

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

February 6, 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 and Mark Levensgood

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 January 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 pay the bills. All members voted in favor. Motion carried.

Personal Appearances – No Report

WORK CREW REPORT

Mr. Masemore reported the work crew serviced and replaced the thermostat in the front office. Mr. Day and the road crew installed pipes and boxes down on Spring Hill Road, they removed trees and plowed/salted the road after the winter storms. The road crew has been working on washouts on state and township dirt roads along with readdressing the snow drifted dirt roads. Mr. Masemore reported the road crew completed the installation of the wayfinding sign down on Route 100. The crew also graded Fetterman Road using 2A stone.

ENGINEER

1. Camp Mensch Mill Road – Design update

Ms. McConnell mentioned she is still working on getting that low volume grant application, PCD has a handful of grant categories that were published last week that could potentially be options to use 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 have the complaints brought to people's attention. Below are the outstanding code enforcement properties:

2987/3010 Seisholtzville Road-

Notices of violation were 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

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

February 6, 2024

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 landowner. There was roadside fencing that appears to be falling down and therefore needs to be added to the citation. Citations will be filed on the updated junk piles.

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 last month board meeting. Mr. Haller called the DJ Friday afternoon and was informed the letter was mailed out January 5, 2024 to the township explaining they couldn't serve the notice of violation. The township never received those letters in the office. Ms. McConnell said the next plan of action would be to have the constable deliver the citations to the resident.

Deer Hill Road – Ms. McConnell mentioned some of the vegetation was trimmed and cut back. She wants to reach out to Mr. Day and get his opinion on how snowplowing progressed with the vegetation cut back. The residents did mention there are more species of plants that can be trimmed back, but the timeline for those plants would be spring.

3. Sewage Enforcement Officer Report
No SEO activity – email printed from Mr. Haller
4. Partial financial security release recommendation for 1904 Tollgate Road in amount of \$89,183.60.
 - a. Mr. Membrino made a motion to grant the partial financial security release recommendation for 1904 Tollgate Road in the amount of \$89,183.60 when all invoices are paid in full to the township. 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.

1. Discuss Maxico, LLC/3187 Seisholtzville Road
2. Discuss Supervisors Pay

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

February 6, 2024

Mr. Membrino made a motion to go to an executive session concerning the above two situations at 7:45pm. Ms. Dexter seconded the motion, all in favor, motion carried.

Mr. Membrino made a motion to bring the board back into session at 8:10pm.

Mr. Membrino also made a motion to authorize Technicon Enterprises to file citations to the owner of 3187 Seisholtzville road in regards to public safety violations. Mr. Masemore seconded the motion. All in favor, motion carried.

Secretary Report

Ms. Edwards mentioned the planning commission book is still in process. All the W2 and year end reporting was completed for the township. Ms. Edwards also mentioned the newsletter is completed, she continues to work with a printing company to get the letter printed and mailed out. All the completed reporting for mypath annual withholding year end reporting is completed. The office staff continue to work on auditing documents for May and completing some escrow releases.

Unfinished Business – No report

New Business

1. Approve release of Tim White Zoning Hearing Escrow balance in the amount of \$828.38; as of 2-1-24 all invoices are paid and completed.
 - Mr. Membrino made a motion to approve the release of Mr. White zoning escrow release in the amount of \$828.38. Ms. Dexter seconded the motion. All in favor, motion carried.
2. Review Resolution 2010-08(supervisor pay) and discuss possible updates.
 - Mr. Membrino mentioned they are compensated \$62.50 per meeting. He was asking if anyone had any input or thoughts on changing the ordinance. Currently the board of supervisors have decided not to move forward with any change.
3. Approve road crew (3 men) to attend the flagger training on 3-25-24 in Berks County the cost will be \$75 per person.
 - Mr. Membrino made a motion to approve the 3 road crew members to attend a training for \$75.00 a person on 3-25-24. Ms. Dexter seconded this motion. All in favor, motion carried.
4. Approve issuance of the checks in the amount of \$15,000.00 each from the ARPA contributions to Hereford Fire Department and Seisholtzville Fire Department.

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

February 6, 2024

- Mr. Membrino made a motion to approve the checks distributed to both fire departments in the amount of \$15,000.00 each. Ms. Dexter seconded the motion. All in favor, motion carried.

5. Speed Trap information to report to PA State Police

- a. Days and Times
- b. Description of activity
- c. Specific Location
 - i. Mr. Membrino mentioned the roads that seem to have the most traveled speeding issue are Deer Hill, Weaver Road, and Huff's Church Road
 - ii. The main description complaint would be speeding.
 - iii. Days and times are mostly during work-related hours, Ms. Dexter also mentioned Huff's Church Road was during mid early afternoon.
 - iv. Ms. Edwards will reach out to the police to see if there is any type of enforcement that could be completed.

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 8:43 p.m.

Respectfully Submitted

—
Hannah Edwards, Secretary/Treasurer