

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

August 7, 2024

1. Call to Order

The August Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, August 7, 2024, at Porters Fire Company. The meeting was called to order at 6:01pm 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 33 residents/members of the general public were present.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Acknowledgment of a quorum

Vice Chairman Bollinger acknowledged the declaration of a quorum.

4. Public Comment

Bill Shumaker, Hoff Road, stated that Hoff Road is getting overgrown with brush and trees.

Mark Hudek, Porters Road, questioned water company expenses and water company employee responsibilities. Vice Chairman Bollinger explained the process and the certifications that people need for that job. He then questioned the deed and the restrictions that might be on the property for the Rail Trail parking lot.

Pat Parrish, Hoff Road, read a statement that she prepared regarding her thoughts on Tara Wenzel, TerryLynn Ross, Vickie Senft and the Rec. Board appointments.

Vickie Senft, Danner Drive, she addressed Pat Parrish's comments. Then she asked the Board to consider the tax rebate for Senior Citizens and mentioned that the Senior Citizen Center in Spring Grove will help them fill that out. She volunteered to assist people in helping them fill in these forms.

Renan Castillo, Cannery Court, expressed that he feels that everything should be on the website in one location. He wants to be able to offer input. He also feels a set of ground rules should be proposed to conduct meetings.

At this point in the meeting Vice Chairman Bollinger moved the meeting to Supervisor King's agenda items in the interest of time.

Supervisor King made motion that the Heidelberg Water Company customers be charged, effective the next billing quarter, a service fee of \$120.00 per quarter and a fee of \$11.00 per 1000 gallons over 5000 gallons per quarter. Vice Chairman Bollinger made second to the motion. Then they considered a question from the audience asking them to wait until the water committee is formed and let them recommend what should be done. Vice Chairman Bollinger considered this and rescinded his second. Motion died due to a lack of a second.

Supervisor King then noted that the next seven items listed on his agenda items are amendments to the TWP's Ordinance. He then made one motion that the amendments to the TWP Ordinance 22.01 be forwarded to the Solicitor to be reworded to then be presented to the BOS. This was seconded by Vice Chairman Bollinger. Motion passed 3-0.

Supervisor King made a motion to have the Parking Lot for the Rails to Trails go before the Planning Commission before it is finalized. The motion was seconded by Vice Chairman Bollinger. Motion passed 3-0.

5. Approval of BOS Minutes

Vice Chairman Bollinger made a motion to approve the July BOS meeting minutes, seconded by Supervisor King. Supervisor King made an amendment to the last line of his discussion adding that he received the Rec Board minutes from a RTK request. Motion passed 3-0.

6. Communications

Vice Chairman Bollinger reminded everyone that Archery Permits became available 8/1/2024 at the Township Building for the 2024-2025 Season. He noted that you must be a Township Resident and that they are on a first come-first served basis.

7. Public Safety

Porters Fire Company, Chief Walker gave the July Fire Report. He noted that they took 26 calls for the month of July with 14 of them being in Heidelberg Township. He also stated that the boat is now in service for water rescues. He announced the Kitchen renovation updates as well.

Northern York County Regional Police Department, Lt. Migatulski announced that the Dave Thoman Picnic will be October 23, 2024, from 5-7pm at Little Creek Park. The Cell Tower at the substation is moving along and the construction at the new headquarters is underway.

8. Planning/Zoning

Chris Walker offered the July Zoning Report. There were 3 permit applications received, 2 building permits issued, 1 zoning permit issued and \$210 was collected.

Vice Chairman Bollinger made a motion to approve the request from Yazoo Mills for an additional 90 days granting a time extension to act on their plan. Project #5051-20. Chairman Hansen seconded the motion. Motion passed 2-1 with Supervisor King voting no.

9. Code Enforcement

Chris Walker said that 6 notices of violations were sent out via certified mail. One has not been delivered. He noted that most of the people have started making corrections.

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10. Finance

Vice Chairman Bollinger made a motion to approve the July's Treasurer's report, seconded by Chairman Hansen. Supervisor King then questioned the check that was written from the Covid fund. Manager Krebs pointed out where it was listed in the report. Motion passed 3-0.

General Fund- Checking

Beginning Balance	\$ 683,246.15
Revenue	\$ 94,858.89
Expenses	\$183,151.94
Ending Balance	\$ 594,953.10

SouthWest PD Fund

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

COVID Relief Fund

Beginning Balance	\$75,623.08
Revenue	\$0.00
Expenses	\$33,786.00
Ending Balance	\$ 41,837.08

State Fund Checking-Savings

Beginning Balance	\$385,297.38
Revenue	\$3.26
Expenses	\$ 0.00
Ending Balance	\$ 385,300.64

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

Vice Chairman Bollinger made a motion, seconded by Chairman Hansen to accept the July's Office/Maintenance Activity Report. Motion passed 2-1. Supervisor King voted no.

Vice Chairman Bollinger made a motion, seconded by Chairman Hansen to accept the July Right-To-Know Report: Report Accepted. Supervisor King questioned the June/July listed in the report. Secretary Mustard stated it was her mistake and should just read July. Motion passed 3-0

- 4 New Requests received in July total YTD 46

- July Estimated Township \$910.08/Solicitor Cost: \$522.00.00 Total \$1432.08
- July Estimated Heidelberg Employee Staff Hours Spent on RTK: 21.25 hours
- YTD Township \$7948.24 / Solicitor Cost-\$7344.00 total
- YTD Estimated HTWP Employee Hours Spent on RTK-234.75

11. Highway, Roads, and Streets

Chris Walker reported :

- Cold patch was done on High Rock Road
- Laid 10 ton of DSA on a low spot-on Sycamore Drive
- Mowing continues on Township roads
- Storm cleanup on Township roads
- Vice Chairman Hansen made a motion authorizing the proper officers of the Township to enter into an agreement with PennDOT for winter maintenance services for a total project cost of \$43,498.40. Chairman Hansen seconded the motion. Motion passed 3-0.

12. Engineer

Vice Chairman Bollinger made a motion to accept the report from Anthony Lain, Engineer from C.S. Davidson and it was seconded by Chairman Hansen. Motion passed 3-0.

13. Recreation

- Report on the Rail Trail by Peg Moulton, the Hanover Trolley Trail. She spoke about the trail and the upcoming work
- Report from John Johnstonbaugh on the Recreation Board. He spoke about the upcoming meeting where they will Reorganize and what they hope to accomplish moving forward. He welcomed Vickie Senft to the Rec Board. He spoke about the areas of their focus, baseball fields, concession stand, parking for the 90-foot field, the basketball court and making all of the areas handicap accessible. He thanked the 501-C3 for their fundraising help and mentioned that they hope to get grant writing started.
- Vice Chairman Bollinger made a motion to accept Vickie Senft's resignation as alternate to the Rec Board. Seconded by Chairman Hansen. Motion passed 3-0.
- Vice Chairman Bollinger made a motion to accept with regret the resignation of Tara Wenzel to the Rec Board. Seconded by Chairman Hansen. Motion passed 3-0
- A brief discussion of Park Rules and Regulations was had
- Supervisor King made a motion authorizing the Solicitor to make changes to Rules and Regulations based on the Rec Park Ordinance based on the recommendations from the Rec Park Board. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

14. Water Committee

- Second quarter water bills were due June 30, 2024. We currently have 1 delinquent account. Late notice was sent out via mail.

15. Solicitor

Solicitor Shultis announced the executive session that was held from 5pm-6pm under section 708 A1 the Sunshine Act to discuss personnel matters involving current and prospective employees.

Supervisor King made a motion to approve Resolution 2024-10 establishing guidelines for Township Boards and/or Committees in providing reports and recommendations to the Board of Supervisors. This was seconded by Vice Chairman Bollinger. Motion passed 3-0.

Supervisor King made a motion to approve Resolution 2024-11 revising Resolution 2024-07 regarding the ad hoc advisory water committee. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Vice Chairman Bollinger made a motion to approve Amendments to the Amended Employment agreement with the Township Manager. This was seconded by Chairman Hansen. Motion passed 2-1. Supervisor King voted no.

16. Supervisors

Chairman Timothy Hansen

Chairman Hansen had no agenda items.

Vice Chairman Matthew Bollinger

Vice Chairman Bollinger discussed appointing three members to the ad hoc advisory water committee for a one-year term from the following:

- 1-Heather Altland-customer requirement
- 2-Alan Miller-Knowledgeable requirement
- 3-Travis Laughman-as third member volunteer
- 4-Meg Powell-volunteer

Supervisor King then made a motion to appoint the first three members listed to the ad hoc advisory water committee for a one-year term based on the reasons listed behind their names. Chairman Hansen seconded this motion. Motion passed 3-0.

Supervisor Paul King

(These items were moved for this meeting only to just below public comment.)

17. Old Business

None.

18. New Business

None.

19. Upcoming Meetings

Vice Chairman Bollinger stated that the Planning Commission Meeting scheduled for August 14, 2024, at 6:00pm at the Township Building has been cancelled. The Rec Board meeting will be August 20th, 2024, at 6:00pm at the Township Building. The Zoning Hearing Board will be cancelled for August due to lack of business. The Board of Supervisor's next regular scheduled meeting will be September 4th, 2024, at 6:00pm at Porters Fire Company Building.

20. Adjourn

Chairman Hansen made a motion seconded by Vice Chairman Bollinger to adjourn the meeting at 7:09PM. Motion passed 3-0.



Judy Mustard
Township Secretary