

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**June 14, 2016**  
**MEETING MINUTES**

Board members present:

Paul Fetter – Chairman  
Ted Cromleigh  
Bruce Kramer

Others present:

Howard Leed – Road Foreman  
Jennifer Snyder – Office Manager  
2 members of the public

The meeting was called to order at 7:10 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 May 24, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of May 24, 2016 and was seconded by Ted Cromleigh. The motion was approved.**

A Treasurer's Report including cash deposits, PLGIT and Fulton bank statements and budget comparisons for May 2016 was submitted for review. Chairman Fetter asked if more information regarding a Clean & Green Rollback check from the Lebanon County Treasurers office could be provided. Ms. Snyder will send the detail to the Board.

Township invoices were submitted and reviewed for payment. Discussion was held regarding an invoice from Hanover Engineering for construction observation at the Linda Sue Garden development. The Board would like more information about the invoice before they pay the invoice. **After a brief discussion, Bruce Kramer made a motion to accept the bills as submitted omitting payment to Hanover Engineering for the Linda Sue Garden invoice for a total of \$65,898.93 from the State Fund and General Fund for the invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

The Road Foreman's Report for May 2016 was reviewed. The Seal Coat job has been completed by Martin Paving. Howard Leed noted they did a good job with cleaning up after they were done. Discussion was held about putting some millings at the intersection of South Carpenter Street and Old Mill Road. Tree trimming will be scheduled in the coming weeks as they were waiting for school to be over for the year. Ted Cromleigh asked if a letter was sent to the property owner of a decaying tree on Canaan Grove Road. Ms. Snyder stated it was sent but she has received no response to the letter. Howard Leed noted that the stop bars are to be applied on South Carpenter Street and Old Mill Road next week. Discussion about installing rumble strips before the Stop Ahead sign on South Carpenter Street ensued. The Distillery Road project is scheduled to begin sometime after July 4<sup>th</sup>. The Board wanted to make sure signs are posted to alert traffic of the project before the road will be closed. The

Board asked Ms. Snyder to put the information about the road project on the website as well. A discussion about problems with the road shoulder on Weidman Road was conducted. The GasBoy report for May 2016 was also reviewed.

The Zoning Officer's Report for May 2016 was submitted for review.

The State Police Report for May 2016 was reviewed. The Board noted that there were eight traffic stops so it is clear they are around in the Township.

#### OLD BUSINESS

There was none.

#### NEW BUSINESS

Resolution 832 was presented for adoption. This sets the procedure for an appeal to the Sewage Enforcement Officer's decision on on-lot sewage matters. It provides for the Board of Supervisors to hear the appeal and the fee of \$400 to have the hearing. **After brief discussion, Chairman Fetter made a motion to adopt Resolution 832. Bruce Kramer seconded the motion and the motion carried.**

The County Liquid Fuel amount allocated to Heidelberg Township for 2016 is \$4,069. The Board of Supervisors, each year, needs to determine what that money will be used for. This year, the Board decided to use the money to fund our Seal Coat project. **Ted Cromleigh made a motion to allocate our County Liquid Fuel allocation to the 2016 Seal Coat Project. Bruce Kramer seconded the motion and the motion carried.**

The next Utility Meeting is scheduled to be held June 16, 2016 at 6:30PM.

The Board determined the meeting is not needed this month. All utility business will be conducted at the regular Board of Supervisors meetings.

#### Secretary Report

The Liquid Fuels Audit Report for 2014 was received from the Auditor General. Everything was reported as normal and no problems with how the Township handled the funds.

A draft of the HTMA Audit was review from Garcia, Garman and Shea. The Board stated it looked appropriate for the events of 2015.

A discussion about payroll for HTMA was held. Garcia, Garman and Shea do the payroll and taxes for HTMA, but with only one employee remaining, the Board is determining if paying the firm to do that work should continue. The Board asked Ms. Snyder to calculate all costs for further review.

Peg Fitzkee asked if any traffic calming devices could be placed prior to the intersection of Prescott Road and Route 897. The Board stated this is a PennDOT road and they would need to be contacted.

Mary Jo Herr briefly discussed the Zoning Hearing scheduled for 443 Sunnyside Road. She said she did not receive a letter alerting the neighbors to the hearing. Ms. Snyder said she will check with Barry Wagner, but was sure the letters were sent. She will contact Mrs. Herr once she talks to Barry.

At this time of 8:01, Chairman Fetter called and executive session to discussion potential litigation. At 8:30 the Board reconvened and made no decisions on the matter.

**At 8:31, Ted Cromleigh 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 28, 2016 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

*Minutes recorded by Nadine Frye*

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Secretary