

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

October 1, 2025

1. Call to Order

The October Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, October 1, 2025, at Porters Fire Company. The meeting was called to order at 6:00PM pm by Chairman Tim Hansen. Those present:

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

Approximately 18 residents/members of the general public were present.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Moment of Silence Honoring 3 Fallen Officers of NYCRPD

A moment of silence was held honoring Detective Sgt. Cody Becker, Detective Mark Baker and Detective Isaiah Emenheiser.

4. Acknowledgment of a quorum

Vice Chairman Bollinger acknowledged the declaration of a quorum.

5. Public Comment

Mark Hudak discussed appreciating the meeting recordings done by another township resident and the previous manager shredding documents. Supervisor King responded in agreement with Mr. Hudak's comments on meeting recordings and stated what PSATS had told him about the shredding of documents.

Stevie Ennis discussed contentious attitudes during Public Comment.

Pat Parrish stated she was in agreement with the comments from the resident above.

Earl Shoemaker questioned the enforcement of a property located on Porters Road. Solicitor Shultis stated that there is an ongoing enforcement action with respect to that property.

Peg Moulton gave a brief update on the Hanover Trolly Trail.

Rob Meeks asked the BOS to consider updating the Zoning Ordinance in accordance with the State regulations regarding daycares in the Heidelberg Township Zoning Ordinance. Chairman Hansen asked the Chairman of the ZHB if he had any comment, Andy Brough stated that we could look into other neighboring Township Ordinances and advise but he believes our Ordinance is pretty common to others.

6. Approval of BOS Minutes

Chairman Hansen made a motion to approve the August BOS Meeting Minutes. Motion failed due to lack of a second.

Chairman Hansen made a motion to approve the September BOS Meeting Minutes. Motion failed due to lack of a second.

7. Communications

Chairman Hansen made a motion, seconded by Supervisor King, to authorize the disbursement to Porters Fire Company for the Volunteer Fire Relief Association funds received by the Commonwealth of Pennsylvania in the amount of \$22,129.36. Motion passed 2-0.

Chairman Hansen made a motion, seconded by Supervisor King, to accept the Proclamation of Heidelberg Township proclaiming Kindness Week Worldwide. Supervisor King called for discussion questioning who the author was. Solicitor Shultis responded that the author is Kindness Week Worldwide, Kevin Smith. Motion passed 2-0.

Chairman Hansen acknowledged the receipt of letter from PAPUC for the application of Verizon Pennsylvania LLC for approval to alter two crossings (DOT 872 269 L and 872 270 F) by placing an aerial fiber optic cable and innerduct attached to existing utility poles where Porters Road crosses, at grade, tracks of the York Railway Company located in Heidelberg Township, York County.

Chairman Hansen acknowledged the receipt of letter from York County Solid Waste Authority stating the YCSWA will hold a FREE Household Hazardous Waste Collection Event on Saturday, October 11th from 9am-1pm located at the Recycling Drop-off Center on Blackthorne Court, York

Chairman Hansen acknowledged the receipt of letter from York County Agricultural Land Preservation Board for the notice and opportunity to be heard on the application of Bowersox Family Trust, 133.45 acres of farmland located at 6670 York Road slated to be preserved permanently from Development on October 9, 2025

Chairman Hansen made a motion, seconded by Supervisor King, to approve the receipt of letter from Governor Josh Shapiro requesting approval for the placement of signs for the September 11th National Memorial Trail Alliance to mark the 25th Anniversary in remembrance of the heroes and events of September 11, 2001. Supervisor King called for discussion asking when will the signs be posted and where. Manager Mustard stated that along the path on the map provided.

Chairman Hansen made a motion, seconded by Supervisor King, to approve the 2026 Animal Care and Housing Agreement Fee from the SPCA in the amount of \$2,577.00. 2025 budget allocation for SPCA agreement fee was set at \$2,300.00, for an overage of \$277.00. Motion passed 2-0.

8. Public Safety

Chief Walker read the Porters Fire Report.

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

NYCRPD did not have a report to offer at this time.

9. Planning/Zoning/ Code Enforcement

Chairman Hansen acknowledged the receipt of the Zoning Activity Report.

Chairman Hansen acknowledged the receipt of the Code Enforcement Report.

Supervisor King asked the Zoning Officer to provide solutions to Looney Farms and questioned if permits were under the residents name or the business name. Chris Walker responded that they were under the resident names.

10. Finance

Chairman Hansen made a motion to approve the August Treasurer's Report. Motion failed due to lack of a second.

Chairman Hansen made a motion to approve the August Bill's Paid Report. Motion failed due to lack of a second.

