

# Heidelberg Township Meeting Minutes

## Call to Order

The Heidelberg Township Board of Supervisors held their regular meeting at 7:29pm on June 20, 2024.

## Location

Heidelberg Township Municipal Building  
6272 Route 309  
New Tripoli, PA 18066  
and [Zoom](#)

## Attendees

Board of Supervisors Chairman:	David Fink
Board of Supervisors Vice Chairman	Steven Bachman
Board of Supervisors Member:	Jonathan Jakum
Administrator/Secretary/Zoning Officer/EMC:	Dawn Didra
Road Superintendent:	Kevin Huber
Township Solicitor:	Atty. Keith Strohl, Steckel & Stopp Law Offices
Township Engineer:	Geoff Dean, Keystone Consulting Engineers
Zoning & Administrative Assistant:	Katie Fabian

## Pledge of Allegiance

## Recording of the Meeting/Recognition of members of the Press

Drew Snowberger, Blue Ridge Channel 13 and Susan Bryant, Northwestern Press

## Public Comment on Agenda

None.

## Approval of Minutes

A motion was made by Jonathan Jakum, seconded by David Fink to approve the minutes of the May 16, 2024 regular meeting. Steven Bachman refrained from voting (absent at previous meeting). Motion Carried.

## Executive Session

None.

## Payment of Bills

A motion was made by Jonathan Jakum, seconded by Steven Bachman to approve the payment of the General Fund Checks # 24969 through 25012, EFT payments 5249 through 5280, and State Fund check #s 1749 through 1751. Motion Carried.

## Monthly Reports:

Regional EMS Steering Committee	No report.
Fire Company	David Fink and William Shellhammer (in Jay Scheffler's absence) gave their reports.
Emergency Management Coordinator	Dawn Didra gave her report.
Ambulance Service	Steven Bachman read the NOVA May report and announced Ambulances are no longer kept at unmanned stations due to recent legislature.
Veterans Memorial Committee	Steven Bachman gave his report.
Farmland Preservation Board	Steven Bachman gave his report. Kevin Huber inquired how the township decides what land qualifies for the Twp preservation list. Steven Bachman acknowledged an Ag. Preservation Board shall be formed.
Lynn-Heidelberg Historical Society	Steven Bachman gave his report.
Director of Office Operations	Jonathan Jakum gave his report.
Director of Parks and Recreation	Steven Bachman gave his report.
Director of Public Works	David Fink gave his report.
Road Superintendent	Kevin Huber gave his report.
Township Administrator	Dawn Didra gave her report.
Zoning Officer	Dawn Didra gave her report.
Township Engineer	Geoff Dean gave his report.
Environmental Advisory Council	No report.
Township Solicitor	Keith Strohl gave his report.
Subdivision/Land Development	Heidelberg Heights Subdivision

## Unfinished Business

Demolition of Buckery Rd Bridge begins 7/8/24.

Potato Barn Quotes- Funding search continues.

Fire Code Ordinance- Meeting request for Mike Italia, Barry Isett & Associates

A motion was made by Steven Bachman, seconded by Jonathan Jakum to transfer the township website to Munibit for improvements to resident communications. Motion carried.

A motion was made by Jonathan Jakum, seconded by Steven Bachman, to appoint Barry Isett & Associates, Inc. as the alternate Building Inspector, Plumbing Inspector, and Electrical Inspector at a rate set by the Barry Isett & Associates, Inc. fee schedule for the remainder of 2024. Motion carried.

Ag Security Area Advisory Council: David Fink continues to reach out to local farmers per requirements of PA Dept of Ag.

## New Business

A motion by Steven Bachman, seconded by Jonathan Jakum to use the currently awarded grants (ARPA funds and Dirt & Gravel Rd funds) to replace the Buckery Road Bridge using the InQuik Bridge systems and to allow Keystone Consulting Engineers to begin preparing bid packages. Motion Carried.

A motion was made by Steven Bachman, seconded by Jonathan Jakum to adopt Resolution #2024-24 updating the Township Fee Schedule for commercial permit fees, large and small group care facilities permit fees, and to include Barry Isett & Associates Inc.'s fee schedule for alternate building inspector, alternate plumbing inspector, and alternate electrical inspector.

Resolution #2024-25: A motion was made by David Fink, seconded by Steven Bachman, to appoint Virginia Harwood to fill a vacancy in the Planning Commission for a term ending December 31, 2026.

A motion was made by Steven Bachman, seconded by Jonathan Jakum to provide \$5,000.00 to NOVA for the replacement of onboard vehicle cameras. Motion carried.

A motion was made by Steven Bachman, seconded by Jonathan Jakum to advertise Ordinance # 2024-3 Updating the Driveway Contractors Ordinance. Motion carried.

A motion was made by Steven Bachman, seconded by Jonathan Jakum to acknowledge the receipt of the request for additions to the Agricultural Security Area for land owned by Kevin & Kelly Ebert 6270 Saddle Rd, 47+/- acres, and Travers and Shannon Schmidt 6335 Saddle Rd, 26.8 +/- acres, and to table the requests. Motion carried.

The Jones Road Water Culvert Maintenance Agreement between Heidelberg Township and the owners of 8411 Jones Road Slatington, PA 18080 was provided to the current property owner Bruce Zellner for signing.

A motion was made by David Fink, seconded by Jonathan Jakum to update the Township Office Hours to a proposed 40 hour week with increased hours Monday through Thursday (to be determined by Director of Office Operations and Township Administrator) for a 3 month trial period. Motion carried.

## Public Comment

None.

## Correspondence

Certificate of Referenda received.

Request for input into the Wildland Conservancy's strategic plan received.

A motion was made by Steven Bachman, seconded by Jonathan Jakum to allow assistance from the local fire co. for parking/traffic control for Night in The Country event. Motion carried. Letter from NW Rec Commission was provided to local Fire Dept.

Lehigh County Office of Community and Economic Development "Urban County" designation letter received. No action needed.

A letter of support of Northwestern Swim & Fitness will be sent to them for public relations.

## Adjournment

A motion was made by Steven Bachman, seconded by Jonathan Jakum to adjourn the meeting at 8:42 pm. Motion carried.

Respectfully submitted as transcribed by Katie Fabian,

Dawn Didra, Secretary to the Board of Supervisors