

NORTH HEIDELBERG TOWNSHIP
BOARD OF SUPERVISORS

June 27, 2018

The regular monthly meeting of the Board of Supervisors of North Heidelberg Township was called to order at 7:00 P.M. The pledge of allegiance to the flag followed. Supervisors present were Chairman, Mitch Wolfe, Vice Chairman David Pool and Robert Klinger. Also in attendance were Bethany Emkey, Township Solicitor, Ryan Rhode, Township Engineer and Township Secretary Tanya Taatjes.

Minutes – The minutes from the May 23, 2018 meeting were reviewed with no additions or corrections. Bob Klinger made a motion to approve the minutes as submitted. David Pool seconded the motion, and the motion carried.

Treasurer's Report – The Treasurer's report was reviewed. Walter Stewart recommended not accepting the report due to discrepancies and suggested a working session with the auditors to correct the issue. Treasurer James Tomanelli explained that there has been a negative entry of \$2,612.67 in the Accounts Receivable category carried over since September of 2015 with no explanation given. A lengthy discussion ensued on how to best handle reconciling the negative entry. A suggestion was made to have a CPA review the account. Supervisor Pool recommended writing off the amount instead due to the potential cost of hiring a CPA. It was agreed that the Treasurer would meet with the Board of Auditors and present the Board of Supervisors with a recommendation at the next meeting.

Township residents expressed concerns about how the financial reports are now presented. James Tomanelli had requested at the April 25, 2018 BOS meeting that the financial reports be run through the end of the prior month rather than the day of the meeting to more accurately reflect expenses. This change was noted in the April 25, 2018 minutes. Solicitor Emkey explained that it is the decision of the Township Treasurer to determine the accounting practices and the Township Auditors could make their recommendation at the end of the year audit. The Board of Supervisors agreed to continue the current practice of the Township Treasurer reporting through the end of the month. Accepting the Treasurer's report was tabled until the end of the meeting.

It was noted that bills were incorrectly paid earlier in the month. Secretary Tanya Taatjes will resume paying bills only at the monthly Board of Supervisors meeting and agreed to provide a report of bills paid prior to the end of the meeting. The supervisors would then take official action before the meeting is adjourned.

Questions were also raised about two bills that were paid from the Liquid Fuels account. Secretary Taatjes will do the appropriate research before the next meeting and make any corrections necessary and reports will be made more readily available at future meetings.

Public Comments on Agenda Items Only – None

Correspondence - None

Planning Commission –

- a. Agricultural Security Area “ASA” Application (148 Reider Rd Robesonia) – The Planning Commission has recommended acceptance of the ASA application. Further review is pending from BCPC and the Township ASA Advisory Board.
- b. Tomanelli/Carlino Minor Subdivision Plan- Kraft Engineer Ryan Rhodes explained that several waivers that were requested were recommended by the Planning Commission. A sketch plan waiver was recommended for approval. A partial waiver was recommended for the Conservation Plan based on additional topographic and floodplain information that needs to be provided. A landscaping waiver was recommended. The Planning Commission has requested soil percolation testing for Parcel A, for a second septic system in case the first one fails. Township Engineer Rhodes explained that a waiver is not required for curbs and sidewalks if the Township is not requiring them. A motion was made by David Pool to accept the waivers with the conditions outlined in Township Engineer’s review letter dated June 20, 2018 from Kraft Engineering. Motion was seconded by Bob Klinger. Motion carried.

Kraft Code Services- No report this month.

Road Report- Supervisor Klinger has received three bids for numerous projects and requested review by Kraft Engineering. Numerous questions were raised over the price of the bids, the materials being used, the timeliness of getting the bids and what work was included in each bid. Jeff Schatz raised concerns about the size of the storm pipe to be used for the Graeff Road project.

The removal of the downed tree at Kricks Mill was determined to be the responsibility of the landowner. It was Supervisor Klinger’s opinion that the work was too dangerous for the Township to do.

Questions were raised over the legality of the bids because they were not advertised. It was unclear if the bids would be considered separate projects or one project. Solicitor Emkey will look into the scope of the work to be done.

The Board of Supervisors would like to move forward with laying the pipe for the Graeff’s Road project, but have concerns about lack of manpower as well as the capability of Township employees to run the equipment needed. The Township is currently advertising for part time help. Supervisor Pool will contact Wexcon to do the digging for the project. Questions were raised about Township residents volunteering to help with road projects. Solicitor Emkey is concerned about liability exposure. No further action was taken.

It was noted that the Sterling may not pass next inspection due to rust.

Solicitor Items- None

Old business-

- a. A letter was sent to the Conrad Weiser Transportation Department concerning the Bernville Road/Heidelberg Farms Lane school bus stop. No response has been received.
- b. The Township website is currently live. Some minor discrepancies are in the process of being corrected. A question was raised about proper data backup and the Townships disaster recovery plan. The Township computer is currently being backed up by an external hard drive. A recommendation was made by Chairman Wolfe to place the external hard drive in the fireproof safe at the end of each day. He also expressed concerns about replacing the Township computer.
- c. Final signatures for the Clements Minor Subdivision will be done at the end of the Township meeting.

New Business-

- a. Solicitor Emkey explained the statutory requirements for the Agricultural Advisory Board vacancies. The Board has 3 vacancies that were filled as follows:
 - i. A motion was made by Bob Klinger to appoint Mitch Wolfe and David Pool to the Board. Motion was seconded by David Pool as to Mr. Wolfe and by Mr. Wolfe as to Mr. Pool. Motion carried. Chairman Mitch Wolfe accepted the Chairman vacancy and Supervisor David Pool accepted a member vacancy.
 - ii. A motion was made by David Pool to appoint May Blatt to the Agricultural Advisory Board as a resident farmer. Motion was seconded by Robert Klinger. Motion carried. May Blatt accepted the membership.
 - iii. Solicitor Emkey explained that the Agricultural Advisory Board must meet before the July 25 Board of Supervisors meeting.
- b. A motion was made by Chairman Wolfe to set the Agricultural Advisory Board meeting for July 25, 2018 at 6:15. Motion was seconded by David Pool. Motion carried.
- c. Chairman Wolfe suggested sending out postcards to all 498 township residents to promote the Township website. Supervisor Klinger made a motion to approve the mailing. Motion was seconded by David Pool. Motion carried.
- d. Secretary Taatjes explained that she had received phone calls regarding a Township Solicitation Ordinance. The Township does not currently have one. Solicitor Emkey offered a sample ordinance for review.

Litigation- The Township received a Notice of Section 529 Acquisition Investigation letter regarding the North Heidelberg Sewer Company. Solicitor Emkey recommended not intervening

in the litigation as there would be other opportunities to participate in sewer services. No action was taken.

Action Items- None

Public Comment- A question was asked regarding the total maintenance costs for the Sterling. Supervisor Klinger was unsure of the total amount.

Supervisor David Pool inquired about the status of a permit for resident Paul Sechrist. Engineer Rhodes will check and confirm the status. Supervisor Pool also asked if the Township has a Noxious Weed ordinance. The Township does not. Chairman Wolfe has a sample Ordinance that he provided to Solicitor Emkey for review and preparation of draft for Board consideration next month.

There was a lengthy discussion regarding the recent changes in the fireworks law and what restrictions are required. The Township does not currently have a Fireworks Ordinance or Permit. Chairman Wolfe explained that the Township is currently telling people to notify the fire company prior to setting off fireworks. Solicitor Emkey will prepare a Fireworks Ordinance.

Next Regular Meeting, Wednesday, July 25, 2018

An Executive Session was called at 8:30 for the purpose of discussing pending litigation and personnel matters and ended at 9:00.

The Township Secretary provided a list of bills for review which the Board tabled until the next meeting. At 9:05 the meeting was adjourned.

Respectfully submitted,

Tanya Taatjes, Secretary

People in attendance:

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| 1. George Ferrero | 11. Jim Reazor |
| 2. John Ruth | 12. Toni Reazor |
| 3. Laura Anne Scheetz | 13. Brian Swanson |
| 4. JD Lange, Jr | 14. Chris Eves |
| 5. Harold Hoch | 15. Russell Getz |
| 6. Robin Hoch | 16. Jeff Schlaybach |
| 7. Barry Goodhart | 17. May Blatt |
| 8. Diane Goodhart | 18. Jeff Schatz |
| 9. Jim Tomanelli | 19. David Hopkins |
| 10. Walt Stewart | |

