

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

PO Box 188 111 Mill Road
Schaefferstown, PA 17088
(717) 949-3885 fax (717) 949-2915 htwpbs@comcast.net

**August 9, 2016
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

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

The meeting was called to order at 7:09 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Wanda Frankfort was in attendance to discuss correspondence she received with regards to property maintenance issues at 108 S Church St.

A review of the meeting minutes from July 26, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of July 26, 2016 and was seconded by Ted Cromleigh. The motion was approved.**

A Treasurer's Report including cash deposits, and PLGIT bank statements and budget comparisons for July 2016 was submitted for review. The Board noted everything looked fine for this time of the year.

Township invoices 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 \$20,798.00 from the General Fund for the invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

The Road Foreman's Report for July 2016 was reviewed. Howard Leed stated that Distillery Road needs some redesign of the bid work. Widening of the road was originally set at 2' per side, but there are areas of disrepair along the edges of the road. Milling approximately 1' into the existing roadway will create a better finished product when the widened areas are paved. We will need a change order to note the changes on the bid. Also discussed was the inclusion of a small section of road past Old Mill Road. This section will put the finished road widening to the bridge on Distillery Road and will make for an easier repair project for the remaining section of the Distillery Road. Since Martin's Paving will already be there, extra labor for the extra roadway will be minimal. The increase of roadway and milling is calculated at an extra \$20,000 above the bid price. Ms. Snyder noted that Chapel Road work is approximately \$20,000 and if that was cut, we could cover the extra cost. The Board will review the matter with Bob Lynn to determine what could be done.

Line Painting quotes were received from three companies. The lowest price was received from DE Gemmill at \$15,122.12. The Board noted that they do good work and are capable of handling the job. **Bruce Kramer made a motion to accept the quote from DE Gemmill for line painting for 2016 in the amount of \$15,122.12. Ted Cromleigh seconded the motion and the motion carried.**

The GasBoy report for July 2016 was also reviewed.

Howard Leed also noted that tree trimming continues within the Township and Eberly's Tree Service is doing a good job at taking care of what he asks him to do for road work reasons.

The Zoning Officer's Report for July 2016 was submitted for review. The Board noted there were many permits issued in the month.

The State Police Report for July 2016 was reviewed.

OLD BUSINESS

The Police Pension money is being held in a low risk account with Fulton Financial. Money not needed for the annuity for continue servicing the pension collector will be transferred into a cash account to be held for Township needs. Interest rates were received from Fulton Bank and PLGIT. PLGIT rates are currently triple and the Board would like to keep the money in an account there. **Ted Cromleigh made a motion to open an account with PLGIT Bank to invest police pension money not needed to continue payments on the police pension fund. Bruce Kramer seconded the motion and the motion carried.** Ms. Snyder noted that she forwarded all police pension annuity information to Conrad Seigel for review. Jeff Seigel, the actuary from Conrad Seigel, confirmed that the investment strategy to continue payments to Mr. Cummings was acceptable. The Board also reviewed a letter Solicitor Wolf wrote to notify Mr. Cummings of the impending changes to his pension payment writer.

The Board reviewed three pension annuity quotes from Gerhart Financial Services. After review of the quotes, the cheapest quote is unable to be sold by Gerhart. They could obtain a license to sell the annuity, but it will delay the timeline to progress with the annuity investment and the transfer of remaining funds. The quote from American Pathway is \$500 more than the cheapest, but would expedite the process. The Board was acceptable of the \$500 increase. **After brief discussion, Bruce Kramer made a motion to accept the annuity proposal from American Pathway in the amount of \$53,522.49 to continue servicing pension payments to Gary Cummings. Ted Cromleigh seconded the motion and the motion carried.**

NEW BUSINESS

A new Fire Police Application was reviewed by the Board. Roger Shay was approved by Capt. Michael Stuber and a State Police Background check was performed. **After review, Bruce Kramer made a motion to appoint Roger Shay as a Fire Policeman for Heidelberg Township. Ted Cromleigh seconded the motion and the motion carried.**

Captain Stuber requested that more fire police badges, specifically a Sargent badge, be ordered. The Board was acceptable of the request. He also asked if the removed police siren could be used for his vehicle when responding to calls. The Board would like proof that Captain Stuber is legally allowed to have and use the siren. If proof is submitted, they are fine with the request. Ms. Snyder will discuss the matter with Captain Stuber.

Secretary Report

Commonwealth Code Inspections was audited by Pennsylvania Labor & Industry. This audit is performed every five years on various properties. Their report is included for review. One or two minor issues were noted but all were correctable or occurred after Occupancy Certificates were issued. Ms. Snyder stated that Barry Wagner asked if legal representation would be available for the Zoning Hearing with regards to his Notice of Violation at 201 Old Mill Road. Ted Cromleigh wondered if a

letter would be sufficient. Chairman Fetter said it may be necessary since the Zoning Hearing Board legal counsel would not represent Barry's interests. Ted said he will talk to Barry about the matter. The Board asked Ms. Snyder if she would send a letter to the property owner of 1011 Heidelberg Avenue to clean up the household debris littered in the front of the property.

The next Utility Meeting is scheduled to be held August 18, 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.

Property Maintenance issues were evaluated and Bruce Kramer said he will reach out to our code enforcement officer to work on the situation.

At 8:39, 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 August 23, 2016 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary