

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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February 9, 2016
MEETING MINUTES

Board members present:

Paul Fetter
Bruce Kramer
Ted Cromleigh

Others present:

Jennifer Snyder – Office Manager (via phone)

The meeting of Heidelberg Township was called to order at 7:06PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

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

The Board reviewed the minutes. **Bruce Kramer made a motion to approve the minutes from January 26, 2016. The motion was seconded by Chairman Fetter and the motion carried.**

A Treasurer's Report including cash deposits, PLGIT and Fulton bank statements and budget comparisons for January 2016 was submitted for review.

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 \$42,413.22 from General Fund for the invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

Invoices from Conrad Seigel for work done on pension plan accounts were submitted. Since it is customary to have these invoices to be paid out of the respective pension funds, the Board authorized the same to be done for these as well. The Police Pension invoice is \$2,175.00 and the Employee Pension invoice is \$775.00.

Invoices from HTMA were submitted for payment. Brief discussion regarding the bills was held. The AH Moyer bill that was held at the last meeting was resubmitted for payment after a more detailed invoice was sent. **After review, Bruce Kramer made a motion to approve invoices submitted for \$17,202.44. Ted Cromleigh seconded the motion and the motion carried.**

The Road Foreman's Report for January 2016 was reviewed. Weather has been the contributor to recent hours spent on road work. The GasBoy report for January 2016 was also reviewed. An invoice was submitted by Sensenig Excavating for work spent clearing snow on a section of two Township roads. Farming activities needed assistance to get to a farm on Albright Road. Chairman Fetter noted that no one called for emergency clearing on the road. After discussion, the Board decided to not pay their invoice since other community members helped to clear streets in the Township as well.

The Zoning Officer's Report for January 2016 was submitted for review. Included was an e-mail from Barry Wagner regarding issues at a property on Schaeffer Road. The Board agreed that all parties involved should get together and try to resolve the issues.

The State Police Report for January 2016 was submitted. The Board wished Ms. Snyder to reach out to Sgt. Tice to see if any new trends in the Township were recognized.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

The next Utility Meeting will be held February 18, 2016 at 6:30PM.

A letter was received from Alice Oskam from Historic Schaefferstown Inc. There seems to have been an issue regarding a water meter installation at the Schaeffer Farm water service. Select Environmental employee turned the water on after the meter replacement into winterized lines on the farm. This resulted in some problems with the shallow water lines on the property. Bruce Kramer said he will discuss the matter with SES staff to determine what happened.

Ms. Snyder noted that Nadine Frye talked to Jonestown Bank representative regarding a payment schedule for the line of credit. A past-payment scheduled was given, but an amortization schedule was not done since only a portion of the available credit line was used. The bank staff will notify Mrs. Frye if one is calculated for the amount used, otherwise HTMA will continue to make the normal payments to pay the credit line down faster.

Tapping Fee payments for HTMA are being received for recent development items. Ms. Snyder wanted to verify if the Board would like to open a Capital Improvement account to deposit that money into. The Board decided that account should be open and to notify Fulton Bank to initialize the paperwork.

The Secretary's Report included a Pension Investment recap letter for 2015 from Fulton Financial. The Board will review the information.

The Lebanon Valley Conservancy is developing information to distribute regarding walking paths throughout the entire Lebanon County. Information pamphlets for each region are being printed and will highlight historic areas along the route. Ms. Snyder noted that they are seeking a \$200 donation from the municipalities to help cover some costs of printing. The Board reviewed all of the packet information and liked what the Conservancy is putting together. They agreed that a \$200 donation would be given.

Ms. Snyder included the letter from Costars noting that Heidelberg Township has joined the State Salt Contract for 2016-2017.

With Winter Storm Jonas's impact on the municipalities of Pennsylvania, information is being collected and submitted to FEMA for possible reimbursement of extraordinary expenses. Ms. Snyder is working on the submission to send in tomorrow.

It was noted that Dan Ginder from the Fire Company would like to come to a Board meeting to discuss the financial report of the Fire Company for 2015. He is awaiting reports from the financial secretary and then will plan his visit.

Bruce Kramer noted that information from Lebanon Valley College was received for an intern to do work on MS4 data collection. Ms. Snyder will discuss the issue with Bob Lynn, Township Engineer.

Bruce Kramer made a motion to adjourn the meeting at 8:02PM, the motion was seconded by Ted Cromleigh and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be on February 23, 2016 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

Secretary

Minutes recorded by Jennifer Snyder