

MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

September 18, 2023

CALL TO ORDER – SEPTEMBER 18, 2023 SUPERVISORS BUSINESS MEETING

At 7:03 p.m. Chairman Paul Prutzman called the September 18, 2023 meeting of the Lower Heidelberg Township supervisors to order with a pledge to the flag and roll call. Absent: Chip Bilger, Vice Chair. Present: Cheryl Johnson, Member. Also in attendance: Brian Cole, Township Manager, Police Chief Chris Stouch, Jenn Frasso, Secretary/Treasurer, Ryan Rhode, Kraft Municipal Group, Andrew Bellwoar, Solicitor.

Taking minutes was J. Frasso, Secretary/Treasurer.

PUBLIC COMMENTS

- Albert Liwarag stated he contacted his local representative regarding speeding on Brownsville Rd., and having PennDOT do a study to have the speed limit lowered.

CHAIRMAN OF THE BOARD

- Approval of Minutes – Chairman Prutzman presented the minutes from the August 21, 2023 BOS meeting for approval. *Mrs. Johnson made a motion to approve the minutes, with Mr. Prutzman offering a second. Motion passed unanimously.*

TOWNSHIP REPORTS

Tax Collector: Sharon Boyer, (absent) Township Tax Collector – no report

Library: Library Director: Maria Long (absent). Deb Scull reported the library will hold a used book sale October 10 to October 14.

Recreation Board: Cheryl Johnson – no report

Fire Commissioner: Jared Renshaw, Fire Commissioner. They responded to 131 calls in August. The fire company received a quote for a new ATV/ARP vehicle.

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

Ambulance: Tony Tucci, Ambulance Director. Mr. Tucci reported a total of 50 incidents in August. He also requested the Township pass a resolution authorizing request of a statewide local share assessment grant from the Commonwealth Financing Authority, for the purchase of ambulances. *Mrs. Johnson made a motion to approve a resolution, with Mr. Prutzman offering a second. Motion passed unanimously.*

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

Road Crew: Matt Clay, Road Crew Foreman presented his report for activity in August. Fall leaf collection is 10/15 – 12/8/23, and yard waste collection is 10/9 – 10/11/23.

Planning Commission: Dean Hartman. The commission met September 11.

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

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

Mr. Prutzman made a motion to approve Payment #2 submitted by Institutform Technologies for the Sanitary Sewer Manhole Rehabilitation Project, with Mrs. Johnson offering a second. Motion passed unanimously.

Mr. Prutzman made a motion to approve Payment #1 submitted by Descoco and Optimum Controls for the Spring Township Meter Manhole Project, with Mrs. Johnson offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve the As-Built Drawings requirement for developers, with Mr. Prutzman offering a second. Motion passed unanimously.

Engineer: Ryan Rhode, Township Engineer.

Mr. Prutzman made a motion to approve the Cacoosing Crossing North PH 1 Escrow Release #14, with Mrs. Johnson offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve the Glen Ridge Townhouse release of construction observation escrow, with Mr. Prutzman offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve the Cacoosing Crossing North PH 2 Escrow Release #5, with Mr. Prutzman offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve the 2023 Street Work contract #2 payment application by AMS, with Mr. Prutzman offering a second. Motion passed unanimously.

Mr. Prutzman made a motion to approve the fence encroachment for 1044 Ryebrook Rd., providing the homeowner pays all costs, with Mrs. Johnson offering a second. Motion passed unanimously.

Treasurer's Report: Secretary/Treasurer Jennifer Frasso

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

Solicitor's Report Andy Bellwoar stated there were executive sessions held 9/12, 9/14, and 9/18 to discuss labor contracts.

Mrs. Johnson made a motion to amend the agenda to include advertising the trash and recycling bid, with Mr. Prutzman offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve the conditional use letter for the Instashine Car Wash, with Mr. Prutzman offering a second. Motion passed unanimously.

Township Manager's Report

Mrs. Johnson made a motion to approve the expense account policy, with Mr. Prutzman offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve the Temporary Telecommuting from Home policy, with Mr. Prutzman offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve amending the township manager's contract to include use of a township vehicle, with Mr. Prutzman offering a second. Motion passed unanimously.

Old/Unfinished Business – None

New Business

Final Remarks and Reminders – None

Public Comment Close

- Next workshop – October 11, 2023 at 7 P.M.
- Board of Supervisors meetings – October 16, 2023 at 7:00 P.M.

Adjournment -

With no further business, the BOS adjourned at 8:26 p.m.

Respectfully submitted,

Jennifer M. Frasso, Secretary/Treasurer