

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

November 6, 2025

1. Call to Order

The November Board of Supervisors' meeting for Heidelberg Township was held on Thursday, November 6, 2025, at the Township Office. The meeting was called to order at 12:00PM pm by Chairman Tim Hansen. Those present:

Tim Hansen, Chairman	Judy Mustard, Manager	Ben Niner, Asst Road Master
Matt Bollinger, Vice Chairman	Katie Holmes, Secretary	Anthony Lain, Engineer
Paul King, Supervisor	Timothy Shultis, Solicitor	Chris Walker, Zoning Officer

Approximately 42 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.

4. Public Comment

Chairman Hansen, Vice Chairman Bollinger and Supervisor King all made statements regarding the Proposed 2026 Budget Advertisement.

Michelle Galvanni discussed the proposed 2026 budget for advertisement.

Peg Moulton gave a brief update on the Trolley Trail.

David Roland gave a brief update on Looney Farm. Supervisor King responded thanking David for the update.

Alissa Barshinger of Glatfelter Memorial Library gave a brief update on the Library.

Jeff Boisy asked questions regarding Looney Farm.

Pat Parish asked questions regarding Looney Farm, questioned Chief Lash of NYCRPD on Dog Ordinance, and questioned the second column of the general fund budget.

Renan Castillo discussed behavior of board members and the millage rate.

Mark Hudak discussed the 2026 proposed budget, increases in the budget, previous managers employment amendment and her shredding of documents. Supervisor King responded to Mr. Hudak in regard to managers amended employment agreement.

Richard Cook discussed the Trolley Trail

Sandy Munez discussed the Trolley Trail intersection on Gitts Run Road

Lori Van Tassel discussed services to the Fire Department and the 501(c)3 event

5. Approval of BOS Minutes

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the August BOS Meeting Minutes. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the September BOS Meeting Minutes. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the October BOS Meeting Minutes. Motion passed 2-1.

6. Communications

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to authorize the CCTV System Upgrade to be installed at the Township based on quote provided from WFX in the amount of \$975.00. Motion passed 3-0.

7. Public Safety

Chief Walker read the Porters Fire Report.

Chairman Hansen acknowledged the receipt of the Wellspan EMS September Report.

NYCRPD Chief Lash gave the police report.

Chairman Hansen acknowledged the receipt of the NYCRPD 2026 projected budget.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to authorize a donation to Porter's Fire Company to be used for miscellaneous expenses in the amount of \$50,000.00. Motion passed 3-0.

8. Planning/Zoning/ Code Enforcement

Chairman Hansen acknowledged the receipt of the Zoning Activity Report.

Chairman Hansen acknowledged the receipt of the Code Enforcement Report.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to accept from the Planning Commission granting the requested 90-day extension from RVBJ Properties, LLC 1 Lot – 685 Gitts Run Road. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the Final Subdivision Plan including two requested waivers from Lamplighter Homes/Ruhlman Concrete LLC – 1353 Marburg Road Plan-C-25-010 drawn by Clark Craumer, dated 07-01-2025 and revised 9-3-2025. Proposes subdividing 1 acre with existing dwelling from 9.2-acre lot, allowing to build a future garage/shop on the remaining area of the parcel. Supervisor King called for discussion. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve Hanover Community Church – 1959 Smith Station Road Final Land Development and Reverse Subdivision Plan. Plan H9810-23 Drawn by SMG, Hanover Land Services dated 1-30-2025 and revised 8-12-2025. Planning Commission recommends approval to the BOS the following waiver requests: S403 – Feasibility Report on Water Facilities S405, 406.E.15-Traffic Study, S504.A&C-Minimum Cartway Width, S507.A-Curbs, Gutters and Walkways and S510.B.12-Driveways and Access Drives. Supervisor King called for discussion. Motion passed 2-1.

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Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to table the approval of Well Isolation Indemnity Agreement for 6428 York Road, subject to the review and approval of the Solicitor, SEO and payment of the Township's costs in preparing the document. Motion passed 3-0.

