

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**May 22, 2018  
MEETING MINUTES**

Board members present:  
Paul Fetter – Chairman  
Bruce Kramer

Others present:  
Howard Leed – Road Foreman  
Jennifer Snyder- Office Manager  
Bob Lynn – Township Engineer  
Fred Wolf – Solicitor  
2 members of the public

The meeting was called to order at 7:11 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. It was noted that Ted Cromleigh was not in attendance at this meeting.

A call for public comment was made. Brian Welch was in attendance to discuss ongoing water runoff issues at his property. Bob Lynn said he will investigate the problem this week and give further direction to the developer. Mr. Welch would like the matter taken care of as soon as possible and provided contact information so Mr. Lynn can let him know what is being done. Peg Fitzkee asked if the Township had any news on the PennDOT review of the intersection of Route 897 and Prescott Road. The Board said they do not have any update from PennDOT. Ms. Fitzkee asked if there would be a meeting with Landmark Builders regarding the development of farm land on Route 897. The Board stated that there is no plan presented to the Township as of yet so a meeting is not necessary at this time.

A review of the meeting minutes from May 8, 2018 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of May 8, 2018 and was seconded by Chairman Fetter. 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 \$33,139.56 from Light Fund and 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, Bruce Kramer made a motion to accept the bills as submitted for a total of \$70,312.00. 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 \$21,335.06. Chairman Fetter seconded the motion and the motion carried.**

### Engineer's Report

Bob Lynn presented the Engineer's report.

The Colby Zartman Minor Plan is complete and has requested a release of their escrow amount. Hanover has reviewed the work and recommended retaining \$655.00 for punchlist items that need to be completed. Mr. Zartman will provide a check for the amount so the full escrow can be released with the bank. The Board reviewed the information and was acceptable of Hanover's recommendation. **After brief discussion, Bruce Kramer made a motion to release \$4,895.00 of the Colby Zartman cash escrow. If a check for the retained amount of \$655 is provided, the full escrow will be released. Chairman Fetter seconded the motion and the motion carried.**

The Scott Stohler Subdivision plan needs the DEP Sewer planning module approved. There is no improvement planned for the lot, but if one is planned in the future, it would connect to the public sewer. The Board reviewed the subdivision plan. **After brief discussion, Chairman Fetter made a motion to approve the sewer module for the Stohler subdivision plan. Bruce Kramer seconded the motion and the motion carried.**

The 2018 Road Projects have been awarded to Landis Deck and arrangements are being made to proceed with the work.

The Dirt and Gravel Road Projects need to be evaluated. The Township has been notified by Lebanon County Conservation District that funds will no longer be provided via grant for dust suppressant application. Howard Leed received three quotes for dust suppressant application on the full length of multiple roads. The Budget does not have enough money allocated to cover the full cost of the application. Another quote was received for spot application for cost comparison. Bruce Kramer stated that since grant money cannot be received, we should be able to use any product for dust suppressant. Mr. Leed will receive quotes for dust suppressant using an alternative product.

Howard Leed wished to mention that the Grader mechanical issues were diagnosed as a bad injector. Bad fuel may have resulted in clogged lines and nozzle. Putting an additive in the fuel may help to prevent future issues.

The South Market Street Bridge project requires movement of a water line. Easements are required and compensation amounts need to be calculated. Mr. Lynn said he and Bruce Kramer met with PennDOT representatives and they will place speed humps on South Lancaster Avenue to assist with traffic calming. The Easement Agreement form needs to be approved by the Supervisors to proceed.

**Chairman Fetter made a motion to approve the Easement Agreement form. Bruce Kramer seconded the motion and the motion carried.**

The Michters Road/Pumping Station Road No Truck Traffic Ordinance is complete for Heidelberg Township. Elizabeth Township will complete their ordinance at their June 11<sup>th</sup> meeting.

The Township storage building bid documents are nearly complete. Mr. Lynn expects to have the project out to bid in July.

The HVAC system replacement has been given to multiple vendors for quotes.

### Solicitor's Report

Solicitor Fred Wolf presented the Solicitor's report.

The No Parking Ordinance is to be amended to include other areas of N. Locust Street. Solicitor Wolf would like the Board to review all Township roads to see if they wish to classify any other areas as No Parking. The Board will need to determine how they wish to enforce the No Parking areas.

The Court decision for 443 Sunnyside Road was received. The Court reversed the Lebanon County Court's decision and determined that the unapproved variance by the Zoning Hearing Board was acceptable.

The Property Maintenance complaint to be filed for 114 High Street is complete. After doing a previous representation search, it was determined that Henry and Beaver had previously represented the owner of the property. That renders them ineligible to be involved in the filing of the complaint. Solicitor Wolf advised the Board they need to find another firm to file the complaint. He suggested using Matt Crème since he represented the Township in another matter. **After discussion, Bruce Kramer made a motion to have Matt Crème file the property maintenance complaint against 114 High Street. Chairman Fetter seconded the motion and the motion carried.**

A resolution draft was done for fees associated with various Water System matters. The Board will review it for future adoption.

### **OLD BUSINESS**

The PennDOT South Market Street Bridge Project Memorandum of Understanding will be signed signifying detour routes during the construction of the bridge.

### **NEW BUSINESS**

There is none.

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

### **Utility Update**

The reports from Select Environmental for April 2018 operations were reviewed. Both reports noted no major issues. Bob Lynn said he and Justin from Select Environmental will meet and check the status of Well 8 in the Water System.

The Envirep Annual Service Agreement for pump station service was presented for renewal. **After discussion, Bruce Kramer made a motion to approve the renewal of the Envirep Service Agreement for 2018. Chairman Fetter seconded the motion and the motion carried.**

A draft of a Water Connection Permit was done to replace the old HTMA capacity permit. The Board will review the draft.

The Unconnected/Delinquent Report was reviewed. Progress has been made on various properties.

### **EIT Update**

The April 2018 EIT update was included for review.

### **Secretary Report**

Kingdom Supply received a complaint in their office regarding truck traffic in and out of their business. They wrote a letter proposing how to correct the issues. Ms. Snyder notified the owner of the business that the Board is still intending to have a meeting with him and the building owner to discuss the traffic matters being caused by the business. Chairman Fetter noted that he witnessed truck traffic issues on Heidelberg Avenue recently and they need to adhere to their proposed corrective matters before more issues occur.

At 8:12 Chairman Fetter called an executive session to discuss current litigation matters. At 8:22 the Board reconvened to regular session with no decisions made.

**At 8:25, 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 June 12, 2018 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

*Minutes recorded by Jennifer Snyder*

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Secretary