

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**June 27, 2017
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 – Solicitor
6 members of the public

The meeting was called to order at 7:06 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Peg Fitzkee asked when the Township website would be updated so new meeting minutes could be posted. Ms. Snyder said office staff is working to resolve the issue.

A review of the meeting minutes from June 13, 2017 was conducted. **After brief discussion, Bruce Kramer made a motion to approve the minutes of the meeting of June 13, 2017. Ted Cromleigh seconded the motion and the motion carried.**

Township 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 \$17,360.69 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, Bruce Kramer made a motion to accept the bills as submitted for a total of \$10,837.45. Ted Cromleigh seconded the motion and the motion carried.**

Bills for HTMA were submitted for review and payment. Mr. Cromleigh asked for clarification about the purchase of a dehumidifier for the well house. **After brief discussion, Bruce Kramer made a motion to accept the HTMA invoices as submitted for a total of \$9,423.56. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

Kreiser Construction requested an escrow release of the money being held for the Horse Happy Road subdivision. A check for \$500 for minor punch list items was retained until those items were complete. With conditions at the property suitable, Hanover has no objection to the money being released. **After discussion, Bruce Kramer made a motion to release \$500 to Kreiser Construction held for the Subdivision and Land Development plan on Horse Happy Road. Ted Cromleigh seconded the motion and the motion carried.**

Kreiser Construction requested release of the escrow held for the development of Prospect Hill Lots 18, 21 and 22 and a waiver of as-built plans. Hanover Engineer has no objection to the release or the waiver since they have done inspections throughout the project. **Bruce Kramer made a motion to grant a waiver of as-builts to Kreiser Construction for Prospect Hill lots. Ted Cromleigh seconded the motion and the motion carried. Ted Cromleigh then made a motion to release the escrow of \$36,077.80 for Kreiser Construction held for the Prospect Hill lots. Bruce Kramer seconded the motion and the motion carried.**

Mike Waples was in attendance to present the Stoltzfus/Horst Lot Add-on plan. Four acres will be subdivided from the James Stoltzfus lot on Michters Road and will be added to the Horst lot next to it. The Planning Commission reviewed the plan and showed concern over the cabin located on the Stoltzfus lot and what will become of it. Bob noted that plan notes show it will become storage, but it can be verified that any plumbing is to be removed from the building. **After brief discussion, Ted Cromleigh made a motion to approve the Lot Add-on plan for Ray Horst. Bruce Kramer seconded the motion and the motion carried.**

Doug Horning was in attendance to discuss his Land Development plan for a new poultry barn he intendeds to build on his property on Sportsman Lane. He is requesting a waiver of preliminary plan submission since he submitted his plan as final and distance from significant features. Discussion about the new poultry houses and the use of the decommissioned house ensued. No increase in bird quantity will result. Noted was the absence of a signed Letter of Credit from Mr. Horning's bank for the Improvement Guaranty. **After discussion, Bruce Kramer made a motion to grant the waivers as requested by Doug Horning. Ted Cromleigh seconded the motion and the motion carried. Ted Cromleigh made a motion to approve the Stormwater and Improvement Guaranty Agreements for the Doug Horning Plan. Bruce Kramer seconded the motion and the motion carried. At this time, Bruce Kramer made a motion to approve the Land Development Plan for Doug Horning upon receipt of an original signed Letter of Credit for the Improvement Guaranty. Ted Cromleigh seconded the motion and the motion carried.** The Board informed Mr. Horning that no plans will be released for recording until the Letter of Credit is received. He will also need to schedule a pre-construction meeting and obtain zoning permits prior to work beginning on the building.

A request for escrow release from Merle Auker of 222 Sunnyside Road was received. His home on the lot is complete and Hanover performed final inspections. Bob Lynn noted that inspections were not performed throughout the project and some items cannot be verified as complete. Hanover has recommended a release of \$8,175 and recommends the township retain \$2,815 for the work remaining and as-built plans. Ted Cromleigh abstained from decisions on this plan. Bob Lynn noted that Mr. Auker will give the Township a check for the \$2,815 to hold so the entire escrow can be released at Fulton Bank. **After brief discussion, Bruce Kramer made a motion to release \$8,175 to Merle Auker for work completed on his Stormwater Plan in the manner described. Chairman Fetter seconded the motion and the motion carried.**

The Ervin Newswanger Land Development Plan was submitted for review and action. The Plan will create a new lot with a home on the property. Waivers being sought include isolation distance and plan scale. Ted Cromleigh questioned if the Park and Recreation Fee is required. Ms. Snyder will look into the need for the payment. **After brief discussion, Bruce Kramer made a motion to approve the waivers as requested for the Newswanger Plan. Ted Cromleigh seconded the motion and the motion carried. At this time, Ted Cromleigh made a motion to approve the Ervin Newswanger Improvement Guaranty and Stormwater Management Agreements. Bruce Kramer seconded the motion and the motion carried. Finally, Ted Cromleigh made a motion to approve the Ervin**

Newswanger Land Development Plan upon determination of the Park and Recreation Fee. Bruce Kramer seconded the motion and the motion carried.

