

MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

720 Brownsville Rd., Sinking Spring, PA 19608

July 15, 2025

CALL TO ORDER – JULY 15, 2025 SUPERVISORS BUSINESS MEETING

At 3:00 p.m. Chairperson Cheryl Johnson called the July 15, 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, Ryan Rhode, Kraft Engineering, Jim McCarthy, McCarthy Engineering and Andrew Bellwoar, Solicitor.

Taking minutes was J. Frasso, Secretary/Treasurer

PUBLIC COMMENTS

Chris Turtell, of Herbein reported on the 2024 audit results, which he stated were clean and more organized than past years.

CHAIRPERSON OF THE BOARD

TOWNSHIP REPORTS

Tax Collector: Sharon Boyer, Township Tax Collector (absent). Report was submitted.

Library Director: (absent). Report was submitted.

Recreation Board: Cheryl Johnson. The Police National Night Out Event is August 5 at 450 Faust Rd., Wilson West Middle School, from 6:00 p.m. – 9:00 p.m.

Fire Commissioner: Jared Renshaw (absent). Report was submitted. There were 125 calls in June.

Emergency Management Coordinator (EMC): Justin Schlottman (absent). Report was submitted.

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

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

Mr. Bilger made a motion to approve the School Resource Officer Agreement with Wilson School District for 2025-2026, with Mr. Prutzman offering a second. Motion passed unanimously

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

Planning Commission: Dean Hartman (absent). The PC met July 14 and reviewed a sketch plan from Phoebe Berks and a preliminary plan for the Motus Clay Tract.

Building/Zoning: Kraft Code Services Representative. 28 permits were approved in June.

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

Mr. Bilger made a motion to approve the quote from CMS for \$5,475.00 to perform sewer cleanout work at 9 Evans Hill Ave., with Mr. Prutzman offering a second. Motion passed unanimously

Engineer: Ryan Rhode, Township Engineer presented his report.

MS4 Engineer: Nick Johnson (absent)

Solicitor's Report

Township Manager's Report

Wernersville Water Authority Agreement was tabled until next month.

Consent Agenda

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

Old/Unfinished Business

New Business

Mr. Bilger made a motion to approve the withdrawal of funds from the financial security posted by the Glen Ridge developer, to make the township whole for fees expended, with Mr. Prutzman offering a second. Motion passed unanimously.

Mr. Bilger made a motion to authorize the issuance of a letter to the Glen Ridge developer to replenish the Financial Security, with Mr. Prutzman offering a second. Motion passed unanimously.

Mrs. Johnson made a motion to approve the Berks IDA loan, certificate of debt service schedule and statement of debt for the new water lines planned, with Mr. Prutzman offering a second. Motion passed unanimously.

Final Remarks and Reminders – None

Public Comment

Close

- Next workshop – August 12, 2025 at 3:00 p.m. (if needed)
- Board of Supervisors meeting – August 19, 2025 at 3:00 p.m.

Adjournment

With no further business, the BOS adjourned at 3:50 p.m.

Respectfully submitted by Jennifer M. Frasso, Secretary/Treasurer