

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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May 25, 2021
MEETING MINUTES

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Jennifer Snyder – Office Manager
Sean Weik – Public Works Superintendent
Bob Lynn – Hanover Engineering
Amy Leonard – Solicitor
Justin LaTourette – Utility Operator
3 members of the public

The meeting of Heidelberg Township was called to order at 7:01PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

At this time, a call for public comment was made. Dave Barry of Old Mill Road was in attendance to discuss the on-going issues at a neighbor's property. The Board noted that a zoning hearing is to be scheduled and the property is being monitored for compliancy on a clean up plan.

Peg Fitzkee of Juliada Drive discussed the numerous accidents occurring at the intersection of Prescott Road and Route 897. The Board stated that PennDOT has been contacted about the issue and they are the entity that needs to review the concern since three legs of the intersection are owned by them. There is a possibility of installing flashing solar lights on top of Stop signs, but a traffic study may be necessary. Bob Lynn will investigate the matter.

Dan Martin was in attendance to discuss the road and utility matters in Linda Sue Gardens. Mr. Martin has reviewed the developer's agreements for the projects and perceives them to require the Township to take ownership of Linda Sue Lane. Solicitor Leonard explained that the exhibit he is referring to in the agreement only lists what can be offered for dedication not what must be taken by the Township. Mr. Martin needs to review the ownership concerns with the community HOA. Solicitor Leonard and Bob Lynn explained that some items within the Township Right of Way on Locust Street should be offered for dedication as well as the public utilities. Mr. Martin will work on a dedication request and discuss the matter with his attorney.

The Board reviewed the minutes of the April 27, 2021 meeting. **After review, Bruce Kramer made a motion to approve the minutes of the April 27, 2021 meeting. Chairman Fetter seconded the motion and the motion carried.**

A Treasurer's Report including cash deposits, PLGIT and Fulton bank statements, cash deposits and budget comparison for April 2021 was submitted for review.

Township bills were submitted and reviewed for payment. One check will be voided as it was made out to an incorrect vendor. **After discussion, Bruce Kramer made a motion to accept the bills as submitted, minus one, for a total of \$83,406.36 from Light Fund and General Fund for online payments, invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.** Sewer Bills were submitted for payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$74,635.14. Ted Cromleigh seconded the motion and the motion carried.**

Water bills were submitted for review. **After brief discussion Bruce Kramer made a motion to accept the bills as submitted for a total of \$17,270.35. Ted Cromleigh seconded the motion and the motion carried.** The Board would like an update on the ION Unit installation.

An invoice from Conrad Seigel for work done on the Pension Fund was received. The invoice is to be paid from the Non-uniform Pension Fund. **Bruce Kramer made a motion to approve payment of the Conrad Seigel invoice for work done on the pension fund for \$4,575.00. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for April 2021 was reviewed. Sean Weik received a quote for work to be done on buildings within the public water system. The quote includes work on the ION Building and Well House Buildings. The Board would like a timeline of the project and another quote if possible. Justin LaTourette was asked to get pricing on generators including those at the military surplus location.

The Zoning Officer's Report for April 2021 was reviewed.

The State Police Report for April 2021 was submitted for review.

Engineer's Report

Bob Lynn presented the Engineer's Report.

The Yiengst project at 425 Valley View Road offered a time extension until August 13, 2021. **After discussion, Ted Cromleigh made a motion to approve the time extension for the Yiengst Major Stormwater Project at 425 Valley View Road. Bruce Kramer seconded the motion and the motion carried.**

The 2021 Paving Project bids have been received and review by Hanover staff. The township parking lot has been removed from the paving list due to upcoming construction work. North Carpenter Street may be substituted as a change order but we will need to review pricing first. The bid tab was reviewed and Penny Supply was the low bidder for the projects. **After brief discussion, Ted Cromleigh made a motion to award Penny Supply the 2021 Paving Projects. Bruce Kramer seconded the motion and the motion carried.**

Bob Lynn noted the Well 8 investigation was done for the Landmark Copper Ridge Development but he has not heard much about their findings.

The Ammon Lapp drainage project plan was received from NRCS. Mr. Lynn contacted the representative from NRCS and said their plan is not what the Township will accept. He is awaiting a new plan and answer from them.

The Camp Mack project is acceptable and the completed project is working well so far.

Solicitor Report

Solicitor Leonard was in attendance to present the Solicitors Report.

The Matthew Bicher plan agreements are prepared but the Letter of Credit has not been received. The plan is ready for approval once the Letter of Credit has been received.

