

September 18, 2014

The Heidelberg Township Board of Supervisors held their regular meeting at 7:30pm at the Municipal Building, 6272 Route 309, New Tripoli, PA 18066. Present were Supervisors Steve Bachman and Rodney Schlauch Jr., Administrator/Secretary-Treasurer Janice Meyers, Road Superintendent Kevin Huber, Zoning Assistant Tara Jones, Township Solicitor Atty. Charles Waters from Steckel and Stopp Law Offices and Township Engineer Ryan Christman from Keystone Consulting Engineers. Supervisor David Fink was absent. Tara Jones kept record of the minutes.

7:30PM: Regular Meeting

Pledge of Allegiance

Recording of Meeting: No one present.

Recognition of the Press: Michelle Kent from the East Penn Press was present.

Approve minutes: Steve Bachman requested that the August 21, 2014 minutes be changed to read that he requested the use of the Osh Kosh Truck during the parade on October 4, 2014 for the Pioneer Festival under the heading , "Director of Parks and Recreation", in the minutes. Motion by Rodney Schlauch Jr., seconded by Steve Bachman to approve the August 21, 2014 regular meeting minutes as corrected. Motion carried.

Public comment on agenda items: Resident Carl Breininger will have comments on agenda items.

Executive Session: None

Treasurer's Report:

General Fund Checking 8/1	29,426.84
Revenue and Transfers	74,390.83
Expenditures	<u>(65,030.70)</u>
General Fund Checking 8/31	38,786.97
General Fund Money Market 8/1	81,594.17
Revenue	60,705.28
Expenditures and Transfers	<u>(72,261.61)</u>
General Fund Money Market 8/31	70,037.84
State Fund Checking 8/1	1.00
Revenue and Transfers	150,921.03
Expenditures	<u>(102,868.00)</u>
State Fund Checking 8/31	48,054.03
State Fund Money Market 8/1	182,470.92
Revenue	70,791.75
Expenditures and Transfers	<u>(150,921.03)</u>
State Fund Money Market 8/31	102,341.64
Special Revenue Fund Savings 8/1	4,939.19

Payment of bills:	Revenue and Transfers	0.59	Motion by Steve seconded by Jr. to approve the bills General 1686. Motion carried.
Bachman,	Expenditures and Transfers	<u>(3,939.00)</u>	
Rodney Schlauch	Special Revenue Fund Savings 8/31	1,000.78	
payment of the			

Fund Checks # eft1866 -- eft1894 and 19696 - 19738 and State Fund checks #1684 --

Recreation Fund Savings 8/1	2,198.03
Revenue and Transfers	0.35
Expenditures and Transfers	<u>(0.00)</u>
Recreation Fund Savings 8/31	2,198.38
Werleys Corner Road Turnback Fund 8/1	161,381.54
Revenue and Transfers	43.20
Expenditures and Transfers	<u>(70,740.00)</u>
Werleys Corner Road Turnback Fund 8/31	90,684.74
Fire Tax Fund 8/1	11,451.70
Revenue and Transfers	1.82
Expenditures and Transfers	<u>(0.00)</u>
Fire Tax Fund 8/31	11,453.52
100 LLC Escrow Fund 8/1	62.37
Revenues and Transfers	0.01
Expenditures and Transfers	<u>(5.00)</u>
100 LLC Escrow Fund 8/31	57.38

### Monthly Reports

Regional EMS Steering Committee Report: No report was given.

Fire Company: No report was given.

Director of Office Operations: No report was given.

Director of Parks and Recreation: Steve Bachman attended the July Northwestern Recreation Commission meeting. The Northwestern Recreation Commission reviewed the event, "A Night In The Country". Steve Bachman reported that the event made \$28,000 without expenses. Also, next year the Rec Commission will look into making signs, supplied by them, regarding closing the park 3 days in advance of the event. A car cruise admission fee for next year was discussed.

Director of Public Works: No report was given.

Road Superintendent: Kevin Huber reported that the road department finished oil and chipping on Hunsicker Road and oil and chipping is now complete. The road department also prepped for road paving and is getting base repair done on Hunsicker Road. The new tiger mower needed an adjustment but is fixed. Next, the road department will be working on the dirt roads.

Township Administrator: Janice Meyers reported that the check for the fire tax was written in the amount of \$14,962.78 for June, July and August. She attended the Senator Browne municipal grant workshop and will have a draft budget in the next couple of weeks. Tara Jones has been working on the 2014 Heidelberg Township Fall Newsletter. She received the 1<sup>st</sup> and 2<sup>nd</sup> draft, reviewed the drafts and made the necessary changes and corrections where needed. The final draft of the newsletter should be received next week. A yard waste survey was incorporated into the newsletter for the Heidelberg Township residents to complete and return. Roy Stewart, Janice Meyers and Tara Jones worked on numerous zoning issues.

Township Zoning Officer: Ryan Christman presented the Zoning Officer Report to the Board. The Zoning Officer Report included 3 complaint investigations. The first was an open burning complaint. A letter was sent to the property owner explaining the township burn ordinance. The second was an earth disturbance complaint. A site inspection was conducted with the LCCD representatives leading to several violations of the PA Code and the matter will be turned over to DEP for additional investigation. The third and final complaint occurred when a residential driveway was paved without a permit. A letter was sent to the property owner and the property owner applied for a permit.

Township Engineer: Ryan Christman reviewed the engineer's report with the Board which consisted of an update of the bridge repair and culvert replacements. Ryan Christman reported that Keystone Consulting Engineers suggest letting the Jones Road Culvert and Werleys Corner Culvert for bid in February. Keystone Consulting Engineers will begin preparing the plans and specifications for bidding. He reported that Keystone Consulting Engineers is working on the permit application for the Jones Road Culvert (dirt road). Ryan Christman also reported on the Rex Road Bridge painting and load posting. He mentioned that Sherwin-Williams representatives were met with to discuss the paint deterioration. Posting the recommended tonnage was also discussed.

Environmental Advisory Council Report: No report was given.

Subdivisions/Land Development: Linda Carter's (resident) Sewage Planning Module—Residual Tract was reviewed by the Board. Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to approve the planning module per approval by the Planning Commission. Motion carried.

#### Old Business:

Vacation of Sections of Werleys Corner Road: Motion by Rodney Schlauch Jr., seconded by Steve Bachman to approve the renaming of Werleys Corner Road from Route 309 to the creek to Werleys Corner Court. Motion carried. Atty. Waters will create the ordinance for renaming along with the vacation ordinance.

Amusement Fee Ordinance: Atty. Waters will finalize the ordinance for adoption.

Special Event Ordinance: Atty. Charles Waters will work on the definitions. The Board will review for next meeting. Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to table the discussion until next month's board meeting.

Proposed Parking Ordinance: Steve Bachman proposed to have the new draft updated by Atty. Waters.

PPL Energy Rebates: Kevin Huber reported that it would cost the township \$1,100.00 to change every inside light at the township building, a savings of over \$2,000.00. Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to approve the proposal from Valley Wide Electric through the PPL rebates program. Motion carried.

Delinquent Real Estate Tax Collector: Steve Bachman requested that Phyllis Breining, Tax Collector, have a recommendation for next month's board meeting. Janice Meyers will give Phyllis a copy of the Portnoff proposal.

Lehigh County Conservation District -- MOU: Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to approve the Keystone Consulting Engineers letter with the changes made by Roy Stewart. Motion carried. Roy will send the letter to the LCCD.

New Business

Resolution #2014-18: Motion by Rodney Schlauch Jr., seconded by Steve Bachman to approve Resolution #2014-18 - Leroy and Michele Bachman's land addition to the Agricultural Security Area. Motion carried.

Set Trick or Treat Night: Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to approve trick or treat night for Saturday, October 25, 2014 from 6-8 PM with no snow or rain date. Motion carried.

Miracle League Road Closure Request: Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to approve the road closure request however The Miracle League will be responsible for the notifications of county and emergency services as well as sign set-up and removal. Motion carried. Janice Meyers will send a letter of approval to the Miracle League.

Set Date and Time for Budget Workshop: Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to advertise that the budget workshop will take place on October 16, 2014 and November 20, 2014 from 6:30-7:30 PM prior to the township board meeting. Motion carried.

Heidelberg Game Protective Association: Motion by Steve Bachman, seconded by Rodney Schlauch Jr. to approve the placement of a holding tank instead of a septic system on the Heidelberg Game Protective Association property on Reservoir Road with the conditions listed in Carl Wolfe's letter date 8/7/14. Motion carried. Janice Meyers will send a letter to Dave Walbert at DEP.

Public Comment: Heidelberg Township resident wanted clarification on the renaming of Werleys Corner Road.

Correspondence: Janice Meyers mentioned information about turning in unused or expired medication for safe disposal from a Lehigh County flyer which will be posted on the bulletin board in the hallway.

Adjournment: Motion by Rodney Schlauch Jr., seconded by Steve Bachman to adjourn the meeting at 8:14pm. Motion carried.

Respectfully submitted as transcribed by Tara Jones,

Janice M. Meyers  
Secretary to the Board of Supervisors