

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

PO Box 188 111 Mill Road
Schaefferstown, PA 17088
(717) 949-3885 fax (717) 949-2915 htwpbs@comcast.net

**March 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
Amy Leonard – Solicitor Proxy
4 members of the public

The meeting was called to order at 7:18 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

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

A review of the meeting minutes from March 13, 2018 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of March 13, 2018 and was seconded by Chairman Fetter. The motion was approved.**

Bills were submitted and reviewed for payment. Ms. Snyder noted that an additional check was printed today for newsletter postage for \$360.89. **After a brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$15,314.47 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 \$3,804.70. Ted Cromleigh 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 \$14,850.59. Ted Cromleigh seconded the motion and the motion carried.**

Solicitor's Report

Attorney Amy Leonard presented the Solicitor's report in Solicitor Wolf's absence. Review of Ordinance 156 was conducted. This Ordinance would set water tapping fees and service rates for the Township. A variety of items were discussed and explained. The Board had some minor word changes and descriptions added. None of the changes alters the overall Ordinance. The Board would like Bob Lynn to explain his calculations for some of the charges before authorizing advertisement for adoption.

Ms. Snyder noted a discussion regarding a Sunoco Bond for \$15,000. Sunoco would like the Bond released but neither Ms. Snyder nor Bob Lynn have knowledge of requiring this additional Bond. The Board would like clarification on the matter.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

EIT Update

The February 2018 EIT update was included for review.

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

Utility Update

The reports from Select Environmental for February 2018 operations were reviewed. Both reports noted no major issues. The Flow Comparison for Month to Date data was reviewed and was good. The Delinquent/Unconnected report was reviewed as well. Progress is being made with some of the accounts and some connections have been made. There was discussion regarding the apartment at the Light property. The Board would like Dwayne Horst to review what is remaining in the apartment to see if they can classify it as decommissioned.

Secretary Report

The Workers Compensation rates for 2018-2019 were reviewed. Rates are increasing approximately 5% due to recent court rulings on the matter.

Ms. Snyder stated she spoke to the business owner in the Binner Industries building regarding trucks blocking S. Church Street. He will discuss the issue with his shipping department. Amy Leonard talked about options for the Board should the street closing become a problem.

The Newsletter was presented for review.

Ms. Snyder said she received word from PennDOT that they are not in favor of placing speed humps on South Lancaster Ave for the detour around the bridge project on South Market Street. They will send us a formal detour agreement in the future.

Conrad Seigel invoices for work on the Police Pension Audit and the Employee Pension Plan were submitted. The Employee Plan invoice will be paid from the Employee Pension Fund and the Police Pension invoice will be paid from General Fund.

Chairman Fetter stated that Lowell Seiverling contacted him regarding the flag pole at the cemetery. It was blown down during a recent storm. The cemetery is searching for funding to replace the flag pole. It was determined that the Board is unable to offer any money since the cemetery is a private business.

Ted Cromleigh said he met with a softball representative and Jenny Wyatt from the Park and Rec Board. Softball is excited to use the snack bar. Repairs at the pavilion and snack stand were noted. We should

seek prices for the necessary repairs. Bruce will ask the man who painted the fire hydrants last year if he is available to paint the buildings this summer.

Engineer's Report

Bob Lynn presented the Engineer's report.

The Casey and Kaitlyn Martin Land Development Plan was submitted for review. Dave Mease from Diehm and Sons was in attendance to discuss the plan and waiver requests. Ted Cromleigh abstained from discussion. Bruce Kramer said he reviewed the plan and wished to have clarification on the waiver from section 303b. This is regarding floor elevation in regards to proposed basin level for stormwater. Mr. Mease explained the request to Mr. Kramer's satisfaction. All other waivers are standard for such a plan. Ms. Snyder noted that the Improvement Guaranty escrow is deposited at Fulton Bank. **After brief discussion, Bruce Kramer made a motion to approve all waivers requested on the plan. Chairman Fetter seconded the motion and the motion carried. Bruce Kramer then made a motion to approve the Casey and Kaitlyn Martin Improvement Guaranty and Stormwater Management Plan. Chairman Fetter seconded the motion and the motion carried. Finally, Bruce Kramer made a motion to approve the Land Development Plan for Casey and Kaitlyn Martin on Sunnyside Road. Chairman Fetter seconded the motion and the motion carried.**

The Township Storage Building Land Development Plan was reviewed by Bob Lynn. The Plan has been reviewed by ELA Group and any comments they had have already been addressed. Deferral of Road Improvements and a Wavier of the Preliminary Plan Requirements are sought. The plan will combine the two adjacent lots owned by the Township together and build a storage building behind the Township Building. There will be a stormwater plan for water containment and quality control. The Conservation District has approved the plan and sewage planning needs not deferral letter because of the existing Township Building. **Bruce Kramer made a motion to approve the waiver request and the Land Development Plan. Ted Cromleigh seconded the motion and the motion carried.**

The Chapter 94 reports for the sewer system have been submitted to Scott Rights on behalf of the City of Lebanon Authority. The Board may authorize Chairman Fetter to sign the reports. **Ted Cromleigh made a motion to authorize Paul Fetter to sign the Chapter 94 reports for 2017. Bruce Kramer seconded the motion and the motion carried.**

The Source Water Protection Plan has been investigated by Bob Lynn and Nadine Frye. The Plan has not been updated since 2011. The plan is voluntary at this time, but can aid the Township in seeking grants and funding for system repairs. The Board authorized Hanover Engineering to prepare the update.

The water model is complete for to accommodate the Landmark Land Development Plan. Landmark will need to sign the electronic information agreement prior to Hanover sending the water model information results. Water pressure is an issue in some sections of the Township. A booster and tank may be needed as well as a new well or re-permitting of the existing well. An updated treatment facility may be needed also. Discussion regarding options will need to be further investigated.

The Flood Insurance Study for FEMA Flood Map updating meeting was attended by Bob Lynn. Residents will need to be notified if they are affected and a group meeting may work best. The Zoning Map and language in the Zoning Ordinance will need to be updated.

The Grandfathered Well registration will be submitted by the due date. No fee is required.

The HVAC system will have a bid list put together in the coming weeks.

The Michters Road dirt section No Truck Ordinance will be prepared by Joselle Cleary, Solicitor for Elizabeth Township. We will pay for the Ordinance and Elizabeth will take care of the sign posting in their Township.

The South Market Street water line replacement for the bridge project is nearly complete. Ordinance 156 was discussed. Bob Lynn explained his calculations for the Tapping Fee rates for Residential and Commercial uses. Ted Cromleigh asked if there is a sprinkler fee. Bob Lynn stated any sprinkler capacity is already built into the rates. Small changes were noted by Ms. Snyder and the Board. **After brief discussion, Ted Cromleigh made a motion to allow advertising for adoption of Ordinance 156 at the April 10, 2018 Board meeting. Bruce Kramer seconded the motion and the motion carried.**

At 9:07 Chairman Fetter called an executive session to discuss personnel and current and potential litigation matters. At 9:17 the Board reconvened to regular session. **At this time, Ted Cromleigh made a motion to pay Earl Hehnley \$10.00/hour for summer mowing help. Chairman Fetter seconded the motion and the motion carried. Bruce Kramer made a motion to allow Henry and Beaver to file necessary legal paperwork for property maintenance issues at 114 High Street. Ted Cromleigh seconded the motion and the motion carried.**

At 9:19, 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 April 10, 2018 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary