

# HEREFORD TOWNSHIP BOARD OF SUPERVISORS

June 4, 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, Township Engineer Jennifer McConnell of Technicon Enterprises Inc. II, Solicitor Eugene Orlando Jr., and Secretary Hannah Edwards.

Guests: Cliff Kerchner and Mark Levensgood

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 and Ms. Dexter seconded to approve the May 21, 2024 BOS minutes. All were in favor. Motion carried.

## Payment of Bills and Approval of the Treasurer's Report

Mr. Membrino made a motion and Mr. Masemore seconded to approve the payment of the bills. All were in favor. Motion carried.

Personal Appearances – No Report

## WORK CREW REPORT

Mr. Masemore reported the work crew mowed all township roads, put shoulder in on Schweitz Road and worked on tractor/trailer for the state inspection. The road crew filled patches on Conrad Road and Milled and filled Five Point Road. The crew also cut shoulders on Long Lane and Hoch Road, the continue to work on the belt loader and trimming sight distance problems and trees as requested by the school bus company. The road crew landscaped Tollgate and Community Parks. The road crew also attended the CPR-AED training that was provided by Bally Ambulance Association.

## ENGINEER

### *1. Camp Mensch Mill Road – Design update*

Ms. McConnell mentioned she met with Dean from the conservation district about options for the grants that we could apply for. Ms. McConnell mentioned we have a good chance on getting approved for some grants, some of the grant applications will start in January of 2025. Ms. McConnell mentioned she wanted to speak with Mr. Day about a pipe that is deteriorating along the road and Mr. Day mentioned he wanted to replace the pipe. Ms. McConnell plans on scheduling a follow up with Dean on what permits are required and what grants can help with the cost of updating this road.

### *2. Building Inspector / Zoning Report & Complaint Update*

Mr. Haller has been following up on the complaints; the building inspector report and zoning report were printed for the board's view. Notices of violation were sent out, to

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have the complaints brought to people's attention. Below are the outstanding code enforcement properties:

### 2987/3010 Seisholtzville Road-

Ms. McConnell mentioned 2987 Seisholtzville Road has a hearing on June 25<sup>th</sup>, the judge made it clear that no more continuance will be accepted. Mr. Haller will contact the owner to recommend everything be cleaned up by June 25<sup>th</sup>. The township will either have to withdrawal the citations prior to the hearing on the 25<sup>th</sup> of June or proceed with the hearing on the 25<sup>th</sup> and Technicon present a summary of enforcement costs incurred to date and request repayment of those to the township.

Ms. McConnell mentioned 3010 Seisholtzville Road has a hearing on June 10<sup>th</sup>. Mr. Haller has a personal appointment on that day. He wants the DJ to grant a continuance for that reason so he can go and file the request. If the continuance is not granted or if the continuance is granted then by the rescheduled hearing, then the township would need to withdrawal the citations or proceed with the hearing on the 10<sup>th</sup> and allow the determination of payment fees to be handled by the judge.

### 2954 Seisholtzville Road-

Ms. McConnell mentioned the judge did not accept Mr. Haller request for another continuance but due to Mr. Haller being out of the office, Technicon did not receive the notification in time, so the continuance was not accepted, and the judge held the hearing on Monday June 3<sup>rd</sup> and has tentatively dismissed the original case with prejudice. The township can either withdrawal the original citations or the decision to dismiss with prejudice. If the township wants the hearing, then Technicon will need to refile citations. Technicon suggests withdrawing the citations and have Mr. Orlando include language in an agreement with Mr. Wittman to pay the costs that if he fails to adhere to the agreement, then the Township will refile citations.

### 1387 Seisholtzville Road – Condition of house / yard

Ms. McConnell mentioned a hearing is scheduled for June 28<sup>th</sup>, Technicon is aware that someone did accept service of the citations but do not know whether they have submitted a plea yet to know if the scheduled hearing would be a default hearing or a full hearing with testimony on the case. Mr. Orlando indicated that he will be out of town on the hearing date and he would like to request a continuance due to he would like to be the attendee since he has been working on this case.

### Deer Hill Road –

Ms. McConnell mentioned Mr. Day mentioned he was requesting a certain height on the vegetation. Ms. McConnell plans on reaching out to the residents and request either they trim down to the requested height or removed the vegetation completely.

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76 Saint Peters Road – Ms. McConnell said the residents did receive the certified mail, they have 30 days to update the requested clean up problems. Mr. Haller does plan on taking a trip out to see the progress within the next week to confirm that some clean-up is taking place. Ms. McConnell will get back to the township with updates.

3. Sewage Enforcement Officer Report -

Document was printed for the board, Ms. McConnell mentioned if there are any questions to please reach out to the office.

4. PC Meeting/Ordinance revision update under engineer

Ms. McConnell mentioned the PC did meet last week where the draft of the subdivision ordinance was reviewed in detail. Ms. McConnell met with Mr. Day to go over street design criteria for the SALDO. The PC requested to get sample ordinances on the large scale Solar Farm operations and AirBnBs (short term rentals). At the June PC meeting, the PC will review potential zoning amendments and the draft stormwater ordinance. Ms. McConnell is also working on consolidating the various zoning amendments / zoning ordinance into a single document prior to drafting new zoning amendments.

### SOLICITOR

#### **Act 537 Plan:**

Mr. Orlando mentioned the group will meet next week to discuss the Barley Snyder letter and make progress with the ACT 537 plan. The sewer consultant, the Engineer, and the Solicitor have zeroed in on some protocols that can be recommended to the board in terms of possible zoning amendments. There was a delay due to some health concerns from the consultant but there has been an overall framework established. The three of them plan on putting together some recommendations for approaching the draft of the amendments. Mr. Orlando thinks there may be a category for enhancements for sewage conveyances, and a different protocol for capacity.

#### **Secretary Report**

Ms. Edwards mentioned projects to be completed are: May reconciliation, work on getting invoices paid and sent out the other townships for the Co-op equipment, work on Q2 reporting for State and Federal taxes, work on completing the zoning hearing board payroll for the first half of the year and completing May building permit log for the US Census.

Ms. Edwards mentioned projects that are completed: WC audit, State Police fines for the first half of the year were deposited, worked on EMC application and correspondence, sent back fire department documents requested by Longley Insurance, 2024 Highmark count completed, Park rentals for the month of June were deposited and logged, sent email with conversation with the route 100 business to request an adjustment to the light and sign objection to traffic.

#### **Unfinished Business –** No report

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## New Business

1. Huff's Union Church is requesting Seisholtzville and Hereford Fire Police to assist with their Annual Picnic on July 27, 2024 from 3:30pm to 8:30pm.
  - a. Mr. Membrino made a motion to grant Hereford and Seisholtzville Fire Police to assist Huff's Union Church on their annual picnic on July 27, 2024. Ms. Dexter seconded this motion. All in favor. Motion carried.
2. Approve the application of Bryan Leets- Who is applying for the Emergency Management Coordinator for Hereford Township.
  - a. The board of supervisors decided to table this request until the next meeting due to requesting a meet and greet with both the BOS and both Township Fire Departments.
3. Consider authorizing the Engineer to prepare bid specifications for the maintenance building roof project.
  - a. Mr. Membrino made a motion to authorize the Engineer to prepare a bid specification for the maintenance building roof repair. Mr. Masemore seconded this motion. All in favor. Motion carried.
4. Approve sale of New Holland Tractor on Municibid for \$14,500.00 to Barnes Ranch, Mr. Barnes from Ignacio CO.
  - a. Mr. Membrino made a motion to accept the bid from Mr. Barnes for the New Holland Tractor on Municibid for \$14,500.00. Mr. Masemore seconded this motion. All in favor. Motion carried.

## Miscellaneous Correspondence and additional information –

Ms. McConnell shared with the board that George Eli from Playworld has some good options for the Parks and Recreation playground equipment options. This company is approved through Costars, they also have their own company staff that will do the installation. The packet printed only shows the price of the equipment not the installation. Ms. Edwards will send a copy out to the Parks and Rec Committee and Irene from the Estates.

Mr. Masemore mentioned what the status was on the request for updated documents relating to the auditing process and the treasurer's report. Mr. Masemore would like the board of supervisors to get a copy of all documents when the treasurer's report is presented at every second meeting of the month. Ms. Edwards mentioned the documents were updated and can make sure there are copies in the BOS meeting packets for the second meeting of each month.

## PUBLIC COMMENT

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 8:34 p.m.

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Respectfully Submitted

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Hannah Edwards, Secretary/Treasurer