

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 27, 2019
MEETING MINUTES

Board members present:

Paul Fetter - Chairman

Ted Cromleigh

Bruce Kramer

Others present:

Jennifer Snyder- Office Manager

Sean Weik – Public Works Superintendent

Amy Leonard – Solicitor Proxy

Bob Lynn – Township Engineer

5 members of the public

The meeting was called to order at 7:02 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

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

A review of the meeting minutes from August 13, 2019 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of August 13, 2019 and was seconded by Ted Cromleigh. 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 \$18,390.65 from and General Fund for bills and payroll. Ted Cromleigh seconded the motion and the motion carried.**

Bills for the Water 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 \$10,332.37. Ted Cromleigh seconded the motion and the motion carried.**

Bills for Sewer Account were submitted for review and payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$55,684.25. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

The Steven Spohn project offered a time extension on his project until September 25, 2019. They are waiting for their NPDES permit. **After brief discussion, Ted Cromleigh made a motion to grant the time extension for the Steven Spohn project until September 25, 2019. Bruce Kramer seconded the motion carried.**

Blue Lake Builders requested a release of the Letter of Credit held for the sight work and sewer installation in the Linda Sue Gardens development. Bob Lynn noted that inspections were done of punch list site work and it is done satisfactorily. There is still an existing Letter of Credit for work on the installation of water lines but they did not request release of that money. As-builts have been

prepared and submitted to Hanover Engineering. Bob Lynn said he recommends release of the \$17,607 still remaining for the Township portion of the Linda Sue Gardens townhouse project. **After brief discussion, Bruce Kramer made a motion to release the remaining \$17,607.00 of the Letter of Credit held for Township work at the Linda Sue Gardens project. Ted Cromleigh seconded the motion and the motion carried.**

The South Market Street water line relocation project is complete. It was determined that PennDOT will complete the majority of the restoration work since they needed to work outside of their limit of disturbance during the bridge replacement project. We are required to give the Ginders a tree as part of our restoration, but will just give it to the PennDOT restoration crew when they do the work. Based on this change, Bob Lynn is recommending approval of the rectifying change order and final payment application of Custer Excavating in the amount of \$2,323.96. **After brief discussion, Bruce Kramer made a motion to approve the rectifying change order and final payment to Custer Excavating in the amount of \$2,323.96. Ted Cromleigh seconded the motion and the motion carried.**

The Josh Deck Minor Stormwater Plan has been completed. Inspections were done and a small deviation from the plan was done. Josh Deck provided self-drawn red-line drawings and Bob Lynn verified them to be accurate. He is recommending the release of the held escrow in the amount of \$7,975.28. **Ted Cromleigh made a motion to approve the release of the held escrow for the Josh Deck Minor Stormwater plan. Bruce Kramer seconded the motion and the motion carried.**

Bob Lynn noted that he had conversation with PennDOT regarding the Sheephill Road water line location and their plans for the bridge replacement. PennDOT would like to relocate our waterline because they have already started installing some drainage infrastructure without correctly locating our waterline on their plan. They have offered two options. One would be to have Kinsley do the work and we would pay for a quarter of their work. Kinsley has provided a quote for over \$37,000 to do the waterline relocation work. Their other option is for us to do the work and they would reimburse us for half of the work cost. The Board is acceptable to the waterline being moved but will not pay for any of the work since it was their design error that caused the problem. Bob said he will speak to the PennDOT representative to determine the solution.

Bob Lynn said he is working on the sewer rate study. He is hoping to have some detailed information for our next meeting.

Water tank painting is going out for bid and bids will be reviewed and possibly awarded at the second meeting in September.

Jean Rowe asked questions about the waterline relocation on Sheep Hill Road regarding the possible new location. The Board and Bob Lynn explained their proposal is acceptable, but we are just not willing to pay anything for it to occur.

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

Solicitor Leonard wrote a letter to be mailed to those people who are on payments plans but may be able to look for a loan to pay the tapping fee in full. The tapping fee agreement allows for this request from the Township. She also noted that all people who received letters regarding judgements for non-connection contacted her. There are different scenarios for each person and she will discuss this in executive session.

