

## MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

720 Brownsville Rd., Sinking Spring, PA 19608

March 18, 2025

### CALL TO ORDER – MARCH 18, 2025 SUPERVISORS BUSINESS MEETING

At 3:00 p.m. Chairperson Cheryl Johnson called the March 18, 2025 meeting of the Lower Heidelberg Township supervisors to order with a pledge to the flag and roll call. Present: Chairperson Cheryl Johnson, Vice Chair Paul Prutzman, and Chip Bilger, Member. Also in attendance: Brian Cole, Township Manager, Matt Clay, Road Foreman, Police Chief Chris Stouch, Jenn Frasso, Secretary/Treasurer, Glenn Kraft, Kraft Municipal Group, Jim McCarthy, McCarthy Engineering and Andrew Bellwoar, Solicitor.

Taking minutes was J. Frasso, Secretary/Treasurer

### PUBLIC COMMENTS

### CHAIRPERSON OF THE BOARD

### TOWNSHIP REPORTS

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

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

**Recreation Board:** Cheryl Johnson

**Fire Commissioner:** Jared Renshaw. There were 107 calls in February.

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

Report submitted for February 2025.

**Ambulance:** Tony Tucci, Ambulance Director presented his report on activity in February.

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

**Road Crew:** Matt Clay, Road Crew Foreman presented his report on activity in February.

**Planning Commission:** Dean Hartman (absent)

**Sewer Engineer:** Jim McCarthy, McCarthy Engineering presented his report on activity in February.

**Engineer:** Ryan Rhode, Township Engineer

*Mr. Bilger made a motion to approve sending the 2025 street work projects out for bid, with Mr. Prutzman offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion for the solicitor to draft a stormwater easement for 28 Ligaro Way, with Mr. Prutzman offering a second. Motion passed unanimously.*

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

**Solicitor's Report**

**Township Manager's Report**

**Consent Agenda**

*Mr. Bilger made a motion to approve the consent agenda (February BOS meeting minutes, March bill list and treasurer's report), with Mr. Prutzman offering a second. Motion passed unanimously.*

**Old/Unfinished Business**

*Mr. Bilger made a motion to approve the waiver from land development for Calvary Bible Fellowship Church for additional parking spaces on their property, with Mr. Prutzman offering a second. Motion passed unanimously.*

**New Business**

*Mr. Bilger made a motion to approve Resolution 2025-08 for the updated tax fee schedule, with Mr. Prutzman offering a second. Motion passed unanimously.*

**Final Remarks and Reminders** – None

**Public Comment Close**

- Next workshop – April 8, 2025 at 3:00 p.m., if needed
- Board of Supervisors meeting – April 15, 2025 at 3:00 p.m.

**Adjournment -**

With no further business, the BOS adjourned at 3:44 p.m.

Respectfully submitted, Jennifer M. Frasso, Secretary/Treasurer