

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**August 13, 2019**  
**MEETING MINUTES**

Board members present:

Paul Fetter - Chairman

Bruce Kramer

Ted Cromleigh

Others present:

Sean Weik - Public Works Superintendent

Jennifer Snyder – Office Manager

4 members of the public

The meeting of Heidelberg Township was called to order at 7:04PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Jean Rowe asked about the drain on Mill Road. She stated it clogs easily and she tries to keep it open, but wondered if a winder grate would be installed. Sean Weik stated it could not be changed as the grate there meets PennDOT bicycle width standards. Mrs. Rowe then noted that someone mowing at the Township hit a wooden item and broke it but did not clean up the wood pieces. She cleaned them up and put them in a bag for disposal at the Township. Sean Weik stated he hit the item that was an old call box for the Amish farmer behind the Township Building. He did not have a chance to pick up all of the pieces but had cleaned up some of previously. The Board thanked Jean for cleaning up the debris.

The Board reviewed the minutes of the meeting from July 23, 2019. **Bruce Kramer made a motion to approve the minutes from July 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 July 2019 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 \$93,363.87 from Light Fund and General Fund for invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for July 2019 was reviewed. The Board discussed overtime pay for some employees as a result of extensive gutter cleaning in the Township. Sean Weik told the Board that he has another Demo machine being delivered to test for future purchase possibility. The PennDOT bridge project on S. Market Street will take longer than originally noted as design work did not include an existing water line. The redesign is currently underway. The Board asked Mr. Weik when line painting in the Township will take place. He said he is working on the list to include for this year's work. Dust Suppressant was discussed. Rain events have

delayed the application of dust oil to dirt and gravel roads. The Board noted that summer is almost over and they'll have to decide if applying the dust oil will take place this year or not.

Dennis Martin of Valley View Road was in attendance to discuss his proposal for work on his road. He received quotes from Martin's Paving for three optional applications to stabilize dirt & gravel sections of Valley View Road. The Board reviewed the quotes and will seek advice from council and the township engineer before giving an answer on what they are able to do. The Gasboy Report for July 2019 was reviewed.

The Zoning Officer's Report for July 2019 was submitted for review. The Board discussed the upcoming Zoning Hearing for the Sechrist Furniture building.

The State Police Report for July 2019 was reviewed. Kathy Strickler noted that a large truck speeds through town late at night and if we could ask the State Police to patrol the area.

The Park & Recreation Board minutes for June 2019 were reviewed. The recommendations/request list included authorization to pursue DCNR grants for a playground design and equipment. **Ted Cromleigh made a motion to allow the Park & Recreation Board to pursue DCNR Grants. Bruce Kramer seconded the motion and the motion carried.** Peg Fitzkee asked who the Board members are and Chairman Fetter listed the names of the Park & Recreation Board members.

### **OLD BUSINESS**

The Local Service Tax distribution was discussed. Ms. Snyder prepared a spreadsheet showing collections and the amounts that would be distributed to both the Fire Company and the Ambulance Service based on the approved budget. The Board requested Ms. Snyder prepare distribution checks for the next meeting based on the amounts determined. Explanation of the tax was given to audience members.

### **NEW BUSINESS**

Ms. Snyder noted that a new cleaning person was interviewed and had a trial cleaning day today. Office staff was pleased with her and Ted Cromleigh noted that she came with high recommendations. She lives in the Township close to the Township office building. **After brief discussion Chairman Fetter made a motion to hire Andrea Zimmerman to clean the Township offices at a rate of \$25/hour. Bruce Kramer seconded the motion and the motion carried.**

### **Utility Update**

The reports from Select Environmental for July 2019 operations were reviewed. The Board discussed increased water usage average, but deemed it to be the new normal average based on new users. The sewer report is normal. Bruce Kramer discussed the meeting Select Environmental had with Martin Water Conditioning regarding replacement of the Ion Exchange Unit. They want to verify the quoted item is expandable if necessary in the future.

### **EIT Report**

The EIT Report for July 2019 was reviewed.

### **Secretary's Report**

The Northwest Ambulance organization sent a call report for July 2019 and Year to Date.

Chairman Fetter called an executive session at 7:57 to discuss personnel matters and property maintenance issues. At 8:22 the Board reconvened to regular session. The Board wished to note that they held interviews in executive session with candidates for the Road Department position last week. No action was taken at their interviews or during this executive session meeting.

**Bruce Kramer made a motion to adjourn the meeting at 8:25PM, the motion was seconded by Ted Cromleigh and the motion carried.**

The next meeting of the Heidelberg Township Board of Supervisors will be on August 27, 2019 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

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Secretary

*Minutes recorded by Jennifer Snyder*