



SOUTH HEIDELBERG TOWNSHIP

BOARD OF SUPERVISORS

RE-ORGANIZATION & GENERAL BUSINESS MEETING 1/3/2023

1. Call to Order and Pledge of Allegiance by Chairman Byrne.
2. Approve Board of Supervisors Meeting Minutes of the:
 - o December 20, 2022 Board of Supervisors General Business Meeting

PUBLIC COMMENT

3. Receive Public Comment

2023 BOARD OF SUPERVISORS RE-ORGANIZATION ITEMS

4. Township Solicitor will assume the Chair to conduct the Nomination and Election of a Chairman of the Board of Supervisors for 2023
5. Chairman-Elect will assume the Chair and conduct the Nomination and Election of the following Officers for 2023:
 - A. Vice-Chairman
 - B. Secretary/Treasurer
 - C. Roadmaster
6. Authorize appointment of Burl Werner, Vacancy Board Chairperson, for 2023.
7. Authorize reappointment of the following Board/Commission Members:
 - A. Municipal Authority – No Appointments in 2023
 - B. Planning Commission- Reappoint Dean Baim – 4 year term expiring 12/31/2026
 - C. Zoning Hearing Board – Reappoint Rick Lawry - 3 year term expiring 12/31/2025
 - D. Safety Committee- Members to be appointed for a 1-yr. term expiring 12/31/2023
 - Bill Lanza, Management Representative
 - Kim Auman, Office Employee Representative
 - Wanda Keener, Police Employee Representative
 - Ryan Wilkes, Public Works Employee Representative
 - Lynwood Lamm, Public Works Employee Representative
 - Kevin Treese Public Works Employee Representative
8. Authorize renewal of Treasurer’s Bond in the amount of \$1,000,000.00 with H.A. Thomson, P.O. Box 400, Exton, PA 19341, subject to approval by Board of Auditors.

2023 BOARD OF SUPERVISORS RE-ORGANIZATION ITEMS

9. Authorize Appointment of Andrew George & Kozloff Stoudt Attorneys as Township Solicitor for 2023.
10. Authorize Appointment of Christopher Gerber & Sianni Law Attorneys as Township Labor Counsel for 2023 to be used as needed.
11. Authorize appointment of Quinn Haller, Technicon Enterprises, Inc. II, Certified Sewage Enforcement Officer, and Michael Reinert, Technicon Enterprises, Inc. II, Alternate SEO at an hourly rate of \$56.25.
12. Set salary of Supervisors Tom Byrne, Tiffany L. Billingsley and John N. Musante at \$208.33 per month.
13. Authorize recommendation to Board of Auditors that wage rate for Supervisors performing road work be set at \$25.47 per hour.
14. Authorize the 2023 budgeted Non-uniformed full-time employee salary/compensation payout rates (salary increases/compensations payouts will take effect April 2023)
15. Authorize 2023 Uniformed part-time employee hourly wage rate at \$31.00 per hour.
16. Authorize Medical Reimbursement Account to be set for full-time non-uniformed employees at \$1,200.00 for 2023, allowing a carry-over of unused 2022 Account Balances to a maximum not-to-exceed \$6,000.00.
17. Authorize 2023 rate for Zoning Hearing Board Members at \$30.00 per zoning hearing case.
18. Authorize 2023 non-refundable filing fee of \$1,000.00 for residential hearing and \$2,000 for non-residential hearings that come before the Zoning Hearing Board.
19. Authorize 2023 non-refundable Conditional Use Hearing filing fee of \$1,000.00 for residential and \$2,000 for non-residentials hearings that come before the Board of Supervisors.
20. Authorize the following hourly rates for police officers for hire:
 - A. Non-holidays- \$50.00 per hour
 - B. Holidays- \$60.00 per hour
21. Authorize mileage reimbursement for 2023 as per current IRS rate.
22. Adopt Resolution No. 1-2023, which sets the 2023 annual salary of the Township Manager at \$120,000 effective 4/1/2023.
23. Adopt Resolution No. 2-2023, which sets the 2023 annual salary of the Acting Police Chief at \$106,787.20 effective 1/1/2023.
24. Adopt Resolution No. 3-2023, which sets forth 2023 Schedule of Fees for the Township of South Heidelberg for the fiscal year 2023.
25. Adopt Resolution No. 4-2023, which eliminates member contributions to Police Pension Plan for year 2023.

