

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**June 22, 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
6 members of the public

The meeting of Heidelberg Township was called to order at 7:07PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

At this time, a call for public comment was made.

Mr. and Mrs. Miller of Distillery Road asked for information about the Mt. Trail Motel. The Board noted that they are working with the owner and code enforcement to repair the property. Alex Burt of 105 S Market asked if anything could be done to make the intersection at the square safer. Chairman Fetter discussed the work PennDOT has done to redesign the area, but nothing has been implemented so far.

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 will take place the next evening and matters will be decided then. Mr. Barry requested some issues beyond zoning be investigated as well. Sgt. Klein, the new barracks commander for the Jonestown State Police barracks, was in attendance to introduce himself. The Board and members of the public thanked him and discussed some Township concerns.

The Board reviewed the minutes of the May 25, 2021, meeting. **After review, Bruce Kramer made a motion to approve the minutes of the May 25, 2021, meeting. Ted Cromleigh 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 May 2021 was submitted for review.

Township bills were submitted and reviewed for payment. **After discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$50,478.04 from Light Fund and General Fund for online payments, invoices and payroll. Ted Cromleigh seconded the motion and the motion carried.**

Water Bills were submitted for payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$11,744.33. Ted Cromleigh seconded the motion and the motion carried.**

Sewer bills were submitted for review. **After brief discussion Bruce Kramer made a motion to accept the bills as submitted for a total of \$6,443.59. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for May 2021 was reviewed. Sean Weik noted that tree clean up has been done. Gutters are being cleaned using the loader. Storm pipe replacements cannot be done until permits are obtained.

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

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

Engineer's Report

Bob Lynn presented the Engineer's Report.

The Matt Bicher major stormwater project is ready for approval. The plan requires no waiver approvals, and the Letter of Credit is established. Mr. Bicher was in attendance to field any questions. **After brief discussion, Ted Cromleigh made a motion to approve the Improvement Guaranty for the Matthew Bicher Bruce Kramer seconded the motion and the motion carried. Ted Cromleigh then made a motion to approve the Stormwater Management Agreement for the Matthew Bicher plan. Bruce Kramer seconded the motion and the motion carried. Finally, Ted Cromleigh made a motion to approve the Major Stormwater Management Plan for Matthew Bicher. Bruce Kramer seconded the motion and the motion carried.**

The Copper Ridge Phase 1 plan offered a 90-day Time Extension lasting until September 26, 2021. Landmark has certain components completed but still working on others. **After brief discussion, Ted Cromleigh made a motion to grant a 90-day Time Extension to Landmark for the Copper Ridge project. Bruce Kramer seconded the motion and the motion carried.**

The air conditioning unit is working but is requiring a service call. AH Moyer needs to replace the control panel and do restoration work outside before final payment is made.

The Ammon Lapp drainage project is not moving forward at this time. Mr. Lynn needs to send him a letter regarding the issue, but he is waiting for information to proceed. The Board wants a timeline for completion of the project.

Solicitor Report

Solicitor Leonard was in attendance to present the Solicitors Report.

The Comcast franchise agreement draft has been provided and Solicitor Leonard is reviewing the document. Cohen Law is working on the audit of previous years franchise payments.

The Sunoco paving restoration work has been completed on Sunnyside Road, Sheep Hill Road and Sinclair Road. They are requesting Exhibit C of the agreement be executed. This would then start the warranty period of the agreement. **After brief discussion, Bruce Kramer made a motion to execute Exhibit C of the Sunoco Agreement for pipeline and restoration work. Ted Cromleigh 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 discussed options on sections to be adopted regarding interior property

maintenance. Solicitor Leonard explained why she recommended some sections and how they would help in dealing with extreme situations we are unable to deal with currently. The Board will review the recommendations and discuss the matter at the next meeting.

There has been no response to Solicitor Leonard's letter to the attorney representing 400 Hardwood Drive. The Board wants this matter resolved. Bob Lynn would like one more letter sent with a 10-day response time. If no response, the Board would like a citation filed against the property owner for land development issues. **Bruce Kramer made a motion to authorize all legal filings for 400 Hardwood Drive. Ted Cromleigh seconded the motion and the motion carried.**

The Board wanted an update on the fire damaged property on South Lancaster Avenue. A permit application has been filed by a contractor for the work.

