

MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

720 Brownsville Rd., Sinking Spring, PA 19608

November 18, 2025

CALL TO ORDER – NOVEMBER 18, 2025 SUPERVISORS BUSINESS MEETING

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

Taking minutes was J. Frasso, Secretary/Treasurer

PUBLIC COMMENTS

Chris Trickett, Ed.D., Wilson School District Superintendent, gave a presentation on planning for future growth in the township. He requested the board amend the current zoning or accept variances for a property on State Hill Rd. The board asked the solicitor to send a letter to the District stating the Township is in support generally of the request to amend the zoning ordinance.

Kim Reifsnyder spoke to the board about the property across Gaul Rd. that has an excessive number of cars on the property. The owner also works on them late at night with bright lights and loud noises. He has been cited previously by the township. Kraft MG will investigate.

CHAIRPERSON OF THE BOARD

TOWNSHIP REPORTS

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

Library Director: Cathy Martin gave a report.

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

Fire Commissioner: Jared Renshaw. There were 131 calls in October. He requested the board consider a 1.21 millage rate for fire service in 2026. The request was tabled for further discussion.

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

Ambulance: Tony Tucci, Ambulance Director (absent)

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

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

Planning Commission: Dean Hartman (absent).

Building/Zoning: Glenn Kraft presented the report on activity in October.

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

Engineer: Ryan Rhode, Township Engineer presented his report. 331 Chatsworth Court residents installed a fence that encroaches on to the sewer easement. Supervisors instructed Ryan to issue a Notice of Violation stating the fence must be moved.

Mr. Bilger made a motion to approve advertising the 2026 draft budget, with Mr. Prutzman offering a second. Motion approved 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 (October BOS meeting minutes, October bill list, and treasurer's report), with Mr. Bilger offering a second. Motion passed unanimously.

Old/Unfinished Business

New Business

Final Remarks and Reminders – None

Public Comment Close

- Next workshop – December 9, 2025 at 3:00 p.m. (if needed)
- Board of Supervisors meeting – December 16, 2025 at 3:00 p.m.

Adjournment

With no further business, the BOS adjourned at 4:30 p.m.

Respectfully submitted by Jennifer M. Frasso, Secretary/Treasurer