Act, and the township did not have those funds when the 2021 Budget was passed, this resolution provides for supplemental appropriations for the 2021 Budget indicating that the funds were received and which line item in the budget they will go into.

**On the motion from Tim Hansen for Resolution 2021 - 06, seconded by Paul King. VOTE 3 - 0.**

#### c. Matt Bollinger

Matt mentioned addressing some of the EMS requests in the Budget Workshop.

#### d. Paul King

Regulations for the Covid Relief money has not yet been complete per Holly Fishel at PSATs. The PSATs website has a section relating to the Compliance and Reporting Guidelines and Expenditures reports. The report due date has been moved to April of 2022. At this time, Parks can use the funds for trails, to upgrade tourism, hospitality facilities, and storm drains. All of these expenses must be reported and then confirmed to be a permissible expense. If they are not permissible, the funds would be paid back.

September's BOS meeting approved Hicks Paving and they have indicated they cannot complete the work.

**Tim Hansen made the Motion to Amend the Agenda for the purpose of receiving paving BIDS within 24 hours of the agenda being posted. 2<sup>nd</sup> by Matt Bollinger, VOTE 3-0**

Schorner Seal Coating's BID to sealcoat the walkway was for \$4,700.00 which included the basketball court and the lane that goes up the hill from the parking lot.

**On the Motion from Paul King to award the BID to Schorner Seal Coating, seconded by Matt Bollinger. VOTE 3 -0.**

Southerland Paving's BID for \$7,900.00 to pave the walkway to the flags. They will deliver more stone, compact it, and then asphalt over the stone which is 770 linear feet.

**On the Motion from Paul King to award the BID to Southerland Paving, seconded by Tim Hansen. VOTE 3 -0.**

Park update- deck has been removed to help expand the area for the playground to allow for more space between the equipment. On the multiuse purpose field was a two-story pavilion which the top portion was removed and it is now one story. The cost for this was \$1,200.00 with the crane, and \$900.00 for the removal of the deck. The spaceship will be painted and not being removed from the playground at this time. Tree trimming was also completed in the park. 12 birdhouses will be put up throughout the park.

Paul commented that the roadwork this year has been noticed and commended by many community members thanks to Larry Sterner and his crew.

Larry Sterner, Roadmaster, reported completed roadwork this year:

- Gitts Run Rd was tarred and chipped and fog sealed coated.
- Woodland Drive with leveling course coat which was sealed.
- Deagan Rd with leveling course, tar and chip seal.
- Lexus Drive, Liberty, and Locust as well.
- Work has started on High Rock replacing Pipes. At this time pipes are on order, but there is a shortage in supply currently.

Larry thanked Mike Myers for helping with the assistance this year.

Tim Hansen mentioned the tree trimming on Woodland and other areas in the township that we can work with how the residents would prefer the trimming to be done. Tim asked for applause for Larry for all his hard work.

#### e. Tim Hansen-

Recognition of Logan Shearer working towards his goal of Eagle Scout. Logan was presented with a certificate for his outstanding work in the park and establishing the flagpoles.

Logan made a speech thanking the residents that aided in donations and help with the park to help him pursue his project along with the approval of the Township.

**f. Heather Billet** – Trick or Treat update -Tuesday 10/26/21

Fire Hall will be hosting the Trunk or Treat on 10/24/21. Amy is the contact to get signed up and her info is on the flyer and the Township Website.

**11. Treasurer’s Report**

Heather Billet read the following Treasurer’s Report:

GENERAL FUND - Beginning Balance		\$ 1,029,069.98
Revenue		59,521.17
Expenditures	161,229.13	
Ending Balance		\$ 927,362.02
STATE FUND - Savings		\$ 312,106.92

Covid Relief Fund - \$ 159,358.88

South West Police Department- \$ 58,302.59

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

**12. Public Comment:**

A resident commented Resolution 2021 - 05 and the chart of account used for the funds. Additionally, a comment was made about the South West Police Funds.

A comment was made regarding the American Rescue Plans and the impact to the Fire Company due to Covid.

A resident commented about the new zoning officer and if he will be enforcing the non-criminal zoning concerns.

A resident made a request for the supervisors to look into the Trash Contract.

There were comments on a variety of other issues that required no action.

David Lash, Chief of Northern Regional Police Department invited everyone to the Open House Cook Out at the Substation to be held on 10/21 5:30 - 8:00pm. Also, the NYCPRD will be holding a class at the headquarters in Dover titled “Refuse to be a Victim” which teaches safety and awareness in public settings. He also mentioned the search and rescue conducted and expressed concerns for the unmet needs that were faced. York County Commissioners are being partnered with regarding those needs. Additionally, the NYCPRD commission approved the purchase of an ATV utility vehicle as that was also identified as an unmet need.

**13. Adjourn – Meeting was adjourned at 8:46 PM**



Heather Billet, Secretary/Treasurer