

## HEREFORD TOWNSHIP BOARD OF SUPERVISORS

December 05, 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 McConnell of Technicon Enterprises Inc. II, Solicitor Eugene Orlando Jr., and Secretary Hannah Edwards.

Guests: Donald Hickman – Longswamp Supervisor, Jason Robinson – Topton Fire Chief

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 November 21, 2023 BOS minutes and November 21, 2023 Budget 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 fixed the broken hinge on the garage door, they also blew the leaves away from the office. The road crew has been working on installing salt spreaders and snowplows on the trucks. They cleaned out the inlets and ditches last week; they were clogged with some leaves and debris. The crew cleaned up the line painter and stored it away for the winter. Trees were pushed off the roads of Gun Club, Tollgate and Seisholtzville along with trimmed branches in Longswamp Township. Mr. Day installed new batteries in the Sterling and installed a snow fence along Route 29. Mr. Masemore also reported there was a tamper proof electric box with lock installed up at the park bathroom outlet.

### ENGINEER

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

Ms. McConnell heard back from the structural engineer; 2 concepts were sent over to be reviewed. Ms. McConnell reviewed both plans, both plans intend to try and keep the two lanes. Ms. McConnell wants to contact someone over at the dirt and gravel program and talk about the two designs; then determine which plan would be more suitable for the township. She wants to determine which plan would more likely be supported when completing the grant application.

#### *2. Spring Hill Road – Stormwater Easement Execution by Township*

Ms. McConnell mentioned Mr. Day is getting ready to start the construction of the pipe laying. Mr. Day will be starting the project on 12-18-23 if the weather permits. There

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were some signature issues on the easement agreement, which will be resolved after this meeting. The easement agreement was previously approved at the last meeting.

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

*168 Old Company Road Zoning Hearing Input* – Application was received, the owners have received a denial letter for a carport placement. There was a misunderstanding from the applicant about what he was trying to appeal. The owner is wanting to apply for a variance for the front yard set back requirements. Ms. McConnell asked the board if they want someone in attendance at the zoning hearing meeting on January 11, 2024.

- Mr. Membrino made a motion not to take a position on the application for 168 Old Company Road, also approving a representative from Technicon Enterprises to attend the meeting for the township. Mr. Masemore seconded the motion. All in favor, motion carried.

*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 the board could approve moving to citations.

- Mr. Membrino made a motion that the zoning officer be authorized to start the citation process for 2987/3010 Seisholtzville Road regarding the junk piles. Mr. Masemore seconded the motion. All in favor. Motion carried.

*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. 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 to date, but he is in the process of following up.

*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 15<sup>th</sup> there would be progress on the updated requests with the trimming of trees and vegetation. Owners are paying for two pedestrian crossing signs to be installed.

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*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. One of the board members will reach out to the complainant about what the field situation is and if there are any farming acts set in place.

4. Sewage Enforcement Officer Report  
SEO report was printed – no questions.

### 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.

### 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. The wayfinding signs on route 100 and route 29 are in the process of receiving the quote to be replaced. The township is having their pre-audit on Wednesday, 12-6-23 at 7:00am. Ms. Masemore has been working on mapping out the outline from the shared database. Ms. Edwards is also working on completing the November reconciliation.

### Unfinished Business –

1. Action needed on purchasing the Tiger Boom Mower for \$103,816.48.
  - a. Mr. Membrino made a motion to authorize the purchase of the Tiger Boom Mower attachment from Stephenson Equipment for \$103,816.48. Mr. Masemore seconded the purchase, all in favor, motion carried.

New Business – No report

Miscellaneous Correspondence and additional information – No Report

### PUBLIC COMMENT

Guest Speaker:

Mr. Hickman – Longswamp Supervisor

Mr. Robinson – Topton Fire Chief

Mr. Hickman came to address Hereford BOS due to the Seisholtzville Fire Department funding cut.

Mr. Hickman provided a detailed summary of incidents that took place between Longswamp

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Township and Seisholtzville Fire Department. He explained situations that took place attempting to assist in the restricting of the fire department in order to keep their funds. There were multiple attempts at communication that was dropped, along with lack of effort from the fire department to communicate on what to do to render those funds. Moving forward Longswamp decided to take the funds and place them in another fire departments account since calls were being completed by them. Mr. Hickman mentioned if the township sees a sense of improvement from the fire department there could be funds transferred back into their account but “large improvements need to be taken”. *Detailed examples are in the office if anyone would like to review the document.*

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 9:00 p.m.

Respectfully Submitted

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Hannah Edwards, Secretary/Treasurer