

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**September 25, 2018
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
Amy Leonard – Solicitor
2 members of the public

The meeting was called to order at 7:03 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

At this time Chairman Fetter called an executive session to discuss litigation matters. At 7:40 the Board reconvened to regular session with no decisions made.

A call for public comment was made. Peg Fitzkee asked if Well 8 had been tested since it was last discussed. The Board stated it had not been reviewed yet.

A review of the meeting minutes from September 11, 2018 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of September 11, 2018 and was seconded by Ted Cromleigh. The motion was approved.**

Bills for the Township 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 \$24,483.19 from 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 \$21,185.05. Ted Cromleigh seconded the motion and the motion carried.**

Bills for Water were submitted for review and payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$11,063.19. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

The Matthew Stoltzfus Lot add-on plan was discussed. The rear of Mr. Stoltzfus's land borders Jean and Eddie Rowe's property on Mill Road. The plan offers that land beyond the natural tree border will be subdivided from the Rowe property and added to the Stoltzfus property. Mr. Stoltzfus owns a horse

and the land will serve as additional pasture. Planning Commission was acceptable with the plan. Mr. Lynn noted that the existing sewer easement is still in place and the horse fence will be removed for our access should the need arise. **After brief discussion, Ted Cromleigh made a motion to approve the Stoltzfus/Rowe Lot Add-On plan. Bruce Kramer seconded the motion and the motion carried.** Blue Lake Builders has requested a reduction in their Letter of Credit held for the Linda Sue Gardens development. Hanover Engineering has performed inspections at the property and a reduction in the amount of \$206,850.36 is recommended while retaining \$87,371.65 for punchlist items. Ted Cromleigh abstained from this discussion. The Board asked if basin maintenance will be inspected. Mr. Lynn stated that the maintenance is included in the Stormwater Management for post-construction and a schedule can be made for the inspections. **After further discussion regarding post-construction matters, Bruce Kramer made a motion to release \$206,850.36 of the held Letter of Credit for Blue Lake Builders for the Linda Sue Gardens development.**

Steven Spohn has requested a time extension for his Land Development Plan. His engineer has requested an extension until December 18, 2018. **Ted Cromleigh made a motion to grant the time extension request for the Steven Spohn Land Development Plan until December 18, 2018. Chairman Fetter seconded the motion and the motion carried.**

The 2018 Paving Projects have not been started due to weather conditions. The contractor, Landis C. Deck, has requested a time extension for a completion date of November 15, 2018 or as long as temperatures allow. **Bruce Kramer made a motion to grant the time extension for the 2018 paving jobs until November 15, 2018. Chairman Fetter seconded the motion and the motion carried.**

Rick Clay is working on the land appraisals for the waterline relocation for the South Market Street bridge replacement. Mr. Lynn has not been able to reach one of the property owners. We will continue to try to find a way to communicate them. Solicitor Wolf said condemnation proceedings may need to be done if we cannot contact the land owner. He will prepare paperwork for the October meeting if needed.

Bob Lynn attended the FEMA Floodplain County Coordination meeting. He has 30 days to review the map for any corrections necessary. There is a technical period to state claims for corrections and property owners will need to be contacted to notify them of any changes. Once all reviews are done, the Township must adopt a new Ordinance and make amendments to the Zoning Ordinance to reflect the Floodplain changes as directed by FEMA. We will need to have a public meeting prior to the adoption of the ordinances so any affected property owners can comment.

The Township storage building construction project is underway. They have applied for permits. A change order needs to be completed for some of the design changes agreed upon.

There is an upcoming Zoning Hearing for a subdivision in Agricultural Transition land. The Planning Commission and the Board are not in favor of granting the subdivision as it creates a smaller parcel than the Zoning Ordinance allows. Letters will be written from Planning Commission and the Board and be presented at the Zoning Hearing requesting denial of the application. Solicitor Wolf will attend the Zoning Hearing and present the letters.

Solicitor's Report

Solicitor Fred Wolf presented the Solicitor's report. Amy Leonard was in attendance as well. The Sewer Uncollected and Delinquent report was reviewed by Ms. Snyder and Attorney Leonard. The Board noted that one of the properties listed is scheduled to connect to the sewer upon completion of purchase from a bank. Ms. Leonard is finishing a letter to be sent to those property owners who have paid the tapping fees but have not connected to date.

Ted Cromleigh asked if the Sewage Enforcement Office procedures have been reviewed. He stated that if an owner is not compliant, the office turns them over to the township to deal with compliance. He is not in favor of that since the township will then incur costs to have the Solicitor deal with the property owners. The Board would like to discuss this matter further with the SEO.

Solicitor Wolf discussed the No Parking Ordinance amendment being worked on. He would like all streets that the Board would like to include so one amendment can be done. Ms. Snyder named some streets but will email the list to the Board for review and additions.

New Firework regulations call for municipalities to adopt an Ordinance for display fireworks. Solicitor Wolf noted that a lawsuit was filed by a fireworks manufacturer. Adopting an ordinance at this time is not recommended in case rules changes due to the lawsuit.

Solicitor Wolf asked if an agreement with the business owner at the Binner Industries building was still necessary. The Board noted that the amount of trucks had decreased substantially and no further work is necessary at this time.

A draft Memorandum of Understanding for the car wash water usage was presented by Attorney Leonard. There needs to be clarification as to whether the property owner operates the car was under a business name or as an individual. The Board noted that the Township will incur the costs of the agreement.

OLD BUSINESS

There was none.

NEW BUSINESS

Pricing for a laptop computer for the Superintendent of Public Works was reviewed. Ms. Snyder will look through the budget and see if this item can be purchased this year or if it will need to wait until 2019. Microsoft Office software can be added to Ms. Snyder's laptop as well.

The Planning Commission minutes from the August 2018 meeting were reviewed.

Utility Update

The reports from Select Environmental for August 2018 operations were reviewed. The sewer system took some water due to recent rain events. Otherwise the report was fine. The water report was acceptable.

EIT Update

The August 2018 EIT update was included for review.

Secretary Report

The August and Year to Date call reports from the Northwest EMS was reviewed.

A letter was received from the Lebanon County Conservation District regarding a property owner in Heidelberg Township who intends to apply for Agricultural Preservation of their farm.

The Board discussed the possibility of enacting a Local Service Tax to help fund local emergency service providers. An ordinance to enact the tax will need to be done soon to qualify for collection in 2019. A sample ordinance will be sent for the Board to review.

Ms. Snyder presented information regarding the Fulton Bank account of Sewer Tapping Fees. The investment type now requires fees and the bank found another option to move the money into another account type with no fees. The Board will review the information for an October decision. The County Convention takes place on October 11th. Ms. Snyder will respond to the convention organizers about who will attend.

At 9:22 Chairman Fetter called an executive session to discuss property maintenance issues. At 9:46 the Board reconvened to regular session with no decisions required.

At 9:49, Chairman Fetter 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 11, 2018 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary