

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

September 5, 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: Bryon Young, Mary Rives Young, Matt Ferdock, Mark Levengood, Cliff Kerchner, Matt and Jenn Spangenburg and Irene from Hereford Estates

Zoom: Tom O'Connor, Candace Perry, Walter Schmidt, and Travis Martin

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

Mr. Membrino announced that an executive session was held on Tuesday August 29th at 7:00 with township engineer, township solicitor and township sanitary consultant to discuss the Act 537 Plan. No action will be taken as a result of this meeting.

Minutes

Mr. Membrino made a motion and Ms. Dexter seconded to accept the August 15, 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 replaced the stop sign at Nannygoat Hill Road due to an accident. The work crew went out and replaced speed limit signs on township roads. They filled in the pipe crossovers on Home Road. The road crew milled and paved Colt Drive and Home Road. Mr. Day marked the centerline of oil and chip roads for line painting. Mr. Day also replaced shifter cable on JD 6220. The road crew continues their mowing efforts in the community parks, along with cleaning the park bathrooms.

ENGINEER

1. *Camp Mensch Mill Road Stream Stabilization Project*
 - a. *Authorization to proceed with design concepts.*

Ms. Vandyke heard back from the structural engineer; they suggested three different scenarios. We could have them conceptually look at the project and give us a base line concept design that would allow us to focus on when applying for grants. If the board chooses to have those three scenarios priced out it would cost roughly \$2600.00. Their idea consisted of looking into a prefabricated precast concrete modular block wall, this would require reducing the lane down to 16ft wide. Another option could be to construct a 1 ½ to 1 rock protected embankment with larger rocks, this may also require

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the roadway be reduced as well. The last option was a soldier pile wall with precast concrete tiles, this would be the most expensive option. The engineer feels this may be a good project for the dirt and gravel road program grant. Ms. Vandyke stated you must have a conceptual design when applying for those grants. Mr. Membrino asked about associated cost vs grant funds, Ms. Vandyke stated some engineering costs are associated with the grant funds. Mr. Membrino made a motion to approve the quotation from Larson Design Group for Camp Mensch Mill Road Stream Stabilization project in the amount of \$2600.00, Ms. Dexter seconded the motion. All in favor. Motion carried.

2. *Spring Hill Road Pipe Project Status*

Ms. VanDyke got the easement legal description created. She sent that over to the solicitor last week to prepare the easement language. She also talked to Mr. Day earlier that week to coordinate on tying in the existing driveway culvert pipe to the first inlet.

3. *Huff's Church / Hunter Forge / Dale Intersection Follow-up*

Miss Vandyke stated PennDOT updated the signage, painted the slow and pavement marking on the roadway themselves. They mentioned in the letter that if the township would like to have stop bars installed, it would fall back on the township. Hereford Township would be held responsible for painting them. PennDOT stated the goal of a stop bar is to have them painted where there is the clearest sight distance.

4. *LSA Grant*

Ms. Vandyke sent over some drafts last week, the mower is straight forward. The estimate for the mower would be \$279,699.73, this would be the total cost for the tractor, the tiger boom mower, and rotary head. Mr. Day is aware that there will be a 5% cost increase this coming fall. Mr. Membrino made a motion to adopt the resolution 2023-09 to designate Mr. Membrino and Mr. Masemore as the officials to execute all documents and agreements between the board of supervisor and Commonwealth Financing Authority to facilitate and assist obtaining the requested grant. Ms. Dexter seconded motion, all in favor, motion carried.

Ms. Vandyke sent over some information last week for the playground grant based upon quotes from a local company. She received additional quotes/information earlier today from the local company and an out-of-state company. For a playground with the desired features, playground border and wood-fiber mulch surface, with installation will range from \$65,000.00 to \$85,000.00. The idea is to have the road crew complete all the surrounding area work and hire out for the installation of the equipment. Mr. Membrino made a motion to adopt resolution 2023-10 to apply for the playground grant at Treichlers Mill Park with funds not exceeding \$85,000.00. Ms. Dexter seconded motion, all in favor, motion carried.

5. *Building Inspector / Zoning Report & Complaint Update*

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Quinn has been following up on the complaints; building inspector report and zoning report were printed for the boards view. Notices of violation were sent out, in an attempt to get the complaints brought to people's attention.

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

SOLICITER

Act 537 Plan

The working group discussion in August 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 the following Tuesday.

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 get more interaction and participation with the community via social media. Ms. Edwards has created a Permit Log Binder; the purpose is to have a better check and balance system for the whole process once a permit gets dropped off. It will log the (where, when and completed) stages of each permit. She also attended an in-person class on Budget Development. Ms. Edwards will be working closely with Mr. Day on selling the loader properly. Ms. Edwards is also working on the budget information for next week's board meeting. Ms. Edwards also compiled all the documents requested from the insurance agency to handle the accident with the truck.

Unfinished Business – No Report

New Business

Mr. Membrino made a motion, Mr. Masemore seconded to accept the Municibid offer of \$39,335.00 on the loader. All in favor, motion carried.

Mr. Membrino made a motion, Ms. Dexter seconded to accept the Audit Agreement form from Barbara Akins account. Hereford Township audit will take place on Wednesday May 8, 2024, and to issue a report no later than June 30, 2024. All in favor, motion carried.

Mr. Membrino made a resolution (2023-08), Mr. Masemore seconded to appoint Mr. Day to be power of attorney for any signature requirements relating to the sale of the loader. All in favor, motion carried.

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Miscellaneous Correspondence and additional information

The next board meeting will be held on September 19, 2023 at 7:30 p.m. at the Hereford Township Building.

PUBLIC COMMENT –

Mary Rives Young is part of the EAC committee, the committee meets next Monday. Ms. Young was wondering if there was an update on the tree grant removal. Currently Ms. Vandyke does not have any information to provide, she will investigate the grant to see if there is any information she can provide the committee before next Monday meeting.

Ms. Young also wants to talk about “Project Live”, it is the drug and alcohol task force that is in the Perkiomen Valley. It’s an all-volunteer group who focuses on prevention, working closely with the school district. They have been meeting with parents during the back-to-school nights, parent engagement is a big issue with vaping in the valley.

Matt Ferdock and Matt Spangenburg who live on Weaver Road wanted to address the board about all the hard work taking place in removing the trees on Weaver Road. He and his neighbors have taken down a combined total of 181 trees, with the hopes that they will continue to work together to remove the remaining trees.

John Yanon also created a GoFundMe page to help support the tree removal process, which is just shy of \$3000.00. Mr. Yanon has taken down 45 trees, with the remaining standing ones along the power lines.

EXECUTIVE SESSION –

The board went into executive session to discuss personnel issues at 8:10pm and resumed the meeting at 8:30pm.

As a result of the executive session, the following action was taken by the Board:

Mr. Membrino made a motion, Mr. Masemore seconded to terminate Mr. Kohl as an employee with Hereford Township Road Crew immediately. All township owned equipment will be returned to the Road Crew Master this week. All in favor, motion carried.

Mr. Membrino made a motion, Ms. Dexter seconded to approve the pay increase by \$2,000.00 to the township secretary as of September 18, 2023 when her 90 day probationary period ends. All in favor, motion carried.

There being no further business, Mr. Membrino made a motion to adjourn, seconded by Mr. Masemore. All were in favor. Motion carried. Meeting adjourned at 8:35 p.m

Respectfully Submitted

Hannah Edwards, Secretary/Treasurer