

1. Call to Order

The September Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, September 4, 2024, at Porters Fire Company. The meeting was called to order at 6:02pm by Chairman Tim Hansen. Those present:

Tim Hansen, Chairman	Barbara Krebs, Manager
Matt Bollinger, Vice Chairman	Judy Mustard, Secretary
Paul King, Supervisor	Tim Shultis, Solicitor

Approximately 29 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

Mark Hudak, Porters Road, spoke about his RTK Request and appeal regarding Penn Waste Contract and a letter that was sent by Solicitor Shultis to a resident regarding recording after a meeting. He questioned whether the Solicitor should be enforcing our ordinances.

Meg Powell, Porters Road, questioned Chairman Hansen regarding the 501C3 charity working integrally with the Rec Board. Chairman Hansen and Vice Chairman Bollinger support the 501C3 working together and being responsible for the funding and Supervisor King supports as fundraising arm for the Rec Park but doesn't like the wording of the bylaws as he feels it contradicts the Ordinance that was passed. He reiterated that the 501C3 cannot sign contracts for any work performed in the parks.

At this point Supervisor King moved up the motion to appoint members to the Rec Board as he stated one of the nominees had a family obligation. Supervisor King made a motion to appoint Dan Wilmot to fill the vacant position of Tara Wenzel and upon his appointment we will make Ray Wenzel the alternate to the Rec Park Board. This was seconded by Vice Chairman Bollinger. Motion passed 3-0.

Tim Senft, Danner Drive, spoke about a statement regarding a private meeting he and his wife had with Vice Chairman Bollinger. Vice Chairman Bollinger than responded agreeing with Tim Senft regarding the meeting.

Kathy Wilkes, Tamarind Drive, spoke about the overgrown bushes and flowers along Tamarind Drive and Hoff Road creating a safety hazard. Supervisor King stated that he made suggestions to the Asst Road Master to ask the resident to trim his growth back. She stated that she has a letter signed by all 26 residents asking for something to be done. Chairman Hansen stated that he will have Chris Walker handle this and do a letter to the resident.

5. Approval of BOS Minutes

Chairman Hansen made a motion to approve the August BOS meeting minutes, seconded by Vice Chairman Bollinger. Motion passed 3-0.

6. Communications

It was noted that the Department of Transportation/PIB loan has been paid in full

7. Public Safety

Porters Fire Company, Bob Wilkes gave the August Fire Report. He noted that they took 23 calls for the month of August with 16 of them being in Heidelberg Township.

Northern York County Regional Police Department, Lt. Migatulski spoke about the construction on new headquarters running on schedule, that the cell tower is moving forward at Porters substation and the Dove Thoman picnic to be held on 10/23 from 5pm-7pm at Little Creek Park. Vice Chairman Bollinger asked about the stolen vehicle on Hill Top Drive. There was no comment on that issue.

8. Planning/Zoning

Judy Mustard offered the August Zoning Report for Chris Walker. There were 3 permit applications received, 1 building permit issued and 2 zoning permits issued and \$200 was collected.

Chairman Hansen made a motion to approve the preliminary land development plan for Yazoo Mills , 37 Industrial Drive Penn Township and Heidelberg Township-Project # 5051-20, drawn by Todd E Smeigh, registered professional engineer, DC Gohn Associates dated January 8, 2024, and last revised April 8, 2024. Seconded by Vice Chairman Bollinger. Motion passed 3-0

Chairman Hansen made a motion to approve the final subdivision plan for Derrick and Brandy Baker, 1451 and 1425 Jacobs Mill Road-Project # 83-2189 drawn by Doug Crawford, professional land surveyor, dated July 2, 2024, and last revised August 2, 2024. Seconded by Vice Chairman Bollinger. Motion passed 3-0

9. Code Enforcement

Judy Mustard reported for Chris Walker that progress has been noted on several properties that have Notices of Violations and that a few are still in progress.

10. Finance

Chairman Hansen made a motion to approve the August's Treasurer's report, seconded by Vice Chairman Bollinger. Motion passed 3-0

General Fund- Checking

Beginning Balance \$ 594,953.10

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

September 4, 2024

Revenue	\$ 91,388.00
Expenses	\$105,967.20
Ending Balance	\$ 580,373.90

SouthWest PD Fund

Beginning Balance	\$21,032.59
Revenue	\$0.00
Expenses	\$0.00
Ending Balance	\$ 21,032.59

COVID Relief Fund

Beginning Balance	\$41,837.08
Revenue	\$33.00
Expenses	\$ 0.00
Ending Balance	\$ 41,837.08

State Fund Checking-Savings

Beginning Balance	\$385,300.64
Revenue	\$3.26
Expenses	\$ 0.00
Ending Balance	\$ 385,303.90

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to approve the August Bills Paid Report. Motion passed 2-1. Supervisor King voted no.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the August Office/Maintenance Activity Report. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the August Right-To-Know Report: Report Accepted. Motion passed 3-0

- 0 New Requests received in August total YTD 46
- YTD Township \$8319.04 / Solicitor Cost \$ 7344.00 Total (August bill not received yet)
- YTD Estimated HTWP Employee hours spent on RTK requests -242.75

11. Highway, Roads, and Streets

Judy Mustard reported for Chris Walker:

- Boom mowing is ongoing
- Mack dump truck is or will be back very soon from frame blasting and recoating to prevent further salt damage. This will come out of the Covid Fund

- Update on storm damage from Debbie-trees were cleared from roads throughout the Township and storm drains were checked as frequently as other problems would allow. It should be noted that the storm drains do work with the exception of a few and we are aware of those
- A log jam developed in Oil Creek along Sycamore Drive, and we are in the process of removing it. The resulting flooding washed out a portion of the new road surface and severely eroded the creek bank at the edge of the road. We are removing the log jam to prevent further issues and will be applying for a grant from York County Conservation District to cover the cost. We are also in the process of acquiring an emergency permit through DEP to restore and armor the creek bank as well as restore the road surface. We are also applying for grant funding for these expenses with another DGR grant. The York County Conservation District has been a huge help for this event along with Jackson Township who allowed us to use their backhoe.
- Chairman Hansen made a motion to approve Resolution 2024-08 for the Municipal Winter Maintenance Service Agreement as required by PennDOT. Seconded by Vice Chairman Bollinger. Motion passed 3-0

12. Engineer

Nothing to Report.

