

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**October 24, 2017
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Howard Leed – Road Foreman
Jennifer Snyder – Office Manager
Bob Lynn – Hanover Engineering
Fred Wolf – Solicitor
2 members of the public

The meeting was called to order at 7:10 by Chairman Fetter, 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 October 10, 2017 was conducted. **After brief discussion, Chairman Fetter made a motion to approve the minutes of the meeting of October 10, 2017. Ted Cromleigh seconded the motion and the motion carried.**

A review of the budget meeting minutes from October 10, 2017 was conducted. **After brief discussion, Ted Cromleigh made a motion to approve the minutes of the budget meeting on October 10, 2017. Chairman Fetter seconded the motion and the motion carried.**

Township bills were submitted and reviewed for payment. Ms. Snyder noted that she added the PSATS Unemployment Compensation payment to the bill pay register since it was paid online today. **After discussion, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$48,422.02.10 from Light Fund and General Fund for bills and payroll. Chairman Fetter seconded the motion and the motion carried.**

Bills for the Sewer account were submitted and reviewed for payment. **Bruce Kramer made a motion to accept the bills as submitted for a total of \$9,130.90. Ted Cromleigh seconded the motion and the motion carried.**

Bills for HTMA were submitted for review and payment. Ms. Snyder stated that the AH Moyer invoice held from last month was included for payment again. Bruce Kramer stated he reviewed the invoice and it was fine to pay. **After brief discussion, Ted Cromleigh made a motion to pay the approved bills for a total of \$11,331.24. Chairman Fetter seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report for October.

David Mease from Diehm & Sons was in attendance to present the Major Stormwater Plan for the Wildlife View Amish School on Canaan Grove Road. Ted Cromleigh excused himself for discussion due to prior involvement with the plan. The school will have a licensing agreement

with the land owners, Daniel & Anna Stoltzfus. This will enable use of the building should the school no longer inhabit it. As described, the school building will have no running water and will use a privy for sewage capabilities. Mr. Mease discussed the multiple waiver requests for the plan and noted one waiver request was withdrawn. All waivers were acceptable to the Board.

Bruce Kramer made a motion to approve all waiver requests for the Wildlife View Amish School. Chairman Fetter seconded the motion and the motion carried. The Improvement Guaranty and Stormwater Management Agreements were presented by Solicitor Wolf. The money for the Improvement Guaranty was posted as a cash escrow. **After brief discussion, Chairman Fetter made a motion to approve the Stormwater Management Agreement, Improvement Guaranty and Major Plan for the Wildlife View Amish School. Bruce Kramer seconded the motion and the motion carried.**

The Maintenance Building survey and land probes are starting to be worked on by Hanover staff. The Water System Modeling was begun with a system drawing. The water system model was presented by Bob Lynn and will continue working on the next leg of the project.

The Conditional Use Hearing application was redone. The Board approved of the change. Hanover has conducted a Floodplain study for land of Charles Merchon and Titus Martin. There are no changes for the Township.

PennDOT has staked the area of the South Market Street Bridge replacement.

Bob Lynn stated that he and Chairman Fetter met with PennDOT representatives regarding the Route 897 resurfacing project for 2018. Drainage issues along the route were reviewed.

Solicitor's Report

Solicitor Wolf presented the Solicitor's Report.

The HTMA assets have been transferred to the Township. Bob Lynn was requested to contact DEP regarding the change. A Resolution with rates as currently approved by HTMA will be circulated for review. The 2016 HTMA Audit letter still needs to be finished and signed. The Board would like Stanilla, Siegel and Maser to perform the 2017 HTMA Audit. Ms. Snyder will contact her for a price. The Board will need to appoint the firm to do the HTMA Audit and the Township audit as well. **Ted Cromleigh made a motion authorizing the placement of the ad denoting Stanilla, Siegel and Maser to do the 2017 Audits for Heidelberg Township and HTMA. Bruce Kramer seconded the motion and the motion carried.** Ted Cromleigh asked if the water study will result in any changes to the current tapping fee rate.

