

MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

June 19, 2023

An executive session was held from 6:19 pm until 7:00 pm to discuss litigation matters.

CALL TO ORDER – JUNE 19, 2023 SUPERVISORS BUSINESS MEETING

At 7:05 p.m. Chairman Paul Prutzman called the June 19, 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, Police Chief Chris Stouch, Jenn Frasso, Secretary Treasurer, Glenn Kraft, Kraft Municipal Group, Jonathan Long, Esquire.

Taking minutes was J. Frasso, Secretary/Treasurer

CHAIRMAN OF THE BOARD

- Approval of Minutes – Chairman Prutzman presented the minutes from the May 15, 2023 BOS meeting for approval. *Mrs. Johnson made a motion to approve the minutes, with Mr. Bilger offering a second. Motion passed unanimously.*

TOWNSHIP REPORTS

Tax Collector: Sharon Boyer, Township Tax Collector (absent). Mr. Cole reported the amount of taxes collected in May.

Library: Library Director: Maria Long (absent). Deb Scull reported Facebook is the best resource for library news.

Recreation Board: Cheryl Johnson. The Green Valley Elementary School yard sale was successful. National Night Out will be at Green Valley West Middle School on August 1.

Fire Commissioner: Jared Renshaw, Fire Commissioner. No report.

Emergency Management Coordinator (EMC): Justin Schlottman.

EMC was elected to Vice-Chair of Emergency Management Working Group

The County Hazard Mitigation Plan is under review by PEMA. Only 24 municipalities in Berks County participated.

Ambulance: Tony Tucci, Ambulance Director (absent).

Police Department: Chief Christopher Stouch.

-378 incidents in May.

-The body camera policy was approved by the solicitor and is being reviewed by the supervisors.

Road Crew: Matt Clay, Road Crew Foreman (absent).

Planning Commission: Dean Hartman (absent).

Building/Zoning: Kraft Code Services representative

23 permits were issued in May.

Mr. Bilger made a motion for conditional approval of the Revised Final Plan of Record for Green Valley Terrace, granting waivers from Sections 308 and 320 of the Subdivision and Land Development Ordinance and deferrals from Sections 652 and 653 of the Subdivision and Land Development Ordinance, with Mr. Prutzman offering a second. Motion passed unanimously.

Mr. Bilger made a motion to approve the foundation installment agreement between Alpha Property Investments, LLC and the Township, with Mrs. Johnson offering a second. Motion passed unanimously.

Mr. Prutzman made a motion to approve the preliminary plan for the Thun property, with Mrs. Johnson offering a second. Motion passed unanimously.

Mr. Bilger made a motion to approve escrow release #3 for Penn Ave Carwash, with Mr. Prutzman offering a second. Motion passed unanimously.

Mr. Bilger made a motion to approve sending the Township solicitor to the zoning board hearing, with Mrs. Johnson offering a second. Motion passed unanimously.

Sewer Engineer: Ralph Johnson, SDE, Township Sewer Engineer (absent)

Engineer: Ryan Rhode, Township Engineer (absent). Glenn Kraft

-Schedule for street work weather permitting:

Concrete curbing & flatwork – week of 6/26 – 7/24.

Installation of Ultra-Thin Bonded Wearing Course – week of 7/24.

Final milling and paving – to begin the first week of August.

Treasurer's Report: Secretary/Treasurer Paul Prutzman

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

Solicitor's Report

Mr. Bilger made a motion to approve the agreement for an easement encroachment to install a fence at 315 Kentucky Avenue, with Mrs. Johnson offering a second. Motion passed unanimously.

Township Manager's Report

The 2022 YE audit should be completed soon.

The Township credit rating rose from AA- to AA standard.

The Township is considering an ARC GIS system.

Working on the trash contract which expires December 31, 2023.

Working on the police contract.

SharePoint implementation soon.

Old/Unfinished Business – None

New Business

- Heidelberg Rd. bridge – replace or close discussion was held.
- *Mr. Prutzman made a motion to appoint Jennifer Frasso as the Secretary/Treasurer, with Mr. Bilger offering a second. Motion passed unanimously.*
- *Mr. Prutzman made a motion to approve the search for a road crew employee, with Mrs. Johnson offering a second. Motion passed unanimously.*
- Zoning map update – no updates.
- The BOS approved the Sanitary Sewer Facilities Installation Standards.
- The BOS agreed to compare insurance brokers for the Township.

Final Remarks and Reminders – None

Public Comment Close

- Next workshop – July 12th, 2023 at 7 P.M.
- Board of Supervisors meetings – July 17th, 2023 at 7:00 P.M.

Adjournment -

With no further business, Council adjourned at 8:20 p.m.

Respectfully submitted,

Jennifer M. Frasso, Secretary/Treasurer