

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**May 26, 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  
1 member of the public (via phone)

The meeting was called to order at 7:00 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. At this time, Chairman Fetter announced that there was an executive session held prior to the Board meeting this evening with the Board of Supervisors and legal counsel to discuss potential litigation matters. The executive session lasted from 5:45pm to 6:20pm.

A call for public comment was made. Peg Fitzkee asked if recycling will take place in June. The Board is unsure if the Boy Scouts will man the area but will find out. If they will not, other volunteers will be sought.

A review of the meeting minutes from April 28, 2020 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of April 28, 2020 and was seconded by Ted Cromleigh. The motion was approved.**

A Treasurer's Report for April 2020 was reviewed. Included in the review were bank statements from Fulton Bank and PLGIT and a Budget Comparison Year to Date.

Bills for the Township 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 \$49,325.86 from the Light Fund and General Fund for bills and payroll. Ted Cromleigh seconded the motion and the motion carried.**

Bills for the Sewer 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 \$70,440.45. Chairman Fetter 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 \$28,965.01. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for April 2020 was reviewed. Sean Weik reported that the wheel loader we borrowed was used but was too big for our overall needs. Risers for the Route 897 project need to be

ordered. The Board asked Mr. Weik to price propane tank supplies for new HVAC system. Mr. Weik noted that mowing has commenced. The Gasboy report for monthly fuel usage was reviewed.

The Zoning Officer's Report for April 2020 was reviewed. Discussion of permitting for the auto body shop on Locust Street was discussed.

The PA State Police Report for April 2020 was reviewed.

At this time, Chairman Fetter asked if there was any public comment on matters discussed so far. There was none.

#### Engineer's Report

Bob Lynn presented the Engineer's report.

The Glenn Burkholder Stormwater Management Plan was presented for approval, but the financial security was not in hand by Township staff. Since there was no one at the meeting to present the plan to the Board of Supervisors, the Board tabled the approval of the plan.

Doug Horning requested release of his Letter of Credit for land development along Sportsman Road. Mr. Lynn noted that a modification was requested to use the NPDES termination plans as the required as-built plans. Hanover has inspected the property and recommends a release of all held monies. **After brief discussion, Ted Cromleigh made a motion to grant the modification of using the NPDES plans as the required as-built plan submission. Bruce Kramer seconded the motion and the motion carried. At this time, Ted Cromleigh made a motion to release the remaining held Letter of Credit amount of \$61,041.45 for the Dough Horning Land Development plan. Bruce Kramer seconded the motion and the motion carried.**

The Matthew Bicher Stormwater Management plan offered a time extension to continue working on comments from the Hanover Engineering review letter. A time extension was offered until August 18, 2020. **After brief discussion, Bruce Kramer made a motion to grant a time extension for the Matthew Bicher Stormwater Management plan until August 18, 2020. Ted Cromleigh seconded the motion and the motion carried.**

Bob Lynn discussed the need for the Board to authorize him to begin the work on the proposed water line extension north on Route 501. Some other small extensions that were discussed previously will be included in the work as well. Seeking grants for the water tank rehabilitation and water line extension will be done as well. **After discussion, Ted Cromleigh made a motion to authorize Bob Lynn and Hanover Engineering to begin planning, surveying and permitting work for water line extensions. Bruce Kramer seconded the motion and the motion carried.**

#### Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

The sewer bond refunding will be finalized in mid-June. The savings realized are over \$585,000 which is a 12.4% savings. The interest on the new bond is 2.64%. Solicitor Leonard would like the Board to ratify the documents Chairman Fetter signed during the course of the refunding process. The documents signed include the Addendum to the Bond Purchase Agreement, the designation of paying agent letter for Fulton Bank for the bond and the Disclosure Acknowledgement Letter for RBC Capital Markets. **At this time, Chairman Fetter made a motion to ratify the documents signed for the refinancing of the 2015 Sewer Bond. Ted Cromleigh seconded the motion and the motion carried.**

The Zoning Ordinance and Floodplain Ordinance are to be presented for approval at the June 23, 2020 meeting. The advertising for the ordinances will run in the Lebanon Daily News on June 1 and June 8. The Board asked if something could be put on the website to allow residents to submit questions in advance for either ordinance. Mr. Snyder will ask for it to be done. Properties that will be changed during the FEMA floodplain update will be posted.

Solicitor Leonard noted that a Class Action Lawsuit notification was sent to the township today regarding First Energy account from HTMA. There is nothing to do as the lawsuit will allow for sending compensation if the defendant is found guilty.

Ms. Snyder stated no Collection Report was done for the Sewer but noted that two properties connected to the sewer in the last month.

### **OLD BUSINESS**

There was none.

### **NEW BUSINESS**

There was none.

The Planning Commission minutes from February 2020 were reviewed.

The EIT Report for April 2020 was presented for review.

### **Utility Update**

The Sewer and Water Reports for April 2020 were prepared by Select Environmental for review. The Board noted no real notable usage.

### **Secretary Report**

Ms. Snyder noted that COVID19 expenses have been tracked but are minimal. Legal expenses are not on the list of recoupable expenses which makes our out of pocket amount very little.

The Northwest Ambulance reports for April 2020 and Year to Date were presented.

**At 7:37, 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 is scheduled to be held June 9, 2020 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.