

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**February 13, 2018
MEETING MINUTES**

Board members present:

Paul Fetter - Chairman
Bruce Kramer
Ted Cromleigh

Others present:

Howard Leed – Road Foreman
Jennifer Snyder – Office Manager
5 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.

A call for public comment was made. Representatives from the newly formed Heidelberg Township Softball Association were in attendance to talk about plans for the field use and team information. They would like to use the concession stand and will help clean it up. They will provide insurance with the Township listed as additional insured. Once their website is up and running, a link will be placed on the Township website. The Board is happy for the field and recreation buildings to be used and will work with the group to make the working relationship a good one.

The Board reviewed the minutes of the meeting from January 23, 2018. **Bruce Kramer made a motion to approve the minutes from January 23, 2018. The motion was seconded by Ted Cromleigh and the motion carried.**

A Treasurer's Report including cash deposits, PLGIT and Fulton bank statements and budget comparisons for January 2018 was submitted for review.

Township bills were submitted and reviewed for payment. **After a brief discussion regarding some invoices, Bruce Kramer made a motion to accept the bills as submitted for a total of \$51,067.90 from Light Fund, State Fund and General Fund for invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

The Road Foreman's Report for January 2018 was reviewed. Howard Leed discussed the possibility of hiring a part time person to help with winter road maintenance. The Board noted that there is an applicant with prior municipal work and he is qualified. **Chairman Fetter made a motion to hire James Stoltzfus as a Part Time employee for the road crew. Ted Cromleigh seconded the motion and the motion carried.** Bruce Kramer noted that Strickler has millings available and asked Howard to investigate their use on Dirt & Gravel Roads. The GasBoy report for January 2018 was also reviewed. Howard stated the Loader needs a filter and service. Cold Patch needs to be purchased to make road repairs in various areas.

The Zoning Officer's Report for January 2018 was submitted for review. The Board discussed the status of a violation at 227 Michters Road.

The State Police Report for January 2018 was reviewed.

OLD BUSINESS

The Township received a waiver of MS4 compliancy which is valid until 2023.

NEW BUSINESS

GLRA sent a request for action regarding the stipends paid to Board members. Each member is paid \$35 to attend meetings and other amounts for subsequent work. **Bruce Kramer made a motion to authorize the payments to our representative for attendance at the GLRA Board meetings. Ted Cromleigh seconded the motion and the motion carried.**

PennDOT sent a detour list for proposed detour routes during the South Market Street Bridge replacement. South Lancaster Avenue is proposed as the main route to move South Market Street traffic to. Bruce Kramer would like to request traffic calming devices be placed on the road for the duration of the project. South Church Street is also proposed to be a detour for traffic to Sheep Hill Road. The Board would like to denote this detour as Car Only since Church Street cannot accommodate large truck traffic. The Board would like Ms. Snyder to contact the PennDOT representative regarding their concerns. Ms. Snyder noted that conversation will need to be held with the business located in Binner Industries building since they currently block traffic on Church Street for deliveries.

Utility matters were discussed at this time. The Month to Date Flow Report was reviewed.

The Board would like Ms. Snyder to write a letter to the owner of the car wash regarding their volume of water usage. No response to a proposed recycling system at the car wash was received to date.

Bruce Kramer noted that the Ion unit was fixed for the water system. He authorized Select Environmental to purchase a spare for approximately \$600.

A quote for tank inspection for the water tanks was received. The Board noted this work was performed before but a new inspection would be helpful in deciding on what work should be done to the tank. The Board would like Nadine Frye to check on the previous inspection company and report before proceeding.

The Secretary's Report was presented.

LEMA sent a notice regarding Hazard Mitigation meetings occurring in February. Bruce Kramer said he can attend the meeting at Jackson Township office on February 21st. Ms. Snyder will register him for the meeting.

PennDOT Connects is a transportation initiative and they are having a meeting to discuss future transportation plans. Chairman Fetter said he can attend the meeting on February 21st. Ms. Snyder will register him for the meeting.

The Pennsylvania One-Call System is requesting municipalities denote April 2018 as "Pennsylvania 811 Safe Digging Month". The Board was acceptable of the proclamation. **Bruce Kramer made a motion to denote April 2018 as "Pennsylvania 811 Safe Digging Month". Ted Cromleigh seconded the**

motion and the motion carried. Discussion about contacting Comcast regarding phone service was held.

The Bi-Annual Act 205 Pension Valuation paperwork was presented from Conrad Seigel. Ted Cromleigh will sign the paperwork as Pension Administrator.

The Solicitor's Report was presented by Solicitor Wolf.

At 7:57PM, Ordinance 155 was presented for review and adoption. This Ordinance enables the Township to signify a handicapped parking space on Heidelberg Avenue as requested by a resident. The Township will follow PennDOT guidelines for signage as Heidelberg Avenue is a state road. Peg Fitzkee asked if there was a way to enact one Ordinance that would set guidelines for future requests. Fred Wolf noted that each request needs to be handled as a separate Ordinance. Mrs. Fitzkee also asked if the site would be removed if no longer needed. Solicitor Wolf stated that the Board would need to repeal the Ordinance and remove any posted signs if the handicapped spot was no longer needed. **After brief discussion, Ted Cromleigh made a motion to adopt Ordinance 155. Bruce Kramer seconded the motion and the motion carried.**

The Spohn easement for Frederick Lane Right of Way maintenance agreement is complete and signed by both Mr. Spohn and his Trust. The Board can sign the agreement as both Solicitor Wolf and Bob Lynn have reviewed the document. Mr. Spohn still needs to adhere to all Stormwater Management and SALDO rules when completing the work on the roadway. **After further discussion, Bruce Kramer made a motion to approve the Steven Spohn easement and maintenance agreement. Ted Cromleigh seconded the motion and the motion carried.**

Chairman Fetter called an executive session at 8:07 to discuss potential litigation and property maintenance matters. At 8:30 the Board reconvened.

At this time, Chairman Fetter made a motion to appoint Eckert Seaman Cherin & Mellott, LLC as special counsel for matters relations to township pension audit of the uniform pension fund. Ted Cromleigh seconded the motion and the motion carried.

Bruce Kramer made a motion to adjourn the meeting at 8:36PM, 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 27, 2018 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

Secretary

Minutes recorded by Jennifer Snyder