At 8:23 Solicitor Leonard presented Ordinance 165 for the establishment of Sidewalk regulations. The Board reiterated that this ordinance is necessary in order to seek grants and financial opportunities for beautification projects and the like. **After discussion, Ted Cromleigh made a motion to adopt Ordinance 165 for Sidewalk Regulations. Bruce Kramer seconded the motion and the motion carried.**

Solicitor Leonard discussed the update of our Property Maintenance ordinance to comply with updates to the IPMC. The Board is also considering enacting portions of the interior section of the IPMC and will review the information for next meeting.

A letter was mailed to the attorney of Steve Martin of Hardwood Drive regarding land development issues. A response has not received to date.

The Board wanted an update on the fire damaged property on South Lancaster Avenue. Solicitor Leonard will contact the attorney to get a start date on the demolition of the property.

The Comcast Franchise contracts have been sent to Solicitor Leonard. She is working on reviewing them to accurate on contacts.

OLD BUSINESS

There was none.

NEW BUSINESS

The Aggregate and Anti-skid quotes were reviewed. The quantities used and amounts spent last year determined that requesting quotes was sufficient for this year's stone purchases. New Enterprise and Pennsy Supply submitted quotes. After review, the Pennsy Supply quote was lowest with travel miles considered for one of the pick-up products. **At this time Bruce Kramer made a motion to award the Aggregate and Anti-skid quote for 2021 to Pennsy Supply. Ted Cromleigh seconded the motion and the motion carried.**

The quotes for Seal Coat were reviewed. While the Russell Standard quote was lower, it did not include the price of a truck to sweep after the application of the seal coating. Martin Paving will supply that service and is included in their quote. **After brief discussion, Bruce Kramer made a motion to award the Seal Coat project for 2021 to Martin Paving. Ted Cromleigh seconded the motion and the motion carried.**

A gentleman from Weaverland Disaster Services organization has requested use of Township roads to run a fundraiser race for the group. The Board is acceptable of them using the roadway but would like more details about traffic control. **Ted Cromleigh made a motion to allow the Weaverland Disaster Services use of Township roads for a fundraiser. Bruce Kramer seconded the motion and the motion carried.**

A letter was received from Kathy Strickler resigning as township auditor. She moved out of the township and can no longer serve in the roll. **Ted Cromleigh made a motion to accept the resignation of Kathy Strickler as elected auditor. Bruce Kramer seconded the motion and the motion carried.**

The April 2021 EIT update was included for review.

Justin LaTourette from Select Environmental was in attendance to discuss the Water and Sewer Reports for April 2021. Water usage was reviewed for some of the large users.

Meter upgrades cannot happen right now. Certain parts in the meters are not being made currently and we will need to wait until they become available.

Hydrants have been flushed and some damages were noted. Parts have been ordered to make the repairs. Mr. LaTourette asked if old style hydrants should be replaced. The Board would like to discuss the matter with the Fire company to see if the replacements are warranted.

Generators are still needed for the Water system. Prices are being sought.

Building upgrades for water system needs are being evaluated.

There is an SRBC grant available for a level transducer upgrade. It is a digital read measuring device for the well levels. The Board was not interested in pursuing the grant.

The Secretary's Report was presented by Ms. Snyder.

Custom Computer supplied the township with a price to replace the modem used for our networked office machines. It affords faster speeds for the computers, more security and newer technology. **After brief discussion, Bruce Kramer made a motion to approve the purchase of a new modem for the office for approximately \$1,400. Ted Cromleigh seconded the motion and the motion carried.**

An issue with mailing Real Estate Taxes and delays by the US Postal Service has caused some residents to not receive their bills to utilize the discount period. The township does not have the ability to help the residents since they do not set the discount rates or payment periods.

Ms. Snyder gave an update on the computer software upgrades and utility bill consolidation.

The Board discussed opening the Township Building with the ending of emergency mandates. Ms. Snyder would like to initiate the change after Memorial Day. The payment box can remain the preferred payment method for bills and signs will be posted notifying residents as such.

The Northwest EMS organization sent call reports for April 2021.

At 9:22 Chairman Fetter called an executive session to discuss property maintenance litigation matters. At 9:39 the Board reconvened.

Ted Cromleigh made a motion to adjourn the meeting at 9:47 PM. The motion was seconded by Bruce Kramer and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be June 22 2021 at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

Secretary

Minutes recorded by Jennifer Snyder