Bob Lynn presented a PennDOT agreement for the HTMA Waterline relocation project on South Market Street or the PennDOT bridge replacement. PennDOT has authorized payment for Hanover's services and the relocation work. **After brief discussion, Ted Cromleigh made a motion to approve the agreement with PennDOT for payment of the HTMA waterline relocation on South Market Street. Bruce Kramer seconded the motion and the motion carried.**

A plan layout for the 40x80 maintenance building at the Township was presented. Mr. Lynn will look on Costars for a building, but the Township would have to bid the labor to install it. Stormwater will be required for the project. The Board authorized Mr. Lynn to continue work on the project.

Solicitor's Report

Solicitor Wolf presented the Solicitor's Report.

Sunoco wishes to add road to their agreement for travel during their gas line installation project in the Township. Bob Lynn noted that most of the roads should be acceptable, but Mill Road may be an issue. The Board agreed and does not wish Mill Road to be on the list for Sunoco to use. Other road sections were requested to be added to already-approved roads. It was noted that Old Mill Road will need to be reconstructed in sections due to notable damages from Sunoco's large equipment.

Private road questions are being discussed with various properties. Mr. Spohn on Frederick Lane requested discussion with the Board, but they would like him to work out the list of concerns Bob Lynn has already provided. Mark Musser is trying to work on an agreement with land owners on Lost Acre Lane to build on his vacant lot. Vic Hurst was in attendance to talk briefly about the matter, but the Board noted that issues should be worked out with the attorneys.

Solicitor Wolf noted that John Neely has been appointed Constable in Heidelberg Township.

The PPL Agreement for LED Street Light Conversion is still being worked on.

The matter at 4564 Stiegel Pike and the kennel will be discussed in Executive Session.

There was discussion regarding enrolling HTMA as a PLGIT investor. Solicitor Wolf noted that it is possible, but it is a more difficult process with no HTMA Board in place. Chairman Fetter stated that the Township should discuss beginning the process to abandon the Authority. The Board members agreed and would like Solicitor to begin paperwork to transfer the assets of the Authority to the Township. **After brief discussion, Bruce Kramer made a motion to allow Solicitor Wolf to begin the process to transfer all HTMA assets to Heidelberg Township. Ted Cromleigh seconded the motion and the motion carried.**

OLD BUSINESS

Prices for advertising the Asst. Road Foreman job in various edition of the Merchandiser were presented. All options will print for one week. **Ted Cromleigh made a motion to place the employment advertising in the Lebanon, Myerstown, Hershey and Dauphin/Schuylkill editions of the Merchandiser. Bruce Kramer seconded the motion and the motion carried.**

Peg Fitzkee asked if LTAP had been contacted about traffic studies in the Township. Chairman Fetter noted that the matter is still being investigated.

Prices for sandblasting and painting of the dump truck bed were reviewed. There are some variables on the quotes and the Board would like Howard Leed to verify the information before awarding the job to a vendor.

NEW BUSINESS

The Road Bid Cross Tabulations were reviewed. Upon discussion of the Sunoco pipeline project, the Board elected to wait until next year to do work on Distillery Road. Budget numbers will allow for work to be done on both sections of Chapel Road, Albright Road and a section of the Township Building parking lot. The Board discussed Seal Coat job options. The lowest bidder of the Road Paving project is Barwis Construction. Bob Lynn will talk to them about the change orders to the base bid and confirm that they are acceptable of the changes. **As discussed, Ted Cromleigh made a motion to award the 2017 Road Project bid to Barwis Construction providing their acceptance of the change order. Chairman Fetter seconded the motion and the motion carried.**

The Dirt & Gravel project Cross Tabulations were reviewed. Midland Asphalt was the lowest bidder for the job. **After discussion, Ted Cromleigh made a motion to award the Dirt & Gravel road project bid to Midland Asphalt for \$32,534.01. Bruce Kramer seconded the motion and the motion carried.**

Sewer/HTMA Update

The reports from Select Environmental for May 2017 operations were reviewed. Both were good. Discussion ensued regarding hydrant replacement and repair needs for HTMA. Juliada Drive has a leaking hydrant that needs replaced immediately. It was noted that the Fire Company had been out examining flow rates at the water hydrants in the area. The Board requested that Nadine compose a letter to the Fire Company stating that fire hydrants may only be used in case of a fire and may not be used for general exercises or otherwise. Hydrant painting will begin in the next few weeks. The Flow Comparison looks very good right now.

EIT Update

The EIT update from May 2017 was reviewed

PC Update

The PC Minutes from May 2017 were reviewed.

Secretary Report

A request for use of the softball field for next year's summer fast-pitch season was received. The group would also like to utilize the concession stand and will assist with repairs if necessary. The Board is pleased to have the team use the field.

At 9:24 Chairman Fetter called an executive session to discuss property maintenance and potential litigation matters as previously noted. At 9:35 the Board reconvened to regular session.

At 9:40, 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 July 11, 2017 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.