

# HEREFORD TOWNSHIP BOARD OF SUPERVISORS

October 3, 2023

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 VanDyke of Technicon Enterprises Inc. II, Township Solicitor Eugene Orlando Jr. of Orlando Law Offices, and Secretary Hannah Edwards.

Guests: Albert Ciccarone and Jeff Thomas

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 accept the September 19, 2023 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 pay the bills. All members voted in favor. Motion carried.

Personal Appearances – No Report

## WORK CREW REPORT

Mr. Masemore reported the work crew continues to mow state and township roads. Mr. Day and Longswamp Township have been painting the yellow traffic lines in Hereford and Longswamp. The road crew has cleaned up most of the trees laying on the side of the road in preparation for white line painting. Mr. Day has cleaned the bathrooms and maintained the mowing in Community and Eco Parks. The gentlemen also have the Mack '13 up to date with PA vehicle inspection and new tires. Hereford is still working on compiling a list of interviews for the road crew employee open position, Mr. Day would like to start interviews next week if possible.

## ENGINEER

### *1. Camp Mensch Mill Road Stream Stabilization Project*

Ms. Vandyke heard back from the structural engineer; they suggested three different scenarios. She stated the engineer will work on developing the three concepts so the township can start applying for grants. She plans on connecting with him again before the next board meeting to provide an update.

### *2. Spring Hill Road Pipe Project Status*

Ms. VanDyke sent all the information over to Mr. Day concerning ordering the supplies. She plans on sharing the cost estimate for the boxes with the board at the next meeting. She still needs to review the easement sent over by the solicitor for the last property at the end of the construction area. Once the board reviews the cost estimate review, they will vote on the price and Mr. Day can order the items needed to complete the project.

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### 3. *LSA Grant*

Mower and Playground Grant were submitted by Ms. Vandyke. She is going to reach out to the grant application contact to see if there is any stipulation on purchasing the mower before the grant is accepted, the board wants to know if that will affect their chances of getting the grant. The concern is the lead time for ordering the mower vs waiting to hear back from the grant specialist on if the township was accepted to receive funds.

Statewide LSA grant due November 30, 2023, information was sent to the board. Mr. Membrino mentioned at this time he felt it was best not to apply for any more grants until the ones we have are complete.

Discussion/ possible action on removal of existing playground by Hereford Township. Mr. Membrino mentioned he didn't foresee this happening by this winter due to the high volume of road painting they are currently working on and being down a staff member. Mr. Membrino made a motion to authorize Hereford Township Road Crew permission to remove the old playground equipment due to the structural condition being deemed as dangerous down at Treicher Mill Park as their work agenda permits. Ms. Dexter seconded the motion. All were in favor. Motion carried.

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

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

79 Spring Hill Road – permit was issued, waiting to be picked up in the office. (complete)

2987 Seisholtzville Road- notice of violation was sent by Mr. Haller, the residents are still within their window of notice response time for the junk piles laying around the property. He will do a follow-up and report to the next November 7th meeting.

2954 Seisholtzville Road- notice of violation was sent by Mr. Haller, when he spoke to the resident earlier in the month, there was conversation assuring the township that the camper was not being used as a live in situation. The work on the shed was terminated, they were curious about putting up a single wide trailer and how they start the process.

3187 Seisholtzville Road – Ms. Vandyke reported Mr. Haller has been to the property, complaints about the condition of the building. That property is owned by LLC, NOV was sent. Ms. Vandyke has not received the certified response back yet; it has been about 6 weeks since it was mailed.

156 Mulberry Hill Road – Contact has been made with the new residents and they confirmed that the jeep top will be removed. (complete)

### 5. *Sewage Enforcement Officer Report*

SEO report was printed – no questions.

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### **SOLICITER**

#### **Act 537 Plan**

The working group discussion in September focused on the design concepts of the Neilson plans reviewed by Ms. Van Dyke, Mr. Orlando, and Mr. Ebert to help further develop the 537 plan / collaboration. The Township is trying to finalize the act 537 plan for submission. The working group will collectively have a meeting in October.

### **Secretary Report**

Ms. Edwards mentioned the Planning Commission book is still in process, the goal is to have it completed by the end of September. She has been working on re-organizing the township's Facebook page, the goal is to have more interaction and participation with the community via social media. Ms. Edwards has been working with our vendors to get the information updated to complete the 2024 Budget handbook. She is also working on completing the staff contact information sheet along with obtaining a more detailed sheet on who has keys to the buildings. Ms. Edwards was able to remove a past employee from our health insurance this week. Ms. Edwards is still trying to get an answer from the East Greenville police department on whether there will be active police in the parade vs police participating in the parade.

### **Unfinished Business – No Report**

### **New Business**

Mr. Membrino along with the board have decided not to further their interest in renewing their membership with Perkiomen Watershed Conservancy.

Mr. Membrino made a motion to grant Hereford Fire Police to assist Bally Borough in their parade on 10-23-23 at 7:00pm. Mr. Masemore seconded, all in favor. Motion carried.

Mr. Membrino made a motion to contribute to "PerkUp Corporation" in the amount of \$500.00.

Ms. Dexter seconded the motion, all in favor. Motion carried.

Mr. Membrino along with the board have decided not to further their interest in the application for the traffic study over on Huffs Church Road and Route 100, although the board is sympathetic with the resident request. The funds are just not feasible to move forward. Ms. Dexter mentioned Seisholtzville Road would be a good alternative for residents who are having trouble pulling out on route 100 since there is a traffic light at the intersection.

Mr. Membrino made a motion to adopt Resolution 2023-11 MMO PSATS 2024 Township Pension plan in the amount of \$25,543.00. Ms. Dexter seconded the motion. All in favor. Motion carried.

### **Miscellaneous Correspondence and additional information**

The next board meeting will be held on October 17, 2023 at 7:30 p.m. at the Hereford Township Building.

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**PUBLIC COMMENT**

Mr. Ciccarone mentioned the new residents over on Mulberry Hill are wonderful neighbors, they were questioning if there was a welcome packet for new residents? We use our township website along with Facebook to get all our daily announcements out to the community.

At the Deer Hill Road intersection, there are concerns of the planting of oak trees closing off the width of the road. The barn and stone wall already make it a difficult intersection. Two vehicles have collided with mirrors due to the lack of space. Mr. Membrino asked Ms. Vandyke to have someone visit this location and get a letter sent to the residents.

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 8:35 p.m.

Respectfully Submitted

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Hannah Edwards, Secretary/Treasurer