

MINUTES

LOWER HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

REGULAR MONTHLY MEETING – January 15, 2024 AT 7:00 PM

Attendees:

Board of Supervisors: Chip Bilger - Chair, Cheryl Johnson - Vice Chair, Paul Prutzman Member.

Also: Brian Cole - Township Manager, Matt Clay - Road Foreman, Police Chief Chris Stouch, Jenn Frasso, Treasurer/Secretary (absent), Glen Kraft - Kraft Municipal Group Building/Zoning Engineering, Ryan Rhode - Kraft Code/Engineering, Ralph Johnson – SDE Sewer Engineer, Jonathan Long Esquire – Solicitor (virtual).

Call to Order at 7:00 pm

Pledge to Flag

Roll Call – All Supervisors present

Public Comment On Agenda Items:

No public comment on agenda items.

Chairman of the Board – L.E. Chip Bilger gave a brief statement.

Township Reports

Tax Collector: Sharon Boyer, Township Tax Collector
Tax Collector gave her monthly report.

Library: Library Director: Maria Long
Deb Scull gave Library report in Ms. Long’s absence.

Recreation Board: Cheryl Johnson
Cheryl – no recreation board meeting in the last month.

Fire Commissioner: Jared Renshaw, Fire Commissioner (Absent)
Mr. Renshaw gave the monthly report at the Reorganization meeting.

Emergency Management Coordinator (EMC): Justin Schlottman, EMC (absent)
No report

Ambulance: Tony Tucci, Ambulance Director (absent)
Written report provided.

Police Department: Chief Christopher Stouch
Chief Stouch gave the Department’s monthly report.

Road Crew: Matt Clay, Road Crew Foreman
-Massey Ferguson Tractor & Tiger Flail mower – price \$179,700+ - discussion of potential purchase and what to do with old tractor.

Motion to approve purchase of mower: Prutzman moved, Johnson seconded – All in favor, Motion passes 3-0.

-2024 Crew Cab Truck – discussion on price of purchasing a new truck.

-Morni Crack Sealer – Discussion regarding request to purchase sealer.

Price - \$81,881.00 – Would be delivered in May.

Motion to approve purchase of sealer: Johnson moved, Bilger seconded – All in favor, Motion passes 3-0.

Planning Commission: Dean Hartman (absent)

No meeting in January

Building/Zoning: Kraft Code Services representative (Ryan Rhode)

-Green Valley Terrace apartments phase 3. Discussion on zoning application filed. Procedural questions have been raised, as it seems to be an appeal of a zoning application. Kraft will conference and meet with solicitors and report back to the BOS.

Motion to table discussion: Johnson moved, Prutzman seconded - All in favor, Motion passes 3 – 0.

Sewer Engineer: Ralph Johnson, SDE, Township Sewer Engineer

-Mr. Johnson gave general sewer report. Also informed the BOS that there is a new SEO, Shannon Petrillo, and asked the BOS to add Ms. Petrillo to the list of Township SEOs.

Motion to add Shannon Petrillo to list of SEOs: Prutzman moved, Johnson seconded – All in favor, Motion passes 3 – 0.

Engineer: Ryan Rhode, Township Engineer

-Property owner at 69 Regina Drive wishes to put a fence within the SWM easement on the property. Kraft has reviewed and does not oppose fence being installed in proposed location. Will need to execute a fence encroachment agreement.

Motion to approve moving ahead with fence encroachment agreement:

Prutzman moved, Johnson seconded – All in favor, Motion passes 3 – 0.

MS4 Engineer: Nick Johnson (absent)

-No report given.

Treasurer's Report: Secretary/Treasurer Jennifer Frasso

-Ms. Frasso absent – Mr. Cole gave summary of written report.

Solicitor's Report –

-Little Cacoosing Creek Project – Wilson School District easement and O&M agreement finalized, needs to be approved and signed by BOS.

Motion to approve Wilson School District easement and O&M agreement:

Prutzman moved, Johnson seconded – All in favor, Motion passes 3 – 0.

-Discussion of Green Valley County Club easement and O&M agreement – Country Club is requesting Township pay its attorneys' fees for review of documents. Discussion tabled, Supervisor Bilger is going to speak to members of Conservation District.

Township Manager's Report –

-Brian Cole gave his report . Discussion on discontinuing or limiting parking along Lisa Road. Discussion about potential for no overnight parking. Solicitor will look into options and present information at a later date for BOS to consider.

Consent Agenda –

- Approval of December 18,2023 Board meeting Minutes
Corrections – 2nd page – strong waste charge, not service charge. Corrections accepted.
- Approval of January 2, 2024 Reorganization meeting Minutes
- Approval of December 2023 bill list
- Secretary/Treasurer Report

Motion to approve all items on consent agenda: Prutzman moved, Johnson seconded – All in favor, Motion passes 3 – 0.

Old/Unfinished Business –

- Little Cacoosing Project easements – handled under Solicitor’s report.

New Business

None

Final Remarks and Reminders - None

Public Comment – non-agenda items:

Parking – Robert Nelson – 964 Baywood. – Made a comment on parking.

- Next workshop – February 14th, 2024, at 7:00 P.M.
- Board of Supervisors meeting – Next BOS meeting February 19th, 2024, at 7:00 P.M.

Adjournment – Motion to adjourn: Johnson moved, Prutzman seconded – approval by acclimation. Adjourned at 7:59pm.

Respectfully submitted,

Jonathan Long, Esq., Solicitor