

## 1. Call to Order

The May Board of Supervisors' meeting for Heidelberg Township was held on Wednesday, May 1, 2024, at Porters Fire Company. The meeting was called to order at 5:59pm by Chairman Tim Hansen. Those present:

Tim Hansen, Chairman

Barbara Krebs, Manager

Matt Bollinger, Vice Chairman

Judy Mustard, Secretary

Paul King, Supervisor

Tim Shultis, Solicitor

Approximately 26 residents/members of the general public were present.

## 2. Pledge of Allegiance

The Pledge of Allegiance was recited.

## 3. Acknowledgment of a quorum

Chairman Hansen acknowledged the declaration of a quorum.

## 4. Public Comment

Paul King, Cannery Road, spoke about copies of the bills that he is not receiving from the Township and explained why he filed Right to Knows to get them.

Peg Moulton, Laurel Woods Lane, gave an update on the York County Rail Trail and the Hanover Trolley Trail. She spoke about the Grand Opening of the completed section from Spring Grove to Sunnyside Road. She requested a donation for the York County Rail Trail Authority and Hoffman Homes. She also spoke about Give Local York.

Renan Castillo, Cannery Court, spoke about First Amendment Rights and how that pertains to the concerns the community has about recording public meetings.

Mark Hudak, Porters Road, expressed his concerns regarding the 2019, 2020, and the 2021 Financial Statements, the 2022 Audit, the subdivisions being presented tonight, the Zoning Board decisions, the full-time position being created at the Township, and bills paid report being made available to the public.

Tara Wenzel, Deagan Road, gave a brief update on the Rec Board, their thoughts on getting new events started at the park, and expressed her concerns regarding the use of the Township's ballfields.

Meg Powell, Porters Road, spoke about her concern over the number of accidents at Porters Road and 116 and questioned what can be done. She also expressed her thoughts on the "Rules of Participation" for the meeting that are in place.

Sandy Sterling, Pamadeva Road, expressed her concerns over the bus drivers who are speeding on Pamadeva Road when they pick up children from the church.

Supervisor King asked to have an amendment to the agenda for two reasons. The first requested amendment is to remove the second item under the Chairman's heading because he feels that item was added contrary to the Agenda Setting Policy of the Township. The second requested amendment is because he feels items that he wanted on the agenda were removed from the agenda without authorization from him. Solicitor Shultis advised him that he needs to make a motion to amend the agenda and suggested that he might want to table the first item when we get to that portion of the agenda. Supervisor King then made a motion to table the second item under the Chairman's section where it states that it authorizes the manager to complete the process of hiring Chris Walker full time once documents are executed in relationship to benefits for his position as Assistant Road Master and Code Enforcement/Zoning Officer. Chairman Hansen called for a second. Motion died due to lack of second. Supervisor King then called for an executive session because his issues were not addressed at Monday's session. Vice Chairman Bollinger reminded Supervisor King that an executive session will be had and Supervisor King was okay with an executive session being held later.

## 5. Approval of BOS Minutes

Chairman Hansen made a motion to approve the April BOS meeting minutes. Supervisor King made 2 motions to have an amendment to the minutes to insert his thoughts on what was said during the April Meeting. Both motions died due to lack of second. Supervisor King made another motion requesting discussion be included concerning the Tax Collector PSAT's recommendation. Motion died due to lack of second. Chairman Hansen then made his motion again to approve the April BOS meeting minutes. Seconded by Vice Chairman Bollinger. Motion passed 2-1 with Supervisor King voting no.

## 6. Communications

Chairman Hansen announced that the VNA of Hanover and Spring Grove had made a donation request. It was established that that donation was already in the budget and is normally processed in September.

Chairman Hansen announced the Hoke House Relocation donation and encouraged the community to send donations to them if they are able.

Chairman Hansen announced that the York Area Tax Board of Directors Meeting/Audit was held and that we received those documents.

## 7. Public Safety

Porters Fire Company, Chief Walker gave the April Fire Report. He noted that they took 18 calls for the month of April with 10 of them being in Heidelberg Township. He noted that Wellspan EMS responded to 20 calls in Heidelberg in March. He gave a fuel report attachment to the Board. He announced the utility truck has finally been received by Porters and is already equipped. They are getting it lettered next week and they plan to have it in service very soon. Chief Walker also asked for the community to remember that they offer a Junior Firefighter Program for kids aged 14-18 and stressed that the company is in dire need of new volunteers

Northern York County Regional Police Department, Lt. Migatulski spoke about the groundbreaking for the new headquarters in Manchester Township, he stated that bids have been awarded and building has started. He also noted that the cell tower bids are out for the cell tower at the Heidelberg substation. He mentioned that they are continuing to

recruit new hires and then spoke about the Explore Program for children aged 14-20. Information for this program can be found on the website or you can stop in at the station. Lt. Migatulski stated that they do not give anyone permission to be in their jurisdiction.

## 8. Planning/Zoning

Chris Walker offered the April Zoning Report. There were 2 permit applications received, 1 building permit issued and \$200 was collected.

Chairman Hansen made a motion to approve a 90-day extension to process the preliminary land development plan for Yazoo Mills prepared by "dc gohn Associates" bearing project #5051-20(this extension will provide the applicant the additional time necessary to address the Township Engineer comments for Heidelberg Township and Penn Township and obtain approval from the York County Conservation District.) Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion to approve application for consideration of a modification to Heidelberg Township subdivision land development ordinance for waiver request section 402.D.13A requirement for replacement area for sewage system. This request is for Andrew Myers and James Millar subdivision plan 1337 Moulstown Road. The request is recommended for approval by the Planning Commission and Township Engineer. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion to approve application for consideration of a modification to Heidelberg Township subdivision land development ordinance for waiver request sections 305.A, 402.C.10, and 406.A, all tracts show D plot and tracts affected by subdivision are shown on a scale of 1-inch equals 50 feet. This request is for Andrew Myers and James Millar subdivision plan 1337 Moulstown Road. The request is recommended for approval by the Planning Commission and Township Engineer. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion to approve a final subdivision plan for Dean E. and Lureen K. Nelson, 502 Iron Ridge Road, prepared by Doug Stambaugh Professional Land Surveyor -Group Hanover Inc., bearing project #231350, dated 2-14-2024, last revised 4-19-2024. This was recommended by the Planning Commission and will be voted on at the next Jackson Township BOS meeting. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion to approve a final subdivision plan for Erik A. and Kelli K Brough, 6895 East Moulstown Road, prepared by Doug Stambaugh Professional Land Surveyor -Group Hanover Inc., bearing project #183521, dated 12-20-2023, last revised 4-15-2024. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

## 9. Code Enforcement

Chris Walker stated that 1 certified letter has been sent with no reply yet and that several cards have been left at residences with the message "Call me" on them.

## 10. Finance

Chairman Hansen made a motion to approve the March's Treasurer's report, seconded by Vice Chairman Bollinger. Motion passed 3-0

### **General Fund- Checking**

|                       |                      |
|-----------------------|----------------------|
| Beginning Balance     | \$ 355,247.32        |
| Revenue               | \$ 142,670.59        |
| Expenses              | \$40,876.39          |
| <b>Ending Balance</b> | <b>\$ 457,041.52</b> |

### **SouthWest PD Fund**

|                       |                     |
|-----------------------|---------------------|
| Beginning Balance     | \$31,722.59         |
| Revenue               | \$0.00              |
| Expenses              | \$0.00              |
| <b>Ending Balance</b> | <b>\$ 31,722.59</b> |

### **COVID Relief Fund**

|                       |                     |
|-----------------------|---------------------|
| Beginning Balance     | \$94,141.93         |
| Revenue               | \$0.00              |
| Expenses              | \$ 599.33           |
| <b>Ending Balance</b> | <b>\$ 93,582.60</b> |

### **State Fund Checking-Savings**

|                       |                      |
|-----------------------|----------------------|
| Beginning Balance     | \$245,328.06         |
| Revenue               | \$2.08               |
| Expenses              | \$ 0.00              |
| <b>Ending Balance</b> | <b>\$ 245,330.14</b> |

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the April's Bills Paid Report. Motion passed 2-1. Supervisor King voted no.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the April Office/Maintenance Activity Report. Motion passed 2-1. Supervisor King voted no.

Chairman Hansen made a motion to authorize Treasurer to prepare a refund for the following per York County Tax Assessment Office:

- Heath and Kristi Manelli refund amount \$546.29
- Kinsley Equities III LP refund amount \$21.68

- Robert and Christine Dewar refund amount \$4.92
- Allen and Ann Haar refund amount \$4.92

Seconded by Vice Chairman Bollinger. Motion passed 3-0.

Chairman Hansen made a motion, seconded by Vice Chairman Bollinger to accept the April Right-To-Know Report: Discussion by Supervisor King where he admitted that 8 of the 13 RTK's were his. Report Accepted. Motion passed 3-0

- 13 New Requests received in April total YTD 31
- 0 voided by applicant in April
- 6 completed in April
- 12 RTK Officer requested additional 30-days for response
- 2 were due in April
- Received 0 Right to Know appeals in April filed on previous RTK requests
- March Estimated Township \$1700.91/Solicitor Cost: \$1404.00 Total \$3104.91
- March Estimated Heidelberg Employee Staff Hours Spent on RTK: 46.75 hours

## 11. Highway, Roads, and Streets

Chris Walker reported :

- Removed all winter equipment from trucks.
- Cleared storm drains in attempt to keep roads from standing water at Laurel Woods and Glatco Lodge
- Boom Mower repairs are almost complete. Waiting on part for the joystick controls. Estimated to have it back the first week of May for good. Mowing will commence immediately upon return.

## 12. Engineer

Nothing to Report.

## 13. Recreation

Chairman Hansen made a motion to appoint TerryLynn Ross as the alternate to the Recreation Board. Vice Chairman Bollinger then asked her to serve on the Water Board instead as he wants to appoint Vicky Senft as the alternate. Vicky Senft agreed to accept this position. The first motion died due to lack of second. Then Chairman Hansen made a motion to appoint Vicky Senft to the Rec Board as an alternate. Seconded by Vice Chairman Bollinger. Motion passed 3-0.

#### 14. Water Committee

Chairman Hansen noted that first quarter water bills were due 4/13/2024 and that we currently have 4 delinquent accounts and that the Engineer is preparing bids for security improvements at the water pump station.

#### 15. Solicitor

Solicitor Shultis announced that the BOS held an executive session on Monday, April 29, 2024, from 12:00pm-1:00pm at the Township building to discuss personnel matters and section 708A of the Sunshine Act

He also mentioned Resolution 2024-07 to create an ad hoc advisory Heidelberg Water Committee . Chairman Hansen made a motion to adopt Resolution 2024-07 to create an ad hoc advisory Water Committee. Discussion by Supervisor King questioning whether the meetings would be in public and what TerryLynn Ross's qualifications are. Seconded by Vice Chairman Bollinger. Motion passed 3-0

#### 16. Supervisors

##### Chairman Timothy Hansen

Chairman Hansen congratulated Chis Walker for completing certification for Building Code Official through PA Construction Codes Academy and the course in Community Planning through the PA State Association of Boroughs.

Chairman Hansen made a motion to authorize Manager Krebs to complete the process of hiring Chris Walker full-time once documents are executed in relationship to benefits for his position as Assistant Road Master and Code Enforcement/Zoning Officer. Discussion by Supervisor King where he stated his negative feelings on this position regarding Full-time vs Part-time and the amount of money that will be spent on this salary. He questioned where this will come from in the budget and feels like the money is not there. He also stated that he feels the hours are not there to support full-time. Vice Chairman Bollinger stated that there is plenty of work to be done especially in road work. The motion was seconded by Vice Chairman Bollinger. Motion passed 2-1 with Supervisor King voting no.

##### Vice Chairman Matthew Bollinger

No agenda items

##### Supervisor Paul King

Supervisor King expressed his concern that no effort has been made by the Rec Board to canvas or survey the community to get feedback on ideas for the park. He would like to see a survey go out in the next newsletter for community input. Supervisor King made a motion to include a survey in the next newsletter asking residents for feedback on the recreation parks. Solicitor Shultis advised that the survey would need to be created first. Chairman of the Rec Board, Tara Wenzel, then advised that they already requested that feedback be received through the Township Office so that there is a paper trail and feels that Supervisor King was aware of that request. An electronic survey on the website was also suggested. Motion died due to lack of second. Chairman Hansen then made a motion to let the Rec Board determine whether a survey is needed, how it gets implemented, and then report back to the board to make the suggestion. It was seconded by Vice Chairman Bollinger. Motion passed 3-0.

Supervisor King discussed that all Board Members take PSAT courses on conducting meetings. He advised that he would have suggested courses in the future for Board Members.

Supervisor King advised that we have received 25 shrubs from our order that he placed. He has spoken with Mr. Hilbert, and they think the majority of the shrubs can be planted along Porters Road. He asked for the Board's permission to work with Mr. and Mrs. Hilbert to get these plants planted. Board granted permission.

Supervisor King then read a letter that he sent to Manager Krebs on April 23<sup>rd</sup>, 2024, regarding payments he has made voluntarily to pay back the Township for Medicare supplemental reimbursement that he was not entitled to.

He stated that he has an issue with the executive session that was held and then read a section of the Sunshine Act 708 A1. He noted that after the executive session, he submitted a written request for matters to be discussed in an open meeting dealing with accusations that were made against him in that executive session. He noted that he received a letter from Solicitor Shultis just prior to tonight's meeting with a warning to him to read it before he spoke at tonight's meeting regarding that accusation. Supervisor King stated he has not had an opportunity to review the legal issues in the letter and may resubmit in writing that he wants a public hearing.

Sandy Stine, Straw Acres Road, a member of the Rec Board, asked Chairman Hansen for the opportunity to speak about Supervisor Kings comments made against the Rec Board. She addressed Supervisor King's negative comments about the Rec Board made during public comment.

#### 17. Old Business

None.

#### 18. New Business

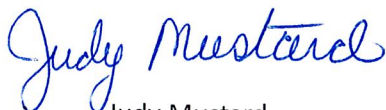
None.

#### 19. Upcoming Meetings

Chairman Hansen stated that the Planning Commission will meet May 8, 2024, at 6:00pm at the Township Building. The Rec Board meeting will be May 21, 2024, at 6:00pm at the Township Building. The Zoning Hearing Board will meet May 29, 2024, at 7:00pm at the Township Building. The Board of Supervisor's Regular Scheduled Meeting will be June 5, 2024, at 6:00pm.

#### 20. Adjourn

Chairman Hansen made a motion seconded by Vice Chairman Bollinger to adjourn the meeting at 7:25PM. Motion passed 3-0.



Judy Mustard  
Township Secretary