Chairman Hansen made a motion to approve the September Treasurer's Report. Motion failed due to lack of a second.

Chairman Hansen made a motion to approve the September Bill's Paid Report. Motion failed due to lack of a second.

Chairman Hansen acknowledged the receipt of 0 Right to Knows and 3 completed in September. Year to date 29 RTK's received.

Chairman Hansen made a motion, seconded by Supervisor King, to approve the Real Estate Tax Refund to Gary & Leslie Brooks in the amount of \$12.51. Motion passed 2-0.

11. Highway, Roads and Streets

Chairman Hansen acknowledged the receipt of the Road Maintenance Report.

12. Engineer

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

Chairman Hansen made a motion, seconded by Supervisor King, to award the 2025 Mill Road Improvement Project to the lowest bidder, Kinsley Construction, in the amount of \$189,122.00. The original grant allocation for this project \$183,290.00, with an in-kind contribution from the Township of \$6,720.52 to cover the difference. Additional funding in the amount of \$11,735.00 has been secured through the Dirt, Gravel, and Low Volume Road Program, ensuring full coverage of project costs. Motion passed 2-0.

13. Recreation

Chairman Hansen made a motion, seconded by Supervisor King, to approve the recommendation from the Recreation Board to end return postage paid for park surveys on October 2, 2025. Motion passed 2-0.

Chairman Hansen made a motion, seconded by Supervisor King, to approve the recommendation from the Recreation Board to incorporate their 2026 budget of \$8,000.00 for possible events and possible improvements to the park to the General Fund Budget. Supervisor King called for discussion that the money will cover events and improvements. Secretary Victoria Senft stated that \$1,500 for events and \$3,500 for swing set project. Motion failed 1-1. Chairman Hansen voted against.

Chairman Hansen made a motion, seconded by Supervisor King, to authorize the purchase of security cameras and a 1-year subscription in the amount of \$755.96. Motion passed 2-0.

14. Water

Chairman Hansen made a motion, seconded by Supervisor King, to accept the recommendation from the Committee to award the proposal from C.S. Davidson the Water Analysis Proposal under the following conditions:

1. Future Needs (task 2) is removed
2. Rate Study (task 3) is removed assuming it is not required for the grant
3. Any task that exceeds 10% over estimated cost requires additional approval

15. Solicitor

None.

16. Supervisors

Chairman Timothy Hansen

None.

Vice Chairman Matt Bollinger

None.

Supervisor Paul King

Supervisor King made a motion, seconded by Chairman Hansen, to table having 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 in tents for more than 15 days in any six-month period. A special permit can be issued to extend the time if for the purpose of providing health care to the owner of the property. A special permit can be issued to extend the time if for the purpose of renovating a house on the same property.
- b. 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.

and adding the prohibition to the second part. Motion passed 2-0.

Supervisor King made a motion, seconded by Chairman Hansen, to table amending Ordinance 88—2:

- a. Add the following roads to Section 1:

Acorn Rd	Oakwood Rd	Amy Way	Liberty Rd
Shelbourne	Faith Way	Charity Way	Hope Way
Locust	Gardener	Gregory	Glatco Lodge
Hayrick	Laurel Woods Ct	Laurel Summit	Packing House
Mountain Rd	Mountain Ct	West Side	Alexis Ct
Clinton Ct	Hoff Rd from Marburg to Porters		

with the correction of the spelling for Lexus Ct. Motion passed 2-0.

Supervisor King also stated that two roads listed in Ordinance 88-2 are posted 25MPH, Trolley Road and High Rock Road. Chairman Hansen stated he would like some roads to be 25MPH or 35MPH. Supervisor King stated the Ordinance needs to set the specific speed for each road. Solicitor Shultis responded that it is correct, we need to determine what the correct speed limit ought to be based on the vehicle code.

17. Old Business

None.

18. New Business

Andy Brough brought up authorizing the request from Public Comment about updating the Zoning Ordinance in regard to daycares. Chairman Hansen stated that he would like this to be brought to the Planning Commission meeting, this is will on the next BOS Agenda to send to the Planning Commission and the Zoning Officer can gather the information.

Supervisor King read aloud a letter that he wrote to Kocman Insurance about the liability concerns that he has at the Larry Sterner Township Park. Chairman Hansen stated he thinks that this is a good idea and he would like Supervisor King to work with Ben Niner to get the issues corrected.

19. Upcoming Meetings

Chairman Hansen discussed upcoming meetings.

20. Adjourn

Chairman Hansen made a motion to adjourn the meeting at 6:48PM. There was no second to the motion. At 6:49PM, there was no longer a quorum, and therefore, the meeting ended.



Katie Holmes, Secretary



