

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**April 24, 2018
MEETING MINUTES**

Board members present:
Paul Fetter – Chairman
Ted Cromleigh

Others present:
Howard Leed – Road Foreman
Jennifer Snyder- Office Manager
Bob Lynn – Township Engineer
Fred Wolf – Solicitor
Amy Leonard – Solicitor
3 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. Peg Fitzkee asked if the Township knew about a land survey going on in Juliada Heights. Ms. Snyder noted that a vacant lot in the development was recently purchased and site development for a new home has started. Ms. Fitzkee then asked if the Township had any news on the PennDOT review of the intersection of Route 897 and Prescott Road. Chairman Fetter stated that he saw PennDOT officials looking at the intersection recently, but they have not contacted the Township to date.

Brian Welch was in attendance to ask about water runoff issues at his property. Bob Lynn said he spoke to the developer and discussed what could be done to minimize the water directing to Mr. Welch's property. Mr. Welch would like the matter taken care of as soon as possible.

A review of the meeting minutes from April 10, 2018 was conducted. **A motion was made by Chairman Fetter to approve the Minutes of the meeting of March 13, 2018 and was seconded by Ted Cromleigh. The motion was approved.**

Bills were submitted and reviewed for payment. **After a brief discussion, Chairman Fetter made a motion to accept the bills as submitted for a total of \$27,034.22 from Light Fund and 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, Chairman Fetter made a motion to accept the bills as submitted for a total of \$6,649.08. Ted Cromleigh seconded the motion and the motion carried.**

Bills for Water were submitted for review and payment. **After brief discussion, Chairman Fetter made a motion to accept the bills as submitted for a total of \$12,095.06. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

The John Hurst Minor Land Development Plan was presented by Josh Weaber of Chrisland Engineering. The plan will remove an existing home and build a new home at a different location on the property. The existing septic system will be used. A Letter of Credit for \$30,210.50 has been established for the Improvement Guaranty. **After brief discussion, Ted Cromleigh made a motion to approve the Improvement Guaranty Agreement and Stormwater Management Agreement for the John Hurst Minor Plan. Chairman Fetter seconded the motion and the motion carried.**

Bob Lynn discussed the remaining escrow held for Clarence and Marion Weaver. They have completed almost everything and Mr. Lynn suggested holding only \$1,000 until the close of the NPDES permit.

Chairman Fetter made a motion to reduce the held escrow for the Clarence and Marion Weaver Land Development Plan to \$1,000. Ted Cromleigh seconded the motion and the motion carried.

Doug Horning has requested a reduction on his Letter of Credit held for his land development plan. Hanover Engineering has done inspections and has requested a reduction for \$36,510.00. **After review of the recommendation letter from Hanover Engineering, Ted Cromleigh made a motion to release \$36,510.00 from the Doug Horning Letter of Credit. Chairman Fetter seconded the motion and the motion carried.**

The bids for Seal Coat Projects and Paving Projects were reviewed from the PennBid system. The Supervisors were not able to make an award on the projects until further review and budget comparisons were made. The bids will be awarded at a future Board meeting.

Solicitor's Report

Solicitor Fred Wolf presented the Solicitor's report.

There is a property maintenance complaint that will be filed with the Courts to gain compliance.

Solicitor Wolf requested authorizing Bruce Kramer as Board Secretary to sign the documents necessary to file the complaint. **Ted Cromleigh made a motion to authorize Bruce Kramer to sign documents related to filing a property maintenance complaint with the court. Chairman Fetter seconded the motion and the motion carried.**

A use of buildings at 1172 Heidelberg Avenue is being reviewed. Solicitor Wolf noted that Barry Wagner, Zoning Officer, is reviewing the matter.

There is a Sunoco Bond that is being requested for release. Review with Mr. Lynn regarding the street restoration is required and review of the bond as well.

The Sewer Bond No-Call period ends in June. We will need to determine how much money from the Tapping Fee account can be used to pay down the bond.

The Delinquent/Uncollected account list was reviewed. Attorney Amy Leonard was in attendance to discuss any questions the Board may have about the list. She noted that letters have been mailed to certain property owners to gain compliance to the Ordinances or Agreements. Attorney Leonard stated that some property owners will need court filings to see any progress with their issues.

Bob Lynn noted that there may be some money available from Sunoco penalties for specific projects within the Township. He will review eligibility of some pipe work that is proposed to see if it meets their criteria.

OLD BUSINESS

Prices for poles to secure the new batting cage net were reviewed. With the new Diamondtex area under the net, the poles will no longer be needed.

Quotes for concession stand and pavilion repairs were received. Ms. Snyder stated that there were many variables included in some of the quotes and would like Howard Leed to review them to make sure the businesses were quoting the same things.

NEW BUSINESS

Ordinance 157 was presented for adoption. This Ordinance was drafted by Elizabeth Township Solicitor Josele Cleary to provide for No Trucks on the dirt section of Michters Road. This dirt road section continues into Elizabeth Township onto Pumping Station Road. The Ordinance will amend Ordinance 141 which already lists roads where trucks are not allowed but for local delivery. **After brief review, Chairman Fetter made a motion to adopt Ordinance 157. Ted Cromleigh seconded the motion and the motion carried.**

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

Utility Update

The reports from Select Environmental for March 2018 operations were reviewed. Both reports noted no major issues. Sample lean out covers for the sewer clean outs at the Township were received from LB Water. The Board will review them.

Ms. Snyder requested clarification on the elimination of an apartment within the sewer system. The Board and Bob Lynn said removal of plumbing would be required to eliminate the apartment. The Delinquent Report was discussed.

EIT Update

The March 2018 EIT update was included for review.

Secretary Report

Middlecreek Wildlife Management Area is holding a fundraising race on September 22nd. They are requesting a brief road closure on Hopeland Road while runners travel the course. The Board is fine with the closure. Ms. Snyder will contact the Fire Police to coordinate their availability for assistance. Draft Audits for the 2017 HTMA and Township have been received from Stanilla, Sigel and Maser. The Board reviewed the drafts and they were both acceptable.

Discussion about parking on N. Locust Street concluded with the need for setting areas for No Parking. Work on drafting regulations for the parking will be worked on along with other road way needs such as Snow Emergency Routes and other parking restrictions.

The detour arrangement for South Market Street bridge project is progressing. PennDOT would like to know if anyone would like to be included on a comment period for a small mock-up of the project. The Board would like someone to participate.

At 8:26 Chairman Fetter called an executive session to discuss current and potential litigation matters related to property maintenance. At 8:53 the Board reconvened to regular session.

At 8:54, 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 May 8, 2018 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary