

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**September 12, 2017  
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman

Bruce Kramer

Others present:

Howard Leed - Road Foreman

Jennifer Snyder – Office manager

Jennifer Prunoske – Hanover Engineer

1 member of the public

The meeting of Heidelberg Township was called to order at 7:07PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. It was noted that Ted Cromleigh was not in attendance.

A call for public comment was made. Jeff Hayle II stated that he is interested in serving as the EMA Coordinator for the Township. He is the current Vice-President of the Fire Co and serves as a Schaefferstown EMS volunteer. He is employed by 911 Rapid Response and has NIMS training. The Board thanked Mr. Hayle for his interest and will discuss his qualifications with Ted when he returns from vacation.

The Board requested Jen Prunoske from Hanover Engineering review the items she needs to at this time. She discussed the MS4 waiver application that needs to be sent to PADEP this week. The Township received a pre-approval of their waiver application earlier, but this formal application still needs to be done along with our Notice of Intent to file the waiver. Ms. Prunoske showed a map depicting all of the outfall areas within our designated MS4 areas, even though we are not tasked with maintaining them at this time. PADEP wanted maps done for the entire state. **After Ms. Prunoske explained the application and its process, Chairman Fetter made a motion to approve and send the waiver application and the Notice of Intent. Bruce Kramer seconded the motion and the motion carried.**

The Board reviewed the minutes of the August 22, 2017 meeting. **After review, Bruce Kramer made a motion to approve the minutes of the August 22, 2017 meeting. Chairman Fetter seconded the motion and the motion carried.**

A Treasurer's Report including cash deposits, PLGIT and Fulton bank statements and budget comparison for August 2017 was submitted for review. All were reviewed and noted to be fine.

Township bills 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 \$146,918.18 from State Fund and General Fund for the invoices and payroll. Chairman Fetter seconded the motion and the motion carried.**

The Road Foreman's Report for August 2017 was reviewed. The Gasboy Report for August 2017 was reviewed as well.

Howard Leed noted that drainage work needs to be done, but they must wait until the ground is drier. W. Reistville Rd. had a small sinkhole off the side of the road that was fixed by the road crew. Cherry Lane Road needs some shoulder work done. Discussion about purchase of milling for the repair took place. Stricklers may have the best price and Howard will investigate. The Dodge 5500 is back from the painter. FMI is working on fabricating an under-truck water sprayer so trucks can be washed underneath to remove salt residue. Riser rings were installed at manholes on Prescott Road. No Outlet signs were placed on Prospect Hill Drive to alert traffic that there is no exit in the Prospect Hill Development. Howard noted that he needed to perform grading work on Michters dirt section. Bruce discussed the possibility of residents placing salt pellets on the road to maintain moisture and keep the dust from kicking up. A special stone mix exists for driving surfaces of dirt roads to eliminate some of the dustiness. Martin Limestone carries the product. Howard will investigate the product and let the Board know about cost and availability.

The Zoning Officer's Report for August 2017 was reviewed.

The State Police Report for August 2017 was submitted for review. Ms. Snyder stated she discussed the use of the back office with the station commander and he said they would appreciate the use. She will look into purchasing a coffee maker for them in the office.

### **OLD BUSINESS**

The LTAP report done by Pennoni associates on three intersections in the Township was reviewed. Some suggestions for improvements can be implemented by the road crew. Ms. Snyder will draft a letter to Township residents whose property vegetation is blocking site lines at intersections. An amendment to the 2017 Dirt & Gravel Road grant is being submitted to the Conservation District for drainage work on Obie Road. The Conservation District may be able to amend our grant and supply additional funding for the work. **After brief discussion, Chairman Fetter made a motion to file an amendment to the 2017 Dirt and Gravel Grant for additional money for Obie Road drainage work. Bruce Kramer seconded the motion and the motion carried.**

### **NEW BUSINESS**

Ms. Snyder obtained a renewal quote for Icloud storage from Freedom Systems. The \$599 amount is the same as previous years. **Bruce Kramer made a motion to accept the contract for off-site back up from Freedom System for the coming year for \$599. Chairman Fetter seconded the motion and the motion carried.**

Addressing information for the 2020 Census was received. Participation is not mandatory, but with address changes and new housing builds, Ms. Snyder thought it would be a good idea for the Township to participate. The Board stated Ms. Snyder can be the point of contact for communications regarding the matter.

At this time, Bruce Kramer nominated Craig Dieffenbach and Marshall Kramer to occupy vacated seats on the HTMA Board. Their membership will allow appropriate documents to be signed for the vacating of the Authority when necessary. **Bruce Kramer made a motion to appoint Craig Dieffenbach and**

**Marshall Kramer to the HTMA Board. Chairman Fetter seconded the motion and the motion carried.**

Utility matters were discussed at this time. Bruce Kramer discussed the water storage tank overflow issues. Verizon came to replace a faulty communication line that signals when the pump should stop. This repair seems to have fixed the issue.

Chairman Fetter noted that he received a phone call from Earl Garman regarding EDU Reservation for his son's new home. He is concerned about the \$75 quarterly fee associated with the reservation. The Board noted that this is the procedure written into Ordinance and they need to adhere to that rule.

The Secretary's Report was presented by Ms. Snyder.

The Lebanon County Ag Land Preservation Board sent a request for budget funds for 2018. The Board will review the matter during Budget Workshops.

PennDOT sent notification regarding our 2017-2018 Winter Maintenance contract payment. The amount will be \$9,109.36.

The softball group that will be playing and practicing at the Township field in 2018 needs a name to join the county league association. They proposed the Heidelberg Township Softball Association and the Board was acceptable of that name.

At 8:34 Chairman Fetter called an executive session to discuss current and potential legal matters regarding property maintenance issues and personnel matters. At 9:04 the Board reconvened. **At this time, Bruce Kramer made a motion to appoint Matthew Crème of Nikolaus & Hohenadel, LLP as special counsel for current zoning legal matters. Chairman Fetter seconded the motion and the motion carried.**

**Bruce Kramer made a motion to adjourn the meeting at 9:16PM. The motion was seconded by Chairman Fetter and the motion carried.**

The next meeting of the Heidelberg Township Board of Supervisors will be September 26, 2017 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

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Secretary

*Minutes recorded by Jennifer Snyder*