

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**February 27, 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  
2 members of the public

The meeting was called to order at 7:08 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Brian Welch of 347 N. Carpenter Street was in attendance to voice concern over water and mud run-off into his yard from the Linda Sue Gardens development. He provided pictures to affirm his issue. Bob Lynn noted that he was aware of the issue and spoke to Blue Lake Builders to make some corrections to the land area. Mr. Welch thanked the Board and will look for the land modifications.

A review of the meeting minutes from February 13, 2018 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of February 13, 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 \$19,114.19 from General Fund for bills and payroll. Ted Cromleigh seconded the motion and the motion carried.**

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 \$52,199.36. Chairman Fetter seconded the motion and the motion carried.**

Bills for Water were submitted for review and payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$12,482.67. Chairman Fetter seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

The HVAC system was evaluated by JPB Services. They have determined that while both the existing heating system and air conditioning are in good working condition, they are outdated by size standards and a more modern replacement would save the Township money on electric bills. The duct work is in good shape, but should have some insulation placed around it. JPB suggested replacing the AC Unit first for immediate summer savings. The heating unit could be replaced second and make the switch

from oil heat to gas. The Board understood and agreed with all the suggestions and will work on bid specifications with Mr. Lynn.

Information for the water system regarding the Landmark Development on Route 897 is still being worked on. Hydro testing will be done tomorrow using various hydrants throughout town.

The SRBC Grandfathered Well Registration submission is almost complete. There will be no fee.

The Land Development Plan for the new maintenance building behind the Township Building was submitted to the reviewing engineer, ELA Group.

The proposed No Truck Traffic Ordinance for the dirt section of Michters Road was reviewed with Elizabeth Township since their section connects with ours. Elizabeth Township will pass an ordinance in their Township, but requested we pay for everything. Mr. Lynn suggested we just amend our existing No Truck Traffic Ordinance to include this section of road. The Board was acceptable to their requests.

Mr. Lynn will speak to the Elizabeth Township Solicitor.

FEMA intends to do a Floodplain amendment in Lebanon County. Mr. Lynn will attend the meeting at the Lebanon County Courthouse on March 12<sup>th</sup> to review their intended updates.

Mr. Lynn received a quote for a steel-constructed building for the maintenance building. The price is comparable to the wood frame. Mr. Lynn suggested having the steel building be an alternate bid and let the bidder do their own design that meets our specifications.

Mr. Comleigh asked if it would be a good idea to let the public view submitted sketch plans at a meeting for the Landmark Development on Route 897. He thought maybe a joint meeting with Planning Commission and the Supervisors could be held at the Fire Company to accommodate. Ms. Snyder suggested letting Landmark hold a town-hall type meeting at the Fire Company Hall rather than at a public meeting. Then they could field questions from the public rather than the Township answer questions for them. Mr. Lynn stated that the water service area needs to be evaluated once all information for the system is reviewed.

There was discussion regarding paving the gravel section of N. Locust Street. Linda Sue Gardens is nearing completion so contact should be made with Blue Lake Builders, Keystone Fence and Schaefferstown EMS to begin coordination of the paving. The ELCO School District would like to use the road section to provide busing to the residents of Linda Sue Gardens so paving before school starts would be optimal.

### **OLD BUSINESS**

Janice Lehman was in attendance to ask about the dog ordinance update. The Board explained that Ordinance review takes time and there are some items taking precedence. Ms. Lehman would like the process to begin when possible. The Board asked Ms. Snyder to ask other municipalities for copies of their dog ordinances. Fine amounts are an issue, but the Magisterial District Judge can set fines as he sees fit. The Board noted that she lives in Linda Sue Gardens and they have a Home Owners Association that may address her concern. They suggested she review the document for rules regarding dogs and see if she can get satisfaction faster via that avenue. She stated she would check with the developer about the matter.

### **NEW BUSINESS**

Messick provided a quote for a Broom attachment with a water tank. This would be attached to the backhoe via a quick hitch and would allow for pick up of stones and anti-skid rather than pushing it to

the sides of the road. It could also be used for pick up of stone after seal coating jobs are completed. The Board requested Howard Leed get more pricing for comparison.

Howard Leed noted that Don Gettle met with Morrissey appliances. They agreed to donate appliances to the Recreation Snack Stand since the Softball Association would like to use it at their games. Howard also said Diamontex should be purchased. The batting cage pricing was reviewed and the Board stated the General Fund Township money will purchase the netting. Bruce Kramer found a better price for the net and Ms. Snyder will order. Ms. Snyder stated that the Softball Association would like a key to the concession stand but she thought a Township rep should meet with them. The Board said a Park & Rec Board member should be included in the meeting.

The Planning Commission minutes from the January 2018 meeting were reviewed.

#### Utility Update

The reports from Select Environmental for January 2018 operations were reviewed. Both were acceptable. The Delinquent/Unconnected report was reviewed as well. Progress is being made with some of the accounts.

#### EIT Update

The January 2018 EIT update was included for review.

#### Secretary Report

The Liquid Fuels deposit is scheduled for March 1. The amount is a little higher than originally stated. Ms. Snyder submitted a request for cancellation of the SWIF insurance policy for HTMA effective 12/31/2017. A SWIF representative responded stating they needed a signed letter requesting the cancellation. There is a credit on the account so the cancellation should net a return of premium paid. The Tax Collection Committee sent a by-law change regarding delegates. The Board was accepting. Ms. Snyder stated that GLRA did not have record that we appointed Chris Horst for a new term. The Board noted that it was done at a prior meeting and Ms. Snyder will review old minutes. Titus Martin is requesting release of his Letter of Credit for lots along Route 897, but there are some outstanding issues regarding the release. Ms. Snyder noted that one of the lots now belongs to someone else and money can be released if the new owner posts and new Letter of Credit and does not intend to deviate from the original Stormwater Management plan. Another lot has money held for another reason. Mr. Lynn will look into that matter, but reaffirmed Ms. Snyder's position with regard to the other lot. The PSATS Convention is approaching and Ms. Snyder wished to confirm who was attending.

At 8:35 Chairman Fetter called an executive session to discuss current and potential litigation matters.

At 8:58 the Board reconvened to regular session.

**At 8:59, 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 13, 2018 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.