

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

PO Box 188 111 Mill Road
Schaefferstown, PA 17088
(717) 949-3885 fax (717) 949-2915 htwpbs@comcast.net

August 28, 2018
MEETING MINUTES

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Howard Leed – Road Foreman
Jennifer Snyder- Office Manager
Bob Lynn – Township Engineer
Fred Wolf – Solicitor
Amy Leonard – Solicitor
4 members of the public

The meeting was called to order at 7:08 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

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

At this time the Board discussed the water usage at the Schaefferstown Car Wash with owner Darrin Zimmerman and his father Lester Zimmerman. There was an automatic wash bay installed at the facility that is using more water and sewer than allotted to the property. The Zimmermans have installed a recycling system but it was not running correctly to lower their water usage. Lester Zimmerman explained that the system has been fully operational as of August 1 and they have noticed a decrease in their overall water usage. The Board noted that while this is good, the car wash is still putting more water into the sewer system than they are allowed by the number of EDUs they own. After discussion and evaluation of supplied information, the Board and the Zimmermans agreed to require a purchase of 4 additional EDUs. This would bring their total EDUs owned to nine. Bob Lynn and the Board wished to emphasize that should evaluation of water usage during peak season (winter) show a need of greater than 9 EDUs, the Zimmermans would have to purchase the EDUs necessary to bring them into compliance. The Zimmermans were in agreement. A memorandum of understanding will be drafted for all parties to memorialize the agreement.

A review of the meeting minutes from August 14, 2018 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of August 14, 2018 and was seconded by Chairman Fetter. The motion was approved.**

Bills for the Township 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 \$60,829.71 from Liquid Fuels and General Fund for bills and payroll. Ted Cromleigh seconded the motion and the motion carried.**

Bills for the Sewer 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 \$56,947.81. Chairman Fetter seconded the motion and the motion carried.**

Bills for Water were submitted for review and payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$11,634.21. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

The Jason Ulrich Minor Stormwater Management Plan for a vacant lot on Morgan Drive was presented for approval. There is a waiver requested for the size of a conveyance pipe. Hanover is accepting of the request. **After brief discussion, Bruce Kramer made a motion to approve the waiver request for size of the conveyance pipe. Chairman Fetter seconded the motion and the motion carried.** Bob Lynn noted that the Improvement Guaranty Letter of Credit has been received for \$14,339.40. **After brief discussion, Bruce Kramer made a motion to approve the Stormwater Management Agreement and the Improvement Guaranty for the Jason Ulrich Minor Land Development Plan. Ted Cromleigh seconded the motion and the motion carried.**

Titus Martin has requested an escrow release for the Casey Martin project. Ted Cromleigh excused himself from discussion of this project. Hanover had prepared a punchlist of items that need to be completed which are not done to date. Hanover recommends a partial release of \$23,876.00 leaving a balance of \$2,339.40. Ms. Snyder noted that Titus Martin offered to give a check for the retained amount so a full release of the escrow can be done with the bank. The Board was acceptable of that arrangement. **Bruce Kramer made a motion to release \$23,876.00 from the Titus Martin escrow for the work at 4422 Sunnyside Road. Chairman Fetter seconded the motion and the motion carried.**

The Zook/Rabold lot addition was reviewed for approval. This plan would undo an old lot add on and will add the land back onto the Zook property. Planning Commission approved this matter at their last meeting. Requested in this plan are a planning module waiver/non-building declaration and a waiver of sewer planning module. **After brief discussion, Ted Cromleigh made a motion to approve the requested waivers for this lot addition plan. Bruce Kramer seconded the motion and the motion carried. At this time, Ted Cromleigh made a motion to approve the lot additional plan. Bruce Kramer seconded the motion and the motion carried.**

The South Market Street waterline relocation project is ready to be bid, but the easements for the project are not complete. To gain cost reimbursement, appraisals of the two properties involved need to be done. We need to find qualified appraisers to complete the work. Bob Lynn stated that the project can be put out to bid without the easements, but the notice to proceed would have to be delayed. The Board elected to wait to bid the project until the easements are complete.

FEMA has sent the Township information about floodplain changes for a variety of property owners. As noted in the letter the Township has 30 Days to contact owners and respond, but there is not enough time to do everything needed to be done. A meeting has been scheduled to take place in September and Mr. Lynn will attend. If the Board wishes anyone else to accompany him, they may go along. A new Floodplain Ordinance and updated map will need to be completed.

A pre-construction meeting with Dutchman Contracting was held today regarding the new maintenance building at the Township. A formal change order may be done for some small proposed changes to the

building components. The contractor may begin moving dirt next week. We can begin putting together electrical plans for the building.

The Water Treatment Facility Notice of Violation from PADEP was fixed. A new permit was issued based on the current water testing system.

There is a meeting tomorrow with Landmark Builders regarding the water system model and how it affects the proposed development east of Schaefferstown. The Board asked if someone could be contacted regarding the stone driveway runoff at the farmhouse on the land.

Solicitor's Report

Solicitor Fred Wolf presented the Solicitor's report. Amy Leonard was in attendance as well.

The Auditor General's Office sent Solicitor Wolf regarding suggested changes to our Zoning Ordinance that they made in approximately 2010. Bob Lynn had previously written an explanation regarding the suggested changes and Solicitor Wolf resent the information. He is awaiting a response from the Auditor General's office.

Steve Spohn is currently in litigation with Leroy Martin regarding the right of way through the land. Mr. Spohn's attorney requested closing the held escrow for costs associated with Mr. Spohn's land improvement matter. Solicitor Wolf is not inclined to approve that request based on current issues with the Right of Way of the land.

The Sunoco Bond is still held in reserve until work is complete. Bob Lynn stated he is to have a post-construction meeting with Jorge Cabral to review repair work that needs to be done throughout the Township.

New Firework regulations call for municipalities to adopt an Ordinance for display fireworks. Ms. Snyder obtained a sample ordinance from PSATS. Solicitor Wolf noted that a lawsuit was filed by a fireworks manufacturer. Adopting an ordinance at this time is not recommended in case rules changes due to the lawsuit.

Discussion about no parking on Locust Street ensued. The existing No Parking Ordinance needs to be amended to include the area, but Solicitor Wolf suggested including any roads the Township wishes to ban parking on all at one time. The Board will work on the list to finish the amendment.

The Sewer Uncollected and Delinquent report was reviewed by Attorney Leonard. Some progress has been made on several accounts. Ms. Snyder discussed further communication with property owners that have paid their tapping fees but didn't connect to the sewer system. Attorney Leonard recommended a last communication with those property owners giving them a final date to connect or legal action will be pursued. The Board agreed to her suggestion.

Attorney Leonard asked if an agreement with the business owner at the Binner Industries building was still necessary. The Board noted that the amount of trucks had decreased substantially and no further work is necessary at this time. The Board asked Ms. Snyder if she was mailing the business owner any of the invoices generated from professional work services. Ms. Snyder stated she has been mailing them to the owner as she has received them.

OLD BUSINESS

Updated prices for seven foot open trailers were received from Lebanon Valley Trailer Sales. After review, the Board decided the trailer with a cost of \$1,895 will suit the needs of the Township to transport equipment. The Board elected to purchase the spare tire for the trailer as well for \$82.

Chairman Fetter made a motion to purchase a trailer from Lebanon Valley Trailer for \$1,895 and a spare tire for \$82. Ted Cromleigh seconded the motion and the motion carried.

NEW BUSINESS

The CM High Red Light fall maintenance inspection will take place soon. During the spring inspection they noted a camera card was not working and recommend replacement. The Board agreed the item should be replaced. **Bruce Kramer made a motion to allow CM High to replace the camera card at the Route 501 red light during their fall maintenance inspection. Ted Cromleigh seconded the motion and the motion carried.**

At this time of 8:37, Chairman Fetter called for an executive session to discuss personnel matters. At 8:50 the Board reconvened into regular session. The Board noted that the position of Road Foreman had been advertised to find a replacement for Howard Leed who will be retiring soon. They held four executive meetings for the purpose of interviewing candidates. After interviews were held, the Board decided the best candidate for the position titled Supervisor of Public Works to be Sean Weik. Mr. Weik will receive all benefit information prior to his start date of September 4, 2018. Resolution 857 was prepared by Solicitor Wolf to facilitate the parameters of hiring Mr. Weik. **Bruce Kramer made a motion to hire Sean Weik for the position of Superintendent of Public Works via Resolution 857. Ted Cromleigh seconded the motion and the motion carried.**

The Planning Commission minutes from the July 2018 meeting were reviewed.

Utility Update

The reports from Select Environmental for July 2018 operations were reviewed. The sewer has seen some infiltration with the recent rain storms. Bruce Kramer noted that many manholes through the system have bird bath preventive measures to catch rainfall but should be inspected. Ms. Snyder stated that Select Environmental is inspection the manholes tomorrow. Select Environmental has detected a low chlorine residual at the ends of the water lines. It was determined that recent high temperatures affected the tank chlorine placement. They are flushing hydrants to remedy the problem. The Flow Report for Month to Date was reviewed.

Ted Cromleigh asked if we will be filing an insurance claim for recent car damage at the Distillery Road Bridge. Ms. Snyder said she spoke to an insurance agent and they are reviewing the matter.

EIT Update

The July 2018 EIT update was included for review.

Secretary Report

PennDOT Winter Maintenance contract for the 2018-2019 season was received. Ms. Snyder noted the amount to be received from PennDOT for this year's maintenance will be \$9,473.69.

Ted Cromleigh wished to discuss the possibility to enact a Local Service Tax to assist local EMS providers. This tax would be levied to all individuals that work in Heidelberg Township and the amount would be \$52/year. Ms. Snyder presented information she received from Keystone Collections regarding rates and collection possibilities. Chairman Fetter has some questions with regards to how this may affect some people. Discussion will commence at the next Board meeting.

At 9:22 Chairman Fetter called an executive session to discuss current litigation matters. At 9:30 the Board reconvened to regular session with no decisions required.

At 9:33, Chairman Fetter 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 September 11, 2018 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary