

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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August 23, 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
3 members of the public

The meeting was called to order at 7:01 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 August 9, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of August 9, 2016 and was seconded by Ted Cromleigh. The motion was approved.**

Bills for the Township were submitted and reviewed for payment. There was brief discussion about the tree trimming bill from Eberly's Tree Service. **After review, Bruce Kramer made a motion to accept the bills as submitted for a total of \$30,586.50 from the Light Fund and General Fund for bills and payroll. Ted Cromleigh seconded the motion and the motion carried.**

Bills for the Sewer were submitted for review and payment. **After brief discussion Bruce Kramer made a motion to accept the bills as submitted for a total of \$48,986.34. Chairman Fetter seconded the motion and the motion carried.**

Bills for HTMA 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 \$10,857.59. Chairman Fetter seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented discussion on engineering matters.

The Lapp/Stoltzfus Lot Add-On Plan was reviewed for approval. A representative from Steckbeck Engineering was in attendance to field any questions and present the plan. A section of land is being divided from the Stoltzfus property and added to the neighboring Lapp property. A non-building declaration is signed as the lot add-on is to make the lots more congruent in size. **After review, Ted Cromleigh made a motion to approve the non-building declaration for the Lapp/Stoltzfus lot add-on plan. Bruce Kramer seconded the motion and the motion carried. Next, Ted Cromleigh made a motion to approve the Final Lot Add-On plan for Lapp/Stoltzfus. Bruce Kramer seconded the motion and the motion carried.**

A 90 Day time extension was offered for the Ervin Newswanger Subdivision/Land Development plan. This will give their engineer more time to work out detail of the plan. **After brief discussion, Ted Cromleigh made a motion to approve the 90 Day Time Extension for Ervin Newswanger. Bruce Kramer seconded the motion and the motion carried.**

The HTMA Waterline relocation project has been completed by AH Moyer. There is a change order to sign for the addition of off-peak work being done in exchange for the deletion of a bypass line being installed. The result is a reduction of \$8,505 in the project bid cost. **After review, Bruce Kramer made a motion to approve the change order for AH Moyer's work in the waterline relocation project. Ted Cromleigh seconded the motion and the motion carried. Then Ted Cromleigh made a motion to approve final payment to AH Moyer for the HTMA Waterline Relocation in the amount of \$31,300. Bruce Kramer seconded the motion and the motion carried.**

Bob Lynn noted that he has been in contact with the subcontractor that did the Comcast line installation on Mill Road. The damage that was done to the road was initially going to be repaired by the subcontractor, RJL Communications, but they have elected to pay Martin's Paving to do the work. Once they give us a check to cover the cost, we will schedule Martin's to begin.

Elam Stoltzfus has been in contact with the Township regarding connection of water and sewer to the new buggy shop he is building at 3290 South 5th Avenue. He would like to continue having both hooked through the house located in front of the shop just as the old shop building had been. His son-in-law is the only person working in the shop. He is the occupant of the home and only works in the shop when he is not working at his full-time job. The Board wanted to verify if zoning and building officers were acceptable to this plan. Ms. Snyder noted that both permits have already been issued. Bruce Kramer wished to make it clear to Mr. Stoltzfus that this is a deferral of capacity and should any change of use, expansion of the shop or change of ownership may trigger a review of the situation. The other Board members agreed. **After discussion, Chairman Fetter made a motion to allow the deferral of separate sewer and water connections for the Buggy Shop at 3290 South 5th Ave until such time a review of the situation is required. Ted Cromleigh seconded the motion and the motion carried.**

The revised Stormwater Management Plan for Merle Auker was discussed. Ted Cromleigh wished to abstain from the discussion due to prior involvement with the plan. Mr. Auker purchased a lot from Chris Barry on Sunnyside Road and assumed the Improvement Guaranty amount which he posted earlier in the year. The Stormwater Management Plan for Mr. Auker will differ from the one written for Mr. Barry and the revision has been reviewed by the Hanover office. It will not result in an increased amount of Improvement Guaranty money. **After brief discussion, Bruce Kramer made a motion to approve the revised Stormwater Management Plan for Merle Auker lot on Sunnyside Road. Chairman Fetter seconded the motion and the motion carried.**

Bob Lynn requested an executive session at the end of the regular meeting to discuss possible enforcement issues.

Solicitor's Report

The Solicitor's Report was presented by Solicitor Wolf.

An ordinance for unlicensed/unregistered vehicles being parked in the Township Right of Way is being worked on by Solicitor Wolf. The Board would also like campers, boats and trailers as well as tractor trailers to be included in the ordinance. Solicitor Wolf noted that a Constable would be able to write notices of violation and fines as well. The Board noted that several neighboring municipalities already have these ordinances in place and we could look at those for reference.

The City of Lebanon Authority has reviewed our EDU capacity counts and is anticipating returning approximately \$90,000 for unused capacity that we purchased from them. Owners of vacant lots have until 1/1/2019 to use their reserved capacity. People who have liens on their properties for unpaid tapping fees will no longer be able to hold the capacity at the reduced pricing we purchased it for. When they are able to connect, they will need to pay the going rate of capacity from the City of Lebanon at that time. Those with current payment plans will need to keep them current in order to keep the lower rate. Solicitor Wolf mentioned that their office has spoken to the owners of the property at 200 S. Lancaster Avenue. They have had a lien on their property since 10/2015 for unpaid tapping fees. They have recently entered into a payment plan for the capacity. They would like the lien removed since they have

signed up for the plan. The Board was not willing to release the lien noting the property is also on the tax sale list.

Previous damage caused by a truck to the Sheephill Road guardrail at South Market Street was reimbursed by the truck owner's insurance company. They did not pay for attorney fees but the letter Solicitor Wolf wrote them noted that a full release would not be granted until they are paid.

The Sewer Bond of 2013 could be refinanced or perform an advance pay-down as we did with the Bond of 2011, but financial analysts have suggested waiting due to a negative arbitrage situation at this time. Representatives from PFM will attend our September meeting to discuss the matter.

The Police Pension annuity continues to be worked on. Solicitor Wolf has spoken to Mr. Cummings regarding the change in payments and he is acceptable to the change. Ted Cromleigh also spoke to Mr. Cummings and stated that he wanted him to speak directly to Gerhart Financial so they could obtain his personal information directly. Fulton Financial will need a few days once they get information on the wire transfer. The remaining money will be wired to PLGIT in a new bank account opened for that money. The Board will have to decide what type of investment strategy once they get closer to the date. Ted Cromleigh noted that he reviewed the EIT Legal information received from Salzmann Hughes Law Firm. The EIT appeal is scheduled for September 13th.

The Delinquent Sewer Tapping Fee list was reviewed. Ms. Snyder noted that the office has been working to get people off the list and it is getting smaller.

A UCC Appeals form was penned by Solicitor Wolf previously and a change was made to the end due to suggestions from Bob Lynn. An updated form was submitted for review.

OLD BUSINESS

The list of the items sold at Horst's Auction was provided along with values received. Ted Cromleigh stated he would like the proceeds donated to the State Police since they were providing coverage to the Township. Chairman Fetter said that kind of donation may not be possible but we could look into it. Bruce Kramer asked if we could make some improvements to the back office for them to use on off hours. Ms. Snyder is working on some improvements but the Board can review and add to what she is currently working on.

NEW BUSINESS

The CM High Preventive Maintenance contract was reviewed for suggested repairs. The push button pedestrian crossing does not work at one pole and the LED light for pedestrian does not work at one of the corners. A sign is missing but the Board will instruct our road crew to replace it. **Bruce Kramer made a motion to allow CM High to repair the pedestrian lights and crossing button. Ted Cromleigh seconded the motion and the motion carried.**

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

Sewer/HTMA Update

The reports from Select Environmental for July operations were reviewed. Both the sewer and water reports appeared to be acceptable. A wet well repair was made at a sewer pump station and most of the hydrants were repaired in the HTMA system. Discussion was held regarding the repair of the roof at the Chlorine Building for HTMA. Bruce Kramer said he will speak to the contractor, but if he is unavailable, another contractor may be sought.

The Sewer Delinquent AR List was reviewed.

The Flow Comparison for August to date was reviewed.

EIT Update

The July 2016 EIT update was included for review.

Secretary Report

A Thank You letter was received from the Human Society for our donation in name of Ron Moyer, employee for HTMA who passed away a few months ago.

A resident of the dirt section of Michters Road asked Ms. Snyder if she would be able to apply dust calming additives to the section of road in front of her house. The Board discussed the request, but noted that the road is a public road and it may be in bad practice to allow a property owner to do road work on their own. Bruce Kramer asked if it would be allowed if the Board gave exact instructions on what to use. The remaining Board members felt it would open the door to others who would want something done on a public road in front of their property.

Ms. Snyder mentioned that Mike Stuber inquired about sidewalk damage in front of his house from sewer contractors. The Board felt sufficient time had passed to fault the sewer for the issues since the sewer line is not in that area of the sidewalk.

At 8:30, an executive session was called by Chairman Fetter to discuss possible litigation matters. At 9:01 the Board returned to regular meeting with no decisions made.

At 9:02, Bruce Kramer 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 September 13, 2016 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary