

**MINUTES - HEIDELBERG TOWNSHIP SUPERVISORS BUSINESS MEETING**  
**January 26, 2022**

**PRESENT:** David P. Randler, Kevin Snyder, Thomas Schoener, Terrence Wolfe, Lori Brown, Nicole Werner, Andrew George, Esq., Chief Leon Grim, Geneva Berger

The meeting was called to order by Chairman Randler at 7:30pm

**AUDIENCE PARTICIPATION:**

**Geneva Berger:** Received a phone call from her neighbor stating “the road was being dug up”. Chairman Randler confirmed there was a water leak.

**MINUTES:**

December 29, 2021 minutes were circulated. **MOTION** made by SUP Snyder, **SECOND** by SUP Schoener, passed unanimously.

January 3, 2022 Reorganizational Meeting minutes were circulated. **MOTION** made by SUP Snyder, **SECOND** by SUP Schoener, passed unanimously.

**TREASURERS REPORT:** A **MOTION** was made by Sup Snyder to approve the treasurer’s report for the month of December, **SECOND** by Sup Brown, passed unanimously.

**PAYMENT OF BILLS:** A **MOTION** was made by Sup Snyder, **SECOND** by Sup Brown, passed unanimously.

- Slaymaker’s invoice for pump station monthly data charge (phone app charge/data plan) \$64/month. Chairman Randler wanted to inform board and will be contacting Slaymaker’s to see if there is any way to discount further.
- Robesonia Municipal Authority invoice in the amount of \$8,031.67 (October-January treatment charge) This should bring payment up to date, per agreement.

**MOTION** to pay Robesonia Municipal Authority invoice in the amount of \$8,031.67 made by Sup Snyder, **SECOND** by Sup Brown, passed unanimously.

**COMMITTEE REPORTS:**

**Police & Fire** - Report provided by Chief Grim. Chocolate Frosted Buns Road race is scheduled for this Saturday. Will begin at Conrad High/Middle School, to Fry Manor and to Robeson St. There was a shooting Friday night in Wernersville, young man is refusing to cooperate. Video from down the street, does not look like someone else is involved. Most likely happened in the home.

Sup Snyder reported Ryan Zerbe, Womelsdorf Volunteer Fire Co, stated no false alarms to date at Bethany Children’s Home.

**Sewer** - Chairman Randler stated Heidelberg Township is not represented at the sewer plants, Meetings are 3rd Tuesday at 7pm.

**Planning Commission** - Recommended ordinance on solar farms be moved forward. Andrew George, Esq. stated solar farms are not addressed at all within the ordinances, North Heidelberg is trying to eliminate the question. Next meeting is scheduled for February 2nd. Chairman Randler, Western Berks Joint PC met regrading solar farm ordinance and would like to have a hearing at the February 17th meeting at 7pm.

**Roads, Bldg. & Equip** - New International truck was delivered. About 25 holiday trees were collected. Need to replace red Ford F550. International has a smaller version of the 2022 International we just received. Estimating \$140,000, possibly 4 months out. Chairman Randler would like to get pricing and get something in “the pipeline”. Suggested to advertise sale of Ford F550 on Munici-bid.

**MOTION** to authorize posting of Ford F550 on Munici-bid made by Sup Snyder,  
**SECOND** by Sup Schoener, passed unanimously.

**Personnel** - No Report

**Recreation Board/ Pool** - No Report

**Zoning Hearing Board** - No Report

**Building Inspector’s Report** - Report Provided by TEI. Chairman Randler brought up the discussion regarding sheds. 8x10 shed needs zoning permit if placed on residential property. If a business wants to place the same shed on property a set stamped drawings need to be produced. Needs to be changed. Secretary Werner will look into the ordinance and confirm.

**Engineer’s Report** - Report Provided by TEI

**Zoning & SEO Report** - Report Provided by TEI

**Solicitor’s Report** - Report provided by Andrew George, Esq. US Treasurer issued final guidance on how ARPA funds may be used. Basically, used for what you may ordinarily spend money on. May claim loss revenue, do not have to prove. Must be used by 2026.

Polack did not show up to court date, was fined but can attest to court, has 30 days to attest.

**CORRESPONDENCE**: Western Berks Ambulance December Report, Select Environmental Solutions Monthly Operations & Maintenance Report, GFL Monthly Recycling Report, Letter from Lower Heidelberg Township regarding Heidelberg Township bridge

**UNFINISHED BUSINESS:**

- False Alarm Ordinance:

**MOTION** to pass and sign False Alarm Ordinance made by Sup Schoener,  
**SECOND** by Sup Snyder, passed unanimously

- TEI revised fee schedule, revision from 1988 ordinance. Chairman Randler suggested a conference call with Jen Van Dyke to discuss. Sup Snyder asked if Jen could let the board know what the current fees are

compared to proposed. Chairman Randler would like to keep fees to a minimum for our residents. Secretary Werner will work with Jen Van Dyke to compare costs. Table to February meeting.

**NEW BUSINESS:**

- Sup Wolfe had a difficult time opening weekly update attachment. In the future, Secretary Werner will forward weekly updates in PDF format.

- Police pension fund: Chairman Randler said it is in a very conservative fund. Based on monies pulled out and future monies, it will be “broke” in 20-25 years. When no one is drawing on fund, money gets sent back to the state. There are five funds the monies can be put in (Income, Income Moderate, Growth Income, Growth, Aggressive Growth). Mike Boyer can begin drawing pension on 7/1/2027. Kevin Doyle at IFS recommended we bump to next level fund. Sup Wolfe would like to see past returns (last 10-15 years). Chairman Randler stated every year we have to pay actuary for yearly report which can be paid from general fund or police pension fund. Currently cost is paid out of police pension (\$3300). The state requires pay to actuary for report. Chairman Randler will request past return reports.

- Kissinger Subdivision

**MOTION** made by Sup Wolfe to sign Component 1 Sewage Planning Modular for Kissinger Subdivision and forward to DEP for review/approval, **SECOND** Schoener, passed unanimously

**EXECUTIVE SESSION:** to discuss personnel issues adjourned at 8:43pm

The township would also like to thank David Manbeck for his 25 years combined service to the township.

**MOTION TO ADJOURN:** by Sup Wolfe, **SECOND** by Sup. Snyder, **PASSED** unanimously at 8:57pm

**Next meeting will be held on February 23, 2022 at 7:30pm,  
Monthly Board of Supervisor’s Meeting**

Respectfully Submitted,

Nicole Werner, Township Secretary

**MINUTES of the REORGANIZATION MEETING OF HEIDELBERG TOWNSHIP**  
**JANUARY 3rd, 2022 at 6:00pm**

**PRESENT:** David P. Randler, Kevin Snyder, Thomas Schoener, Terrence Wolfe, Nicole Werner, Chief Leon Grim, Lori Brown via telephone

The meeting was called to order by Chairman Randler at 6:00pm with the pledge of allegiance.

**ELECTION of OFFICERS:**

Sup Snyder made a **MOTION** to appoint Sup Wolfe as temporary chairman, **SECOND** by Sup Schoener and passed unanimously.

Sup Wolfe made a **MOTION** to appoint Nicole Werner as temporary secretary, **SECOND** by Sup Schoener and passed unanimously.

**ELECTION for 2022 CHAIRMAN:**

Lori Brown NOMINATED Terrence Wolfe, **SECOND** by Thomas Schoener. Kevin Snyder NOMINATED David Randler, **SECOND** by David Randler. Discussion as to the availability of each candidate and their experience.

Terrence Wolfe – received two votes, Lori Brown and Terrance Wolfe

David Randler – received 3 votes, Kevin Snyder, Thomas Schoener, David Randler

Chairman Randler made **MOTION** to nominate Sup Snyder as Vice chairman, **SECOND** by Sup Schoener and passed unanimously

The meeting was turned over to Chairman Randler.

**OFFICERS for 2022**  
**Chairman: David Randler**  
**Vice Chairman: Kevin Snyder**

Sup Snyder made a **MOTION** to appoint Nicole Werner as Secretary, **SECOND** by Sup Schoener, passed unanimously.

Sup Snyder made a **MOTION** to appoint Nicole Werner as Treasurer, **SECOND** by Sup Schoener, passed unanimously.

### **APPOINTMENTS of POSITIONS and EMPLOYEES**

Road Master - Thomas Schoener

Solicitor - Andrew George, Esq with Kozloff Stoudt Attorneys

Engineer - Technicon Enterprises, Inc.

Zoning Inspector - Technicon Enterprises, Inc.

Building Inspector - Technicon Enterprises, Inc.

Sewage Officer - Technicon Enterprises, Inc.

Emergency Management Coordinator - Mike Palm

Plumbing/Electrical Inspector - Technicon Enterprises, Inc.

Wastewater Engineer - Ebert Engineering

Zoning Hearing Board Solicitor - Michael Gombar, Esq

Equipment Operators - Garry Zerbe, Larry Knoll, Dale Auman, Gary Heydt, Norman Ohlinger, Greg Kissling, Mike Boyer all Township Supervisors

**MOTION** made by Sup Snyder to appoint the above listed people/firms to their respective positions, **SECOND** by Sup Schoener, passed unanimously.

### **SALARIES for 2022**

Equipment Operators - \$21.75 (\$20.17 in 2021)

Full Time Road Crew – salaried at \$52,000 and 23 PTO days (\$49,000/23 PTO in 2021)

Laborer - \$15.00 (\$12.097 in 2021)

Supervisors - \$21.75 (\$20.17 in 2021)

Sup Snyder made a **MOTION** to approve and present for approval to the Auditors the hourly rates as stated above for 2022, **SECOND** by Chairman Randler. Passed vote by 3, Wolfe abstained from vote

SECRETARY/TREASURER - Sup Snyder made **MOTION** to set the hourly rate for the Secretary/Treasurer at \$20.25, **SECOND** by Sup Schoener, passed unanimously.

CLERK - Sup Snyder made a **MOTION** to set the hourly rate for clerk at \$15.00 per hour, **SECOND** by Sup Schoener, passed unanimously.

CLEANING PERSON - Sup Snyder made **MOTION** to set the hourly rate for cleaning person at \$18.50 per hour, **SECOND** by Sup Schoener, passed unanimously.

TECHNICON ENTERPRISES, Inc. - Sup Schoener made **MOTION** to approve **Resolution #1-2022**, Technicon Enterprises, Inc. 2022 fee schedule which has a 4% increase hourly billing rate for engineering and code enforcement services, 5% increase for zoning, building & SEO fees, **SECOND** by Sup Snyder, passed unanimously.

TECHNICON ENTERPRISES, Inc. – TABLE the Technicon Enterprises, Inc. Subdivision & Land Development fee schedule for 2022. The fee schedule would replace 1998 Resolution for setting fees regarding escrow/fees for subdivisions/land development plans/stormwater plans/driveway permits, hearings, etc.

SOLICITOR - Sup Snyder made a **MOTION** to set solicitors hourly rate at \$170/hour with no retainer, associate's hourly rate at \$140/hour and paralegal's hourly rate as \$125/hour, **SECOND** by Sup Schoener, passed unanimously.

TREASURER'S BOND - Sup Schoener made a **MOTION** to set the treasurer's bond at \$750,000. **SECOND** by Sup Snyder, passed unanimously.

TAX COLLECTOR'S BOND - Sup Snyder made **MOTION** to set the tax collectors bond at \$63,449.00. **SECOND** by Sup Schoener, passed unanimously.

MILAGE – Sup Snyder made a **MOTION** to adopt **Resolution #2-2022** setting the mileage rate at .57.5 cents per mile, **SECOND** by Sup Schoener, passed unanimously.

ROAD INSPECTION PAY - Sup Snyder made **MOTION** to set the annual road inspection reimbursement at \$85 per Supervisor in attendance, **SECOND** by Sup Schoener, passed unanimously.

SUPERVISOR PAY - Sup Schoener made a **MOTION** to recommend to the Auditors to set the pay for attendance at each Supervisor's meeting at \$85 per meeting, not to exceed \$1,875 a year. **SECOND** by Sup Snyder, passed unanimously.

#### **SUPERVISORS APPOINTMENTS**

Sewer - Lori Brown/David Randler  
Police & Fire - Snyder/Schoener  
Planning Commission - Wolfe/Snyder  
Roads, Bldgs & Equip - Schoener/Randler  
Emergency Management - Mike Palm  
Recreation Board - Lori Brown/Snyder  
Zoning Hearing Board - Randler  
Personnel - Randler/Schoener  
Western Berks Planning Commission - Randler  
Berks Cooperative Purchasing Council - Snyder

Sup Snyder made **MOTION** to appoint designated Supervisors to the above appointments, **SECOND** by Sup Schoener, passed unanimously.

BANK DEPOSITORY - Sup Snyder made **MOTION** to appoint Jonestown Bank as the depository for 2022, **SECOND** by Sup Schoener, passed unanimously.

MEETING DATES for 2022 - Sup Snyder made a **MOTION** to approve the following Board of Supervisor's meeting dates: Jan 26, Feb 23, March 30, April 27, May 25, June 29, July 27, Aug 31, Sept 28, Oct 26, Nov 30, Dec 21, **SECOND** by Sup Schoener, passed unanimously.

AUDITOR - Sup Snyder made **MOTION** to appoint Maxine R. Maser, CPA at Stanilla, Siegel and Maser, LLC as Auditor for calendar year 2022, **SECOND** by Sup Schoener, passed unanimously.

COMPUTER ADMINISTRATOR - Sup Snyder made a **MOTION** to appoint Joe Purfield as computer administrator for calendar year 2002, **SECOND** by Sup Randler, passed unanimously.

PLANNING COMMISSION - Sup Snyder made a **MOTION** to appoint Kerry Schneck to a 5 year term on the planning commission board, **SECOND** by Sup Schoener, passed unanimously.

ZONING HEARING BOARD - Sup Snyder made **MOTION** to appoint Dennis Manbeck to a 5 year term on the Zoning Hearing Board, **SECOND** by Sup Schoener, passed unanimously.

AUDITORS - Sup Schoener made a **MOTION** to appoint Barry Mountz, Jeffrey Werner and Michael Yoh as auditors for 2022, **SECOND** by Sup Snyder, passed unanimously.

VACANCY BOARD CHAIRMAN - Sup Snyder made **MOTION** to appoint Steve Heimbach as the Vacancy Board Chairman, **SECOND** by Sup Schoener, passed unanimously.

RECREATION BOARD – Sup Snyder made a **MOTION** to appoint Randy Yarnell to a 5 year term, **SECOND** by Sup Schoener, passed unanimously.

POLICE PENSION BOARD - Sup Snyder made **MOTION** to appoint David Randler as the Police Pension Board Chairman, **SECOND** by Sup Schoener, passed unanimously.

JOINT PLANNING COMMISSION - Sup Snyder made **MOTION** to appoint David Randler and David Manbeck to the Joint Planning Commission, **SECOND** by Sup Schoener, passed unanimously.

DELINQUENT PER CAPITA TAXES - Sup Snyder made a **MOTION** to appoint Statewide Tax Recovery as collector of delinquent taxes, **SECOND** by Sup Schoener, passed unanimously.

BERSK EIT - Sup Snyder made a **MOTION** to appoint Berks EIT as collector of the Local Services Tax, **SECOND** by Sup Schoener, passed unanimously.

POLICE PENSION PLAN - Sup Schoener made **MOTION** to eliminate contribution to the Police Pension Plan for the year 2022 (**Resolution #3-2022**), **SECOND** by Sup Snyder, passed unanimously.

VOTING DELEGATE for CONVENTION - Sup Schoener made **MOTION** to appoint Kevin Snyder as Voting Delegate for Convention, **SECOND** by Chairman David Randler, passed unanimously.

PA SEWAGE FACILITIES ACT – Sup Snyder made a **MOTION** to adopt **Resolution #4-2022** - the PA Sewage Facilities Act, which enables Heidelberg Township to collect money at the end of the year from DEP, **SECOND** by Sup Schoener, passed unanimously.

**OTHER BUSINESS:**

Pennsy Supply - **MOTION** made to pay invoice not to exceed \$345,324.98 by Sup Snyder, **SECOND** by Sup Schoener, passed unanimously.

With no further business a **MOTION** to adjourn was made at 7:28pm by Sup Snyder, **SECOND** Sup Schoener, passed unanimously.

Next meeting will be held on Wednesday, January 26th, 2022 at 7:30pm.  
Board of Supervisors Meeting

Respectfully Submitted,

Nicole Werner, Township Secretary