

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**March 24, 2020
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer (via phone)

Others present:

Jennifer Snyder- Office Manager
Amy Leonard – Solicitor (via phone)
Bob Lynn – Township Engineer (via phone)
Sean Weik – Public Works Superintendent (via phone)

The meeting was called to order at 7:00 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 March 10, 2020 was conducted. **A motion was made by Ted Cromleigh to approve the Minutes of the meeting of March 10, 2020 and was seconded by Bruce Kramer. 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 \$20,581.04 from the Light Fund and General Fund for bills and payroll. Ted Cromleigh 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 \$13,913.55. Ted Cromleigh seconded the motion and the motion carried.**

Bills for Water Account were submitted for review and payment. There was conversation about the Flagger Force invoice for work during a water main break on Route 897. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$12,959.96. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn presented the Engineer's report.

Landmark Builders offered a time extension for the Copper Ridge Land Development plan until May 27, 2020. **After brief discussion, Ted Cromleigh made a motion to accept the time extension from Landmark Builders for the Copper Ridge plan until May 27, 2020. Bruce Kramer seconded the motion and the motion carried.** The Sewer Exemption request for the project is still being sought and Landmark Builders would like an answer on the Township's position. Bob Lynn explained that Hanover has reviewed the data presented to DEP and disputes the method in which they submitted their

request. The Township must decide if they are willing to allow the exemption from sewage planning or deny the request and require a Module 3 sewage plan. If we do this, Landmark can submit their exemption directly to Lebanon County SEO. **After discussion, Ted Cromleigh made a motion to deny the Sewage Exemption Planning request for the Copper Ridge development. Bruce Kramer seconded the motion and the motion carried.** The request from Landmark for an acknowledgment letter to PennDOT for their HOP request is still requiring an answer. The drafted letter Bob Lynn provided noted that the Township is aware of the HOP request, but also states that the Township is not assuming any responsibility for facilities constructed along Route 897 in conjunction with the project. There was additional discussion about agreement provisions for this work as well. **After brief discussion, Ted Cromleigh made a motion to approve the PennDOT HOP application acknowledgment letter for the Landmark Copper Ridge development plan. Bruce Kramer seconded the motion and the motion carried.** There is an agreement necessary for water system improvements being drafted for the development as well. Landmark Builders has offered a \$1,000,000 escrow for the project but understand expenses beyond that would be their responsibility as well. The Board would like to see a budget of expenses put together to better define costs associated with the improvements.

The HVAC system replacement bids were reviewed and a cross tab spreadsheet was presented. AH Moyer was the lowest responsible bidder with a base bid price of \$47,950. The add-alternate items were reviewed but none were deemed necessary at this time. Duct work may be done during the office remodel, but a change order could be done if that is determined to be necessary at a later date. **After brief discussion Ted Cromleigh made a motion to award the HVAC system replacement bid to AH Moyer for the base bid of \$47,950. Bruce Kramer seconded the motion and the motion carried.**

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

The Parameter Ordinance 161 for the possible refinance of the 2015 Sewer Bond was presented for adoption. This ordinance needs to be in place should financial advisors deem is a desirable time for the refinance. **After discussion, Ted Cromleigh made a motion to adopt Ordinance 161 for the refinance opportunity of the 2015 Sewer Bond. Bruce Kramer seconded the motion and the motion carried. At this time Chairman Fetter made a motion to allow for the execution of all other documents required for the possible refinance of the 2015 Sewer Bond. Ted Cromleigh seconded the motion and the motion carried.**

The class action lawsuit for the 2011 International dump truck was submitted by Solicitor Leonard. We will wait to see if money is recouped for issues with the truck.

The Floodplain Ordinance is planned to be adopted at the April 28, 2020 meeting. Mailings will need to be sent to affected property owners thirty days prior to adoption to the advertised adoption date.

Solicitor Leonard wanted to verify that the Board wished to hold this date for adoption amidst the current health concerns. The Board will keep the date for the time being.

The Disaster Declaration of Emergency was presented for adoption. Solicitor Leonard stated it is a good idea with the current health pandemic and allows for funding possibilities if available. Chairman Fetter has some concerns about the section of the declaration referencing the Emergency Management Coordinator. The language sounds like it gives the EMC powers without Supervisor approval and he would like a revision of that section. Solicitor Leonard will reword the section for review. **After brief discussion, Ted Cromleigh made a motion to adopt the Disaster Declaration of Emergency pending Solicitor Leonard's revision. Bruce Kramer seconded the motion and the motion carried.**

Chairman Fetter asked about water shut-offs for unpaid utility bills. Solicitor Leonard stated it is possible but not a wise choice given the current state of employment during the health pandemic.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

Utility Update

Martin Water Conditioning submitted a quote for parts needed to make repairs to the Ion Unit in the water treatment facility. The Board noted that the repairs are necessary to meet DEP required corrections. **Ted Cromleigh made a motion to purchase the repair items for the Ion Unit from Martin Water Conditions. Bruce Kramer seconded the motion and the motion carried.** The quote requires a 30% down payment for the parts purchase. A check in the amount of \$1,594.10 was prepared for approval with the quote. **Ted Cromleigh made a motion to approve a 30% down payment to Martin Water Conditioning for the parts to repair the Ion Unit. Chairman Fetter seconded the motion and the motion carried.**

Secretary Report

There was none.

At 7:45 Chairman Fetter called an executive session to discuss personnel matters. At 8:00 the Board reconvened into regular session.

At 8:01, 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 April 14, 2020 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.