

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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October 9, 2018

MEETING MINUTES

Board members present:

Paul Fetter - Chairman

Bruce Kramer

Others present:

Howard Leed – Road Foreman

Sean Weik - Public Works Superintendent

Jennifer Snyder – Office Manager

1 members of the public

The meeting of Heidelberg Township was called to order at 7:02PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. It was noted that Ted Cromleigh is not in attendance this evening.

A call for public comment was made. Peg Fitzkee asked if the Board heard about a paving deadline time extension issued by the Governor. The Board did not hear of this occurring.

The Board reviewed the minutes of the meeting from September 25 2018. **Bruce Kramer made a motion to approve the minutes from September 25, 2018. The motion was seconded by Chairman Fetter and the motion carried.**

The Park and Recreation Board minutes from August 2018 were reviewed. Ms. Snyder presented a letter of intent regarding a grant application being prepared by the Park and Recreation Board.

A Treasurer's Report including cash deposits, PLGIT and Fulton bank statements and budget comparisons for September 2018 was submitted for review. Ms. Snyder said she has a rough draft of a 2019 Budget for the Board to look at over the next few weeks. A Budget Workshop meeting should be scheduled for some time in October.

Township bills were submitted and reviewed for payment. Ms. Snyder stated that an extra check was written for the building permit for the new storage building at the Township Office. The amount to Commonwealth Code Inspections is \$1,104.50. **After a brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$85,379.73 from Light Fund, General Fund for invoices and payroll. Chairman Fetter seconded the motion and the motion carried.**

The Road Foreman's Report for September 2018 was reviewed. The Gasboy Report for September 2018 was reviewed. They were both acceptable to the Board.

There was discussion about repairs from the flash flood event. A few things are still being attended to but all major repairs are complete. Howard Leed supplied three line painting quotes for the Board to review. The Board noted that DE Gemmill has the lowest price and we've had good success with them in the past. **After brief discussion, Bruce Kramer made a motion to accept the line painting quote from DE Gemmill for the amount of \$14,508.00. Chairman Fetter seconded the motion and the**

motion carried. Mr. Leed stated that he has spoken with Rob Johnson of South Lebanon Township regarding the installation of anchors for road signs. Mr. Johnson said Heidelberg Township may borrow their gas powered jack hammer to make installations safer. The Board asked Mr. Leed to thank Mr. Johnson.

The Zoning Officer's Report for September 2018 was submitted for review.

The State Police Report for September 2018 was reviewed.

OLD BUSINESS

The quote for a laptop for Sean Weik was reviewed. The Board has reviewed the current Budget numbers and the Highway Department has money left to be able to purchase it in 2018. The installation of Windows software can also take place on Ms. Snyder's laptop. **Bruce Kramer made a motion to accept a quote from Custom Computer for \$899.95 for a laptop for Highway use and installation of Windows software on it and Ms. Snyder's laptop. Chairman Fetter seconded the motion and the motion carried.**

NEW BUSINESS

Myerstown Borough sent a request for Fire Police assistance during their 2018 Holiday Parade held this year on November 24, 2018. **Chairman Fetter made a motion to allow the Schaefferstown Fire Police to aid in traffic control at the 2018 Myerstown Holiday Parade. Bruce Kramer seconded the motion and the motion carried.**

Utility matters were discussed at this time.

Flows for sewer and water month-to-date were reviewed. Omnisite sent communication regarding upgrades to pump station alarm monitors. Cellular upgrades by Verizon will require us to make changes to the communication devices within the monitoring system. Select Environmental said cost and speed of upgrade determined that having Omnisite come to the pump stations will be best. The Board would like to schedule the work for 2019 so the service can be included in the sewer budget.

The Secretary's Report was presented.

Ms. Snyder asked if advertising for a budget workshop at 6:30 on October 23rd before the regular Board meeting would be acceptable. **Chairman Fetter made a motion to advertise a special Budget Workshop meeting for 6:30 on October 23, 2018. Bruce Kramer seconded the motion and the motion carried.**

The discussion of enacting a Local Service Tax to help support the local EMS continued from last meeting. A draft ordinance was reviewed by the Board of Supervisors. This ordinance will allow for the collection of \$52 from each person employed within Heidelberg Township who makes over \$12,000 per year. This money can be used by Local EMS for general purpose budget items. The Board would like to enact the ordinance at the November 13, 2018 meeting. Ms. Snyder would alert Keystone Collections since they would be the entity collecting the LST for the Township. The advertising of the ordinance will be done by Solicitor Wolf. **After brief discussion, Bruce Kramer made a motion to advertise for the adoption of Ordinance 158 to enact a Local Service Tax to help fund the local EMS providers. Chairman Fetter seconded the motion and the motion carried.**

Fulton Bank provided a new investment option for the sewer Tapping Fee account since the current investment type will begin charging fees. An Investment Cash Sweep plan was reviewed by the Board and they are acceptable to this investment type.

Ms. Snyder noted that she spoke to the board and commission members whose terms are ending in 2018. Both Ken Haller and Chris Barry will return for another term on the Planning Commission and the Zoning Hearing Board. Eleanor Sweeney has informed the office that she will not continue coordinating the voluntary recycling after the end of the year. The Board will look for a replacement.

Chairman Fetter called an executive session at 7:39PM to discuss property maintenance issues. The Board reconvened 7:54 PM to regular session and no decisions were made.

Bruce Kramer made a motion to adjourn the meeting at 7:55PM, the motion was seconded by Chairman Fetter and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be on October 23, 2018 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

Secretary

Minutes recorded by Jennifer Snyder