

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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May 14, 2019
MEETING MINUTES

Board members present:

Paul Fetter - Chairman
Bruce Kramer
Ted Cromleigh

Others present:

Sean Weik – Public Works Superintendent
Jennifer Snyder – Office Manager
1 members of the public

The meeting of Heidelberg Township was called to order at 7:00PM 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 of the meeting from April 23, 2019. **Bruce Kramer made a motion to approve the minutes from April 23, 2019. 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 April 2019 was submitted for review. The scrap metal check was reviewed and Sean Weik described items he turned in for scrap.

Township bills were submitted and reviewed for payment. Brief discussion regarding plumbing work at the rec bathrooms and tire collection ensued. **After a brief discussion regarding some invoices, Bruce Kramer made a motion to accept the bills as submitted for a total of \$70,951.18 from Light Fund and General Fund for invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for April 2019 was reviewed. Sean Weik discussed small repairs to various machines. The roller needed repairs after a small fire and fuel leak. Dust suppressant pricing was received from two vendors. The Board would like pricing on the entire length of Michters Road dirt section which is not included on one of the quotes. It will be reviewed at the next meeting. Pricing for curb painting on N. Locust Street was reviewed. One quote was only verbal and the Board asked Sean Weik to get a more formal proposal before they would award the job. The Gasboy Report for April 2019 was reviewed.

The Zoning Officer's Report for April 2019 was submitted for review.

The State Police Report for April 2019 was reviewed and discussed with attendees.

OLD BUSINESS

Ms. Snyder presented a quote for a new copier from Conestoga Business Systems, our current copier service contract provider. The Board would like Ms. Snyder to explore options and possibly wait until next year so the item purchase could be built into the budget.

NEW BUSINESS

Six people have been contacted as options to fill the vacancies on the Park & Recreation Board. Five of those contacted said they would be able to serve on the Board. **After brief discussion, Ted Cromleigh made a motion to approve the five residents able to serve. Bruce Kramer seconded the motion and the motion carried.** Ted Cromleigh asked that the members be notified of meeting dates and to gather contact information for each of them. It was also requested that Bob Lynn attend a meeting to inform the new board members what their goals and objectives are for the coming years.

Act 13 money is available via Grant submission from the County. Money is primarily used for open space items and rehabilitation. Ms. Snyder spoke to the Lebanon County Planning Department and the next grant open application date begins in November. Resurfacing the basketball court and possibly purchasing volleyball nets have been discussed and could be eligible projects under the grant term. The Grant possibilities will be discussed with the new Park and Recreation Board members.

Utility items were discussed. Repairs to the roof at the water treatment building are necessary. We received a quote from Sam Fisher of Fisher Enterprises, LLC, a local contractor. He recommended power washing the roof and coating the roof surface with a special asphalt sealing product. Two coats should keep the roof from having issues in the near future. The total for the work would be \$1,000. The Board felt this work would be sufficient for the roof. **Bruce Kramer made a motion to award Fisher Enterprises, LLC the water treatment roof repair job for \$1,000. Chairman Fetter seconded the motion and the motion carried.**

The Secretary's Report was presented.

A letter was received from PIRMA regarding a recent Risk Assessment Audit for our Workers Compensation policy. The letter stated that no corrective actions are necessary. Ms. Snyder also noted that our workers compensation policy amount actually dropped for the coming year.

The Northwest Ambulance organization sent a call report for April 2019 and Year to Date. Ted Cromleigh asked if the Schaefferstown EMS organizations could send a call report as well. Ms. Snyder said she will inquire with Schaefferstown EMS and Fire Company.

Ms. Snyder noted that there are men's clothing items left from the police department and inquired if we could donate them to the men's shelter after patches were removed. The Board said that would be fine.

Chairman Fetter called an executive session at 7:50 to discuss personnel matters. At 8:40 the Board reconvened to regular session. **At this time, Chairman Fetter made a motion to terminate the employment of James Leed. Ted Cromleigh seconded the motion and the motion carried.**

Bruce Kramer made a motion to adjourn the meeting at 8:52PM, the motion was seconded by Ted Cromleigh and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be on May 28, 2019 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

Secretary

Minutes recorded by Jennifer Snyder