

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

September 20, 2022

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, Secretary/Treasurer Diane Hollenbach, Hereford Fire Chief Josh Borowski, Hereford Assistant Chief Dean Marks, Hereford Fire Police Captain Harold P. Albitz, Ken Garlick, Caryl Pettijohn, Rose Greenawald, Irene Donovan, Tom Malinaric. Candace Perry attended on Zoom.

Mr. Membrino called the meeting to order at 7:30 p.m. and announced that an executive session was held on September 12, 2022 with Supervisors Membrino and Dexter and attorney Orlando and public finance attorney Ben Ried. The purpose of the executive session was to interview attorney Ried and receive information regarding professional services. As a result of the executive session, no action was taken.

Minutes

Mr. Membrino made a motion and Mr. Masemore seconded approving the September 6, 2022, regular meeting 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 and approve the Treasurer's report. All were in favor. Motion carried.

Personal Appearances

Fire Companies

- A. **Seisholtzville Fire Company**- Chief Strickland was unable to attend. The Fire Company responded to eleven incidents. They held a car show and will be having a drive-in movie night. Seisholtzville Fire Company received a grant in the amount of \$91,625 for self-contained breathing apparatus.
- B. **Hereford Fire Company**- Chief Borowski reported twenty-six calls received and responded to for the month. Hoagie sales have started. Assistant Chief Marks reported that the dead trees are down on Conrad Road. The fund drive was mailed, and the Fire Company is selling \$5 Grilling Tickets in conjunction with East Greenville Fire Company. A certificate of deposit was opened to take advantage of a favorable interest rate. Mr. Marks will contact East Greenville about the Upper Perk Halloween parade since the request for fire police has not been received.
- C. **Seisholtzville Fire Police** – No report.
- D. **Hereford Fire Police** – Mr. Albitz had nothing to report.
- E. **Bally Ambulance** – There were no questions concerning Bally Ambulance.
- F. **Emergency Management Coordinator** – Mr. Garlick spoke with the Supervisors about the Emergency Management Coordinator position and what the job entails and what their expectations are. Mr. Membrino stated that the EMC should attend the County's monthly training and keep the plan updated. The Board agreed that the plan could be released to Mr. Garlick to review. The EMC reports to the Board of Supervisors, works with the fire chiefs and should attend the second meeting of each month.
- G. **Recreation Committee** – No report.
- H. **Environmental Advisory Council** – No report.
- I. **State Police Report** –No report.

UNFINISHED BUSINESS

Hazard Mitigation Plan Review – The Board of Supervisors went through the Hazard Mitigation

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

September 20, 2022

Plan and assigned a priority to the items. The document is on file in the municipal office and will be emailed to the Berks County Department of Emergency Services.

Hazardous trees – The Supervisors met with a financial attorney and are exploring the possibility of incurring a bond to remove the dead trees in the right of way. Mr. Membrino stated that we first need to know the number of trees that need to come down. The arborist should complete his survey before the Supervisors can talk about the cost of the project. Ms. Dexter stated that some people are still not aware of the hazardous tree issue; however, there are residents in the township that have been meeting and have proposed ideas to the Board on the hazardous tree issue. Ms. Dexter thought the Board could use the residents' enthusiasm on a Tree Commission or on the Environmental Advisory Committee (EAC). The Supervisors felt that the EAC could be revitalized and could put together and hand out educational material on the dangerous trees, organize volunteers, and work on solutions to the dangerous tree problem. Since the current EAC does not meet often and has several board vacancies, the Board agreed to put out a request for members. Ms. Hollenbach stated she would ask Mr. Ferdock to email the citizen's group a request for letters of interest to be on the EAC. Letters would be due before the October 4th meeting. Mr. Masemore asked that the current EAC members be contacted and asked if they want to be involved in the hazardous tree project. Mr. Masemore also reported that the road crew had rented a lift for the entire month of October to use when taking down the trees on Hollyberry Road. He asked that the person closing Pine Tree Road be contacted and asked not to close the road before 9 a.m. so the school bus can pick up the children.

NEW BUSINESS

Halloween Parades

Mr. Membrino made a motion and Ms. Dexter seconded to authorize the Hereford and Seisholtzville Fire Police to provide assistance Monday, October 24, 2022 to Eastern Berks Fire Police for the Bally Borough Halloween Parade. All were in favor. Motion carried.

Mr. Membrino made a motion and Mr. Masemore seconded to authorize the Hereford and Seisholtzville Fire Police to provide assistance Saturday, October 22, 2022, to the Borough of Macungie for the Macungie Halloween Parade. All were in favor. Motion carried.

Financial

Mr. Membrino made a motion and Mr. Masemore seconded to adopt Resolution 2022-19 adopting the 2023 minimum municipal pension obligation of \$19,257. All were in favor. Motion carried.

Mr. Membrino made a motion and Ms. Dexter seconded authorizing the signing of the engagement letter for Barbara Akins, CPA to perform the 2022 Audit for a cost of \$6,800. All were in favor. Motion carried.

Mr. Membrino made a motion and Mr. Masemore seconded upon the recommendation of the

HEREFORD TOWNSHIP BOARD OF SUPERVISORS
September 20, 2022

engineer, to approve the letter of credit release for the Wawa Project in the amount of \$523,454.23 from letter of credit 38122831. All were in favor. Motion carried.

Mobile Home Park Licenses

Mr. Membrino made a motion and Ms. Dexter seconded to amend the agenda to include the approval of the Mobile Home Licenses for Mt. Scene MHP, Hereford Estates MHP and Woodland MHP. All were in favor. Motion carried.

Mr. Membrino made a motion and Mr. Masemore seconded to approve the Geisinger Suburban Acres Mobile Home Park License from August 1, 2022 until July 31, 2023. All were in favor. Motion carried.

Mr. Membrino made a motion and Ms. Dexter seconded to approve the Mt. Scene Mobile Home Park License from August 1, 2022 until July 31, 2023. All were in favor. Motion carried.

Mr. Membrino made a motion and Ms. Dexter seconded to approve the Hereford Estates Mobile Home Park License from August 1, 2022 until July 31, 2023. All were in favor. Motion carried.

Mr. Membrino made a motion and Ms. Dexter seconded to approve the Woodland Mobile Home Park License from August 1, 2022 until July 31, 2023. All were in favor. Motion carried.

Annual Donations

Mr. Masemore told the Board he wanted to change the fire company donations proposed on the agenda. Based on the calls responded to by both companies, and the fact that Hereford Fire Company only receives a municipal donation from Hereford Township and Seisholtzville Fire Company receives a donation from Hereford Township, District Township, and Longswamp Township, Mr. Masemore suggested changing each donation by \$2,000.

Mr. Masemore made a motion and Ms. Dexter seconded to authorize payment of the second installment of the annual donation to Hereford Fire Company - \$8197.50 and Seisholtzville Fire Company - \$4675.79. Mr. Masemore and Ms. Dexter voted, "Aye." Mr. Membrino voted, "Nay." Motion carried.

Mr. Membrino made a motion and Mr. Masemore seconded to authorize payment of the final installment of the annual donation to Hereford Fire Police - \$600 and Seisholtzville Fire Police - \$600. All were in favor. Motion carried.

Mr. Membrino made a motion and Ms. Dexter seconded to authorize payment of the final installment of the annual donation to Bally Ambulance in the amount of \$2,590. All were in favor. Motion carried.

HEREFORD TOWNSHIP BOARD OF SUPERVISORS
September 20, 2022

Mr. Membrino made a motion and Ms. Dexter seconded to authorize payment of the annual \$500 donation to the Schwenkfelder Library. All were in favor. Motion carried.

Mr. Membrino made a motion and Mr. Masemore seconded to authorize payment of the annual \$50 donation to the Berks Visiting Nurses. All were in favor. Motion carried.

Mr. Membrino made a motion and Ms. Dexter seconded to authorize payment of the annual \$100 donation to the Boyertown Multiservice. All were in favor. Motion carried.

Personnel

Mr. Membrino made a motion and Mr. Masemore seconded to increase the salary of the Secretary/Treasurer to \$55,352 retroactive to the pay period closest to August 16, 2022. All were in favor. Motion carried.

PUBLIC COMMENT - none

There being no further business, Mr. Membrino made a motion and Mr. Masemore seconded to adjourn the September 20, 2022 meeting. All were in favor. Motion carried. Meeting adjourned at 8:08 p.m.

Respectfully Submitted

Diane Hollenbach, Secretary/Treasurer