

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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January 23, 2018
MEETING MINUTES

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Howard Leed – Road Foreman
Jennifer Snyder- Office Manager
Bob Lynn – Township Engineer
Fred Wolf – Solicitor
3 members of the public

The meeting was called to order at 7:02 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Sgt. Mengel of the Pennsylvania State Police Troop L was in attendance to introduce himself and explain services of the state police. The Board thanked him for coming and for the work the State Police are doing in the Township.

Nelson Leid, Chief of the Schaefferstown Fire Company, came to discuss recent fire calls in the Township. Local brush fires have been categorized as arson. Reimbursement of costs is being sought and Mr. Leid asked if the Township wished to be involved for water usage and diesel for fire trucks. The Board stated they would. He also presented the 2017 Fire Company report. Chris Bamber from PFM, Inc. was there to discuss Sewer Bond refinancing. He noted that financially it is not feasible to refinance, but defeasing the bond may still yield savings. Doing an Ordinance to prepare for possible market changes was advised. The Board would like to see more movement in the bond market before they proceed with refinancing, but would like Mr. Bamber to monitor the future market.

Lester Zimmerman came to discuss water usage at the car wash. The Board noted that there has been a significant increase of water usage since the automatic wash was installed at the existing car wash. Discussion about more capacity purchases for water and sewer versus installing a recycling system for the wash water ensued. Mr. Zimmerman will discuss with his son, the carwash owner, and the options on the water usage at the carwash.

A review of the meeting minutes from January 2, 2018 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of January 2, 2018 and was seconded by Ted Cromleigh. The motion was approved.**

Bills were submitted and reviewed for payment. **After a brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$83,425.04 from the State Fund, Light Fund and General Fund for bills and payroll. Ted Cromleigh seconded the motion and the motion carried.** Ted Cromleigh asked about holding safety meetings to reduce Workers Compensation rates. Ms. Snyder said she will look into the possibilities with the insurance agent.

Bills for the Sewer account were submitted and reviewed for payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$5,398.15. Ted Cromleigh seconded the motion and the motion carried.**

Bills for HTMA were submitted for review and payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$11,031.84. Ted Cromleigh seconded the motion and the motion carried.**

The Treasurer's Report including Budget comparison, cash deposits and bank statements for December 2017 was presented. The quarterly pension statement for Fourth Quarter 2017 was presented for review.

The Road Foreman's report for December 2017 was presented. The Gasboy Report was reviewed as well. Howard Leed, Road Foreman, noted that the Ford alternator needs repair but otherwise everything is working well. The Horse Happy road drainage pipe needs to be replaced but the waterway needs to be investigated for any permitting needs. Discussion regarding part-time drivers for snow plowing was held.

The Pennsylvania State Police call report for December 2017 was reviewed.

Engineer's Report

Bob Lynn presented the Engineer's report.

The Chapter 94 Reports for 2017 are being worked on at this time.

There has been a complaint about odor at the sewer air release on Route 897 near South Lebanon Township. Options for odor control have been investigated and carbon filters in the manhole may be the best option. The Board said to try that and check air release to make sure it is working properly.

The Water System Model has been completed. Using data from the possible development on the Landmark land, the water system would be at maximum load. A list of upgrades to accommodate the excess load is being written. There is a planning meeting with Landmark on January 31st at 9AM to discuss development items. Fred noted that an escrow needs to be established for any meetings that Bob needs to attend. Ted also mentioned that he would like the SALDO fee schedule to include the ability to bill for administrative fees before the construction observation phase.

The Grandfathered well information is still being gathered to provide to SRBC.

The Maintenance Building plans continue to be designed.

Obie Road dirt & gravel road maintenance is being designed. Grant money will be sought to reclaim, fill and work on drainage on the road. Discussion about work on other dirt & gravel roads we held.

Low Volume Road money is available also and may be sought for the drain replacement previously discussed on Horse Happy Road. Investigating possible grant options will be done.

A request came in to denote a handicapped parking space in front of a residence on Heidelberg Avenue.

Ms. Snyder spoke to PennDOT since Heidelberg Avenue is a State road and they stated that the Township does this by enacting an Ordinance. Proper signage must be posted as well as painting the curb. The Board is alright with this and Fred Wolf will develop an Ordinance.

Mike Bachleda's engineer contacted Mr. Lynn regarding a subdivision of a lot on Chestnut Street and water/sewer connections to said lot. Discussion about the proper connections ensued.

Solicitor's Report

Solicitor Wolf presented the Solicitor's report.

The Easement agreements for Frederick Lane have been completed by Mr. Spohn and his attorney. They intend to improve Frederick Lane to private road standards and do the Stormwater Management Plan necessary.

The Ordinance for Water System Rates is being drafted. Bob Lynn needs some SRBC paperwork to finish his report and then Mr. Wolf can finish the draft of the Ordinance.

The Zook dog kennel appeal is complete and the Judge found in the Township's favor.

Amy Leonard from the Henry & Beaver office sent letters to those people to have paid their sewer tapping fees but have not connected.

OLD BUSINESS

Fuel Bids were re-advertised and the Township received one bid from Meyer Oil for 2018 fuel deliveries. The prices received were reviewed and appears to be good pricing. **After brief discussion, Chairman Fetter made a motion to accept the bid from Meyer Oil for Fuel Pricing for 2018. Bruce Kramer seconded the motion and the motion carried.**

The Park and Recreation Board met, with Bruce Kramer in attendance, last night and initial term lengths were decided by the members. The Board was acceptable of the determined term lengths.

The Auditor's Minutes from 2017 were reviewed.

NEW BUSINESS

The Costars Salt Contract for 2018-2019 is available to enroll. After discussion, the Board decided they would participate. **Bruce Kramer made a motion to join the Costars Salt Program for the year 2017-2018 winter season. Ted Cromleigh seconded the motion and the motion carried.**

The Paving, Seal Coat and Stone bids should be started now. We need to reevaluate road projects since Sunoco may do work on roads we included in our 2018 budget.

The Planning Commission minutes from November 2017 were reviewed.

Sewer/HTMA Update

The reports from Select Environmental for December 2017 operations were reviewed. Both were acceptable. A Flow Comparison Month to Date usage was reviewed.

EIT Update

The December 2017 EIT update was included for review.

Secretary Report

The Penn State Extension will be holding the Tire Collection program this year and they sent correspondence about participation. The budget of \$300 is already set for the program.

The softball teams requesting field use at the Township building have been accepted into the Lebanon County Fast Pitch Softball League. They intend to have two teams using the softball field and the concession stand. Discussion about netting for the batting cage will be held with the Park and Recreation Board.

Chairman Fetter discussed the inspection of the HVAC system. The men inspecting the system noted that upgrades should be done to both the heating and cooling system. The Board would like to change the oil furnace to a propane system.

At 10:01 Chairman Fetter called an executive session to discuss current and potential litigation matters. At 10:16 the Board reconvened to regular session.

At 10:17, Bruce Kramer made a motion to adjourn, which was seconded by Ted Cromleigh. All were in favor, and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be held on February 13, 2018 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary