

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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August 25, 2020

MEETING MINUTES

Board members present:

Paul Fetter – Chairman

Ted Cromleigh

Bruce Kramer

Others present:

Jennifer Snyder- Office Manager

Amy Leonard – Township Solicitor

Bob Lynn – Township Engineer

Sean Weik – Public Works Superintendent

6 members of the public

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. Jake Werner, representing the Heidelberg Lions Club, was in attendance to discuss the Christmas Lights installed by the Lions Club each year. Phil Krall had spoken to the Board previously, but Mr. Werner wished to find out if the Board made a decision. The Board still had some questions regarding storage space and maintenance. Mr. Werner explained the information requested. He also detailed what type of work is involved to maintain, hang and remove the lights each year. The Lions Club will throw the lights away if the Board does not want to take them. The board would like Mr. Werner to meet with Sean Weik to see how large of an area it will take to the store the lights and to determine if the public works department will be able to do the work involved with regards to installation. Mr. Werner also confirmed that the Heidelberg Lioness organization is still in existence and working within the township. The Board thanked Mr. Werner for his work within the community.

Kathy Strickler of S. Market Street asked if it was possible that rats have surfaced in the Township. The Board noted that mice are the only real rodents in the area due to the many fields.

Peg Fitzkee inquired about the recycling program at the Township the Board stated that lack of volunteers is making it hard to continue the program. Coronavirus has made keeping volunteers this year a struggle. The Board will have to discuss the future of the program.

Jean Rowe voiced her concern over information not included on the Township website. The Board will review the requests but noted that there are only two people in the office, and it can be difficult to maintain a website with that much information. Mrs. Rowe also asked if consideration could be given to enact a rule against jake breaks in the Township. Chairman Fetter stated that jake breaks are not the issue, it is those drivers who modify their exhausts and use the jake breaks. He also noted that loud traffic noise motoring would include motorcycles and pick ups with exhaust packages also. Bruce Kramer stated that there is a possibility of prohibiting the use of jake breaks with modified exhaust. Ted Cromleigh would like to investigate that possibility but noted that enforcement of that kind of rule is difficult. The Board will discuss the matter further.

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

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

Bills for the Township were submitted and reviewed for payment. Ms. Snyder noted that an additional check was written today for an insurance bill that arrived late in the mail. **After a brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$130,440.11 from the 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 \$54,823.98. 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 \$14,173.53. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for July 2020 was reviewed. Sean Weik noted that the pipe jetter was not rented yet because they were unavailable. Some storm pipes will need to be replaced. The Dodge pick-up will need repairs. The Gasboy report for monthly fuel usage was reviewed. The Underground Storage Tank inspection and training is this Friday. A price for line painting was reviewed from DE Gemmill, but the Board would like some comparison pricing. Mr. Weik is waiting for New Enterprise to do their paving work for Sunoco so they can complete our work as well.

The Zoning Officer's Report for July 2020 was reviewed. Jean Rowe asked if she could see a copy of the report. The Board will review future requests as they are made.

The PA State Police Report for July 2020 was reviewed.

Engineer's Report

Bob Lynn was not present for Engineer's report.

The John Barry Major Stormwater Management Plan was presented for review. No one was at the meeting to present the plan since it was detailed at the last meeting by Mr. Barry's engineer. The plan is a major plan but since previously existing facilities are being used as part of the stormwater management plan a waiver is being sought to approve the plan as a minor plan. The Board was acceptable to that waiver request. The improvement guaranty has been established and the agreements have already been signed by Mr. Barry. **After brief discussion, Ted Cromleigh made a motion to approve the waiver request for the John Barry Major Stormwater Management Plan. Bruce Kramer seconded the motion and the motion carried. Then Ted Cromleigh made a motion to approve the plan and Stormwater Management and Improvement Guaranty agreements. Bruce Kramer seconded the motion and the motion carried.**

The Dan Martin Major Stormwater Management Plan was presented by Dave Mease of Diehm & Sons. The project is on South Market Street and they will be building a house on an existing vacant lot. They

are not requesting any waivers. The agreements are signed by Mr. Martin and the improvement guaranty are established. Ted Cromleigh abstained from discussion of the plan. **After brief review and discussion, Bruce Kramer made a motion to approve the Daniel Martin Major Stormwater Management Plan. Chairman Fetter seconded the motion and the motion carried. Bruce Kramer then made a motion to approve the Stormwater Management and Improvement Guaranty for the project. Chairman Fetter seconded the motion and the motion carried.**

The Matthew Bicher minor stormwater project has offered a time extension until November 16, 2020. **Ted Cromleigh made a motion to accept the time extension for the Matthew Bicher project. Bruce Kramer seconded the motion and the motion carried.**

The Camp Mack Land Development Plan has requested a Letter of Credit reduction for work done on the project. Hanover Engineer has performed inspections and is recommending a release of \$70,377.04 for the work completed. Bob Lynn noted that they are still working on fixing the water runoff problems affecting the neighbor. The Board noted that the neighbor's home is going for public sale in October, so the issues need to be corrected very soon. Since the problem was created by the camp installing an unapproved large parking lot, it is the Boy Scout camp's responsibility to correct the issues. The Board would like a work schedule and be able to hold them to their plan.

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

FEMA confirmed that we are compliant with the Floodplain Insurance program by the passing of our Floodplain Management Ordinance and.

The Sewer Unconnected and Delinquent list will be reviewed in executive session.

OLD BUSINESS

The quotes for patching of Sheep Hill Road were reviewed. Three quotes were received and Pennsy was the lowest quote for the sections requested. Since we removed one section to be able to afford the project, their price allows us to add the section back in and afford the entire patching list. **After brief discussion, Ted Cromleigh made a motion to award the Sheep Hill Road patching project to Pennsy for \$18,313.75. Chairman Fetter seconded the motion and the motion carried.**

Mr. Weik presented three quotes for the South Church Street water line repair. The original quote from L&N Zimmerman was much lower than the other two received. They are approximately six weeks out for beginning the project. **After brief discussion, Ted Cromleigh made a motion to award the S. Church Street water line repair to L&N Zimmerman for \$11,439.00. Bruce Kramer seconded the motion and the motion carried.** Bob Lynn noted that we will need an emergency GP5 permit to prepare the work. Bruce Kramer asked if we can determine what kind of water and sewer hook ups the Binner Industries building has and see if any corrections need to be made.

NEW BUSINESS

There was none.

The EIT Report for July 2020 was presented.

Utility Update

The Utility Reports for Sewer and Water for July 2020 were reviewed. Justin noted that maintenance on the pump stations will be completed next month. The former Sechrist Furniture store building is being remodeled into an auto body shop. It was discovered that the water line is not in a favorable location and during their remodeling process they should reroute it to correct the issue. The water meter inside the building should also be relocated to a meter pit when they are correcting the line location. The Water Flow for July 2020 was reviewed.

Secretary Report

The Public Utility Commission sent correspondence regarding line location issues during the South Market Street Bridge replacement project. They are fining us for not properly locating and marking water lines. Bob Lynn, Justin LaTourette and Sean Weik all discussed some of the concerns about the issue and how this was reported to the PUC. The fine in part is inaccurate but Mr. Lynn stated it will be more costly to fight the issue than to just pay the fine of \$1,250. **After discussion, Ted Cromleigh made a motion to authorize the payment of the Public Utility Commission fine. Bruce Kramer seconded the motion and the motion carried.** The Board told Mr. LaTourette to attend an updated PA One Call seminar to verify he is up to date on all marking requirements.

The July 2020 SEO report was reviewed.

The July 2020 Northwest Ambulance report was reviewed.

Ms. Snyder stated that her notary commission runs out in February 2021 and asked if she would be authorized to attend the class to renew it. **Chairman Fetter made a motion to approve Ms. Snyder to renew her notary commission. Ted Cromleigh seconded the motion and the motion carried.**

There are some resident requests for speed reviews on PennDOT road. PennDOT stated that the request must come from the Township. The roads in question are Millbach Road and East Reistville Road. The Board said Ms. Snyder can issue the requests for the traffic studies by PennDOT.

The recycling program was discussed. Volunteers are scarce this year in part because of COVID-19 concerns. Ted Cromleigh discussed the possibility of hiring a part-time person(s) to administer the program. The Board will review that idea when the 2021 budget is discussed and who may be willing to participate. The Board decided to cancel recycling until further notice.

The meeting schedule for 2021 was discussed. The Board had previously mentioned having one meeting a month as had been done in the past. Ms. Snyder is working on items for 2021 and the meeting schedule is one of items that needs to be advertised in advance. She mentioned that bill paying has been a board concern and discussed paying bills online for items such as utilities and insurances. The Board would like Ms. Snyder to talk to our CPA auditor to see if that would trigger any audit concerns. Ms. Snyder would only suggest vendors that charge no fees and would need to incorporate Fulton Bank since we have an ACH block on our account. Ms. Snyder noted that a resolution should be done to affirm the authorization to perform online payments and approved vendors. Solicitor Leonard stated that is a common practice for municipalities that allow online payments. The matter will be reviewed at a future meeting.

At 8:54 Chairman Fetter called an executive session to discuss property maintenance and personnel matters. At 10:15 the Board reconvened into regular session. The Board noted that further action will be taken on some properties with property maintenance issues.

At 10:16, 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 8, 2020 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary