

## MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

720 Brownsville Rd., Sinking Spring, PA 19608

September 16, 2025

### CALL TO ORDER – SEPTEMBER 16, 2025 SUPERVISORS BUSINESS MEETING

At 3:00 p.m. Chairperson Cheryl Johnson called the September 16, 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

### CHAIRPERSON OF THE BOARD

An executive session was held from 2:30 p.m. – 3:00 p.m.

### TOWNSHIP REPORTS

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

**Library Director:** Cathy Martin gave a report and announced a Book Sale from October 7 – 11, 2025.

**Recreation Board:** Cheryl Johnson. The children's Christmas Party is December 13 from 2:00 p.m. – 4:00 p.m.

**Fire Commissioner:** Jared Renshaw There were 113 calls in August.

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

**Ambulance:** Tony Tucci, Ambulance Director presented his report.

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

**Road Crew:** Matt Clay, Road Crew Foreman presented his report on activity in August. Sweitzer Rd. repairs were completed. There were problems with people driving through the Road Closed signs and moving the barricades.

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

**Building/Zoning:** Glenn Kraft presented his report. 26 permits were approved in August.

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

**Engineer:** Ryan Rhode, Township Engineer presented his report.

*Mr. Prutzman made a motion to accept the Green Valley West Phase I and II road and sewer public dedication, with Mr. Bilger offering a second. Motion approved unanimously.*

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

*Mr. Bilger made a motion to approve the Berks County MS4 resolution, with Mr. Prutzman offering a second. Motion approved unanimously.*

### **Solicitor's Report**

A discussion was held regarding Andes Lane dedication.

### **Township Manager's Report**

### **Consent Agenda**

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

### **Old/Unfinished Business**

### **New Business**

*Mr. Bilger made a motion to approve the 2026 MMO (Minimum Municipal Obligation) for non-uniform pension benefits, with Mr. Prutzman offering a second. Motion passed unanimously.*

*Mr. Bilger made a motion to approve the 2026 MMO (Minimum Municipal Obligation) for uniform pension benefits, with Mr. Prutzman offering a second. Motion passed unanimously.*

**Final Remarks and Reminders** – None

### **Public Comment Close**

A resident stated his concern about children riding electric scooters and bicycles along township roads. Chief Stouch noted that the police are aware of the issue and are addressing the problem.

- Next workshop – October 14, 2025 at 3:00 p.m. (if needed)
- Board of Supervisors meeting – October 21, 2025 at 3:00 p.m.

### **Adjournment**

With no further business, the BOS adjourned at 3:35 p.m.

Respectfully submitted by Jennifer M. Frasso, Secretary/Treasurer