

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

September 17, 2024

The regular meeting of the Hereford Township Board of Supervisors was held in person at the municipal building and via Zoom. Those present were Supervisors John Membrino, Keith Masemore, Karla Dexter and Secretary Hannah Edwards.

Guests: Harold Albitz, Jennifer Sacks, Matthew Lorish, Brenda Greenwood, Dean Marks Eric Miller, Tom Ritter, Irene Donovan, Stephanie McCann, Bryan Leets, and Josh Borowski

Zoom: Tom O'Connor and Candace Perry

Mr. Membrino called the meeting to order at 7:30 p.m.

Minutes

Mr. Membrino made a motion to approve the September 3, 2024 meeting minutes Ms. Dexter seconded the motion. All in favor, motion passed.

Payment of Bills and Approval of the Treasurer's Report

Mr. Membrino made a motion and Ms. Dexter seconded to pay the bills and approve the Treasurer Report. All members voted in favor. Motion passed.

Personal Appearances – No Report

Fire Companies

Hereford Fire Company- Mr. Borowski reported 11 calls for the month of August, a slow month beside the weather damage. Mr. Borowski wanted to mention possibility of 2025 Tax insensitive program for the two fire departments. This is still a very new, fresh thought idea from Mr. Borowski, he does not currently have all the details but hopes to continue the conversation in further meetings. There were documents sent to Mr. Borowski from another township who already has this incentive in place and has done well, in their situation they have a very large township and more residents to help contribute to this program. He plans on emailing the BOS the current ordinance that the other township is using for their program to get the ball rolling on thoughts and ideas for Hereford. The hardest part for the BOS to consider this incentive is, you must be a resident in the township to get this allowance, most of the volunteers in both departments are not residents, they travel from other jurisdictions to volunteer. Mr. Membrino wants to make sure we capture all volunteers interest, Mr. Borowski mentions he plans on getting more information from other townships who are already doing the program to see if it is something worth starting in the township. Mr. Borowski mentioned the other township offered their volunteers roughly \$1,500.00 in credits per volunteer. Currently Hereford has 29-30 active roster

Seisholtzville Fire Company- Mrs. Sacks reported 114 calls for the year, 10 calls for month of August 1 was a recall. EMR class was postponed due to an instructor conflict, Jen will update the board when the next class is scheduled. Currently Seisholtzville has 20 active rosters.

Hereford Fire Police – Mr. Albitz reported Hereford will also be assisting East Greenville with

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their “First Friday of the Month” event along with Halloween parade. Mr. Spaar will also be resigning from the Hereford Fire Police within the next couple of months.

Seisholtzville Fire Police – Mrs. Sacks reported 3 fire police members completed their courses and will need to be sworn into office by the township.

Bally Ambulance – Mr. Membrino mentioned the Bally Ambulance municipal report is up on the desk for anyone who wishes to view the report. Mr. Membrino mentioned Bally Borough has instituted a tax, Washington Township has discussed a possible increase in their yearly contribution. Mr. Membrino mentioned considering discussing increasing Herefords contribution for 2025 budget year.

Emergency Management – Mr. Leets reported for the month of August he completed two trainings; documents were handed out to the BOS in their packets. Ms. Edwards updated the municipal contact for the township with Berks County. Fire prevention week is October 6th through the 12th (campaign is SMOKE ALARMS).

Recreation Committee – Mr. Ritter did not have any report, Mr. Membrino did mention Ms. McConnell is working on the grant playground equipment.

Environmental Advisory Committee – No report

State Police Report

The report 41 calls.

Unfinished Business – No report

New Business

1. Approve engagement letter from Blakinger and Thomas Law Firm (Ms. Rahman) on the creation of a new Hereford Township Employee Handbook.
 - a. Mr. Membrino made a motion to approve the engagement letter from Blakinger and Thomas Law Firm regarding the creation of a new Hereford Township Employee Handbook. Mrs. Dexter second this motion. All in favor, motion carried.

2. “Authorize for the Board Chairman to sign the Hold Harmless Agreement for 149 Church Hill allowing a replacement septic system to be 80’ from the existing well upon receipt of the executed agreement from the landowner”
 - a. Mr. Membrino made a motion to approve the hold harmless agreement for 149 Church Hill Road allowing a replacement septic system to be 80’ from the existing well upon receipt of the executed agreement from the landowner. Mr. Masemore second this motion. All in favor, motion carried.

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Mr. Masemore wanted to mention the residents are also required to add a UV light for extra protection.

3. Authorize 3 candidates to be sworn into oath of office for Seisholtzville Fire Police (B. Leets, S. McCann, B. Greenwood)
 - a. Mr. Membrino made a motion to approve the sworn into oath of office for 3 Seisholtzville Fire Police Members. B. Leets, S. McCann and B. Greenwood. Mrs. Dexter second this motion. All in favor, motion carried.
 - b. Ms. Edwards took the time after the BOS meeting to complete these sworn-in-office oaths with the volunteers.

Miscellaneous Correspondence and Additional Information

The next board meeting will be held on October 1, 2024 at 7:30pm.

PUBLIC COMMENT –

Card of thanks – Hoch Road residents after the paving was complete

There being no further business, Mr. Membrino made a motion to adjourn, seconded by Mr. Masemore. All were in favor. Motion carried. The meeting was adjourned at 7.48 p.m.

Budget Meeting –

Mr. Membrino called the meeting to order at 8:00 p.m.

This meeting is the first of 3 regarding the 2025 budget. Ms. Edwards presented the 2025 Revenue and Expenses for the General Fund. She also provided the example list of the 2025 meeting dates, all of which approved their section except for the PC, who will be approving theirs on September 25, 2024. Mr. Membrino mentioned sending Mr. Day an invitation to the next budget meeting to get his input on some of the SLF accounts along with the paving suggestions. Some of the questions Ms. Edwards asked for input on were:

1. Ambulance donation for 2025, Mr. Membrino mentioned a possible increase based on their activity history in Hereford Township
2. Contributions to the fire companies – she currently has the same amount as last year filled in tentatively.
3. What the board would like money wise for the Assistant Secretary position – currently vacant
4. Machinery repair services – which Mr. Day needs to be included; 2024 the amount was greater than budgeted amount

Ms. Edwards plans on having more information come October on some of the blank fields: insurance, SLF questions and salary increases for all full-time employees.

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There being no further business, Mr. Membrino made a motion to adjourn, seconded by Mr. Masemore. All were in favor. Motion carried. The meeting was adjourned at 8:20 p.m.

Respectfully Submitted

Hannah Edwards, Secretary/Treasurer