

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

March 4, 2025

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

Mrs. Dexter – was not present

Guests: Irene Donovan, Mark Levensgood, Erin Sweed and Cliff Kirchner

Zoom: Candace Perry, Tom O'Connor and Patricia Ihlenfeld

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

Minutes

Mr. Membrino made a motion and Mr. Masemore seconded approving February 18, 2025, BOS minutes. All were in favor. Motion carried.

Payment of Bills

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

Personal Appearances

Erin Sweed – Perk UP

1. Mrs. Sweed wanted to thank Mr. Membrino and the road crew for fixing the wayfinding sign that was dismantled in front of Hereford Elementary School.
2. Perk UP held their Softskills mock interviews at the High School
3. They also created a Softskills mock interview at the Tech School
4. On March 27th they will be hosting a Legislative Affairs Lunch at the Red Hill Fire Department
5. Valley Magazine will be published in April; the community can pick up copies at the chamber along with local business and churches
6. 1st Friday events will start in May, there will not be a 1st Friday event in July. 3 roads in the community will be closed off for vendors

WORK CREW REPORT

Mr. Masemore reported the road crew plowed and salted the roads with the last snowstorm. The road crew fixed tire chains, salted ice spots, washed trucks and equipment. The crew also blew anti-skid away from intersections, installed new hose and reel on pressure washer, and installed 2-way radio from 9030 into JD6140 Boom Mower. Mr. Day cut ice on Hunter Forge Road, he also worked on JD 6220 hydraulic fittings. Mr. Day also met with the Mack Salesman to discuss the truck.

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ENGINEER

- *Pending Ordinance Amendments*
 - *Ms. McConnell indicated that she sent the red line copies over to the BOS for review. Mr. Membrino reviewed the documents, and he had no corrections for the group. He did mention that the solar section he would like to see possibly edited with less restrictions. He also mentioned he didn't have any review changes for the 537 plan. Jen asked Mr. Membrino what specifically you would like some review from the PC regarding the Solar. He mentioned the solar paragraph about development limitations in prime ag soils.*
 - *Mr. Membrino also wanted to recognize all the hard work Jen and Gene have put into this project and appreciate their time and effort.*
 - *Mr. Orlando recommends sending the amendments to the PC for review since the Board has made their suggestions.*
 - *Mr. Masemore would also like to get Mrs. Dexter opinion as well; she is part of the PC so they will hold a discussion about her thoughts then.*
 - *It was confirmed that the documents can be sent to the PC for their March 26th meeting ahead of getting Karla's comments*
 - *Mr. Masemore mentioned adding a line item on the next board meeting agenda about Mrs. Dexter thoughts on the Ordinance Amendment review ahead of the PC meeting.*

- *Grant Opportunities*
 - *Camp Mensch Mill - Ms. McConnell is getting proposals for the engineering work, wetlands/permitting work and actual construction work in order to submit the grant application from Senator Pennycuick's office and also dirt & gravel road program.*

 - *Township Park renovations – Have a quote for sketch plans and grant exhibits/estimates from a Landscape Architect for approximately \$3,000; They also provided an estimate to include in the grant itself which included surveying, construction documentation, and bidding services for 3 pickle ball courts based upon a prior project with design and professional cost \$12,000.00 and the cost to construct at \$127,400.00. That project had similar conditions to our site.*
 - i. *Mr. Masemore is requesting two pickleballs and one tennis court. – Mr. Membrino also agrees with that idea*

 - ii. *Mr. Membrino made a motion to accept the proposal from YSM Landscape Architect for the cost not to exceed \$3500.00 for the drawings for the grant application for the Hereford Township Park. Mr. Masemore second this motion. All in favor, motion passed.*

