



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. 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.

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.

5. Approval of the BOS Meeting Minutes

- Consideration of a motion to approve the April BOS Meeting Minutes

6. Communications

- Acknowledge receipt of letter from New Hope Ministries. New Hope Ministries is expanding in Spring Grove, 1470 Roth’s Church Road.
- Acknowledge receipt of letter from EMA Representative, TerryLynn Ross, summarizing January-March 2026
- Consideration for a motion approving the request from Providence Community Church for the Fire Works Display on July 4, 2026.
- Acknowledge the Notice of Audit – Final was in the Hanover Evening Sun on Sunday April 5, 2026. The 2025 Audit is available for Public Inspection at the Township Office and is posted to the Township Website.
- Motion to accept SEK’s 2025 Audit Final Report.
- Acknowledge receipt of municipal notification letter from Panebaker Funeral Home & Cremation Care Center, Inc. for a 30-day comment period regarding the plan approval/renewal application for the operating permit of their human cremation unit at 43 Amy Way.

7. Public Safety

- Porters Volunteer Fire Company
 - Acknowledge receipt of Fire Report
 - Acknowledge receipt of Wellspan EMS March Report
- Northern York County Regional Police Department
 - Police Report

8. Planning/Zoning/Code Enforcement

- Acknowledge receipt of the Zoning Activity Report & Code Enforcement Officer Report
- Acknowledge receipt of the letter from York County Agricultural Land Preservation Board, preserving parcel UPID # 30-EE-134J – 133.45 Acres preserved April 6th, 2026 of Bowersox Family Trust.
- Acknowledge receipt of the ASA Committee recommendation

9. Finance

- Motion to approve
 - April’s Treasurer’s Report
 - Acknowledge receipt of April bills paid report
- Consideration of a motion approving extra hours for Judy and Katie to complete RTK’s and organization of old files, as needed.
- Consideration of a motion approving quote from 3rd Element Consulting for an upgraded Laptop for the Road Master
- Acknowledge the establishment of a new savings account with PNC Bank.
- Acknowledge receipt of Right to Know Requests

| Right to Know Requests | |
|-------------------------------|----|
| Received in April | 6 |
| Completed in April | 1 |
| YTD | 23 |

| YTD Estimated Township Fees | |
|------------------------------------|------------|
| Solicitor Costs through March | \$925.00 |
| Twp Employees through April | \$2,309.23 |

10. Highway, Roads, and Streets

- Acknowledge receipt of the Road Maintenance Report

11. Engineer

- Acknowledge receipt of the April Engineering Report

12. Recreation

- HTRA 501(c)3 brief update

13. Water

- One past due Water Customer

14. Solicitor

- None

Timothy Shultis

15. Supervisors

Chairman

- None

Tim Hansen

Vice Chairman

- None

Matt Bollinger

Supervisor

- None

Travis Laughman

16. Old Business

17. New Business

18. Upcoming Meetings

- Planning Commission May 13, 2026, 6:00PM Township Building
- Water Committee May 27, 2026, 5:30PM Township Building
- Zoning Hearing Board May 27, 2026, 7:00PM Township Building
- Board of Supervisor Regular Scheduled Meeting June 3, 2026, 6:00pm Porters Fire Hall

19. Adjourn

- Motion to adjourn BOS Meeting