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 (via Zoom), Township Engineer Jennifer VanDyke of Technicon Enterprises Inc. II, Township Solicitor Eugene Orlando Jr. of Orlando Law Offices, Interim Secretary/Treasurer Diane Hollenbach.

Guests: Irene Donovan(via zoom), Cliff Kerchner, Albert Ciccarone, Chad Quinton, Caryl Pettijohn and Rose Greenawald.

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

**Minutes**

Mr. Membrino made a motion and Ms. Dexter seconded to table the March 21, 2023 meeting minutes. All members voted in favor. Motion carried. The minutes will be modified for the next meeting to include discussion on whether to leave the trunks of the cut trees standing.

**Payment of Bills and Approval of the Treasurer’s Report**

Mr. Membrino made a motion and Mr. Masemore seconded to pay the bills and approve the Treasurer’s bill list. All members voted in favor. Motion carried.

**Personal Appearances** – None

**WORK CREW REPORT**

Mr. Masemore reported that the work crew chipped brush and worked with the Co-op. Prep work was done for the Spring Hill storm water project. The road crew worked in the parks. The Treichler Park playground equipment is outdated, and parts can’t be obtained. The foreman suggested ripping the equipment out and having the Recreation Committee look at replacing the play structure.

**ENGINEER**

**Apollo Zeus Holding Letter of Credit Reduction**

Mr. Membrino made a motion and Mr. Masemore seconded to approve the release of the financial security for Apollo Zeus Holding in the amount of $10,344.54 contingent upon the developer paying outstanding invoices associated with the project. All members voted in favor. Motion carried.

**Camp Mensch Mill Road**

Ms. Van Dyke informed the Board the County does not have any American Rescue Plan money left. Ms. VanDyke reported on options the Board has to reduce costs of repairing the road. The minimum cartway width of a road eligible for state liquid fuels needs to be sixteen feet and the Board could also make Camp Mensch Mill Road one way. She has reached out to Kent Himelright of the Berks County Conservation District and will be talking to him about the Dirt, Gravel, and Low Volume Road Grant. A township employee needs to attend a two-day training session in order for the Township to be eligible for the grant. There is a training session in Bethlehem on July 12 and 13. Mr. Masemore suggested that Chris Day be asked if he is interested in attending.

**Spring Hill Pipe Replacement**

Ms. Van Dyke told the Board that she is waiting to hear from Monarch on pipe design.

**1194 Huffs Church Barrels**

Ms. Van Dyke reported PENNDOT is willing to meet at the site to discuss the line of sight and the barrels. Ms. Dexter volunteered to attend and is able to attend a meeting if it is held in the afternoon.

**Arborist / Grant**

Ms. Van Dyke sent the draft application to the board. She added to the grant application the option of the township putting a bid package together for a professional to do the tree work.

Mr. Membrino made a motion and Ms. Dexter seconded it, to adopt Resolution 2023-07 authorizing the chairman to sign the form authorizing electronic signature on the DCNR Tree Vitalize Grant application. All voted in favor. Motion carried.

Jen circulated a draft letter to Met Ed on the trees in the utility right of way. Mr. Masemore asked that Senator Pennycuick and Representative Maloney be copied on it as well as the Berks County Commissioners. The Board discussed how to track when trees are taken down by residents. An article in the next newsletter and on the website asking residents to report the size and species of trees that are taken down.

**BUILDING INSPECTOR and ZONING OFFICER REPORT**

The Board reviewed a copy of the Building Inspector’s and Zoning Officer’s report for March 2023. The Hungarian Club passed their campground inspection and the approval of the 2023 license may be placed on the April 18th agenda. The sheds that replaced RV sites are not included in the campground license. The campground board is working with Technicon and all permits will now go through the campground board to be submitted by them to the township.

A letter was received from the Berks County Agricultural Preservation Board confirming that 2020 Tollgate had permission to replace an agricultural building. Technicon has not heard about the trailer replacement yet. Technicon sent the property owner a letter asking that the project be wrapped up. A list of all the preserved properties in the township was given to Technicon and the township office by the Berk County Agricultural Preservation office.

A discrepancy in the permit language and fee resolution was discovered. Both need to be updated, the fee resolution amended, and both corrected online.

The zoning ordinance has regulations on political signs. The Board asked Ms. Masemore to send the regulations to election services. The ordinance codification will take care of the conflicting ordinance that requires a refundable $25 sign deposit.

**SEWAGE ENFORCEMENT OFFICER**

One septic permit was reviewed on Woods Lane. The Sewage Enforcement Officer’s report for March 2023 will be in the April 18th board packet. The board discussed the stream quality concern a member of the EAC brought up at a prior meeting. Ms. Masemore should let Ms. VanDyke know if a formal complaint was received. Ms. VanDyke will follow up with Quinn Haller, the township Sewage Enforcement Officer.

**SOLICITER**

**Act 537 Plan**

Mr. Orlando reported that Dave Rittenhouse is working on getting details on the plans. There is a concept plan. The township needs details on parcels, proposed and future development and what zoning amendments may be needed to implement the Act 547 plan. The board agreed that Ms. VanDyke should join the meeting calls.

**Zoning Files**

Mr. Orlando brought the files he had from the time when he served as the township’s zoning hearing board solicitor.

**SECRETARY REPORT**

Ms. Hollenbach reported that a staffer from Senator Pennycuick’s office will be coming out to the office on April 14th to introduce themselves to the staff. The State Liquid Fuel money was received. The total deposit was $150,207.89. Upcoming work includes a report on the pension for the Act 205 report and a report on the ARPA funds to the Treasury Department.

**UNFINISHED BUSINESS**

**Secretary Replacement Update** – There was nothing to report. The Board is considering getting a LinkedIn account.

**NEW BUSINESS** - None

**PUBLIC COMMENT**

Rose Greenawald of 53 Hollyberry Road asked what the plan was for removing the trunks left standing after the road crew removed the dead and dying trees. Mr. Masemore stated there was no plan right now. The road crew is working on the roads. Mr Membrino stated that the arborist issued an opinion that the trucks were safe and stable.

Caryl Pettijohn of 64 Hollyberry Road asked if there was a budget for the tree removal. Mr. Masemore stated there was a budget, but it was not specific to Hollyberry Road. Mr. Membrino added that it isn’t a budget issue. It is a time issue.

Chad Quinton of 47 Hollyberry Road stated that two trees were missed. Mr. Masemore stated those two trees were too large for the road crew to take down and were included in the grant discussed previously in the meeting. Ms. VanDyke added the grant application covered fifty-four trees with diameters thirty inches or greater that were outside the utility lines. Met Ed has done some work taking down trees on Hollyberry Road on the St Peters Road end.

There being no further business, Mr. Membrino made a motion to adjourn, seconded by Mr. Masemore. All were in favor. Motion carried. Meeting adjourned at 8:05 p.m.

Respectfully Submitted

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Louisa Masemore, Assistant Secretary/Treasurer