

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**February 28, 2017
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman
Ted Cromleigh

Others present:

Howard Leed – Road Foreman
Jennifer Snyder- Office Manager
Bob Lynn – Township Engineer
Tom Harlan – Solicitor Proxy
4 members of the public

The meeting was called to order at 7:05 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. Bruce Kramer was not in attendance for the meeting.

A call for public comment was made. There was none.

A review of the meeting minutes from February 14, 2017 was conducted. **A motion was made by Ted Cromleigh to approve the Minutes of the meeting of February 14, 2017 and was seconded by Chairman Fetter. The motion was approved.**

Dan Ginder was in attendance to discuss the current status of the Schaefferstown Fire Company. In five to six years, the Fire Company will need to replace one of their trucks. They have a savings account which has accumulated some money from wills and donations, but that money is being saved for emergencies. Some repairs and upgrades are needed for the banquet hall and they are working on planning for the work. Mr. Ginder noted that they have a dedicated group of volunteers that respond to emergency calls, but they do struggle to get volunteers for fund raising efforts. The Board thanked Mr. Ginder and the rest of the fire company members for their dedicated service and appreciates everything they do for the community.

Bills were submitted and reviewed for payment. **After a brief discussion, Ted Cromleigh made a motion to accept the bills as submitted, with the omission of the invoice for the County of Lebanon, for a total of \$13,863.99 from General Fund for bills and payroll. Chairman Fetter seconded the motion and the motion carried.**

Bills for the Sewer account were submitted and reviewed for payment. **After brief discussion regarding the invoice for Hanover Engineering work at the Davis property, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$50,142.10. Chairman Fetter seconded the motion and the motion carried.**

Bills for HTMA were submitted for review and payment. **After brief discussion, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$14,261.90. Chairman Fetter seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

Mr. Lynn introduced a 90 day time extension for the Newswanger project on Mountain Road. The Planning Commission recommended acceptance of the extension. **After brief discussion, Ted Cromleigh made a motion to grant the 90 Day Time Extension for the Subdivision Plan for Ervin Newswanger on Mountain Road. Chairman Fetter seconded the motion and the motion carried.** A sewer main for PNDI has been prepared and is ready for signature. Ted Cromleigh requested letters of sewage conveyance treatment capacity from the City of Lebanon and Heidelberg Township prior to submission to Lebanon County SEO. **Ted Cromleigh made a motion to approve the DEP post card and for Paul Fetter to be the signor on the letter. Chairman Fetter seconded the motion and the motion carried.**

A minor stormwater plan for Art Groff on Distillery Road has been reviewed and is ready to have agreements approved by the Board. Hanover Engineer has reviewed the plans and is acceptable of the proposed minor plan at the lot. Waivers are being requested that have been approved by Hanover in their last review letter. A cost estimate of \$22,187.76 has been approved by Hanover Engineering and a Letter of Credit has been secured. The Planning Commission has expressed some concern with the placement of fill and its impact on the proposed on-lot sewage area. Monitoring of the site will be conducted throughout the project. **After brief discussion, Ted Cromleigh made a motion to approve the waivers requested in the minor plan for Art Groff on Distillery Road. Chairman Fetter seconded the motion and the motion carried. Ted Cromleigh then made a motion to approve the Stormwater Management Agreement and Improvement Guaranty for the minor plan for Art Groff. Chairman Fetter seconded the motion and the motion carried.** The lot add-on plan proposed for Art Groff on Distillery Road was discussed next. Steve Gergely from Harbor Engineering was in attendance to review the plan. The property owners across the street at 140 Distillery Road, Isaac & Sara Lapp and Amos & Bena Stoltzfus are willing to sell a portion of the land which extends across the street and across the front of a portion of Mr. Groff's land. The subdivided section of land would be added to Mr. Groff's lot which would create no new lots and will have no impact on Mr. Groff's Minor Land Plan for his lot. **After brief review of the plan specifics, Ted Cromleigh made a motion to approve the lot add-on plan for Art Groff on Distillery Road. Chairman Fetter seconded the motion and the motion carried.**

The Chapter 94 Sewage reports were prepared and sent to Scott Rights, engineer for the City of Lebanon Authority. Chairman Fetter asked about the availability of capacity within our system. Mr. Lynn explained our current usage and that it is below what South Lebanon Township is allowing us to put through their lines. He also explained that any costs needed to expand their system to accommodate development would need to be incurred by the developer.

A letter for bridge evaluations was received from PennDOT District 8 Engineer. All bridges are fine, but the South Lancaster Ave Bridge is listed as Scour Critical. This denotes that some attention is needed to the scour area underneath the structure, but it is not in dire condition. Chairman Fetter questioned the age listed for Obie Road and Distillery Road bridges. Mr. Lynn said he will question why the years of the bridges were not changed with our major rehabilitation of them in recent years. Mr. Lynn noted that Sunoco Pipeline has received approvals and we may be seeing some movement in their areas soon. He stated that some paperwork is still needed to complete their agreement with us and a video of the roads they will be using may require upgrading. A pre-construction may be scheduled.

Solicitor's Report

Solicitor Wolf was not present for the meeting. Solicitor Harlan was in attendance in his place. A Traffic Ordinance related to parking vehicles in a public Right of Way was introduced for review. Motor Vehicle Code will need to be adhered to and the State Police may need to be included in any issues regarding enforcement. Some slight modifications to the ordinance were requested by Ted Cromleigh and a fine of \$500 was inserted for a violation amount. **After brief discussion, Ted Cromleigh made a motion to advertise the adoption of the ordinance with the modifications requested. Chairman Fetter seconded and the motion carried.**

The Delinquent List from Attorney Leonard was reviewed. The Board noted the progress being made on some of the past due accounts. One account was requested to have further information provided. Due to the nature of the account and possible legal action, the account will be discussed in executive session.

OLD BUSINESS

Three quotes were received for replacement of the fencing at the baseball field. Of the three, Steve Dove's quote was the lowest and he will work with the field usage schedule. An option of 7' fence instead of 6' high fence along the base line was discussed. For extra safety, the Board elected to install the 7' high fence. Ted Cromleigh wanted to verify that we will haul the scrap away ourselves to save on additional cost. Ms. Snyder will verify that the road crew will take the fencing to the scrap yard. **Ted Cromleigh made a motion to award the baseball fence replacement to Steve Dove for \$8,860 and an additional \$330 for the 7' fence. All money will be paid from the Park and Recreation Fund. Chairman Fetter seconded the motion and the motion carried.**

Three quotes were received for replacement of the gates at the collection sewer pump stations. Ted Cromleigh questioned the need to replace all three at one time. Chairman Fetter noted that damage had occurred to one and it was never correct even after repair. The other two are misaligned from settling ground. Ms. Snyder noted that it would be cheaper to do them all at once to save on contractor costs. Steve Dove quoted this job as well and he would not replace the existing 10' gates with the same size. He would not stand behind their longevity and quoted 8' gates with an additional post placement to secure them. The remaining quotes were tailored to match Mr. Dove's quote so each company was quoting the same product. Mr. Dove's quote was the lowest. **After brief discussion, Ted Cromleigh made a motion to award the pump station gate replacement to Steve Dove for \$4,655. Chairman Fetter seconded the motion and the motion carried.**

The budgeted building remodel and storage building construction were discussed. Bob Lynn noted that a local architect will need to be retained to prepare the building plans. Mr. Lynn will aid the architect in bidding requirements. Discussion about the possibility of finding an exterior building on Costars ensued. Mr. Lynn noted that labor to install the building may not be included in the Costar pricing. Ted Cromleigh mentioned that grants may be available for the building purchase. Ms. Snyder stated she contacted DCED regarding grant opportunities but is waiting for return correspondence. Chairman Fetter thought there may be a possibility of extending the back of the existing garage instead of building a stand-alone building. Mr. Lynn noted that there may be some challenges with this due to the existing building specs, but it can be investigated. Mr. Cromleigh asked if a boiler upgrade could be looked into during the remodel. Possibly using propane could save us money in fuel costs.

NEW BUSINESS

An application for an addition to the Heidelberg Township Ag Security was received. The Balmer family owns a farm of 109 acres in Heidelberg Township on West Reistville Road. Vernon Balmer, resident of the farm, and his sons would like to include the entire farm in the Ag Preserve program, but needs to enroll the farm in the Ag Security Area first. Ms. Snyder noted that she spoke to Vernon about waiting the 180 days in lieu of full advertisement. Mr. Balmer was fine with that option. Ms. Snyder noted that the Balmers could apply for Ag Preserve at the same time as applying for Ag Security and it would not prolong his application for inclusion to the Ag Preserve program. The process of inclusion in the Ag Preserve Program can be lengthy. The Board stated they had no opposition to the inclusion of the Balmers' farm into the Ag Security area. **Ted Cromleigh made a motion to accept the application of the Balmers to include their farm in the Ag Security Area. Chairman Fetter seconded the motion and the motion carried.**

The Planning Commission minutes from the January 2017 meeting were reviewed.

Sewer/HTMA Update

The reports from Select Environmental for January 2017 operations were reviewed. Both were acceptable. There was a note in the water report that an old hydrant was leaking and Mr. Kramer made a decision to eliminate the hydrant. Another hydrant is very nearby. Ms. Snyder noted that recent leak repairs have been completed. Old pipes had developed leaks and needed to be replaced.

EIT Update

The January 2017 EIT update was included for review.

Secretary Report

The Liquid Fuels deposit is scheduled for March 1.

Ms. Snyder noted that she applied for a grant for small recycling cans to place at the ball fields and pavilion at the Township. She also spoke to Chris Barry about cardboard recycling bins. She will have further discussions about recycling bins with him when his schedule allows.

At this time, Peg Fitzgee discussed recycling items and hoped for some more information on specific types of recycling. She also asked about the replacement of signs at Prescott & Route 897 intersection after an accident a few weeks ago. The Board noted those are PennDOT signs and they should be contacted regarding the replacement.

At 8:38 Chairman Fetter called an executive session to discuss current and potential litigation matters.

At 8:52 the Board reconvened to regular session.

At 8:53, 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 14, 2017 at 7:00pm in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.