

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

May 7, 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, Bob Boyer, Tom Ritter and Mark Levensgood

Zoom: Tom O'Connor, 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 approve the April 16, 2024 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 approve the payment of the bills. All were in favor. Motion carried.

Personal Appearances – No Report

WORK CREW REPORT

Mr. Masemore reported the work crew patched potholes, removed snow fence, spread topsoil on Spring Hill Road. The road crew also trimmed trees on Pilgert St, spread topsoil on Spring Hill Road and put shoulders on Schweitz Road. The Road crew installed new brakes and tires on the tractor trailer along with welding and fabricating ramps on the trailer. The road crew started their summer responsibilities in the park, they fixed and painted the fence at Tollgate Eco Park. They also picked up branches in Community Park along with Tollgate Eco Park. They continue to open community bathrooms along with fixing the plumbing in the park bathrooms. The road crew dismantled and removed playground equipment at Treichler's Mill Park along with replacing the volleyball, tennis and basketball nets up in the Community Park.

ENGINEER

1. Camp Mensch Mill Road – Design update

Ms. McConnell mentioned there is a site meeting scheduled with the conservation district about the low volume road grant program on May 16, 2024. Her goal is to get an update on the next steps to proceed with the project to get funding under the dirt and gravel low volume grant program.

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

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

May 7, 2024

2987/3010 Seisholtzville Road-

Ms. McConnell mentioned the residents contacted Quinn when they received their citations from the DJ's office. They continue to clean both properties, Quinn is meeting with one resident on Thursday May 9th to discuss what all specifically needs to be removed.

2954 Seisholtzville Road-

Ms. McConnell mentioned the owner has done substantial clean up and is willing to enter into an agreement with the township regarding the recuperation of township expenses. Mr. Orlando sent over his estimate for the preparation of the agreement document. Ms. McConnell will be forwarding the grand total to the resident this week to start the payment process.

1387 Seisholtzville Road – Condition of house / yard

Ms. McConnell mentioned citations were filed to the DJ's office. Technicon did request service of delivery for two different postal addresses. Ms. McConnell will give an update once she hears back from the DJ's office upon delivery.

Deer Hill Road –

Ms. McConnell mentioned some of the vegetation was trimmed and cut back. The residents still had some areas to cut, Technicon was asking the residents to make some adjustments with the foot clearance. The residents sent Ms. McConnell some request of lenience with some of the vegetation trimming, that email was sent to Mr. Day for review. Mr. Day suggested the BOS take a trip down Deer Hill Road to get their opinion on the vegetation near the road. The owners were requesting the vegetation in front the house is too old to be relocated, they would rather not fully relocate the plants. They were suggesting the height of the plants to be trimmed down to four foot, Mr. Day requested three feet instead. The issue relates to the smaller vehicles not being able to see, the residents believe cutting the plants down to three feet would be to damaging. Mr. Masemore questioned how close the vegetation to the road is, Ms. McConnell did mention they were right on the road. Mr. Masemore suggested they should be cut off due to being right on top the road. Ms. McConnell suggested to the BOS taking a trip down the road and visually see what vegetation is right on the road, concerns with the snowplow and scratching of cars is unsafe.

892 Gravel Pike – Trash

Ms. McConnell mentioned Quinn did do a drive by to check on the trash in front the garage. She mentioned all the trash is cleared up and removed. This complaint will be closed and marked as complete.

Saint Peters Road – Ms. McConnell mentioned the address number needed to be clarified. Quinn has the whole letter drafted to be sent out to the resident on the complaint that was filed and what the process is to get the complaint closed and

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

May 7, 2024

completed. Quinn will complete a drive by on Thursday to gather pictures and once the pictures are added to the letter, the letter will be sent out by the end of the week.

3. Sewage Enforcement Officer Report -
Document was printed for the board, Ms. McConnell mentioned if there are any questions to please reach out to the office.
4. SALDO/SWM amendment update-
Ms. McConnell mentioned there was significant progress on the SALDO amendment, by the end of the week the SALDO document will be sent out to the Planning Commission to be reviewed. Ms. McConnell's plan is to have the SWM ordinance out to the Planning Commission by the end of next week. Ms. McConnell did mention Ms. Edwards sent over the contact of the new planning commission member; she will make sure that member receives all the documents.

SOLICITOR

Act 537 Plan:

Mr. Orlando mentioned progress has been made with the ACT 537 plan. The sewer consultant, the Engineer, and the Solicitor have zeroed in on some protocols that can be recommended to the board in terms of possible zoning amendments. There was a delay due to some health concerns from the consultant but there has been an overall framework established. The three of them plan on putting together some recommendations for approaching the draft of the amendments. Mr. Orlando thinks there may be a category for enhancements for sewage conveyances, and a different protocol for capacity. Mr. Orlando thinks there will be a combined meeting before June 11th to discuss what the process can be moving forward.

Secretary Report

Ms. Edwards mentioned Q1 reporting was completed for the State and Local taxes. Welcome letter was sent to Ms. Howard who accepted the position on the Planning Commission Committee, the official letters of campground licenses were sent out to the owners. The documents for Berkheimer were updated along with organizing the insurance cards from Longley insurance for the vehicles. AED training was also completed for the staff in the township on 5-7-24. Ms. Edwards mentioned the audit will be taking place on May 8, 2024, permits for the assessment office will be sent out. The office continues to work on the employee handbook, the heavy equipment will also be sent to Municibid and the Town and Country to be sold. Ms. Edward also mentioned pavilion rentals are starting to pick up since graduations and nice weather is approaching.

Unfinished Business – No report

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

May 7, 2024

New Business

1. Accept Planning Commission Minutes from March 27, 2024-
Per the board of supervisor's discussion, the minutes were always reviewed but never approved.
2. Accept Parks and Recreation Minutes from March 26, 2024 –
Per the board of supervisor's discussion, the minutes were always reviewed but never approved.
3. Approve Tractor and Boom Mower attachment to be posted in the newspaper and sold on Muncibid –
Mr. Membrino made a motion to approve the tractor and boom mower to be sold on Muncibid.com and be advertised in the Town and Country Newspaper. The ad will be active from May 13 through May 27. Mr. Masemore seconded this motion. All in Favor. Motion carried.
4. BOS need to authorize Mr. Membrino and Ms. Edwards approval to sign the electronic agreement for the Hereford Township Playground Grant Contract Agreement.
The BOS made a motion to authorize Mr. Membrino and Ms. Edwards approval to be the co-signatures electronically for the Hereford Township Playground Grant Contract Agreement. Mr. Masemore seconded this motion. All in favor. Motion carried.
5. BOS need to authorize resolution for Intermunicipal Cooperation Agreement for equipment sharing of 1985 international trailer. –
Mr. Membrino made a motion to authorize Resolution No. 2024-09 which is the resolution of the township adopting and approving an intermunicipal cooperation agreement among 4 organizations for the shared usage of a 1985 International Brand Trailer. Mr. Masemore seconded this motion. All in favor. Motion carried.
6. BOS need to authorize resolution for Intermunicipal Cooperation Agreement for equipment sharing of 1990 international truck. –
Mr. Membrino made a motion to authorize Resolution No. 2024-08 which is the resolution of the township adopting and approving an intermunicipal cooperation agreement among 4 organizations for the shared usage of a 1990 International Brand Truck. Mr. Masemore seconded this motion. All in favor. Motion carried.

Miscellaneous Correspondence and additional information – No Report

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

May 7, 2024

PUBLIC COMMENT

1. Mr. Boyer wishes to address the board about two concerns.
 - Corner of St. Peters and Wentzel road, grass needs to be cut back. There is a safety concern with pulling out across the white line to far and possibly causing accident. Mr. Masemore mentioned conversation will be had with Mr. Day to make sure that intersection gets trimmed down for better view.
 - Sweetwood Road which is across the street from Saint Peters Road and Weaver Road. Mr. Boyer mentioned the potholes were very deep. The board mentioned this is possibly Upper Milford owned road, with that being said Mr. Masemore mentioned someone from the office will reach out to that township and look at getting those holes filled in.

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 8:14 p.m.

Respectfully Submitted

Hannah Edwards, Secretary/Treasurer