There is a matter of a Firework Ordinance on Fred Wolf's report and Solicitor Leonard wished to verify how the Board wished to handle the matter. After discussion, the Board did not feel it necessary to adopt a stand-alone ordinance since State legislation governs current firework situations.

An updated SALDO Fee Resolution has been prepared for adoption at this meeting. This update brings us more in line with applicable fees for plan reviews and is comparable to other local municipality fees. Engineer, Solicitor and Administration Fees are included as exhibits for clarification. **After brief discussion, Ted Cromleigh made a motion to adopt Resolution 877 for updated SALDO Fees. Bruce Kramer seconded the motion and the motion carried.**

There is an outstanding amount due from PADEP for reimbursement of our ACT 537 Plan prepared in part of our public sewer installation. The amount is not expected to be returned as the grant funding for the program is not available at this time. As the sewer was being planned, the general fund was paying all bills until the sewer had the bond money to reimburse those bills. The ACT 537 reimbursement is the only outstanding money owed to the General Fund. Ms. Snyder spoke to our accountant and asked if the Sewer Fund could reimburse the Township directly to clear up that money due and if the money ever comes from the State from the ACT 537 Grant program, it could be deposited directly to the sewer account. Our accountant stated this should be done to clear up the background accounting that she audits each year. Solicitor Leonard prepared a resolution to memorialize the transaction. **After review, Ted Cromleigh made a motion to approve Resolution 876 to transfer money from the Sewer Fund to the General Fund for the ACT 537 reimbursement amount in lieu of waiting for the PADEP grant reimbursement. Bruce Kramer seconded the motion and the motion carried.**

Paperwork was received by the Township for a class action lawsuit for the engine in the International Truck. Solicitor Leonard will review the options with the lawsuit.

OLD BUSINESS

Dennis Martin and Mike Sensenig were in attendance to discuss the Valley View Road dirt and gravel maintenance offer they provided. Solicitor Leonard and Bob Lynn both reviewed the proposal and had comments about the matter. Sean Weik discussed his thoughts how this work affects the rest of the road residents. Chairman Fetter discussed his concerns about allowing private citizens to perform work on a public road. The Board would like Solicitor Leonard to check into the legality of accepting offer of the road residents. **After discussion, Bruce Kramer made a motion to allow Solicitor Leonard and Bob Lynn to investigate the legality of allowing private citizen to contract and pay for work to be done on a public road. Ted Cromleigh seconded the motion and the motion carried.**

NEW BUSINESS

Ms. Snyder presented a program opportunity from the Lebanon County Conservation District. They have an opportunity for grant money to aid in the control of the Spotted Lanternfly. Municipalities in Lebanon County can participate collectively in the program with in-kind work by marking trees that are attractive to the bug as directed by the LCCD. Once marked, they can use grant money to cut down the marked trees. The Board said they are interested in the program and directed Ms. Snyder to contact the conservation district with an approval.

Utility Update

The Flow Report Month-to-Date was presented. It appears to be at a normal average for the season.

Secretary Report

The Township received word from the Heidelberg Lions Club that they will not be sponsoring a Halloween Parade this year. The Board understands their position.

Ms. Snyder presented the Pension worksheet for the coming year. The worksheet shows a contribution necessary based on current collections and employee payroll. Ms. Snyder stated that our pension actuary, Conrad Seigel, believes State Aid will cover the amount of contribution necessary to the plan. A bike race supporting kidney disease awareness and fundraiser will be traveling through the Township. The group, Tour Davita, would like formal approval to use the Township roads for the event. The Board said they are fine with the event and if a letter is required, Ms. Snyder can write it. The Winter Road Salt contract was awarded to American Rock Salt. The price for this winter is \$65.46/ton which is more than last winter. The half-year reporting totals from the PA State Police were received.

Chairman Fetter recounted his meeting with a local family's exchange student from Japan. The student brought a citation from his home area and presented it to Chairman Fetter during the meeting. They took a picture to commemorate the exchange and discussed the student's time in the United States.

At 8:16 Vice-Chairman Cromleigh called an executive session to discuss litigation and property maintenance issues. At 8:45 the Board reconvened to regular session.

At 8:48, Bruce Kramer made a motion to adjourn, which was seconded by Ted Cromleigh. All were in favor, and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be held on September 10, 2019 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary