

## MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

October 16, 2023

### CALL TO ORDER – OCTOBER 16, 2023 SUPERVISORS BUSINESS MEETING

At 7:00 p.m. Chairman Paul Prutzman called the October 16, 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, Jonathan Long, Solicitor.

Taking minutes was J. Frasso, Secretary/Treasurer.

### PUBLIC COMMENTS

- Dennis Klinger suggested restricting tractor trailers from using Paper Mill Rd.

### CHAIRMAN OF THE BOARD

- Approval of Minutes – Chairman Prutzman presented the minutes from the September 18, 2023 BOS meeting for approval. *Mr. Bilger made a motion to approve the minutes, with Mrs. Johnson offering a second. Mr. Bilger abstained. Motion passed.*
- The October agenda was amended to include a zoning hearing for Sheetz, Inc. conditional use plan. *Mr. Prutzman made a motion, with Mr. Bilger offering a second. Motion passed unanimously.*
- *Mr. Prutzman made a motion to approve the Sheetz Rebuild plan, subject to conditions, with Mrs. Johnson offering a second. Motion passed unanimously.*
- *Mr. Prutzman made a motion to approve the Sheetz conditional land development application, with Mr. Bilger offering a second. Motion passed unanimously.*

### TOWNSHIP REPORTS

**Tax Collector:** Sharon Boyer, Township Tax Collector (absent)

**Library: Library Director:** Maria Long gave a report on future activities at the library.

**Recreation Board:** Cheryl Johnson – The 2024 Township Yard Sale will be held at the Wilson School parking lot the Saturday before Mother’s Day.

**Fire Commissioner:** Jared Renshaw, Fire Commissioner. They responded to 119 calls in September. *Mrs. Johnson made a motion to approve the purchase by the township of an ATV/UTV for the fire company at a cost of \$35,156.99, with Mr. Bilger offering a second. Motion passed unanimously.*

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

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

**Police Department:** Chief Christopher Stouch presented his report on activity in September.

**Road Crew:** Matt Clay, Road Crew Foreman presented his report for activity in September. Fall leaf collection is 10/15 – 12/8/23. Matt passed the WWE4 Wastewater Collection Operator certification exam. Mr. Bilger thanked him for his achievement.

**Planning Commission:** Dean Hartman. The commission met October 9.

**Building/Zoning:** Glenn Kraft, Kraft Municipal Group reported on the number of permit applications received in September.

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

Mr. Johnson was instructed by the supervisors to seek costs for remote sewer monitoring and pump stations, and for replacing existing water meters for houses with private wells.

**Engineer:** Ryan Rhode, Township Engineer.

*Mr. Bilger made a motion to approve the New Enterprise paving payment #2 (final) for \$707,601.15, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve the Rettew payment applications #4 & #5, and change order #1 for Gaul Road Bridge, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mr. Prutzman made a motion to approve the Wissinger Farm conditional final plan (approved by the planning commission), with Mrs. Johnson offering a second. Motion passed unanimously.*

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

*Mr. Bilger made a motion to approve the September list of bills to be paid, with Mr. Prutzman offering a second. Motion passed unanimously.*

**Solicitor's Report:**

*Mr. Prutzman made a motion to approve the 1044 Ryebrook Rd. fence agreement, with Mr. Bilger offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to advertise a zoning meeting for the zoning map ordinance, with Mrs. Johnson offering a second. Motion passed unanimously.*

**Township Manager's Report**

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

**Old/Unfinished Business** – None

**New Business** - None

**Final Remarks and Reminders** – None

**Public Comment Close**

- Next workshop – November 15, 2023 at 7 P.M.
- Board of Supervisors meetings – November 20, 2023 at 7:00 P.M.

**Adjournment -**

With no further business, the BOS adjourned at 8:35 p.m.

Respectfully submitted,

Jennifer M. Frasso, Secretary/Treasurer