

HEREFORD TOWNSHIP BOARD OF SUPERVISORS

March 5, 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: 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 February 20, 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 installed pipes and boxes down on Spring Hill Road. The road crew removed trees from roads after the two storms, they also plowed and salted roads after the storms. The road crew worked over in Longswamp Township to help with timber cutting and removal. Mr. Day painted the Gled Hill snowplow, replaced broken lights on the stop sign at Camp Mensch Mill Road and washed all trucks and snow equipment from the winter salt debris. Mr. Membrino mentioned at the next co-op meeting there needs to be a discussion about the "Local Forces Summary" between the municipalities, Ms. Dexter mentioned a more unified tracking system amongst the organizations would help solve some of the confusion.

Mr. Membrino mentioned there will be a Co-Op meeting on Thursday March 21, 2024. This meeting will take place at Hereford Township at 7:30pm.

ENGINEER

1. Camp Mensch Mill Road – Design update

Ms. McConnell mentioned there was conversation with Mr. Day about getting the traffic count completed for the next meeting. Ms. Edwards offered to assist Mr. Day with the traffic count if needed. Ms. McConnell is still working on getting that low volume grant application, PCD has a handful of grant categories that were published last month that could potentially be options to use for the project.

2. Building Inspector / Zoning Report & Complaint Update

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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 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 in front of 2987 does appear to be cleaned up since the last meeting. Citations were filed on the updated junk piles.

2954 Seisholtzville Road- notice of violation was sent by Mr. Haller, when Ms. McConnell drove by last week the camper has since been removed from the property. The work on the shed has been terminated, Mr. Haller is going to reach out to the residents next week to discuss their options on the shed since it should really be dissembled. Ms. McConnell mentioned the hearing date is set for some time next month.

3187 Seisholtzville Road (Condition of house and yard) – Ms. McConnell mentioned the citation will be issued per the conversation from last board meeting. Her goal is to keep that situation in a forward process and get the issues resolved.

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.

892 Gravel Pike – Ms. McConnell stated the notice of violation for abundance amount of trash was sent out. She mentioned their trash piles are seeming to grow further out into the driveway than before, she is unsure what the trash company situation is, as there are cans on the premises.

3. Sewage Enforcement Officer Report
No SEO activity – email printed from Mr. Haller

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. The plans presented by the Nielson group are close to accurate on what to expect for the final project. They continue to meet on a regular basis to finalize the plan, Mr. Orlando stated Ms.

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McConnell is doing an excellent job working with the landowner on the design update and keeping everyone informed on the progress.

Secretary Report

Ms. Edwards mentioned the planning commission book is still in process. The release for the Toll Gate funds were mailed out, the financial interest forms were also mailed out to all individuals who work in the township. Mr. Day confirmed the completion of the COSTAR salt contract for Ms. Edwards and that was sent back in for review. Ms. Edwards continues to work on the SLF audit documents, the audit will take place on 3-11-24. She continues to work on the monthly treasurer report and finalizing all documents to have the newsletter printed and mailed out. Mr. Membrino also mentioned it would be a good idea to get the employee handbook updated for 2024 as a lot of the documents are out of date.

Unfinished Business – No report

New Business

1. Approve the winter newsletter to be sent out for printing.
 - a. Mr. Membrino made a motion to approve the winter newsletter to be printed and mailed out by Little Mountain Printing in the amount of \$1,231.03. Ms. Dexter seconded the motion. All in favor, motion carried.

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 8:21 p.m.

Respectfully Submitted

—
Hannah Edwards, Secretary/Treasurer