

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**October 27, 2020
MEETING MINUTES**

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Jennifer Snyder- Office Manager
Amy Leonard – Township Solicitor (via phone)
Bob Lynn – Township Engineer
Sean Weik – Public Works Superintendent
Justin LaTourette – Utility Operator
2 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. Chairman Fetter noted that budget meetings were held prior to the October 13 and October 27, 2020 Board of Supervisor meetings.

A call for public comment was made. Kathy Strickler asked if there may be a reason her water pressure was low. No one knew of a reason for low pressure including Justin LaTourette, our utility operator. He stated the water usage is low compared to recent months.

A review of the meeting minutes from October 13, 2020 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of October 13, 2020 and was seconded by Chairman Fetter. 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 \$29,629.08 from 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, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$8,837.06. Bruce Kramer 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 \$9,208.97. Ted Cromleigh seconded the motion and the motion carried.**

Engineer's Report

Bob Lynn was not present for Engineer's report.

Melvin Burkholder's engineer sent as-built plans for review. Hanover reviewed them and was satisfied with the work. The neighbor, Mr. Showers, sent a letter accepting the changes to the plan as there was a small impact to his property. Mr. Lynn stated that Hanover has reviewed all information and was acceptable to releasing their remaining escrow. Ted Cromleigh abstained from the discussion. **After brief discussion, Bruce Kramer made a motion to release the remaining held escrow for the**

Melvin Burkholder Stormwater Management Plan. Chairman Fetter seconded the motion and the motion carried.

The Township received correspondence from Steckbeck Engineering regarding a Planning Module Exemption for Phase 1 of the Copper Ridge development. Bob Lynn has reviewed the information and noted that it is compliant with what was included in the Preliminary Plan approval. Mr. Lynn stated that a new PNDI report will be required to get the signed document returned to Steckbeck. He also noted that Steckbeck is currently investigating the Prescott Road well but information is needed from Spotts Stevens & McCoy. **After discussion, Ted Cromleigh made a motion to approve the Planning Module Exemption for Phase 1 of the Copper Ridge development. Bruce Kramer seconded the motion carried. Returning the signed document is contingent on receiving the new PNDI report.** The former Sechrist Building is being remodeling into an auto body shop. The new business plans on installing an oil separator so the sewer discharge is not tainted with auto fluids. Ted Cromleigh suggested that we test what is being discharged when they first begin operation to verify the separator is working efficiently. Bob Lynn agreed and thought we should consider doing this for other businesses as well.

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

At 7:23 the hearing for Ordinance 164 began. The ordinance would regulate the discharge of debris such as snow and grass onto roadways in the township. Jean Rowe asked if this was initiated by anything. Ted Cromleigh stated that Chesapeake Bay regulation were a catalyst to adopting this ordinance. She asked if debris from horses would be included but the Board said that would not be included. Mrs. Rowe asked how the ordinance would be enforced. Ted Cromleigh stated that the ordinance was a way to educate people about the dangers and inconveniences of putting these items on the street. Mud from farming equipment was discussed. There have been some incidents of excessive farm field mud being left on the road. We will discuss specific instances in executive session. **After brief discussion, Ted Cromleigh made a motion to adopt Ordinance 164 prohibiting debris on Township roadways. Bruce Kramer seconded the motion and the motion carried.**

A new Sunoco settlement agreement was received to cover work details on various road in the Township. This agreement has some concerns for Solicitor Leonard and she will work through them with Sunoco's attorney. She wished to verify if the work on Distillery and Old Mill Roads was satisfactory to the Township and Sean Weik verified it was. In the new agreement, the Board would like a timeline, a one-year maintenance guaranty and some bonding as the repairs needed to Sheep Hill, Sunnyside and Sinclair Road are minor comparatively. Solicitor Leonard will work on these alterations and discuss the matter with the Sunoco attorney. Since we approved the repairs to Distillery and Old Mill Road, she stated the Board could approve the Phase 1 release of the original settlement agreement. **After brief discussion, Bruce Kramer made a motion to approve and sign Phase 1 of the Settlement Agreement with Sunoco for Distillery and Old Mill Roads. Ted Cromleigh seconded the motion and the motion carried.**

Our Comcast Franchise agreement is set to expire in the coming year and we have been informed by Comcast that negotiations for our contract renewal can begin. Solicitor Leonard recommended the Township hire special counsel to perform the negotiation. She noted that Myerstown Borough is using Cohen Law Group for their current contract renewal and she secured a quote from them to perform our renewal as well. Partnering with Myerstown will bring both municipalities discounts for the work. Should the Township engage Cohen, we can have them perform an audit of our last contract payments to see if we did not receive monies due. **After discussion, Chairman Fetter made a motion to hire**

Cohen Law Group to perform our Comcast Franchise contract negotiation and perform an audit of our previous contract payments. Ted Cromleigh seconded the motion and the motion carried. Solicitor Leonard has secured some sidewalk ordinance samples for the Board to review. Since the Board is unsure of what details they want included in this ordinance, Ted Cromleigh suggested Solicitor Leonard share samples with the Board for review.

Chairman Fetter mentioned the appointment of an elected auditor to fill the position vacated by Glenn Wolgemuth's passing. There is a candidate but he is not committed. Solicitor Leonard stated you must appoint a replacement in 30 days or the matter is turned over to the Vacancy Board. Ms. Snyder said our next meeting will fall on day 31. The person would only fill the spot until the next election. The Board will have a replacement to name at our next meeting.

OLD BUSINESS

Bruce Kramer discussed his concern of the creek flow at the South Market Street bridge.

NEW BUSINESS

Ms. Snyder noted that with the hiring of Cohen Law Group to perform the Comcast Franchise negotiation, she would like to add \$10,000 to the Legal Budget in General Fund to account for the matter. **Bruce Kramer made a motion to authorize adding \$10,000 to the General Fund Legal budget. Ted Cromleigh seconded the motion and the motion carried.** Ms. Snyder then noted that after reviewing the advertising requirements for adopting the budget, the budget will need to be adopted at the December 15, 2020 Board Meeting. A motion for the advertisement of the budget adoption is needed. **Chairman Fetter made a motion to approve the advertising of the budget adoption at the December 15, 2020 Board meeting. Ted Cromleigh seconded the motion and the motion carried.**

The Allison family of Allison's Maple Products asked if they may tap the trees at the Township Building again. The Board was acceptable of them doing this again.

Utility Update

There was no update on the public utilities at this time.

Secretary Report

There was no report at this time.

Kathy Strickler discussed the selling of the antique store on the square in Schaefferstown.

At 8:14 Chairman Fetter called an executive session to discuss property maintenance and legal matters. At 8:29 the Board reconvened into regular session.

At 8:32, 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 November 10, 2020 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.