

Heidelberg Township Meeting Minutes

Call to Order

The Heidelberg Township Board of Supervisors held their regular meeting at 7:30pm on November 21, 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 |
| 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

Susan Bryant, Northwestern Press

Public Comment on Agenda

None.

Approval of Minutes

A motion was made by Steven Bachman, seconded by Jonathan Jakum to approve the minutes of the October 17, 2024, Special Budget meeting and Regular Board of Supervisors 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 # 25162 through 25202, EFT payments # 5420 through 5447. No State Fund checks. Motion Carried.

Ryan Wessner- Inspection Services

Ryan Wessner will submit a proposal with references to the Board of Supervisors to provide his building inspection services to the township in December.

Monthly Reports:

| | |
|------------------------------------|---|
| Regional EMS Steering Committee | No report. |
| Fire Company | David Fink and Jay Scheffler gave their report. |
| Emergency Management Coordinator | Dawn Didra gave her report. |
| Ambulance Service | Steven Bachman read the NOVA October report. |
| Veterans Memorial Committee | Steven Bachman gave his report. |
| Farmland Preservation Board | Steven Bachman gave his report. |
| 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 | No Report. |
| Environmental Advisory Council | No report. EAC sign has been posted at the Riparian Buffer behind the Municipal Building. |
| Township Solicitor | Keith Strohl gave report. |

Subdivision/Land Development:

- Earl and Kelly Zellner Lot Line Adjustment Final Plan – David Lear represented the plan. Dawn Didra advised the board of Chris Noll's (Twp Sewage Enforcement Officer) feedback, relaying a considerable amount of work is still necessary. A motion was made by Steven Bachman, seconded by Jonathan Jakum to table the plan. Motion carried. A request was made by Steven Bachman for David Lear to return at December's meeting with an update to the sewage planning module.

Unfinished Business

Fire Code – Tabled.

Land Preservation Tax Referendum – The Board agreed to create a new 7 member, 'Farmland Preservation Committee' that will advise on the expenditures of the upcoming earned income tax money for land preservation. A motion was made by Steven Bachman, seconded by Jonathan Jakum to appoint David Fink,

Aimee Good, William Dietrich, Benjamin Wise, and Matthew Schneider to the Farmland Preservation Committee. Motion Carried. A follow-up Resolution(s) to support the “Farmland Preservation Committee” and the motion of appointments is scheduled for December’s Board of Supervisors meeting.

Buckery Road Bridge Bid Results – As provided by Geoff Dean, bids received as follows: Baseline Contracting, Inc.: \$588,013.25, CMR Construction, Inc.: \$588,180.00, Professional Construction Contractors, Inc.: \$656,947.00, Construction Masters Services, LLC: \$829,622.50, and Minichi, Inc.: \$881,000.00. A motion was made by Jonathan Jakum, seconded by Steven Bachman to award the Buckery Road Bridge Replacement Project to BaseLine Contracting, Inc. at a bid of \$588,013.25. Motion Carried.

Official Map, Official Map Ordinance, Zoning Ordinance and Map Amendments – Monday, November 25th at 5:30pm a public hearing will occur. There will be changes to the drafts.

New Business

Department of Community & Economic Development, Local Share Account Fund Statewide Grant: Buckery Road Bridge Replacement Awarded- Grant \$540,737.00. Due to the awarded LSA Grant, the existing ARPA funds that were going to support some of the bridge costs will need to be spent/under contract by 12/31/2024 or be returned. Dawn Didra provided the option of reimbursing the township for funds already spent. ARPA funds will be added to the December agenda.

Township Employee Pension eligibility requirements- Dawn Didra suggested rewriting the Township Employee Pension policy relating to eligibility requirements to match the State’s eligibility policy so reimbursement of the pension will occur for all employees. David Fink requested Keith Strohl rewrite the Pension policy and present it to the Board.

A motion was made by Steven Bachman, seconded by David Fink to adopt Resolution # 2024-30 designating the tax rate for 2025 which included an increase in the Fire Tax from .6 to .7 mills and the new .175% for Land Preservation EIT tax previously voted in. No change in the General-Purpose tax, and the real estate transfer tax. Motion carried. Jonathan Jakum abstained from the vote due to a conflict of interest: his spouse, Nancy Jakum is the township tax collector and thus a tax change would impact his household.

3rd 2025 Budget Meeting occurred on 11/21/2024 at 7pm which resulted in a balanced budget. A motion was made by Steven Bachman, seconded by Jonathan Jakum to adopt and advertise the final 2025 proposed budget. Motion carried.

Heidelberg Township off site storage building roof replacement- Lobar Associates Construction provided a quote of \$140,469.99 for the replacement of the Potato Barn Roof. Utilizing Lobar Associates Construction would eliminate the need for the bid process. The Board requested a bid package be created for the roof replacement.

Act 94 of 2024 Thresholds for supervisor compensation and auditor pay raise law senate bill 740- The Board requests the Township Ordinance for ACT 94 and the Township Resolution for SB 740 be created for enactment in 2026.

LTCC (Lehigh Tax Collection Committee): There will be no bills to the individual municipalities for the LTCC for 2025 (as was necessary in the past). 2 people are retiring from the LTCC Board, new board members are needed. (Must be a tax delegate to apply). EIT can be paid via a cell phone through Berkheimer.

Township Sign Policy: A motion was made by Jonathan Jakum, seconded by Steven Bachman to approve the township sign policy as follows: "The Content of the Township Outdoor Sign shall be prioritized as follows: 1. Health and Safety Messages 2. RPA Events (they purchased the sign) 3. Township Events 4. Fire Company Events 5. Non-Profit Events. Requests shall be made to the township office staff. Office Staff shall schedule requests using the prioritization outlined above and send a weekly sign schedule to the road crew. The road crew shall change the sign according to the schedule."

Public Comment:

Paul Kovalchik : A request to have the township remove Verizon phone lines that have fallen &/or are low hanging on Harter Road, Handwerk Rd, and Bake Oven Rd. Paul also questioned if we have a stormwater tax related to the MS4 Stormwater requirements. Heidelberg Township adopted a required MS4 Stormwater Ordinance but does not have a stormwater management tax.

Correspondence

The Board of Supervisors acknowledged the invite from the Lehigh Valley Planning Commission for their annual 'Open house'.

Adjournment

A motion was made by Steven Bachman, seconded by Jonathan Jakum to adjourn the meeting at 8:26 pm. Motion carried.

Respectfully submitted as transcribed by Katie Fabian,

Dawn Didra, Secretary to the Board of Supervisors