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- *Treichler's Mill Park; Ms. McConnell also mentioned that Chris Day believes he can have the prep work done by the end of March. The installer wants to have the park done in early – mid spring and should be able to start on it as soon as Chris has it ready.*
- *LSA grant opens July 1st*
- *LSA statewide grant opens September 1st*
- *Wawa traffic concerns – PennDOT*
 - *Ms. McConnell indicated that a new signage plan is still under development by Wawa's traffic engineer and then needs PennDOT approval. She is awaiting a response from Wawa regarding directional signage on the embankment. She will continue to do follow ups*
- *Building inspectors / Zoning reports and complaint updates*
 - *2954 Seisholtzville Road – payments being made to recoup enforcement cost and are up to date.*
 - i. *Ms. McConnell mentioned the next payment was made for the recoup of enforcement cost from the residents.*
 - *3187 Seisholtzville Road – condition of house / yard*
 - i. *Ms. McConnell noted NOVs were sent out. There was a possible sighting of the resident moving items as if they were relocating but no contact had been made with Technicon. As soon as their 30-day NOVs are up, they will work with Mr. Orlando on what the next step will be.*
 - *Deer Hill Road – Vegetation*
 - i. *Ms. McConnell will draft a letter to the residents for Board review regarding continual maintenance to the BOS by end of month.*
 - *Bearfoot Lane*
 - i. *Ms. McConnell mentioned Quinn is monitoring the property since the new owners indicated they are working on getting an eviction notice served on the current residents. The new owner is making great progress.*
- *Sewage Enforcement Officer report*

SOLICITOR

1. Act 537 Plan:

Mr. Orlando mentioned Fred confirmed the draft numbers for the ordinance and the next working group meeting will be March 25th. The goal is to share the draft ordinance that the solicitor/ engineer created with their abiding partners in the near future as well as create a draft agreement for the sewage capacity and conveyance lines. Once the amendments have been reviewed by the PC one more time and 537 partners, they should be ready for the formal adoption process and submission of the 537 plan to DEP.

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Secretary Report

Ms. Edwards mentioned projects to be completed are February Reconciliation, working on 1 old permits – waiting to hear back from residents, working on completing US Census for February, preparing documents for audit in 2025 (April), working on 2025 Fire Dept checks – first half will be distributed 3-4-25, complete a right to know request, send Berks County copy of building reports, working with Senator Pennycuick – intersection on Huff Church Road, working on gathering Q1 Report Documents, working on Annual Recycling Report for Berks Co and working with Penn Dot to get the metal grate down at the estates fixed

Ms. Edwards mentioned projects that are completed: completed AG 385 Report – Certification of Fire Report, all permits in the book were completed/ deposited/ picked up for the month of January, checked for PSATS drug test – None for Hereford for February, mailed Campground Inspection request, mailed Junk Yard Inspection request, completed COSTAR Road Salt Request form, gathered information request for Port-A-John and mailed completed inspection letter to resident – on a complaint form update

Unfinished Business – No report

New Business

1. Resident Request – Mike Sisselberger (Discuss Fire Rated Fabric) 1904 Tollgate Road Denial for their Hoop Structure Building
 - a. The resident was not able to attend due to illness.
 - b. Mr. Membrino mentioned the issue regarding the fabric in the hoop building. Ms. McConnell said they were permitted for a temporary structure; permits were submitted to make the structure permit after approval of the 2nd land development. The applicant has yet to submit spec sheets for a cover that meets the fire rating requirements of the UCC. The applicant's options are to go to the UCC appeals board or provide a compliant covering. She also mentioned outstanding ADA parking issues preventing a permanent U&O from being issued for the 2nd new building. The Board indicated that a formal letter shall be sent to the owners providing deadlines for compliance or the temporary U&O would be revoked since it is already about a year overdue.
2. Approve PSATS actions by government entity restatement of qualified retirement plan (adoption agreement #07-001)
 - a. Mr. Membrino made a motion to approve the PSATS actions by the government entity restatement of qualified retirement plan in the adoption agreement #07-001. Mr. Masemore second this motion. All in favor, motion passed.
3. Hannah Edwards is requesting Friday May 9th off – Office closed (Half Day)

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- a. Mr. Membrino made a motion to accept Hannah Edwards request to have Friday May 9th off and the office be closed. Mr. Masemore second this motion. All in favor, motion passed.
- 4. Hannah Edwards is requesting Friday May 16th to have the office open from 7am -3pm
 - a. Mr. Membrino made a motion to accept Hannah Edwards request to keep the office open on May 16th from 7am -3pm. Mr. Masemore second this motion. All in favor, motion passed.

Miscellaneous Correspondence and additional information –

Next board meeting will be held on 3-18-25 at 7:30pm

- Next PC meeting will be 3-26-25 at 7pm

- Parks and Rec meeting on 03-25-25

- Reminder the office will be open March 7th from 7am – 3pm

- Reminder the office will be closed March 14th

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 8:15 p.m.

Respectfully Submitted

—

Hannah Edwards,

Secretary/Treasurer