

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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April 9, 2019

MEETING MINUTES

Board members present:

Paul Fetter - Chairman

Bruce Kramer

Ted Cromleigh

Others present:

Sean Weik – Public Works Superintendent

Jennifer Snyder – Office Manager

2 members of the public

The meeting of Heidelberg Township was called to order at 7:01PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made.

At this time Scott Shearer from PFM Financial Management and Scott Kramer from RBC Financial presented information to the Board regarding bond refinancing. The 2013 Bond may be able to refinance with a lower interest rate and save some money. There was discussion about the costs involved and how much savings could be realized. A parameters ordinance must be passed to allow PFM to proceed if savings are available. The parameters ordinance spells out how much savings must be recognized in order to go through with the refinancing. If the savings are not great enough, the Township does not have to do anything. The Board will review the matter and decide what they wish to do by next meeting. They thanked Mr. Shearer and Mr. Kramer for attending the meeting. The Board and Solicitor Wolf discussed other charges on sewer bills. Solicitor Wolf mentioned that the Board could direct Bob Lynn to do a rate study and review operations and Maintenance charges as well. Ms. Snyder stated they she spoke to Bob Lynn regarding the sewer bill charges. They looked at lowering the Debt Service charges based on the current users and amount due, while starting to create a line item in the budget for Capital Improvement money. The Board discussed the parameters ordinance for the bond savings. They decided Solicitor Wolf should prepare the ordinance with a 2% benchmark of savings necessary and lasting for a six month time frame. **After brief discussion, Bruce Kramer made a motion to prepare and advertise for a Parameters Ordinance for potential Bond refinancing for the 2013 Sewer Bond. Ted Cromleigh seconded the motion and the motion carried.**

Jean Rowe thanked Sean Weik for work done by the crew along the township tree line on Mill Road. She also asked for clarification on the rezoning of a small piece of land in the Landmark Copper Ridge development. She believes it helps them by doing the rezoning which allows for apartments where they would otherwise not be allowed. Ted Cromleigh explained that it does not help Landmark Builders, it just makes reviewing the plan easier for the zoning officer. Peg Fitzkee asked about the savings possibility on the sewer bond.

The Board reviewed the minutes of the meeting from March 26, 2019. **Bruce Kramer made a motion to approve the minutes from March 26, 2019. 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 March 2019 was submitted for review. Ms. Snyder asked if she can initiate paperwork for a Sewer Capital Improvement account with PLGIT now that the pay down of the 2015 Sewer Bond is complete. The Board said that would be fine.

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 \$33,367.02 from General Fund for invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for March 2019 was reviewed. Sean Weik said road work will increase during the upcoming months. Ted Cromleigh said the No Parking signs on North Locusts Street appear to be working to control parking. Mr. Weik stated that Landis Deck is almost done with big patches. He also discussed this year's paving project on Distillery Road. We need to check with Bob Lynn regarding his conversation with Sunoco about roads that they need to repair. The Board asked Mr. Weik to look at paving the sinkhole area on Locust Street. The Board noted that they received comments on the good condition of the ball fields. The Gasboy Report was reviewed as well.

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

OLD BUSINESS

FEMA sent floodplain management revision documentation. Ms. Snyder stated that after conferring with Bob Lynn, discussion about the revisions will take place at the April 23 Board meeting. He recommended running a small ad to notify residents in case they had questions. While the majority of changes to the floodplain map are removing properties from the floodplain, there are a small number of properties being added to the floodplain area. Those individuals will be notified directly. The Board said we could run an ad in the Merchandiser and put the information on the website as well. Ms. Snyder presented the hold-harmless agreement to allow Select Environmental to park a work vehicle at the township building overnight for a long-distance employee. The Board said the agreement is fine and will sign after the Select Environmental representatives sign.

NEW BUSINESS

At this time, Road Material Bids were opened. Pricing was received from Pennsy Supply and New Enterprise. The Board scrutinized the pricing to determine what would be the least expensive. While New Enterprise was a small amount cheaper on the pick-up pricing, Pennsy Supply is much closer and would be less expensive overall. Delivered pricing showed Pennsy Supply being less expensive. **After discussion, Bruce Kramer made a motion to approve Pennsy Supply as our Road Materials provider for 2019. Ted Cromleigh seconded the motion and the motion carried.**

Based on an inspection of the property at 400 Hardwood Drive, the Lebanon County Conservation District sent correspondence noting multiple violations from earthmoving activities. The Board noted that the property needs an implemented Erosion and Sedimentation plan to correct the issues.

The Secretary's Report was presented. The softball organization noted that the home plate on the softball field needs to be replaced. The Board said the Township will purchase the item. A letter of resignation of all Park and Recreation Board members was received by the Township. The Board expressed their disappointment. Jean Rowe, a former member of the Park and Rec Board answered a few questions the Board had about the resignations, namely when the letter was written since there were names on the letter of Park and Red Board members who had resigned previously. The Board said they will look to fill the positions.

Peg Fitzkee said recycling went well on Saturday and it was very organized.

Chairman Fetter called an executive session at 8:30 to discuss personnel matters. At 8:56 the Board reconvened.

Bruce Kramer made a motion to adjourn the meeting at 8:59PM, the motion was seconded by Ted Cromleigh and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be on April 23, 2019 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

Secretary

Minutes recorded by Jennifer Snyder