



6424 York Road Spring Grove, Pennsylvania 17362

Meeting Agenda

Heidelberg Township, York County PA

Board of Supervisors

Tim Hansen Chairman
Matt Bollinger Vice Chairman
Travis Laughman Supervisor

Porters Fire Hall

6:00PM

1199 Porters Road

Spring Grove, PA 17362

Attendee Info:

Please Sign:	Attendance Sheet

Additional Info:

Please be aware that during the meeting, person(s) may be using audio or recording devices

- 1. Meeting Call to Order**
- 2. Pledge of Allegiance**
- 3. Acknowledge the Declaration of a quorum**
- 4. Discussion on new Public Comment procedures**

Public Comment Request Forms will be provided monthly at the back of the room with the sign in sheet. Township Secretary will collect them to provide to the Chairman before the meeting is called to order. The form will be posted on the township website and can be submitted to office staff via email by 1PM the day of the meeting. In addition, the form can be filled out prior to the meeting being called to order. Without a public comment request form, you will not have the option for public comment.

5. Public Comment

comments can be made regarding any item(s) listed on the agenda and any non-agenda items (3 minutes per speaker) Prior to addressing the board you must come to the podium, state your full name. No comments or questions from anyone other than the speaker.

6. Approval of the BOS Meeting Minutes

- February BOS Meeting Minutes – motion required

7. Communications

- None

8. Public Safety

- Porters Volunteer Fire Company
 - Acknowledge receipt of Fire Report
 - Acknowledge receipt of Wellspan EMS January Report
 - Motion to authorize Volunteer Tax Credit to Robert Wilkes in the amount of \$471.45.
 - Motion to authorize Volunteer Tax Credit to Dean Warner in the amount of \$298.80.
 - Motion to authorize Volunteer Tax Credit to Austin Doll in the amount of \$179.22.
 - Motion to authorize Volunteer Tax Credit to Michael Summers in the amount of \$196.07.
 - Motion to authorize Volunteer Tax Credit to Scott Rabenstine in the amount of \$418.65.
- Northern York County Regional Police Department
 - Police Report

9. Planning/Zoning/Code Enforcement

- Acknowledge receipt of the Zoning Activity Report & Code Enforcement Officer Report

10. Finance

- Motion to approve
 - February's Treasurer's Report
 - Acknowledge receipt of February bills paid report
- Right to Know Requests – Received 3 and completed 3 in February. YTD 9.
January 2026 RTK Estimated Township Fees:
\$407.00/Solicitor Costs
\$451.65/HTWP Employee Hours (13.5 hours)
- 2026 Municipal Joint Bids
 - Motion to award contract for pre-mixed bituminous stockpile material to low bidder York Materials Group, unit price \$120 per ton under the joint bidding process through the Borough of Hanover and to authorize the Chairman to execute the Joint Municipal Agreement with York Materials Group.
 - Motion to award contract for crushed stone material to low bidder Vulcan Construction Materials LLC, 2A Stone and 2 RC Stone unit price \$12.05 per ton and the crushed stone, anti-skid and sand material unit price \$16.40 per ton, price per ton for delivery to Heidelberg Township is \$4.00, under the joint bidding process through the Borough of Hanover and to authorize the

Chairman to execute the Joint Municipal Agreement with Vulcan Construction Materials LLC.

- Motion to award contract for pavement milling services to low bidder Kinsley Construction Site York, unit price \$2.50 per square yard under the joint bidding process through the Borough of Hanover and to authorize the Chairman to execute the Joint Municipal Agreement with Kinsley Construction Site York.
- Motion to award contract for petroleum products bid to low bidder Mid Atlantic Cooperative Solutions/dba Aero Energy, diesel oil #2 straight run unit price \$3.1330 per gallon, and fuel oil #2 unit price \$3.0150 per gallon under the joint bidding process through the Borough of Hanover and to authorize the Chairman to execute the Joint Municipal Agreement with Mid Atlantic Cooperative Solutions/dba Aero Energy.
- Motion to award contract for snow and rock salt to low bidder River Side Construction, unit price delivered before 7/1/26 \$90.63 per ton, delivered before 10/1/26 \$90.63 per ton, delivered after 10/1/26 \$90.63 per ton under the joint bidding process through the Borough of Hanover and to authorize the Chairman to execute the Joint Municipal Agreement with River Side Construction.
- Motion to award contract for calcium chloride to low bidder Echo Solutions Distributing, unit price \$1,390.00 per ton under the joint bidding process through the Borough of Hanover and to authorize the Chairman to execute the Joint Municipal Agreement with Echo Solutions Distributing.
- Motion to award contract for traffic line painting to low bidder D.E. Gemmill Inc, \$0.14/lf center traffic line painting, 2 4" yellow lines per mile \$739.20, lane line and edge line painting \$.071/lf, 1 4" white line solid or dashed per mile \$374.88 under the joint bidding process through Borough of Hanover and to authorize the Chairman to execute the Joint Municipal Agreement with D.E. Gemmill Inc.

11. Highway, Roads, and Streets

- Acknowledge receipt of the Road Maintenance Report

12. Engineer

- No update from Engineer to report

13. Water

- 1 Past Due Water Company Bills from Quarter 4 of 2025

14. Solicitor

Timothy Shultis

- Announcement of Executive Session
- Consideration for a motion to rescind the motion made at the Feb 4, 2026, BOS meeting adopting Ordinance 2026-04.
- Consideration for a motion to adopt Ordinance No 2026-04 increasing the indebtedness of Heidelberg Township, York County, Pennsylvania, by directing the issuance of a general obligation note in the maximum principal amount of \$497,000.00 – LGUDA.

- Consideration for a motion to approve the Professional Services Agreement for the PIB Loan.
- Consideration for a motion to Adopt Resolution No. 2026-02 Right to Know Law Policies and Procedures
- Consideration for a motion for discussion and advertisement of Ordinance 2026-05 Snow/Ice Emergency
- Consideration for a motion for discussion and advertisement of Ordinance 2026-06 Porters Road Speed Reduction
- Consideration for a motion for discussion and advertisement of Ordinance 2026-07 Rec Board
- Motion to approve forwarding proposed ASA for 6509 Old Hanover Road, Hanover, PA. to the Planning Commission.

15. Supervisors

Chairman

Tim Hansen

- None

Vice Chairman

Matt Bollinger

- None

Supervisor

Travis Laughman

- Discussion on draft employee handbook
- Discussion on creating budget from Porters Fire Department to account for the Fire Tax

16. Old Business

17. New Business

18. Upcoming Meetings

- Planning Commission March 11, 2026, 6:00PM Township Building
- Water Committee March 25, 2026, 5:30PM Township Building
- Zoning Hearing Board March 25, 2026, 7:00PM Township Building -
- Board of Supervisor Regular Scheduled Meeting April 1, 2026, 6:00pm Porters Fire Hall

19. Adjourn

- Motion to adjourn BOS Meeting