

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**September 13, 2016  
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman  
Ted Cromleigh  
Bruce Kramer

Others present:

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

The meeting was called to order at 7:013 by Chairman Fetter which was 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 23, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of August 23, 2016 and was seconded by Chairman Fetter. The motion was approved.**

A Treasurer's Report including cash deposits, and PLGIT bank statements and budget comparisons for August 2016 was submitted for review. The Board noted the budget looked correct 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 \$29,965.38 from the General Fund for invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

The Road Foreman's Report for August 2016 was reviewed. Howard Leed discussed quotes that were received for tire replacements. The backhoe needs two tires and the John Deere 6310 needs all four replaced. Quotes were received from McCarthy Tire, Henise and Kettering. Discussion ensued regarding the make, style and quality of the tires along with the ability of the vendors to do on-site work at the Township to replace the tires. Chairman Fetter asked if Howard could verify the ply-rating on the different tire style and if pricing could be obtained for another style of tire tread.

A bill was received from Five Star for work done on the International Dump Truck. Repair work was done to the clutch and the sales rep worked to have our bill reduced from \$4,400 to \$3,300. There is another bill for emissions work done to the truck and our warranty ran out one month ago. Howard is working with the sales rep on reducing or eliminating the bill. Chairman Fetter noted that the repair needed should have been caught the previous time it was at Five Star for repair work.

The Zoning Officer's Report for August 2016 was submitted for review. The Board discussed a few zoning issues addressed on the bill.

The State Police Report for August 2016 was reviewed. Ms. Snyder noted that Sgt. Tice has retired and the new station commander at Jonestown is now Sgt. Charles Staskiewicz.

#### OLD BUSINESS

Ted Cromleigh asked how the FEMA Snow Emergency Reimbursement was coming along. Ms. Snyder said she had spoken to the FEMA representative approximately two weeks ago regarding additional paperwork the agent needed. Hopefully the submission should be complete and FEMA can process the request soon.

#### NEW BUSINESS

The PennDOT Winter Maintenance Contract for 2016-2017 was provided for approval. The amount is approximately \$100 higher than last year's contract. The amount provided by PennDOT will be \$7,075.34. **After brief discussion, Bruce Kramer made a motion to approve the 2016-2017 Winter Maintenance Contract with PennDOT. Ted Cromleigh seconded the motion and the motion carried.**

The Dirt & Gravel Grant applications for 2017 were presented for review and approval. This year Obie Road dirt section was selected by Howard Leed to have full reclaiming done. Valley View and Gravel Road dirt sections will have a normal application of dust oil. The job will require bidding since it over the bid threshold amount. **After brief discussion, Chairman Fetter made a motion to approve the Dirt and Gravel Submissions for dust oil for 2017. Bruce Kramer seconded the motion and the motion carried.**

The next Utility Meeting is scheduled to be held September 15, 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.

The Flow Comparison month to date for water and sewer was reviewed.

Ms. Snyder discussed a recent need for keys to enter the Township Building by Select Environmental employees. A key is provided for them in the Main sewer Pump Station, but there are more employees doing water testing for HTMA. The Board did not wish to provide keys to each employee so they elected to have a key box installed on the outside of the building for Select Environmental employees to access. Chairman Fetter noted that the garage is not locked from the lobby and he would like a lock installed on that door so others cannot access the area on off hours. The Board asked Ms. Snyder to call Rudy's Locksmith to have the work done and to inquire about a key box.

#### SECRETARY REPORT

A letter was received from the Lebanon County Ag Land Preservation Board for budget dollars for next year. The Board will review the request.

Salt Prices through the state consortium have been released and prices were presented to the Board. It was noted that sale is about \$11 less/ton than it was last year.

The church organization that rents the Schaefferstown Fire Hall would like to use the baseball field for their home school group. They would like to use the field Thursdays from 1-3PM through October 20, 2016. The Board had no problem with the group using the field.

A letter regarding the Police Pension payments to Mr. Cummings was drafted by Ms. Snyder for Fulton Bank. The Board approved of the letter. Ms. Snyder will forward it to Fulton Bank for review.

Property Maintenance issues were evaluated. The property owners at 114 High St. acknowledged their letter of violations and requested an extension of time to make corrections. They are out of state and can address the issues upon their return. The Board was acceptable of the extension.

The property at 108 S. Church St is being sold by the estate. The Trustee of the estate requested the water be shut off. HTMA staff wished to know if we would be billing for the service. The Board discussed the issue and determined the \$100 shut-off fee should be imposed.

**At 8:04, 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 September 27, 2016 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

*Minutes recorded by Jennifer Snyder*

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Secretary