

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

January 2, 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, Irene from Hereford Estates and Mark Levensood

Zoom: Tom O'Connor, Walter Schmidt, Irene Donovan 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 December 19, 2023 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 pay the bills. All members voted in favor. Motion carried.

Personal Appearances – No Report

WORK CREW REPORT

Mr. Masemore reported the work crew serviced the building's generator; they also attended the USDOT webinar. Mr. Masemore also mentioned the Spring Hill Road pipe and boxes were installed. The road crew also fixed all the washouts on the dirt roads from the storm and rain. Mr. Masemore stated the road crew had to salt some roads due to the snow that was scheduled to fall in the area. They managed to fix the garage door and patch the rusted fender on the 97 Chevy for state inspection. The crew also painted the inlet markers on the road along with pushing tree debris out of the main roads.

ENGINEER

1. Camp Mensch Mill Road – Design update

Ms. McConnell did reach out to the Dirt and Gravel Conservation group, the gentleman stated one of the two concepts proposed would be acceptable. The road crew would have to complete a traffic count for two-hour period before we could apply for the grant. The official count would have to be completed after March 1, 2024. While we wait for the time slot to open, Ms. McConnell plans on working with the organization to see how much funding the township could receive for the project.

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- notice of violation was sent by Mr. Haller, the residents are beyond their window of notice response time for the junk piles laying around the property. Mr. Haller did mention no progress has been made, it looks like it is getting worse. Ms. McConnell mentioned citations were created and they are waiting to hear back from the land owner.

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, the residents were curious about putting up a single wide trailer and how they start the process.

Citations were filed per the last board meeting.

3187 Seisholtzville Road (5 Points) – Ms. McConnell reported the solicitor has been in legal contact with the owner. They have secured legal representation, who had been out of town but was to provide a response prior to the 30 day deadline. Mr. Orlando noted no response received before the holiday, but he did mention after the holiday that communication was made and he wants to grant the legal representative more time to work with the land owner on understanding the process that Hereford has in place for all home owners.

Deer Hill Road – Ms. McConnell held a meeting with the owners, discussion was had about what needs to be trimmed back and cut. She was informed by December 15th there would be progress on the updated requests with the trimming of trees and vegetation. Owners did pay for two pedestrian crossing signs to be installed.

Saint Peters Road Weed issue – Ms. McConnell completed a drive by inspection, the main field looks to be cut. The suspicion is that the land could have been wet, or a buffer zone. Ms. McConnell mentioned it would be best to wait till spring to see if anything gets cut.

3. Sewage Enforcement Officer Report
SEO report was printed – no questions.
4. Adopt Resolution #2024-05: Setting the building permit and zoning fees for 2024.
 - a. Mr. Membrino made a motion to adopt resolution #2024-05 for setting the building permit and zoning fees for 2024. The fees did not change from last year. Mr. Masemore seconded this motion. All in favor, motion carried.

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5. Adopt Resolution #2024-06: Setting the SEO fee schedule for 2024.
 - a. Mr. Membrino made a motion to adopt resolution #2024-06 for setting the SEO feed schedule for 2024, these fees also did not change from last year. Mr. Masemore seconded this motion. All in favor, motion carried.

SOLICITER

Act 537 Plan

The group has been actively working on potential zoning amendments and modifications to the TDR process as part of the 537-plan preparation looking at sewage improvements and capacity. They continue to meet on a regular basis to finalize the plan, Mr. Orlando stated Ms. McConnell is doing an excellent job working with the landowner on the design update and keeping everyone informed on the progress.

Secretary Report

Ms. Edwards mentioned the Planning Commission book is still in process. The office continues to work on small projects in the building that need reorganization. State Dog tags are ready to sell for the 2024 year. Ms. Edwards is working with Schwenkfelder Library on a video to share for the winter newsletter, this should be completed in February. The wayfinding signs on route 100 and route 29 are in the process of being built and shipped. Ms. Masemore has been working on mapping out the outline from the shared database. Ms. Edwards also completed all of Mr. Wojton's insurance request. The check for Deer Hill signs was delivered and deposited, signs were also picked up by the landowner. The 2024 dog tags are for sale, the codification is also updated.

Unfinished Business – No report

New Business – No report

Miscellaneous Correspondence and additional information – No Report

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 8:47 p.m.

Respectfully Submitted

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Hannah Edwards, Secretary/Treasurer