At 7:44 Ordinance 153 for No Parking on N. Locust Street was presented. This will establish a No Parking area around the entrances to the EMA Building and the Fire Company along North Locust Street. **After brief discussion, Ted Cromleigh made a motion to adopt Ordinance 153 regarding No Parking areas on North Locust Street. Bruce Kramer seconded the motion and the motion carried.**

Solicitor Wolf reviewed the PA Fireworks application from Joe Blogovich to allow his to purchase and display commercial-grade fireworks. Proof of liability insurance will be needed before the Board can authorize any request. Including the Township as additional insured will be required on the policy. The Board discussed the dates requested for displaying the fireworks.

The Zoning Ordinance Amendment to increase the number of parking spaces per dwelling unit has been reviewed. The Lebanon County Planning Department needs to issue their comments. The Board stated the approved advertisement should be made for adoption at the December 11th Board meeting.

John Zook appealed the Zoning Hearing Board decision regarding his dog kennel at 4564 Stiegel Pike. The Board will need to review the appeal.

A Conditional Use Hearing application created by Barry Wagner was amended to include necessary language for an impending hearing. The hearing is noted in the Zoning Ordinance but notes the Board as the overseeing Board. It was noted that the fee of \$750 is the same for Zoning Hearings and Conditional Use Hearings. The procedure includes a review of all submitted material by the Zoning Officer and a report on its inclusiveness of required information.

Old Business

Ms. Snyder presented the PPL Agreement for LED upgrades. Solicitor Wolf reviewed the agreement and exhibits. There is a proposed amendment contract for the Christmas light plug-ins, but there is language regarding rates and increases that Solicitor Wolf will further review. It does not have bearing on the LED upgrade. **After brief discussion, Bruce Kramer made a motion to approve the PPL LED Street Light update. Ted Cromleigh seconded the motion and the motion carried.**

New Business

The GLRA sent notice that our local representative Christine Horst is up for reappointment. Bruce Kramer said he spoke to her and she is willing to serve as the GLRA rep again. **Bruce Kramer made a motion to reappoint Christine Horst as the Heidelberg Township representative to the Greater Lebanon Refuse Authority. Chairman Fetter seconded the motion and the motion carried.**

Sewer/HTMA Update

The reports from Select Environmental for September 2017 operations were reviewed. Both were fine. The Flow Report for month-to-date flow comparisons for water and sewer were very good. Bruce Kramer discussed the tank level alarm for the water tank and possible repair companies. Quotes are being sought. A backup to the water system feed pump is needed. Prices are being reviewed for that purchase as well. The leak detection work has noted possible leaking between wells 3 & 5 and work will be done to pin point the location.

EIT Report

The September 2017 EIT Report was reviewed.

PC Update

The Minutes of the September 2017 Planning Commission meeting were reviewed. It was stated that Tim Krall's term is up at the end of the year. He does not intend to return so a new member will need to be found for the Planning Commission next year.

Secretary Report

The quarterly pension report from Fulton Financial was received. All looks well.

Request for utility information for the PennDOT Route 897 Resurfacing job was made. Bob Lynn told Ms. Snyder she should speak to the Utility Manager and ask about riser rings for sewer manholes and water valves.

The Lebanon County MPO TIP program requested information regarding transportation projects.

Ms. Snyder stated that she and Nadine Frye went to the City of Lebanon Authority yearly meeting regarding water and sewer projections. It was noted that the Township should expect a 5% increase in COLA charges for sewer services.

At 8:12 Chairman Fetter called for an executive meeting to discuss potential litigation and legal matters. At 8:39 the Board reconvened. **At this time, Ted Cromleigh made a motion to appoint special counsel to represent the Township during impending Zoning Hearing Board decision appeals. Bruce Kramer seconded the motion and Chairman Fetter opposed the motion. With a 2-1 vote, the motion carried.**

Bruce Kramer made a motion to adjourn the meeting at 8:50PM, Ted Cromleigh seconded the motion. All were in favor, and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be held on November 14, 2017 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary