

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**April 26, 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 – Township Solicitor

The meeting was called to order at 7:03 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Stan and Bea Jones from South Lebanon Township were in attendance to discuss the intersection of Heidelberg Ave and Market Street. Mrs. Jones wished to ask if anything can be done to make traffic control devices more visible or if a complete alteration can be done to the intersection. She was nearly hit by a large truck in recent weeks and talked to both Township staff and PennDOT about the area. The Board explained that the stop sign in question in front The Franklin is governed by PennDOT and there is little the Township can do since it meets all of their regulations. Chairman Fetter explained the significance of Route 419 being a Scenic Byway. The intersection is awkward and to truly correct the problems it would need to be realigned. Since it could affect property owners surrounding the intersection, it would take significant participation and funding from PennDOT. Bob Lynn noted that the Township may be able to make a request to PennDOT for additional traffic calming devices. Mr. and Mrs. Jones understood, but wished to bring the matter to the Township's attention. The Board thanked them for attending. Eddie Rowe was also in attendance to discuss his plan approval for a new home. The Board stated it will be discussed during the Township Engineer's Report.

A review of the meeting minutes from April 10, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of April 10, 2016 and was seconded by Chairman Fetter. The motion was approved.**

Bills for the Township were submitted and reviewed for payment. **After review, Bruce Kramer made a motion to accept the bills as submitted for a total of \$27,824.92 from the 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, Bruce Kramer made a motion to accept the bills as submitted for a total of \$21,608.86. Ted Cromleigh seconded the motion and the motion carried.**

Bills for HTMA were submitted for review and payment. The Board asked Bob to clarify bills for the Linda Sue Garden waterline installation. Mr. Lynn said he would review the information provided for

the billing. The Board said they would hold payment for the invoices until they are verified. Chairman Fetter asked if all of the water lines will be noted on plans. Mr. Lynn said the Township will be presented with as-builts when the project is complete. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted except for the specific Hanover invoices denoted for a total of \$37,258.91. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

The Eddie and Jean Rowe Stormwater Management Plan and Improvement Guaranty are on the agenda for approval. This is a minor plan and they are asking for some waivers. Mr. Lynn read the requested waivers and noted that Hanover did not have a problem granting the waivers. Chairman Fetter asked if any of the lot discharge would end up on the farmer's lot down the street. Mr. Lynn stated the plan will not add to the discharge but would reduce what is already discharged off the lot. The money for the improvement guaranty is deposited in an escrow account at Fulton Bank. **After discussion, Bruce Kramer made a motion to grant all waivers requested. Ted Cromleigh seconded the motion and the motion carried. Bruce Kramer then made a motion to approve the Stormwater Management Agreement and Improvement Guaranty. Ted Cromleigh seconded the motion and the motion carried.**

The HTMA water line relocation project is awaiting final approved paperwork from PennDOT. Mr. Lynn noted that he did receive some notification that indicated it should be nearing completion. He noted that the work is being done under the PennDOT stream crossing permit since they will be replacing the culvert in that area. Mr. Lynn said the bid award date is tentatively scheduled for either May 19th or May 24th. The Board said May 24th would be the better option. Chairman Fetter asked if the road would need to be closed for the construction. Mr. Lynn stated it would not.

The Well #5 contract with Kohl Brothers for the repair of the well pump will need to be signed. They will be provided as soon as possible.

The Sunoco Road Bonding agreement was discussed with Solicitor Wolf. The agreement is relatively finished, but needs some minor changes. There will be a bond or letter of credit for \$500,000 with a provision to increase up to \$1,000,000 if necessary. Ms. Snyder asked if the street cut permits and driveway permits could be issued and if fees needed to be collected for them. Mr. Lynn stated the fee amounts are included in the agreement provisions so they would not need to be collected. There was discussion about the possibility of road damage to private loggers doing private land work. Solicitor Wolf said liability would need to be determined at the time. We could send notices to possible affected land owners. After discussion, the Board asked Solicitor Wolf to send the agreement to Sunoco for review.

Ms. Snyder discussed with Mr. Lynn the possibility of contractors who may be doing street cutting to post a cover-all bond to be held for a length of time versus a single bond for each street cut instance. The Board was fine with this option and Mr. Lynn will determine a dollar figure to be held.

Solicitor's Report

The Solicitor's Report was presented by Solicitor Wolf.

The sale of the water system is still being discussed as a possibility. Many steps need to be conducted to facilitate a sale to a private entity or another authority. Termination of the authority and a transfer of assets would need to be done to facilitate the sale. Hanover should do a study to determine the needs of the system and we may need to have an outside company to determine value.

Resolution 831 was prepared to enact a \$25 Final Meter Reading Fee for any request for final water and/or sewer bills. **After brief discussion, Ted Cromleigh made a motion to adopt Resolution 831 to enact a \$25 Final Meter Reading Fee. Bruce Kramer seconded the motion and the motion carried.** The property located at 307 Sheep Hill Road is being looked at for possible zoning and permit violations. Since it is difficult to see from the road, access to the property or neighboring properties will need to be attained. A neighbor verbally gave permission, but Mr. Lynn will speak to the property owner. If no one allows us access to their land we may need to petition the court for the right to get on the property. Other options to determine what violations are on the property may need to be explored. The City of Lebanon Authority would like to verify the number of EDUs we have reserved for sewer connections. Once determined, they will issue us a refund for the unused capacity. Tapping Fee money is still being collected and will be used to pay down the second bond issue. The no call period will be up in June 2017. At that time we can use tapping fees to make a lump sum payment on the second bond.

A list of sewer collections was submitted by Henry & Beaver. Ms. Snyder has been working with Amy Leonard at the law firm to collect on unpaid tapping fees and sewer bills where water shutoff is not an option.

The Police Pension Fund has been liquidated and the value received was around \$986,000. Next the Board will need to decide where to invest the money and who will purchase the annuity to handle the remaining police pension payment. We will do a resolution to affirm where the money will be deposited. The Board would like an investment entity who can handle everything for the pension including payments and taxes. Solicitor Wolf discussed this with our auditor at Stanilla, Siegel & Maser and they will review the paperwork.

A brief discussion was held regarding the sewage issues at the Mt. Trail Motel. Gordie Sheetz continues to work with them to correct their issues, but progress has been made.

Ted Cromleigh asked if Solicitor Wolf reviewed any information regarding selling the police guns at Horst Auction. He asked about advertising of the auction. Ms. Snyder stated she spoke to a gentleman at the auction he said they advertising in the Lancaster Intelligencer and the Reading Eagle. Solicitor Wolf is not sure if that qualifies as a circulation in Lebanon County, but we could run our own ad in the Lebanon Daily News stating we are selling the guns at the auction. Chairman Fetter verified that the guns could be sold without bidding. Solicitor Wolf stated that personal property can be sold at auction per statute. Ms. Snyder talked to the State Police and they will transfer the remaining old evidence guns to their possession.

OLD BUSINESS

The red light at 501 did not work correctly during the power outage a few weeks ago. CM High investigated the issue and the batter back up was connected correctly but did not turn on when engaged. They pulled the battery and are having it sent for repairs.

NEW BUSINESS

The Paving and Seal Coat Projects bid on Pennbid were opened on April 22nd. Crossbid Tabulations were provided for review. The Seal Coat project saw two bidders – Martin Paving and Asphalt Maintenance Solution. Martin Paving offered the lowest bid with a price of \$1.29/SY. **After brief discussion, Chairman Fetter made a motion to award the 2016 Seal Coat bid to Martin Paving for \$28,172.31. Bruce Kramer seconded the motion and the motion carried.** The Paving/Road Construction project was reviewed next. There were two bids submitted from Highway Materials and Pennsy Supply. The base projects will encompass all of our budgeted money so add-

alternates will not be done this year. The main projects include the widening and drainage replacement of a mile length of Distillery Road. Paving and patching will be done on other sections of various streets as well. **After review of the bids, Bruce Kramer made a motion to award the base bid to Highway Materials for \$225,313.92. Ted Cromleigh seconded the motion and the motion carried.**

The Planning Commission Minutes from January 2016 were submitted for review.

Sewer/HTMA Update

The reports from Select Environmental for March operations were reviewed.

It was noted that around March 2nd & 3rd there was a spike in the flow meter at the sewer pump station. Ms. Snyder asked if the Linda Sue Garden escrow account should remain open since Nadine is billing Blue Lake Builders direct for each invoice. Bruce Kramer suggested leaving the account open until the project is open and then closing it. Also requested was permission to have Henry & Beaver to handle the collection issue for HTMA as it does for sewer issues with the Township. Amy Leonard of the firm would just like the decision to be verified by the Board. **Ted Cromleigh made a motion to allow Henry & Beaver to perform collection function for HTMA. Chairman Fetter seconded the motion and the motion carried.**

Ms. Snyder asked when to begin billing Blue Lake Builders for quarterly sewer capacity reserve costs. The Board determined once they pick up the building permit and pay for the capacity, they should begin seeing a quarterly reservation bill as the ordinance and resolution states. They would like it billed through the software for easier tracking.

EIT Update

The March 2016 EIT update was included for review.

Secretary Report

A complaint was lodged regarding the parking of a wide trailer on North Carpenter Street. The Board asked Ms. Snyder to send the property owner a letter and ask them to move the item.

A complaint was received regarding a property on Horse Happy Road with excessive trash and possible sewer problems. Bruce Kramer said he will drive past the property and determine if code enforcement should get involved.

PLGIT sent information regarding new investment option for municipalities with the passing of Act 10 of 2016.

At 9:16, Chairman Fetter made a motion to adjourn, which was seconded by Bruce Kramer. All were in favor, and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be held on May 10, 2016 at 7:00pm in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.