

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**February 25, 2020
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Jennifer Snyder- Office Manager
Amy Leonard – Solicitor
Bob Lynn – Township Engineer
Sean Weik – Public Works Superintendent
3 members of the public

The meeting was called to order at 7:03 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

A call for public comment was made. Peg Fitzkee noticed the tree work done around the basketball court and the court has been cleaned. She asked the pickle ball nets had been purchased yet as there is interest in playing the sport on the court. Sean Weik said the net was not purchased yet but he still has some work to finish on the court and surrounding area.

A review of the meeting minutes from February 11, 2020 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of February 11, 2020 and was seconded by Chairman Fetter. The motion was approved.**

Bills for the Township were submitted and reviewed for payment. Ms. Snyder noted that an additional check was prepared for health insurance since the invoice was only received this afternoon. The amount is included on the approval sheet for the bills. **After a brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$31,826.41 from the General Fund for bills and payroll. Chairman Fetter 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 \$55,013.98. Ted Cromleigh seconded the motion and the motion carried.**

Bills for Water 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 \$13,023.71. Chairman Fetter seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

Chad Smith from Steckbeck Engineering was in attendance to discuss some items for the Landmark Builders Copper Ridge development. Ted Cromleigh wished to note to Mr. Smith that work had been halted on the project due to non-payment of an invoice to the Township by Landmark Builders. Mr.

Smith discussed the request made for an awareness letter to PennDOT acknowledging the development HOP application to PennDOT. This letter states that the Township is aware of the application, not an approval of any plans or submission. Bob Lynn noted that the last comment letter Hanover sent regarding the development plan still has outstanding comments. Some of the comments include the need to get approvals from neighbors and PennDOT for traffic issues needed for the development plan. There was discussion about the roadside stormwater facility and how the application to PennDOT is handled. Mr. Smith noted that Township would need to be the applicant for the HOP but the developer would maintain the facility. The Board would like review by special counsel before writing the letter. Mr. Smith asked if there was any decision regarding the request of a General Consistency letter for the Stormwater Management plan. Bob Lynn said the last Hanover Engineering comment letter had items that needed to be rectified before that letter could be completed. Ted Cromleigh asked if the easement required on the Seiverling property was agreed upon. Mr. Smith said the easement is being drafted. Discussion regarding other possible easements and stormwater discharge resulted. The Board would like to discuss the letter with special counsel before composing. Mr. Smith also wished to request the status of the Sewage Planning Exemption postcard. Bob Lynn noted that planning commission did not take action on the exemption but did note that a Component 3 could be completed. The County Planning Department initially agreed with the Township that the exemption is not grantable but DEP stated the land plan is eligible for the exemption. County Planning then wrote a letter stating that the exemption is allowable based on the DEP recommendation. Bob Lynn stated that he spoke to County Planning SEO Dave Siminitus and he said the Township can deny the request and require the plan to process through the County Planning Department and DEP. Mr. Lynn said there are inconsistencies with the numbers included on the application and would like to send a letter of the concerns noted to the County. The Board would like to confer with special counsel before finalizing any paperwork.

The 2020 Seal Coat Project bids were reviewed. The low bidder, Martin Paving, submitted a price of \$44,439.25 for the proposed work. The budget supports this dollar amount. **After brief discussion, Chairman Fetter made a motion to award the Seal Coat project for 2020 to Martin Paving for their bid amount of \$44,439.25. Bruce Kramer seconded the motion and the motion carried.**

The 2020 Road Project bids were reviewed. The low bidder of base projects is New Enterprise in the amount of \$98,528.00. There is an add alternate of scratch leveling that should be completed in order to make the paving in the base bid optimal. The budget was reviewed for available funds. The additional work is more than budgeted but the Board noted a potential decrease in material for the base bid and use of available funds from the General Fund. **After discussion, Bruce Kramer made a motion to award the Road Project bid to New Enterprise in the amount of \$152,348.00 which includes the base bid and add alternate projects. Chairman Fetter seconded the motion and the motion carried.**