2023 BOARD OF SUPERVISORS RE-ORGANIZATION ITEMS

26. Adopt Resolution No. 5-2023, which appoints Sean A. McKee, Township Manager, as the Official Voting Delegate for the Annual PSATS Conference to be held in April 2023.
27. Adopt Resolution No. 6-2023, which appoints Sean A. McKee, Township Manager, as Non-Uniformed and Police Pension Plan Administrator.
28. Adopt Resolution No. 7-2023, naming Reinsel Kuntz Leshner as the qualified accounting firm to conduct the audit of the accounts and officers of the Township of South Heidelberg for the year ending December 31, 2022, in lieu of the elected and/or appointed Board of Auditors.
29. Adopt Resolution No. 8-2023, which re-appoints Kraft Municipal Group as the Township Engineer effective 1/1/2023.
30. Adopt Resolution No. 9-2023 which re-appoints Kraft Municipal Group as the Township Zoning Officer, Building Codes Inspector, Plumbing Inspector, Electrical Inspector and Codes Enforcement Official.
31. Adopt Resolution No. 10-2023 which appoints the Tax Claim Bureau of the County of Berks as the collector of all delinquent taxes imposed by the Township for the calendar year 2023.
32. Designate the following Depositories of Funds for 2023:
 - A. Tompkins VIST Bank
33. Ratify, confirm and approve 2023 salary, leave, benefits and other provisions of the Uniformed Employee Labor Agreement.
34. Ratify, confirm and approve the following times and locations of 2023 monthly meetings, to be held in the Municipal Building, 555A Mountain Home Road, Sinking Spring, PA 19608:
 - A. Planning Commission Meeting- 1st Tuesday of the month at 7:00 PM with the following exceptions:
 - o July 2023 – Meeting will be held Tuesday July 11, 2023.
 - B. Supervisors Workshop Meeting – 3rd Tuesday of the month at 9:00 AM as necessary with the following exceptions:
 - o January 2023 – No Workshop Meeting
 - o December 2023 – No Workshop Meeting
 - C. Supervisors General Business Meeting – 4th Tuesday of the month at 7:00 PM with the following exceptions:
 - o January 2023 – No General Business Meeting
 - o December 2023 - General Business Mtg to be held Tue December 29, 2023
 - D. Park and Recreation Advisory Board Meeting- 1st Wednesday of the month at 7:00 PM
35. Authorize appointment of Statewide Tax Recovery, Inc., P.O. Box 752, Sunbury, PA 17801, as tax collector for delinquent 2022 Township Per Capita Taxes.

NEW BUSINESS/GENERAL BUSINESS

36. **2023 Road Project Bid Authorization.** Action to authorize Township Engineer Scott Anderson & Public Works Manager Bill Lanza to advertise the 2023 Road Projects for bidding. Board will review bids at February 2023 Workshop with possible action to Award 2023 Road Projects at the February 2023 General Business Meeting.
37. **Supreme Court Appeal RE: Wernersville CCC.** Action to authorize Solicitor Andrew George and Kozloff Stoudt Attorneys to file a Petition to Allocatur for the allowance of an appeal to the Supreme Court relating to the Wernersville Community Corrections Center Zoning Case. The Commonwealth of PA Court overturned the previous court decisions and ruled in favor of the Commonwealth of PA.

TOWNSHIP REPORTS

38. Receive the following Reports:

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| - Recreation Board | - Wernersville Library | - Police Chief |
| - Western Berks
Fire/Ambulance | - Township Manager | - Township Engineer |
| | - Public Works Manager | - Township Solicitor |

TREASURER'S REPORT | PAYMENT OF BILLS

39. Receive and Accept Township Treasurer's Report.
40. Authorize payment of bills dated January 3, 2023 and ratify, confirm and approve payment of bills paid since December 20, 2022 including procurement card purchases for the month of December 2023.
41. Receive Public Comment
42. Adjournment