

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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September 27, 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
1 members of the public

The meeting was called to order at 7:08 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. There was none.

Chris Bamber from PFM, Sewer Bond financial consultants, was in attendance to discuss the possible defeasance and/or refinancing of the 2015 Sewer Bond. There are some possibilities of interest savings, but because our interest rate on the bond is so low, the costs to achieve and savings may negate any good the lower interest rate would do. Mr. Bamber distributed a packet of information highlighting the options the Township has and when refinancing may make better financial sense. The Board will review the information and make a determination on what is an optimal time to do the refinancing. Mr. Bamber stated that preparatory paperwork can eliminate some of the wait time and can be done at any time. Also discussed is new a SEC requirement of engagement paperwork that states the Township has requested financial advice from PFM. The paperwork would also include the PFM fee schedule and if there are any conflicts of interest with the party they are financially advising. Solicitor Wolf asked that the SEC paperwork be left with the Board for review until next meeting. The Board thanked Mr. Bamber for coming to the meeting and discussing the Sewer Bond matters.

A review of the meeting minutes from September 13, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of September 13, 2016 and was seconded by Ted Cromleigh. The motion was approved.**

Bills for the Township were submitted and reviewed for payment. **After review, Bruce Kramer made a motion to accept the bills as submitted for a total of \$28,459.93 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. Meters from L/B Water were discussed. Ms. Snyder stated they are for remaining customers that are connecting to the sewer. **After brief discussion Bruce Kramer made a motion to accept the bills as submitted for a total of \$9,611.64. Ted Cromleigh seconded the motion and the motion carried.**

Bills for HTMA account were submitted and reviewed for payment. Discussion about the hydrant repairs and the cost of parts ensued. The small hydrant on Heidelberg Ave is working but is not optimal. Justin from Select Environmental has investigated eliminating the hydrant since there are operational hydrants close to in on both sides. Elimination of the line may be just as costly as fixing it since there is no shut-off valves for the hydrant. Since it is only a 2 ½” line, the fire company would not use it anyway. The Board would like to investigate tagging the hydrant so any outside fire companies would

know to not use it for fire-fighting. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$51,295.54. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented discussion on engineering matters.

Martin's Paving submitted their information for the first change order to the paving project on Distillery Road. An additional pipe was needed to complete the project and pricing of the addition is \$4,027.00.

After brief discussion, Chairman Fetter made a motion to approve the change order for the Distillery Road Project in the amount of \$4,027.00 for additional drain pipe. Ted Cromleigh seconded the motion and the motion carried. A second change order and final payment application have not been received from Martin's Paving as of yet.

Kreiser Construction is working on a Stormwater Plan for three lots in Prospect Hill Development and is requiring some extra time to work on the plan. They are offering a 90 day time extension to the Board.

After brief discussion, Ted Cromleigh made a motion to approve the 90 Time Extension for Kreiser Construction. Bruce Kramer seconded the motion and the motion carried.

Repairs to Mill Road are still required resulting from Comcast cable line installation. The Comcast subcontractor has sent the Township a check for the quoted price of repairs from Martin's Paving. The Board needs to approve the repair so Martin's can proceed. **Chairman Fetter made a motion to approve the quoted price of \$1,981.00 to make repairs to Mill Road. Ted Cromleigh seconded the motion and the motion carried.**

Jonas Lapp has requested a release of his escrow and a waiver of as-built plans for his home construction on Gible Road. Hanover Engineering has conducted periodic inspections of the stormwater management plan implementation and has recommended a release of \$47,812.00. The amount of \$2,763.72 would be retained for a few unfinished items. **After discussion, Ted Cromleigh made a motion to release the amount of \$47,812.00 from the held Jonas and Barbie Letter of Credit. Bruce Kramer seconded the motion and the motion carried.**

The un-installed sewer later for the Davis property on Heidelberg Avenue will require the Township to acquire an HOP from PennDOT. Mr. Lynn has already applied for one and is hoping it will be completed next week. He would like to discuss the installation with Double D Construction and recommend installing a 'Y' at the main. Ms. Snyder stated she called and left a message with Double D Construction regarding the matter.

There is a plan for a new dairy barn at the Clarence Weaver farm on North Market St. Mr. Lynn had a meeting with their engineer who will need to rework their plan as presented. The Weaver's did request allowance to install a manure pit prior to cold weather beginning. Since this is something we would allow at an existing farm, the Board stated they did not have objections to the manure pit being installed.

Solicitor's Report

The Solicitor's Report was presented by Solicitor Wolf.

Solicitor Wolf requested an executive session to discussion property issues at 443 Sunnyside Road and their appeal of the Zoning Hearing Board decision.

Property maintenance issues at 108 South Church Street will be resolved since the property has been sold. Ms. Snyder stated the new owner came to the Township office and stated he is working on cleaning up the property. He will decide what he will do with the property after that is completed.

The schedule of transactions and information exchanges for the Police Pension dissolution has been presented to Fulton Financial and Gerhart Financial Services. Solicitor Wolf would like a motion from the Board allowing necessary paperwork to be completed to further the police pension needs. **Ted Cromleigh made a motion to proceed with necessary paperwork to accomplish the needs of the**

dissolving of the police pension and annuity purchase. Chairman Fetter seconded the motion and the motion carried. Mr. Cromleigh will sign a letter to Fulton Financial with all necessary confidential information regarding the annuity purchase for Gary Cummings. Ms. Snyder will have the letter overnighted tomorrow. A second letter will be prepared on Friday with the exact amount needed for the annuity purchase. The annuity company will provide that information only upon request and Gerhart Financial has seven days to act upon the quoted amount. The remaining amount of the Police Pension will remain at Fulton Financial for any necessary payments until the annuity is ready to make payments to Mr. Cummings. When the annuity takes over payments, remaining money will be wired to a PLGIT savings account.

An Ordinance for unlicensed vehicles/campers/trailers and tractor trailers parked within the Township Right of Way is being composed. A draft was offered for review. The Board had some suggestions for additions and changes. Discussion was also held regarding designating snow emergency routes. Updating of old Ordinances and revisions of enforcement was discussed also. The Township could use a Constable to do the enforcement and empower them to write citations as well. The Board would like to be able to choose a Constable and Solicitor Wolf stated that is possible. Solicitor Wolf will work with Ms. Snyder on reviewing old Ordinances the need revisions.

The Sewer Uncollected/Delinquent list was reviewed. The Board noted that progress is being made on collecting past due monies and tapping fees. Ted Cromleigh asked that an EDU review be done on certain properties in the Township to verify accuracy.

OLD BUSINESS

Ms. Snyder presented updated rates for PLGIT investments. She stated the Capital Holdings account has been opened and is ready for money wired from Fulton Financial and the Police Pension.

NEW BUSINESS

The Myerstown Borough has requested the assistance of the Schaefferstown Fire Police for the Myerstown Holiday Parade on November 26th. **After discussion, Ted Cromleigh made a motion to allow the Fire Police to assist at the Myerstown Holiday Parade. Bruce Kramer seconded the motion and the motion carried.**

Sewer/HTMA Update

The reports from Select Environmental for August operations were reviewed. Some arborvitae may need to be replaced at the Pump Station on Mill Road with new soil added to amend the area. It was noted a baseball was found lodged in one of the pumps at the Prescott Road Pump Station.

A request from Michael Nix regarding EDUs at his property on South Carpenter Street was reviewed. Ted Cromleigh noted that Mr. Nix should speak to our zoning officer regarding his plans for the property and to review the EDU request with the City of Lebanon.

An SRBC Workshop is slated to occur on November 9th. Nadine would like to attend the free event to further her water system knowledge. The Board agreed it would be a good idea. **Chairman Fetter made a motion to allow Nadine Frye to register for the workshop. Ted Cromleigh seconded the motion and the motion carried.**

Testing on the Nitrate Level of the Well #3 was reviewed. The test is showing a level 9 which would require the continuing use of the Ion Exchange Unit. The Board would like to review testing of Well #5 which has been consistently testing below the acceptable raw levels.

Ted Cromleigh was unhappy that the Township received a warning for not submitting Act 110 reports for HTMA. Select Environmental has corrected the issue and submitted the reports for 2015 to the State. They made the error based on their working with Heidelberg Township, Berks County and will be more careful in reviewing information.

EIT Update

The August 2016 EIT update was included for review.

Secretary Report

Information from FEMA regarding our Winter Storm Jonas Grant Application was received. With the exit paperwork completed, Ms. Snyder noted we are hopeful to receive 75% of our costs for the storm clean up. Our costs for the designated 48 hour period were over \$21,000.

Ms. Snyder attended a class on the new county GIS software system Pictometry. She explained some of the uses and mentioned that it could assist both zoning and utility needs within the web-based application. She will do further investigating to see how Heidelberg Township can share usage with other Township departments.

Budget meetings should begin in October and Ms. Snyder would like to discuss advertising for such meetings. Board members noted that none of them will be available for the October 11th meeting. After discussion, the Board decided to cancel the October 11th meeting and the October 20th utility meeting. A budget meeting will be scheduled for 6:00PM before the regular meeting on October 25th. Ms. Snyder will place the ad in the Lebanon Daily News and will include the meeting cancellations as well.

At 9:29, an executive session was called by Chairman Fetter to discuss litigation matters. At 9:45 the Board returned to regular meeting with no decisions made.

At 9:51, 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 October 25, 2016 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary