

MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

720 Brownsville Rd., Sinking Spring, PA 19608

May 13, 2025

CALL TO ORDER – MAY 13, 2025 SUPERVISORS BUSINESS MEETING

At 3:00 p.m. Chairperson Cheryl Johnson called the May 13, 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 (absent), Member. Also in attendance: Brian Cole, Township Manager (absent), Matt Clay, Road Foreman, Police Chief Chris Stouch, Jenn Frasso, Secretary/Treasurer, Glenn Kraft, Kraft Municipal Group, Jim McCarthy, McCarthy Engineering and Jonathan Long, 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: (absent)

Recreation Board: Cheryl Johnson

Fire Commissioner: Jared Renshaw (absent). There were 116 calls in April.

Emergency Management Coordinator (EMC): Justin Schlottman

Report submitted for April 2025. The federal funding cuts (\$128 million) are having a serious impact on EMC projects.

Ambulance: Tony Tucci, Ambulance Director (absent) No report submitted.

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

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

Planning Commission: Dean Hartman (absent)

Building/Zoning: Kraft Code Services Representative. 37 permits were approved in April.

Sewer Engineer: Jim McCarthy from McCarthy Engineering presented the report on activity in April.

Engineer: Ryan Rhode, Township Engineer

Mr. Prutzman made a motion to approve the street work bid award to AMS, for \$292,637.60, with Mrs. Johnson offering a second. Motion passed unanimously.

MS4 Engineer: Nick Johnson (absent)

Solicitor's Report

Township Manager's Report

Consent Agenda

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

Old/Unfinished Business

Legacy Phase II Apartments Plan Update

New Business

Police Secretary – Cheryl Willman's resignation was accepted with regret.

Mr. Prutzman made a motion to approve a resolution to hire Marne Sands as the new police secretary, with Mrs. Johnson offering a second. Motion passed unanimously.

Mr. Prutzman made a motion to approve a resolution to change the pension waiting period for the new employee, with Mrs. Johnson offering a second. Motion passed unanimously.

Mr. Prutzman made a motion to approve the Gannett Fleming Wernersville East water main extension project, with Mrs. Johnson offering a second. Motion passed unanimously.

Final Remarks and Reminders – None

Public Comment

Close

- Next workshop – June 10, 2025 at 3:00 p.m.
- Board of Supervisors meeting – June 17, 2025 at 3:00 p.m.

Adjournment

With no further business, the BOS adjourned at 3:45 p.m.

Respectfully submitted by Jennifer M. Frasso, Secretary/Treasurer