

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**February 23, 2016
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
1 members of the public

The meeting was called to order at 7:00 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Peg Fitzkee thanked the Board for allowing minutes to be posted on the website. She also asked if there was any information on the status of the Municipal Authority. The Board said they will discuss that matter during regular meeting.

A review of the meeting minutes from February 9, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of February 9, 2016 and was seconded by Chairman Fetter. The motion was approved.**

Bills were submitted and reviewed for payment. A discussion regarding truck chains and garage door repairs were held. **After review, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$29,182.84 from the Light Fund and General Fund for bills and payroll. Bruce Kramer seconded the motion and the motion carried.**

Bills for the Sewer account were submitted and reviewed for payment. **After brief discussion, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$45,635.46. Bruce Kramer seconded the motion and the motion carried.**

Bills for HTMA were submitted for review and payment. The invoice for Laser Lab was not approved since the machine the service contract covers is outdated. **After brief discussion, Ted Cromleigh made a motion to accept the bills as submitted except for the AH Moyer bill for a total of \$3,561.29. Bruce Kramer seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

Doug Horning offered a 240 day extension for his land development plan at 40 Sportsman Lane. Mr. Lynn noted that a manure stacking area proposed in addition to the poultry building needs to be coordinated with NRCS and Red Barn. There are some issues that arise with the Stormwater Plan due to the addition of the square footage and location. **After brief discussion, Bruce Kramer made a motion**

to approve the 240 Day Extension for Douglas Horning. Ted Cromleigh seconded the motion and the motion carried.

Ervin Newswanger offered a 90 day extension for his subdivision plan on Mountain Road. The Board asked Mr. Lynn to review the current drainage method at the fill site on the property. **After brief review, Bruce Kramer made a motion to approve the 90 Day Extension for Ervin Newswanger. Ted Cromleigh seconded the motion and the motion carried.**

The Stormwater Application and Subdivision Land Development Application Fee Schedules have been reviewed and a draft update of said fees is presented for review. The Board was acceptable to the amounts and directed Resolutions be prepared for a March adoption.

Chairman Fetter thanked Mr. Lynn for his assistance in correction the sinkhole issue on Maple Street. The Board asked Mr. Lynn is Notice of Violation letters had been sent to property owners on Sheep Hill Road. He stated they were sent and the property owners had fifteen days to respond to the notices. Zoning Officer Barry Wagner received an e-mail regarding the issues at the property and a joint visit with Mr. Lynn may be required.

Solicitor's Report

Solicitor Wolf presented the Solicitor's report.

A road usage and bonding agreement has been drafted with Bob Lynn for Sunoco's pipeline work. It was noted that Sunoco has already videotaped the roads and has presented the tape to Mr. Lynn. The initial amount of bonding was increased to five hundred thousand (\$500,000.00) to pay for any roadway damage. An escrow fund will also be established to cover Hanover's time to inspect the roads as they are used. A list of specified equipment to be used will be included. Should any other equipment be used outside of the ones specified on the list and it causes damage, the bonding amount could be increased to one million (\$1,000,000.00) dollars. The preliminary draft of this agreement has already been sent to Sunoco for review. Ted Cromleigh asked if private timbering is going on along some of these roadways, how would anyone know who caused the damage. Mr. Lynn noted that the NPDES permit is from the State so more stringent inspections will occur throughout the project.

The possible sale of the Heidelberg Township Municipal Authority was discussed. The City of Lebanon Authority has expressed some interest in running it, but the potential for them to buy it could be explored also. The Municipal Authority would have to be terminated first. A value of the Authority and its assets will need to be conducted. Solicitor Wolf spoke to Keystone Alliance who performs those types of duties. A private water company could also be eligible to purchase the water system. Chairman Fetter stated that he would like to make sure the public is informed about the proceedings so they could give their feedback on the matter. Peg Fitzkee noted that DEP asked the past Authority Board about selling it, but they were concerned about a private company raising rates. Ted Cromleigh noted that one company he investigated has relatively uniform rates across the state.

The Ross property maintenance case has been canceled. Mrs. Ross will sign an agreement stating they will pay the outstanding legal fees associated with the case. Ms. Snyder noted that she had been in the office to sign the agreement, but was unwilling to sign it until she knew what the costs would be in total. Solicitor Wolf said he will have his office finish the bill this week.

Provided from the Henry & Beaver office was an updated list of delinquent sewer accounts with and without unpaid sewer bills. Ms. Snyder noted that some are already being worked on to resolve and she has been working with Amy Leonard to do so.

The Police Pension is being reviewed for closing and reinvestment of the fund. The Actuary of the fund, Conrad Seigel, suggested purchasing an annuity for \$100,000 so the remaining officer collecting on the pension would be accounted for. We will need to look for an investment agent who will handle the

pension payments and file any tax documents necessary. The remaining money will be removed from the pension fund investment and moved to another investment type. We will need to find an investment with a reliable strategy.

The Linda Sue Garden Development documents need the construction observation escrows established. Currently, Ms. Snyder is billing Blue Lake Builders every month for bills she received from Hanover for the inspection or review work. The Board discussed the need of the escrow if they are paying monthly. Ms. Snyder said it would alleviate time and effort if the escrows were established, but the current system is working. The Board is willing to allow them to continue payments this way and will have HTMA bill them in the same fashion.

OLD BUSINESS

A letter was drafted by Zoning Officer Barry Wagner to send to Sylvan Martin on Schaeffer Road regarding some possible unpermitted improvements to the property. The Board approved of the letter and instructed Mr. Wagner to send the letter.

The Lanco Speedway also drafted a letter to mail to neighboring residents regarding an upcoming weekday race. The Board approved the letter and will work on specifying where they want the letter sent.

The trailers parked in the Binner Industries parking lot were discussed. Bruce Kramer stated he spoke to Mike Binner about their removal. Mr. Binner stated some are sold but not removed from the property due to weather conditions. Ted Cromleigh would like to see more progress with the trailer removal since we have given him ample time to remove them. Bruce Kramer stated he will speak with Mr. Binner again to stress the timeline of the trailer removal.

Ms. Snyder asked how we are proceeding with road materials bidding. The Board would like Bob Lynn and Hanover to prepare the bid for placement on Pennbid.

NEW BUSINESS

There was none.

Sewer/HTMA Update

The reports from Select Environmental for January operations were reviewed. Bruce Kramer noted that water usage seemed very high compared to the amount of flow being measured at the sewer pump station. Since there are 200 less customers on public water than are sewer customers, that is a concern. The Board noted that some recent leaks that were repaired within the water system may have accounted for the problem. Bruce Kramer asked that more frequent motoring be done at the flow meters for both systems to see if a problem still persists. Mike Kreiser of Select Environmental had discussion with Bruce Kramer about some things with the water system. They will switch to Well 2 and check the nitrate levels in that well. If they are as low as the nitrate levels in Well 1, the ion exchange unit may no longer be needed. Since Well 1 needs to be offline for maintenance anyway, it is a good time to do this check. The Board asked Bob Lynn to put together a spec and ask some contractors for price for the maintenance issues. Also, the chlorine pump required a new control box be installed. A spare pump was found in the HTMA office. Kohl Brothers ran a check on the found chlorine pump and determined it is usable as a backup pump.

Ms. Snyder stated that she spoke to Susan Valerio at Jonestown Bank about the loan payments for the HTMA line of credit. If HTMA continues on the payment schedule as it was designed, the loan will be

paid off in just over a year. The Board determined that would be the best option and will continue to make the designated quarterly payments.

At this time, Supervisor Kramer excused himself for the remainder of the meeting.

EIT Update

The January 2016 EIT update was included for review.

Secretary Report

A study is being conducted by PennDOT on the traffic lights used on state roads. Ms. Snyder is unsure of what the study will be used for, but will complete the necessary paperwork.

An invoice was received from Hurst Excavating for work done at the sinkhole on Maple Street. Since there was a water main break in the area which contributed to the issue, the Board is unsure who will pay all of the costs. They would like to wait for any subsequent invoices and then determine a division of the costs to the Township, Sewer and HTMA.

A review of the Accounts Receivable lists for both HTMA and the Sewer was done. Brief discussion was held on some properties. Ms. Snyder may need to confer with Solicitor Wolf on how to handle some of the lingering non-paying accounts.

At 9:05 Chairman Fetter called an executive session to discuss potential litigation matters. No decisions were made.

At 9:20, Chairman Fetter 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 March 8, 2016 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary