

HEREFORD TOWNSHIP BOARD OF SUPERVISORS
MINUTES
October 6, 2020

Due to the COVID-19 Pandemic the regular meeting of the Hereford Township Board of Supervisors was held via Zoom and in person. Those present were Supervisors John Membrino, Keith Masemore, Karla Dexter, Secretary Norann Warmkessel, Assistant Secretary Louisa Masemore, Engineer Jennifer McConnell, Solicitor Eugene Orlando, Residents Steven & Megan Cunningham, Rick Jensen, and Harlan Snyder. On Zoom attendees Irene Frick from Hereford Estates, Thomas O'Connor from Berks Properties, and Candace Perry, reporter from the Town & Country.

Mr. Membrino called the regular meeting of the Board of Supervisors at 7:30 p.m.

Minutes

Mr. Membrino made a motion and Mr. Masemore seconded to approve the minutes of the September 15, 2020 regular meeting and budget meetings. All were in favor. Motion carried.

Payment of Bills

Mr. Membrino made a motion and Mr. Masemore seconded to pay the bills. All were in favor. Motion carried.

WORK CREW REPORT

The road crew has been working on replacing road signage and taking down several ash trees in Community Park. Mr. Masemore suggested that the board consider replacements for those trees in spring. The road superintendent supplied the board with a picture of trees in the way for plowing on Bob White Road. The Board requested that the Secretary send a letter to the property owner notifying them of the issue for the winter months and snow plowing that would damage the trees and the truck.

ENGINEER

Camp Mensch Mill Road

The Engineer noted that she provided information of the damage so the Secretary could forward it to PEMA with the application for assistance. The Secretary reported that we have a contact from PEMA that is asking for additional information to submit as part of the application to FEMA.

Stove Road

Mr. Jensen attended the meeting to discuss the situation and provide an update of the situation. For anything additional to be done, an easement would be required from the landowner. Mr. Jensen will investigate that.

WAWA, 1904 Tollgate Rd and 85 Greenhouse

These final plans for recording will be submitted shortly.

SEWAGE ENFORCEMENT OFFICER

SEO Report

The Board reviewed a copy of the SEO report for September 2020

BUILDING INSPECTOR

The Board reviewed a copy of the Building Inspectors report for September 2020

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Mr. Membrino asked if there was anything else for Ms. VanDyke in any of her capacities. There were none.

SOLICITOR

Cunningham TDR agreement

A copy of the plan that was missing from the agreement was added.

The final agreement has been signed and needs a Supervisor signature to proceed. Mr. Membrino made a motion and Ms. Dexter seconded to authorize the Chairman to sign the agreement to be sent for filing with the Recorder of Deeds. All were in favor. Motion carried.

Mr. Masemore made a motion and Ms. Dexter seconded to authorize the Chairman to approve and sign the deed form after the Engineer and Solicitor review and OK. All were in favor. Motion carried.

The Solicitor also noted that the property owner should provide documentation of the remaining TDR's on the property.

1904 Tollgate Road Land Development Plan

The Development and Stormwater agreements for the 1904 Tollgate Road Land Development Plan have been received but the Letter of Credit needs verification.

Mr. Membrino made a motion and Ms. Dexter seconded to authorize signatures on the agreements once the financial security is in place. All were in favor. Motion carried.

ACT 537 Plan

Working group is meeting again and a long-term plan is being proposed by Mr. Ebert who will update the board at a future meeting. The Secretary noted that the third letter is being prepared for mailing.

Mr. Membrino asked if there was anything else for the Solicitor. There was none.

Secretary Report

The Secretary reported that the letters are being prepared for mailing and she is training Louisa to take care of payroll. The budget preparation is progressing but still a lot of work to be done.

UNFINISHED BUSINESS

Habitats of Hope LLC Zoning Hearing

The Secretary provided an update on the preparations for the hearing in the Maintenance Garage. It has been advertised that the meeting is open to the public and there will be no Zoom. Attendees are asked to bring their own chairs so there is not too much for the road crew to do. The Seisholtzville Fire Co will be bringing their PA system and has offered the Fire Police to assist with parking and traffic.

Mr. Membrino made a motion and Mr. Masemore seconded to authorize the Seisholtzville Fire Police to assist with traffic control and parking for the Habitats of Hope LLC Zoning Hearing on October 19th at 6 p.m. All were in favor. Motion carried.

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NEW BUSINESS

2021 MMO for Pension

Mr. Membrino made a motion and Ms. Dexter seconded to authorize the Chairman to sign the Minimum Municipal Obligation in the amount of \$21,939 for the calendar year 2021. All were in favor. Motion carried.

PSATS Trustees Insurance Trustee Appointments Ballots

Mr. Membrino made a motion and Ms. Dexter seconded to cast the ballots for Jack Hines and Tim Horner to be appointed as trustees for the PSATS Trustees Insurance. All were in favor. Motion carried.

Animal Rescue League

The annual request for participation in the Animal Rescue League support for municipalities was received and the Board has noted they are not interested in participating at this time.

PUBLIC COMMENT

No public comment

The board held an Executive Session to discuss a real estate issue, beginning at 8:24 pm and reconvened at 8:47 pm.

Mr. Membrino made a motion and Ms. Dexter seconded to retain the services of a certified appraiser to assess Township land at a cost not to exceed \$500. All were in favor. Motion carried.

There being no further business brought before the Board, Mr. Membrino made a motion and Mr. Masemore seconded to adjourn the meeting at 8:48 P.M. All were in favor. Motion carried.

The next regular and budget meetings will be held via Zoom and in person on October 20, 2020 at 7:30 PM

Respectfully submitted,

Norann L. Warmkessel, Secretary