13. Recreation

Peg Moulton gave an update and report on the Rail Trail

John Johnstonbaugh gave a report on the Rec Board and the proposed bylaws. Chairman Hansen questioned the repair of the windows in the concession stand

Chairman Hansen made a motion to approve the purchase of two dog waste stations by the 501C3 to be placed strategically in the park as recommended by the Rec Board. Seconded by Vice Chairman Bollinger. Motion passed 2-1 with Supervisor King voting no

Solicitor Shultis explained the State Ethics Commission decision on the 501C3 regarding the potential conflict between being a member of the 501C3 and the Rec Board, noting that no conflict exists.

14. Water Committee

Chairman Hansen made a motion to authorize the Chairman of the Board (himself) to execute a contract by and between the County of York and Heidelberg Township in the amount of \$20,000.00 to conduct a water services feasibility study. Seconded by Vice Chairman Bollinger. Discussion by Supervisor King regarding whether this was needed as he was under the impression we are geared up to apply for the Rural Small Water System Grant in October. He feels this study won't be done in 30 days and we already know what we need. He stated this will push back the grant another year. Vice Chairman Bollinger feels this study makes our application more powerful. Motion passed 2-1 with Supervisor King voting no.

Supervisor King mentioned that members of the Water Committee have not been notified about a meeting yet and requested that we get that lined up as soon as possible.

15. Solicitor

Chairman Hansen made a motion to revise the Township Managers Ordinance (approval and authorization to advertise) Supervisor King mentioned that these changes were mentioned under his comments in the minutes. Seconded by Supervisor King. Motion passed 3-0

Chairman Hansen made a motion to table the motion to approve for advertisement the Park Rules and Regulations-Ordinance Amendment. The BOS would like to see more time taken on this issue. Seconded by Supervisor King. Motion passed 3-0

A discussion was had about the remaining PTO for Manager Krebs and the amount of the payout. Chairman Hansen made a motion to table the Managers Agreement until those numbers are finalized. Seconded by Supervisor King. Motion passed 3-0

Solicitor Shultis had comments about the proposed Rec Board bylaws. It was agreed to put them back in front of the Rec Board with the Solicitors' comments to achieve consistency with the Ordinance. Supervisor King made a motion to forward the Heidelberg Park and Recreation Board Bylaws with the comments from the Solicitor to the Rec Park Board for further consideration. Seconded by Chairman Hansen. Motion passed 3-0

Supervisor King made a comment regarding page 6 of the Bylaws "Coordination with the 501C3 Charity." He suggested that the word "may" should be removed and then nothing changes.

Solicitor Shultis announced that the BOS held an executive session from 5pm to 6pm regarding the employment of current and prospective public employees under Section 708A1 and other privileged matters with the Solicitor under Section 708A5.

Chairman Hansen asked Solicitor Shultis if the section that Supervisor King wants removed from the Rec Board Bylaws-will it hinder the 501C3 from their authorization to collect and manage funds. Solicitor Shultis answered no but pointed out that it has affirmative duties that it imposes on the 501C3. For example, it points to them to be the grant writer for the Township. He agreed that removing the word "may" does not lessen the power of the 501C3.

16. Supervisors

Chairman Timothy Hansen

Chairman Hansen had no agenda items

Vice Chairman Matthew Bollinger

Vice Chairman made a motion to approve the MMO for Heidelberg Township Police Pension Plan. It was seconded by Supervisor King. Motion passed 3-0

Supervisor Paul King

Supervisor King made a motion to authorize the Solicitor to draft a resolution for the Township to Adopt Municipal Documents Retention Manual. This manual will outline the procedures regarding which documents need to be retained and how to retain them. It was seconded by Vice Chairman Bollinger. Motion passed 3-0

Chairman Hansen made a motion authorizing Judy to attend York County TWP Association Convention on October 30, 2024. It was seconded by Supervisor King. Motion passed 3-0.

Supervisor King wants Ben Niner to take CDL classes but also have a commitment for a certain amount of time to work here if we pay for his CDL certification. Supervisor King made a motion for the manager to work out an agreement with Ben Niner to take CDL classes and reimburse the Township if he does not stay employed for a certain number of years. It was seconded by Vice Chairman Bollinger. Motion passed 3-0

17. Old Business

None.

18. New Business

None.

19. Upcoming Meetings

Chairman Hansen stated that the Planning Commission will meet September 11, 2024, at 6:00pm at the Township Building. The Rec Board meeting will be September 17, 2024, at 6:00pm at the Township Building. The Zoning Hearing Board will be September 25, 2024, at 7:00pm at the Township Building. The Board of Supervisor's Regular Scheduled Meeting will be October 2, 2024, at 6:00pm at Porters Fire Hall.

20. Adjourn

Chairman Hansen made a motion seconded by Vice Chairman Bollinger to adjourn the meeting at 7:14pm. Discussion by Supervisor King to discuss shocking the corn. Chairman Hansen made a motion to adjourn the meeting at 7:16pm and it was seconded by Supervisor King. Motion passed 3-0



Judy Mustard
Township Secretary