

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**December 13, 2016
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman

Bruce Kramer

Others present:

Howard Leed – Road Foreman

Jennifer Snyder – Office Manager

2 members of the public

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

A call for public comment was made. Steven Smucker of Kingdom Supply Company, the renter of warehouse space at Binner Industries, was in attendance to discuss traffic issues around the building. Large trucks are trying to get into the dock area of the Binner Industries building located on South Church Street. The small street is not easy to navigate for the large 53' trailer trucks and damage has occurred to Township guardrails and private property in the area. The Board wished to talk to Mr. Smucker regarding a plan to prevent any further damage. Mr. Smucker suggested routing trucks out around the area and down Sheep Hill Road to the facility. The Board said that could work but will have to monitor other intersections and see if damage is incurred at those places. Mr. Smucker was unaware of some of the damage caused by the trucks and will notify the trucking companies about the costliness of their driving. He also asked Ms. Snyder if she could email him the invoice for the last guardrail damage to possibly cost-share for the repair. The Board thanked him for coming and discussing the truck issues with them and looked forward to working with him on the matter.

Peg Fitzkee asked about the condition of the wells due to the lack of rain. The Board stated that no deficiencies were recognized yet and they were functioning properly.

A review of the meeting minutes from November 8, 2016 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of November 8, 2016 and was seconded by Chairman Fetter. The motion was approved.**

A Treasurer's Report including cash deposits, and PLGIT bank statements and budget comparisons for November 2016 was submitted for review. The Board noted that it looked very good for nearing the end of the year.

Township invoices were submitted and reviewed for payment. Brief discussion regarding some automotive invoices was held. **After discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$94,574.58 from the State Fund and General Fund for invoices and payroll. Chairman Fetter seconded the motion and the motion carried.**

Notifications for the Sewer Bond payments were submitted for review and payment. **Bruce Kramer made a motion to allow Fulton Bank to withdraw funds for Sewer Bond payments for both bond notes in the total of \$343,569.39. Chairman Fetter seconded the motion and the motion carried.** Bills for HTMA 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 \$11,405.68. Chairman Fetter seconded the motion and the motion carried.**

The Road Foreman's Report for November 2016 was reviewed. The Gas Report for November was reviewed as well. The Board did not have any questions on the report. Howard Leed discussed the need for service to the Dodge Ram pick-up. It is suggested that to uphold the provision to keep the warranty valid that the service occur before 45,000 miles. The vehicle has approximately 40,000 miles, but the warranty coverage is soon over. Chairman Fetter asked that Howard get prices from both Ladd Hanford and CJ Wagner. Howard noted that Wagner may not perform any warranty work should the vehicle need some performed. It was decided to wait until after winter to have the service done. Mr. Leed noted that stone has been used to fill pot holes and do some grading work. Chairman Fetter asked if the stone and anti-skid received from Pennsy was good material. Mr. Leed said he required certifications for the anti-skid material but all material was of good quality.

The Zoning Officer's Report for November 2016 was submitted for review. There were no questions.

The State Police Report for November 2016 was reviewed. The Board did not have any comments.

OLD BUSINESS

A 90-day time extension has been offered for approval of the Ervin Newswanger Subdivision and Land Development Plan. **After brief discussion, Bruce Kramer made a motion to grand the time extension to Ervin Newswanger for his Land Plan. Chairman Fetter seconded the motion and the motion carried.**

NEW BUSINESS

Resolution 835 was presented for the setting of the Street Light Tax for 2017. The rate will need to be increased to \$.50/LF of front footage to cover the recent increase in costs for the electricity to run the street lights. The previous rate was \$.40/LF. **After brief discussion, Bruce Kramer made a motion to approve Resolution 835 for the Street Light Tax rate for 2017. Chairman Fetter seconded the motion and the motion carried.**

The proposed Budget for 2017 was presented for adoption after advertising as required. Chairman Fetter noted that the budget is balanced and no real estate tax increase is necessary to do so. **Bruce Kramer made a motion to approve the 2017 Budget as presented. Chairman Fetter seconded the motion and the motion carried.**

The engagement letter from Garcia, Garman and Shae to prepare the 2016 Annual Audit for HTMA was presented. The letter included a fee amount of \$4,200. **After brief discussion, Bruce Kramer made a motion to accept the engagement letter from Garcia, Garman and Shae to conduct the 2016 HTMA Annual Audit. Chairman Fetter seconded the motion and the motion carried.**

The engagement letter from Stanilla, Siegel and Maser to prepare the 2016 Annual Audit for Heidelberg Township was presented. The letter included a not-to-exceed amount of \$7,350. **After brief discussion, Bruce Kramer made a motion to accept the engagement letter from Stanilla, Siegel and Maser to conduct the 2016 Heidelberg Township Annual Audit. Chairman Fetter seconded the motion and the motion carried.**

The fuel bids for 2017 were opened at this time. One bid from Meyer Oil Co. was received. Bruce Kramer opened the bid and read their prices. Bid prices listed were: Gasoline - \$1.6625, Heating Fuel - \$1.729 and Diesel - \$1.791. The Board said the pricing was acceptable. **After brief discussion, Chairman Fetter made a motion to accept the Fuel Bid Pricing from Meyer Oil Co. for calendar year 2017. Bruce Kramer seconded the motion and the motion carried.**

The Utility Flow Comparisons for various dates were submitted for review from Select Environmental. The Sewer report for November was also submitted. The Board wished for more information on the malfunctioning generator at the main pump station.

Submitted for review were revised contracts with Select Environmental for operations of the sewer and water systems. Bruce Kramer met with Mike Kreiser about consolidating some maintenance items to reduce rates for both systems. The HTMA contract will remain at \$3,000/month for 2017 and then a yearly increase of 3% for each of the next five years. The hourly rate for duties performed outside of the contract will remain at \$45. The sewer contract will decrease to \$1,700/month but the hourly rate for duties performed outside the contract parameters will increase to \$45. **After brief discussion, Bruce Kramer made a motion to approve the new contract for Select Environmental operations for HTMA beginning 2017. Chairman Fetter seconded the motion and the motion carried. Bruce Kramer then made a motion to approve the new contract for Select Environmental operations for the sanitary sewer system beginning 2017. Chairman Fetter seconded the motion and the motion carried.**

SECRETARY REPORT

The HTMA AR report was submitted. It was determined that bills were not reaching many people and Ms. Frye had been working with those people to get new copies to them for payment.

The Dirt and Gravel road Contracts for 2017 were submitted for approval. Ms. Snyder noted that all applications for grant money were approved including \$28,000 to reclaim and reapply stone and dust suppressant to Obie Road. **After brief discussion, Chairman Fetter made a motion to approve the Dirt & Gravel contracts for 2017. Bruce Kramer seconded the motion and the motion carried.**

The CM High Maintenance Report for the last power outage to the red lights was reviewed. There is still an issue with the battery back-up at the 501 red light. Usage of generators to power the light was a discussion because they may have caused more damage to the workings in the card box. Ms. Snyder will discuss the situation with CM High.

The Hanover Fee Schedule for 2017 was provided. It was noted that the increase is a small percentage for the individuals who do most of our work. Ms. Snyder noted that the lateral to the Eugene Davis house is complete and he is hooked to the sewer.

Thank you notes from the Myerstown and Richland Libraries for donations in 2016 were received. It was also shared that a resident of Schaefferstown, Suzanne Swanger, will be serving on the Myerstown Library Board.

Jeff Allison of Allison's Maple Products requested the ability to tap the trees at the Township Building again this year. The Board did not have a problem with them doing that again this year.

Discussion was held regarding the Ag Security of the Albert Zimmerman farm on South 5th Ave. Most of the land is in South Lebanon Township and a small portion in Heidelberg is not considered in Ag Security. The Zimmerman's would like to put their farm in Ag Preserve and it may require Heidelberg allowing the portion of land in the Township to be included with the South Lebanon Township ASA totals. The Board didn't have a problem with the notion, but Ms. Snyder will continue working with the State ASA Board regarding the issue.

A ballot for PIRMA Board representatives was presented.

At 8:24, Bruce Kramer 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 December 27, 2016 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary