

## MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

December 18, 2023

### **CALL TO ORDER – DECEMBER 18, 2023 SUPERVISORS BUSINESS MEETING**

At 7:04 p.m. Chairman Paul Prutzman called the December 18, 2023 meeting of the Lower Heidelberg Township supervisors to order with a pledge to the flag and roll call. Present: Chip Bilger, Vice Chair, Cheryl Johnson, Member. Also in attendance: Brian Cole, Township Manager, Matt Clay, Road Foreman, Police Chief Chris Stouch, Jenn Frasso, Secretary/Treasurer, Glenn Kraft and Ryan Rhode, Kraft Municipal Group, Ralph E. Johnson, SDE and Andrew Bellwoar, Solicitor.

Taking minutes was J. Frasso, Secretary/Treasurer.

### **PUBLIC COMMENTS**

- Tim Fick asked why No Parking signs were placed along Sensen Rd. on one side (his son was issued a parking ticket). There was a discussion that the signs had been there for over a decade. The police chief spoke with Mr. Fick after the meeting.

### **CHAIRMAN OF THE BOARD**

- Approval of Minutes – Chairman Prutzman presented the minutes from the November 20, 2023 BOS meeting for approval. *Mr. Bilger made a motion to approve the minutes, with Mrs. Johnson offering a second. Motion passed unanimously.*

### **TOWNSHIP REPORTS**

**Tax Collector:** Sharon Boyer, Township Tax Collector

**Library: Library Director:** Maria Long (absent)

**Recreation Board:** Cheryl Johnson – The 2023 Children’s Christmas Party was attended by approximately 35 families.

**Fire Commissioner:** Jared Renshaw, Fire Commissioner (absent) There were 98 calls in November.

**Emergency Management Coordinator (EMC):** Justin Schlottman (absent)

**Ambulance:** Tony Tucci, Ambulance Director (absent) There were 26 incidents in November.

**Police Department:** Chief Christopher Stouch presented his report on activity in November. Officer Matt Smith has resigned.

**Road Crew:** Matt Clay, Road Crew Foreman presented his report for activity in November. Christmas tree pick up will be January 8, 2024.

*Mr. Bilger made a motion to approve ordering a new 2025 Freightliner 108SD 4x4 plow truck now, with Mrs. Johnson offering a second. Motion passed unanimously.*

**Planning Commission:** Dean Hartman. The commission met December 11 and granted Ganley's land development waiver request.

*Mr. Bilger made a motion to approve Ganley's land development waiver request, with Mrs. Johnson offering a second. Motion passed unanimously.*

**Building/Zoning:** Glenn Kraft, Kraft Municipal Group reported on the number of permit applications received in November. He also presented the South Heidelberg Township zoning map for future use of agricultural land for wind and solar farms.

**Sewer Engineer:** Ralph Johnson, SDE, Township Sewer Engineer

*Mr. Bilger made a motion to approve the Envirep quotation for the OmniSite Crystal Ball units and options, with Mr. Prutzman offering a second. Motion passed unanimously.*

**Engineer:** Ryan Rhode, Township Engineer

Mr. Rhode noted that Fastbridge Fiber has repaired the roads in Green Valley.

**MS4 Engineer:** Nick Johnson

A public hearing opened at 8:00 p.m. regarding approval of a plan (posted on the LHT website) funded by a grant. No public comment was received and the hearing closed at 8:05 p.m.

**Treasurer's Report:** Secretary/Treasurer Jennifer Frasso

*Mr. Bilger made a motion to approve the November list of bills paid, with Mrs. Johnson offering a second. Motion passed unanimously.*

**Solicitor's Report:**

A public hearing opened at 8:07 p.m. regarding the zoning map amendment. Lauren Dietrich had questions and the hearing closed at 8:12 p.m.

*Mr. Bilger made a motion to approve the zoning map amendment, with Mr. Prutzman offering a second. Motion passed unanimously.*

**Township Manager's Report**

**Old/Unfinished Business**

*Mr. Prutzman made a motion to rescind the recycling contract awarded to Whitetail Recycling due to a contract deficiency, with Mr. Bilger offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to award the recycling contract for 2024-2026 to JP Mascaro, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve the 2024 budget, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve the 2024 tax resolution (no tax increase), with Mr. Prutzman offering a second. Motion passed unanimously.*

## **New Business**

Trash and sewer rates will increase in 2024, with billing for both services quarterly.

*Mrs. Bilger made a motion to set the annual trash rate at \$420.00, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mr. Prutzman made a motion to set the quarterly sewer rate at \$82.80 for the first 5,000 gallons, and .75 cents per 100 gallons overage. The service charge is set at \$11.00 per quarter, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve the 2024-2028 Police Chief's employment contract, with Mr. Prutzman offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve the 2024-2028 Police CBA, with Mr. Prutzman offering a second. Mrs. Johnson abstained. Motion passed.*

*Mr. Bilger made a motion to approve the non-uniform employee 2024 raises, with Mr. Prutzman offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve hiring Ronald Klumpp as a road crew employee, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to authorize creating a separate trash fund, with Mr. Prutzman offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve transferring money from the General Fund to the Sewer and Trash Funds to make up for revenue shortfalls in previous years. The funds will be reimbursed in the future. Mr. Prutzman offered a second and motion passed unanimously.*

## **Final Remarks and Reminders** – None

### **Public Comment Close**

- Next workshop – No workshop
- Board of Supervisors meetings – Reorganization meeting January 2 at 10:00a.m. BOS meeting January 16 at 7:00 p.m.

### **Adjournment -**

With no further business, the BOS adjourned at 8:45 p.m.

Respectfully submitted,

Jennifer M. Frasso, Secretary/Treasurer