

## MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

February 19, 2024

### **CALL TO ORDER – FEBRUARY 19, 2024 SUPERVISORS BUSINESS MEETING**

At 7:04 p.m. Chairman Chip Bilger called the February 19, 2024 meeting of the Lower Heidelberg Township supervisors to order with a pledge to the flag and roll call. Present: Cheryl Johnson, Vice Chair, Paul Prutzman, 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, and Nicolas Volk, SDE and Jonathan Long, Esquire.

Taking minutes was J. Frasso, Secretary/Treasurer.

### **PUBLIC COMMENTS**

- None

### **CHAIRMAN OF THE BOARD**

### **TOWNSHIP REPORTS**

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

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

**Recreation Board:** Cheryl Johnson – March 23, 2024 at 2pm, the Easter Egg Hunt will be held at Haines Grove.

**Fire Commissioner:** Jared Renshaw, Fire Commissioner. There were 105 calls in January.

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

**Ambulance:** Tony Tucci, Ambulance Director (absent)

**Police Department:** Chief Christopher Stouch presented his report on activity in January. Officer Shannon Heist has resigned.

**Road Crew:** Matt Clay, Road Crew Foreman presented his report for activity in January.

*Mr. Prutzman made a motion to approve the AKA Fence proposal for the 3355 Harwood Lane pump station at a cost of \$4,150.00, with Mrs. Johnson offering a second. Motion passed unanimously.*

**Planning Commission:** Dean Hartman

**Building/Zoning:** Glenn Kraft, Kraft Municipal Group reported on the number of permit applications received in January. There is a zoning hearing March 6 for Alpha Properties and 420 Evans Hill Rd.

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

*Mrs. Johnson made a motion to approve final payment of \$34,487.50 to Institutiform Technologies for manhole rehabilitation, with Mr. Prutzman offering a second. Motion passed unanimously.*

*Mr. Prutzman made a motion to approve a change order for time extension of the Institutiform Technologies contract, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mrs. Johnson made a motion to approve the Spring Township, Sinking Spring Borough, Rob/Wernersville and City of Reading Tributary Reports for Chapter 94 compliance, with Mr. Prutzman offering a second. Motion passed unanimously.*

*The supervisors unanimously agreed to accept the annual SEO report.*

**Engineer:** Ryan Rhode, Township Engineer

*Mr. Prutzman made a motion to approve the 69 Regina Dr. fence encroachment agreement, with Mrs. Johnson offering a second. Motion passed unanimously.*

Mr. Rhode stated Sheetz is waiting for a PennDOT permit. There was a brief discussion regarding the location of trees planted on Andes Lane.

**MS4 Engineer:** Nick Johnson (absent)

#### **Solicitor's Report:**

An executive board meeting was held prior to the BOS meeting.

#### **Township Manager's Report**

The Heidelberg Bridge grant application is with the State.

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

Consent Agenda – items which are considered routine and are acted upon by a single motion.

Treasurer's Report, February 19, 2024 minutes and February Bills Paid list

*Mrs. Johnson made a motion to approve the Consent Agenda, with Mr. Prutzman offering a second. Motion passed unanimously.*

#### **Old/Unfinished Business**

Lisa Road parking issues were discussed, with several residents in attendance. The Township will look into placing No Overnight Parking signs along Lisa Road, which the present residents agreed to.

#### **New Business**

*Mr. Prutzman made a motion to approve Resolution 2024-06 to reappoint Herbein + Company as township auditor for 2024, with Mrs. Johnson offering a second. Motion passed unanimously.*

**Final Remarks and Reminders** – None

**Public Comment Close**

- Next workshop – March 13, 2024 at 7:00 p.m.
- Board of Supervisors meeting – March 18, 2024 at 7:00 p.m.

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**Adjournment -**

With no further business, the BOS adjourned at 8:07 p.m.

Respectfully submitted,

Jennifer M. Frasso, Secretary/Treasurer