9. Finance

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the August Treasurer's Report with the Water Company account correction. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the August Bill's Paid Report. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the September Treasurer's Report with the Water Company amendment. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the September Bill's Paid Report. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the October Treasurer's Report. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the October Bill's Paid Report. Motion passed 2-1.

Chairman Hansen acknowledged the receipt of 5 Right to Knows and 0 completed in October. Year to date 34 RTK's received.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the Real Estate Tax Refund to Joseph and Amy Zill in the amount of \$5.86. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve Resolution 2025-10, setting wages for various township employees/appointees. Supervisor King called for discussion. Motion passed 2-1.

Supervisor King asked Solicitor Shultis to clarify the Sunshine Law Violation regarding the budget. Solicitor Shultis responded, today is the meeting to discuss the budget, these are the two options the board should consider and discuss publicly. It is not laid out to the public until it is approved by the Township for advertisement for the public.

Chairman Hansen made a motion, seconded by Supervisor King, to approve the 2026 General Fund Proposed Budget Discussion Option 1. Supervisor King called for discussion. Motion failed 1-2.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the 2026 General Fund Proposed Budget Discussion Option 2. Motion passed 2-1.

Chairman Hansen made a motion to approve the 2026 Water Company Proposed Budget Discussion Option 1. Motion died due to lack of a second.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the 2026 Water Company Proposed Budget Discussion Option 2. Motion passed 3-0.

Chairman Hansen made a motion to approve the 2026 Liquid Fuels Proposed Budget Discussion Option 1. Motion died due to lack of a second.

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Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the 2026 Liquid Fuels Proposed Budget Discussion Option 2. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the 2026 PIB Loan Proposed Budget Discussion. Motion passed 2-1.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the advertisement of the Notice of the 2026 General Fund Budget Option 2 Proposed Budget. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the advertisement of the Notice of the 2026 Water Company Budget Option 2 Proposed Budget. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the advertisement of the Notice of the 2026 Liquid Fuels Company Budget Option 2 Proposed Budget. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the advertisement of the Notice of 2026 PIB Loan Proposed Budget. Motion passed 3-0.

10. Highway, Roads and Streets

Chairman Hansen acknowledged the receipt of the Road Maintenance Report.

Chairman Hansen acknowledged the receipt of the traffic study completed on Hoff Road and Smith Station

Chairman Hansen acknowledged the receipt of Cannery Road Truck Restriction traffic study completed by LTAP

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to authorize the Solicitor to draft an Ordinance to restrict vehicles over 25ft long on Cannery Road. Motion passed 3-0.

Chairman Hansen acknowledged the receipt of High Rock Road Minor Stop Control Study completed by LTAP.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to authorize the Solicitor to update Ordinance 90-4 with the Minor Stop Control stop sign placement from High Rock Road N to High Rock Road W. Motion passed 3-0.

11. Engineer

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

12. Recreation

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the request from the Recreation Board to allow the board to carry the remaining 2025 balance of \$2,228.45 into 2026. Motion passed 3-0.

13. Water

Chairman Hansen acknowledged Quarter 3 Water Bills – 2 passed due. 1 of them is 2 Quarters behind. Waiting for the Solicitor to advise next step for delinquency

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to approve the following recommendation from the Water Committee: The following change to the rates of the Heidelberg Water Company effective December 6, 2025:
Quarterly Rate \$250 for up to 8,500 gallons, with \$.02 per gallon of any usage over 8,500.

14. Solicitor

None.

15. Supervisors

Chairman Timothy Hansen

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger, to request the Planning Commission to review and advise on the request from Township Resident, Rob Meeks, regarding updating the Zoning Ordinance to follow the State Regulations maximum child limit on in-home preschool requirements. Motion passed 3-0.

Vice Chairman Matt Bollinger

None.

Supervisor Paul King

Supervisor King made a motion, seconded by Vice Chairman Bollinger, to have the Solicitor draft amendments or Ordinances for the following roads in Heidelberg Township. Vice Chairman Bollinger called for discussion.

Reference Ordinance 88-2 Section 1: Among the roads listed is Hillview Road from Hoff Rd to Kraft Mill Road. This section of road is now called Hoff Rd and Kraft Mill Rd is now Porters Rd. 88-2 should be changed to remove the old name and add the new. Speed Limit 35mph.

Reference Ordinance 88-2 Section 1: The following roads to be changed from 35mph to 25mph

Laurel Woods Lane	Manor Dr	Rosepointe Way	Tamarind Dr	Trolley Rd
Yingling Dr	Wildasin Dr	Deer Run Ct	Danner Dr	Kelly Ave
Potter Ct	High Rock – N, E, W			

Roads not listed in 88-2. Speed limit to be 25mph

Acorn	Shellborne Rd	Locust Rd	Hayrick Rd	Mountain Rd
Clinton Ct	Oakwood Rd	Faith Way	Charity Way	Hope Way
Gardener Rd	Laurel Woods Ct	Mountain Ct	Amy Way	Gregorey Rd
Laurel Summit	West Side Dr	Liberty Rd	Carlton Ave	Lexus Dr

Roads not listed on 88-2. Speed limit to be 35mph

Glatco Lodge Rd	Packing House Rd		
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Motion passed 3-0.

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Supervisor King made a motion to eliminate PIBB Loan and replace with 2-year project. Motion failed due to lack of a second.

Supervisor King made a motion, seconded by Chairman Hansen, to eliminate line painting on Hilltop. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Supervisor King, to table the motion to delay Tar and Chip on Menges Mill and Cannery RD and replace for 2026 Tar and Chip for Thoman Rd from Yingling Rd to 6148 Block of Thoman Rd. the east bound lane only covering the center painted line. Motion passed 3-0.

Supervisor King made a motion, seconded by Vice Chairman Bollinger, to set salary limits for TWP Supervisors IAW PA ACT 94 2024 and authorize Solicitor to advertise. Motion 3-0.

Vice Chairman Bollinger made a motion, seconded by Chairman Hansen, to amend the motion approving the advertisement of the Notice of the 2026 General Fund Budget Option 2 Proposed Budget by increasing the Supervisors Pay amount by \$1,200.00. Motion passed 3-0.

Supervisor King made a motion, seconded by Chairman Hansen, to table the motion until January 2026 BOS Meeting to have the following made into an ordinance or to have them as an amendment to the TWP Zoning Ordinance:

- a. Occupying a Recreational vehicle or camper or tents for more than 15 days in any six-month period is prohibited. A special permit can be issued to extend the time if for the purposes of
 1. Providing health/domestic care to the owner of the property.
 2. A special permit can be issued to extend the time if for the purposes of renovating a house on the same property. The exemption is for the homeowner only
 3. In an agricultural zoning area/district can be granted for farm workers
 4. Connecting a Recreational vehicle to the TWP sewer or water system or to a well or septic system of any property owner of the TWP is prohibited.
- b. Recreational vehicles and campers legally hooked up to existing sewer or septic systems prior to the passage of these provisions is exempt.

Motion passed 3-0.

Supervisor King made a motion, seconded by Chairman Hansen, to authorize the TWP Manager to submit to the BOS for their approval, no later than February 2026 the postings and policies necessary to come into compliance with the RTK law section 504(b)1-4. Motion passed 3-0.

Supervisor King discussed amendment to the former manager, Barbara Krebs, employment agreement and potential violations.

Supervisor King made a motion to amend the December 2024 minutes; the amendment would eliminate the last paragraph. Motion failed due to lack of a second.

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 2:02PM. Motion passed 2-0.

Katie Holmes

Katie Holmes, Secretary

Katie Holmes
Secretary
November 6, 2025