OLD BUSINESS

Bruce Kramer discussed the options for welcome signs to the Township. Ms. Snyder will contact the Lioness Club and see what how they handled their new sign installations through town.

Ms. Snyder reported that the foot race being planned for the Weaver Disaster Services will be rescheduled to not coincide with a race a Lanco Speedway.

NEW BUSINESS

A Park and Recreation grant is being applied for. Ms. Snyder will do the application online but is seeking approval from the Board for the grant. If received the grant will pay for some equipment at the Township Park. **Chairman Fetter made a motion to authorize the application for a grant for the Park and Recreation Board. Bruce Kramer seconded the motion and the motion carried.** Further discussion about Park and Recreation Board matters included installing a sign at the 501 red light welcoming people to Schaeffertown. The board would like to investigate the matter to determine restrictions on the land and feasibility. Bruce Kramer noted that he would like to look at placing welcome signs at other locations.

The May 2021 EIT update was included for review.

Justin LaTourette from Select Environmental was in attendance to discuss the Water and Sewer Reports for May 2021.

The sewer pump stations are due for service and Envirep has sent information to do the work. We did not have them do the work last year. Mr. LaTourette said it would be a good idea. The Board would like to review the agreement for next meeting for possible acceptance.

The water system potentially has a leak based on current water usage. Various high-use properties were discussed as potentially causing the issue. The Board would like leak detection done. Mr. LaTourette did spot checks but found no leaks. The Board asked if Mr. LaTourette's company can do the leak detection. **After brief discussion, Bruce Kramer made a motion authorizing Pipe Down to being leak detection work. Ted Cromleigh seconded the motion and the motion carried.**

The nitrate unit replacement engineering drawings will need to be signed. The board would like to authorize Hanover Engineering to sign the paperwork. **Bruce Kramer made a motion to authorize Hanover Engineering to sign engineer drawings for the Nitrate system replacement. Chairman Fetter seconded the motion and the motion carried.**

Mr. LaTourette spoke to the Fire Company regarding hydrant replacing. They said they have enough hose to reach optional hydrants, but replacement would be the preferred option. Various hydrants were listed as potential to be replaced. Some could be marked out of service because removal would be costly. Replacement could take place during a water line repair. Ms. Snyder suggested opening a bank account for hydrant tax money to pay for hydrant replacements. The Board would like her to pursue that option. Sean Weik will get prices for valve insertions at hydrants and look at doing other work on hydrant water service lines as well.

Generator pricing was obtained for those needed at the water pump house. There are a lot of variables and the Board would like someone to contact another company for price comparisons.

There was a discussion about recent utility bills. Some bills were printed with inaccurate amounts due. After various methods were reviewed, the Board decided to mail letters to those affected. The letter would notify customers of the missing amounts due and the matter can be cleared up before the next billing cycle.

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

The ARP funding notice was received. This letter stated the total amount the Township will receive will be \$454,369.04 in two installments. The federal rules of spending and tracking the money are still evolving.

We received reimbursement for work done to update our Floodplain Ordinance in 2020. A grant allowed us to receive \$2,227.00 for money spent on engineering and legal expenses for the update. Jon Fitzkee contacted the Township regarding a PennDOT sponsored program to identify unsafe travel areas. He would like to meet with Board and township staff about the program. Board members would like to meet with Mr. Fitzkee to learn about the program called Road Safety Audit. Ms. Snyder will contact him to find out available dates.

The Northwest EMS organization sent call reports for May 2021.

At 9:30 Chairman Fetter called an executive session to discuss property maintenance litigation matters. At 9:56 the Board reconvened.

Bob Lynn noted that the pricing for a potential change order for the 2021 paving projects discussed at a previous meeting was reviewed. The change order amount to add North Carpenter Street will be \$10,304.50 which will keep us under our project budget for the 2021 paving. **After brief discussion, Bruce Kramer made a motion to approve the change order for the 2021 paving projects. Ted Cromleigh seconded the motion and the motion carried.**

Ted Cromleigh made a motion to adjourn the meeting at 10:05 PM. The motion was seconded by Bruce Kramer and the motion carried.

The next meeting of the Heidelberg Township Board of Supervisors will be July 27, 2021, at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

Secretary

Minutes recorded by Jennifer Snyder