The Zoning Map and Ordinance revisions and Floodplain Ordinance draft are available for review by the Supervisors. Planning Commission recommend it be sent to other reviewing agencies for comments and if approved, advertised for adoption. The advertising would allow for a public hearing to be held April 28th at the Board meeting and possible adoption. Solicitor Leonard verified that the hearing time would occur at the beginning of the meeting with possible action following. Jean Rowe asked if public comment is allowed during the hearing and if that could alter the approval of the ordinance. Solicitor Leonard said it is possible. **Ted Cromleigh made a motion to advertise the Zoning Map and Ordinance revisions and Floodplain Ordinance hearing for the April 28, 2020 Board meeting. Bruce Kramer seconded the motion and the motion carried.**

The Benue Fisher minor land plan has been mostly completed and he has requested a release of the held money. Bob Lynn noted that there is a small amount of seeding that still needs to be completed, but the amount of money that would need to be held is not worth holding. Ted Cromleigh excused himself from

discussion of the plan due to prior involvement. **After brief discussion, Bruce Kramer made a motion to release the Benuel Fisher escrow for \$4,148.87. Chairman Fetter seconded the motion and the motion carried.**

Mr. Lynn is investigating information on special purpose tapping fees and water grants for some continued improvements to the water system.

The Chapter 94 report for the public sewer system is ready for signature to send to the City of Lebanon Authority. Bob Lynn recommended Chairman Fetter be the signer of the report and the Board was fine with the recommendation.

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

The Sewer Delinquent and Unconnected list was reviewed. There have been some properties removed from the list. Some properties need to be discussed in executive session.

The Burkholder minor plan agreements are ready but the financial security has not been completed.

The utility easements and transfer of ownership for the water and sewer lines in Linda Sue Gardens have been turned over to Blue Lake Builders for review but Solicitor Leonard has not heard back from them yet.

The Sunoco Agreement release was discussed with the attorney for Sunoco. Solicitor Leonard said he agreed that the Township should not sign Exhibit B for the completion of work on certain road since there are recognized deficiencies in the work.

The class action lawsuit for the 2011 International dump truck is being worked on. Ms. Snyder has provided some information but certain documentation is still being collected.

Solicitor Leonard has been involved in some zoning and enforcement proceedings which will be discussed in executive session.

There is discussion about the refinancing opportunities of the 2015 Sewer Bond. Chris Bamber from PFM has contacted both Ms. Snyder and Solicitor Leonard about recent changes in the market and if would be a good time to review options. The Board directed Ms. Snyder to contact Mr. Bamber about attending the March 10th board meeting to discuss.

OLD BUSINESS

Information regarding pricing for recycling was provided by Ms. Snyder. Options of new haulers and the introduction of a South Lebanon Township recycling center were discussed. After reviewing all pricing, the Board would like to switch all trash and recycling services to TNT Sanitation from Myerstown. **Bruce Kramer made a motion to change hauling carrier for trash and recycling to TNT Sanitation. Ted Cromleigh seconded the motion and the motion carried.**

NEW BUSINESS

The Road Material Bids are prepared and ready for advertising. Ms. Snyder verified quantities with Sean Weik, Public Works Superintendent. Bids can be opened and awarded on April 7, 2020.

Chairman Fetter made a motion to advertise for Road Materials for 2020. Ted Cromleigh seconded the motion and the motion carried.

The Planning Commission minutes from January 2020 were reviewed.

Utility Update

There was none.

Secretary Report

The Northwest Ambulance report for January 2020 was reviewed.

A preliminary design for a playground area at the Township grounds was reviewed. The Park & Recreation Board would like some assistance on grant acquisition. The Board likes the design and would like Bob Lynn to attend their next meeting to help with grants. **Chairman Fetter made a motion to authorize Bob Lynn assist the Park and Recreation Board in pursuing grants for playground and recreations facilities. Ted Cromleigh seconded the motion and the motion carried.**

At 8:20 Chairman Fetter called an executive session to discuss property maintenance and litigation matters. At 8:50 the Board reconvened into regular session.

At 8:55, 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 March 10, 2020 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary