

## HEREFORD TOWNSHIP BOARD OF SUPERVISORS

October 15, 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 and Secretary Hannah Edwards.

Guests: Harold Albitz, Jennifer Sacks, Matthew Lorish, Brenda Greenwood, Dean Marks, Eric Miller, Stephanie McCann, Bryan Leets, and Josh Borowski

Zoom: Tom O'Connor, Irene Donovan and Candace Perry

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

Mr. Membrino mentioned there was an executive session held after the meeting on October 1<sup>st</sup> and it was to discuss full-time employment 2025 salaries.

### Minutes

Mr. Membrino made a motion to approve the October 1, 2024 meeting minutes Ms. Dexter seconded the motion. All in favor, motion passed.

-one minor correction in the minutes should state "AG and Industrial"

### Payment of Bills and Approval of the Treasurer's Report

Mr. Membrino made a motion and Ms. Dexter second to pay the bills and approve the Treasurer Report. All members voted in favor. Motion passed.

### Personal Appearances – No Report

### Fire Companies

Seisholtzville Fire Company- Mrs. Sacks reported 120 calls for the year, 6 calls for the month of September 1 were a recall and 4 were Hereford. EMR class was postponed due to an instructor conflict, Jen will update the board when the next class is scheduled. Seisholtzville will be doing their pumpkin roll order with a pickup date of Sunday before Thanksgiving.

Hereford Fire Company- Mr. Borowski reported 12 calls for the month of September, which is slow for Hereford. The 2024 Fund Drive flyers were also mailed out to residents last week, if you did not receive your flyer in the mail please contact the fire department directly. Mr. Masemore asked how the reservoir water level was affecting the township by pulling needed water. Mr. Borowski mentioned it has not affected their ability at all. Mr. Borowski also mentioned to the board about possibly creating a Fire Program incentive, Mr. Membrino mentioned another fire department currently does this program with a logged numbering or tally system to prove the individual's consistency and participation, which seems to be working well for their department. Mr. Membrino mentioned to both fire departments creating a active number list for the next meeting on how many individuals are considered consistent to help create a budget limit gauge for next year. The last thing he reported was that the rescue engine is out of service for the next week for internal LED light upgrades.

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Seisholtzville Fire Police – No report

Hereford Fire Police – Mr. Albitz reported Hereford will also be assisting East Greenville with their “First Friday of the Month” event along with Halloween parades for East Greenville and Bally.

Bally Ambulance – Mr. Membrino mentioned if anyone has any questions regarding the Bally Ambulance organization? There are no current updates.

Emergency Management – Mr. Leets reported for the month of September he completed two trainings; documents were handed out to the BOS in their packets. Mr. Leets reported October 17<sup>th</sup> is “great shake out day”, the schools should be practicing earthquake drills.

Recreation Committee – No report

Environmental Advisory Committee – No report

State Police Report

Report 81 calls for month of September.

Unfinished Business – No report

### New Business

1. Approve legal ad – announcing that the BOS will adopt a resolution appointing an audit firm to perform the 2024 audit. This will need to be advertised 30 days or more prior to the January Organizational Meeting. (Document attached in packet)  
Mr. Membrino made a motion to approve the advertisement of the legal ad regarding the adoption via resolution in appointing an audit firm to perform the 2024 audit. Ms. Dexter second this motion. All in favor, motion passed.
2. Approved Signatures of all 3 BOS for the 149 Church Hill Road Release, Indemnity and Hold Harmless Agreement (3 Copies)  
Mr. Membrino made a motion to approve all 3 BOS to sign the Release, Indemnity and Hold harmless agreement for 149 Church Hill Road regarding a septic tank set back. Mr. Masemore second this motion. All in favor, motion passed.

### Miscellaneous Correspondence and Additional Information

1. Next board meeting will be held on November 5, 2024 @ 7:30pm
2. Friendly Reminder- Office will be closed Friday October 25<sup>th</sup> – posting on FB and Door
3. 2025 Meeting Dates were advertised in the paper on 10-1-24 for two weeks

PUBLIC COMMENT –

**HEREFORD TOWNSHIP BOARD OF SUPERVISORS**  
**October 15, 2024**

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 8:00 p.m.

Budget Meeting –

Mr. Membrino called the meeting to order at 8:15 p.m.

This meeting is the second of 3 regarding the 2025 budget. Ms. Edwards presented the 2025 Revenue and Expenses for the General Fund along with an example of the 2025 rough draft budget handbook. Mr. Day was also in attendance at this budget meeting.

Some of the questions Ms. Edwards asked for input were:

1. Ambulance donation for 2025, Mr. Membrino mentioned a possible increase based on their activity history in Hereford Township – looking at possible increase \$12,000.00 to see where that puts the budget
2. Contributions to the fire companies – she currently has the same amount as last year filled in tentatively.
3. SLF budget needed to have the 432.20 and 438.20 based to “\$0” since both those funds will come from GF
4. SLF budget needs to have Sigmond Road added to 439.20 in the amount of \$84,000.00
5. Mr. Membrino requested making two new lines  
1. (411.53) Fire Incentive Stipend \$6,000.00 to see where that puts the budget  
2. (429.50) Municipal Authority \$41,000 to see where that puts the budget

Ms. Edwards plans on having the completed rough draft emailed to the board before the next budget meeting.

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 8:45 p.m.

Respectfully Submitted

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Hannah Edwards, Secretary/Treasurer