

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

PO Box 188 111 Mill Road  
Schaefferstown, PA 17088  
(717) 949-3885 fax (717) 949-2915 htwpbs@comcast.net

**September 28, 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  
4 members of the public

The meeting of Heidelberg Township was called to order at 7:00PM by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

At this time, a call for public comment was made. There was none.

The Board reviewed the minutes of the August 24, 2021, meeting. **After review, Bruce Kramer made a motion to approve the minutes of the August 24, 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 August 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 \$99,110.23 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 \$16,587.01. 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 \$11,382.09. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for August 2021 was reviewed. Sean Weik that they had been cleaning up tree debris from recent storms. The International truck came back from being repaired and still has some faults needing attention. He will have the truck reviewed to determine the issues.

Mr. Weik tried to get quotes for fencing around the Water Tank. He only received one as others are slow to respond. The pricing returned may require the job to be bid. Bob Lynn said he will ask the company doing the tank painting if they may be able to do the work as a job add-on.

The Gasboy Report for August was reviewed.

Salt pricing for the 21-22 winter season was received. The price for Lebanon County is \$68.46 which is \$3 more per ton than last year. **Chairman Fetter made a motion to accept the salt pricing from American Rock Salt for the 21-22 Winter Season. Ted Cromleigh seconded the motion and the motion carried.**

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

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

### **Engineer's Report**

Bob Lynn presented the Engineer's Report.

The Joseph Blogovich Subdivision/Lot Add-On plan is on the agenda for action. Bobby Gerhart was in attendance to present the plan. Mr. Blogovich owns neighboring properties and would like to transfer some land from one property to the other. This would make more uniform lots. **At this time, Ted Cromleigh made a motion to approve the Joseph Blogovich Subdivision/Lot Add-On plan. Bruce Kramer seconded the motion and the motion carried.**

The Jay Zimmerman Subdivision Plan was presented for actions. Bobby Gerhart was in attendance to present the plan. Mr. Zimmerman would like to use Sheep Hill Road as a dividing line to subdivide his land, one lot with his home and the other a bare piece of land. There is no proposed development and they are requesting a waiver of sewage planning. Ted Cromleigh noted that the reason given for not doing the sewage planning module does not apply for this lot. Without the sewage planning, the Board is not able to approve the subdivision. Mr. Gerhart noted that Mr. Zimmerman has a buyer for the house lot and was looking to have the subdivision done prior to settlement. The rest of the Board agreed that they could not approve the subdivision without the sewage planning module completed.

The Jason and Jennifer Boyer Stormwater Management Plan was presented for approval. Jen Boyer was in attendance for any questions. This is a minor plan to accommodate previous impervious additions and the current plan to build a pool area. The Improvement Guaranty is in place at Fulton Bank. **After brief discussion, a motion was made by Ted Cromleigh to approve the Improvement Guaranty amount of \$8,246.75. Bruce Kramer seconded the motion and the motion carried. Then Ted Cromleigh made a motion to approve the Improvement Guaranty and Stormwater Management Agreements. Bruce Kramer seconded the motion and the motion carried.**

A request was made by John Barry for release of his escrow held for work done at his property, 135 Spring Haven Road. A request for a waiver of as-built plans was made as well. **After brief discussion, Bruce Kramer made a motion to waive as-built plans and release the escrow amount of \$23,147.00 for the John Barry escrow. Ted Cromleigh seconded the motion and the motion carried.**

A request was made for release of the escrow held for Derek and Shannon Martin of 389 Michters Road. A request for a waiver of as-built plans was made as well. **After brief discussion, Bruce Kramer made a motion to waive as-built plans and release the escrow amount of \$7,428.96 for the Derek and Shannon Martin escrow. Ted Cromleigh seconded the motion and the motion carried.**

A School Bus Stop sign has been requested for a bus stop along Route 501 at Old Mill Road. Bob Lynn explained that we will need to complete a form for PennDOT to request the sign be placed on their road but the Board will need to approve the request. **Bruce Kramer made a motion to do appropriate**

**work to request a school bus sign at Route 501 and Old Mill Road. Ted Cromleigh seconded the motion and the motion carried.**

The Bridge Inspection reports were reviewed with a consultant from Wilson Consulting by Bob Lynn and Jen Snyder. Other than a little cleaning and sign updating, the bridges are in good condition. A request for a review of the intersection of West Reistville Road and Prescott Road. It has poor visibility and may be improved by replacement of the stop sign. **After brief discussion, Bruce Kramer made a motion to request a traffic study for the intersection of West Reistville Road and Prescott Road. Ted Cromleigh seconded the motion and the motion carried.**

Landmark Builders had their consultant complete the pump test for Well #8. Results have not been received yet.

The property at 1561 Heidelberg Avenue will need to be discussed in Executive Session for recent Notice of Violation filings.

### **Solicitor Report**

Solicitor Leonard was in attendance to present the Solicitors Report.

A Resolution for Disposal of Records is being compiled. The Police items will be done in a separate resolution. There are some minor items for Ms. Snyder to review and the resolution can be presented for next meeting approval.

A list of sewer accounts with delinquencies was reviewed by Ms. Snyder and Solicitor Leonard. Solicitor Leonard will discuss the matter in executive session.

### **OLD BUSINESS**

A letter was received for Lebanon County Department of Emergency Services to note our lack of an Emergency Management Coordinator. The Board needs to find other candidates.

Generator quotes were received in response to the requests sent by Bob Lynn. Slaymaker was the only responsive party. The generators needed, listed as small and large, were priced as follows: the small generator quote is \$8,500 and the large generator quote is \$15,750. The hours on the larger unit are higher than requested but not by a large amount. The Board would like Sean Weik and Justin LaTourette to go and look at the generators. **After discussion, Chairman Fetter made a motion to purchase both generator units if the visual inspection is favorable. Ted Cromleigh seconded the motion and the motion carried.**

### **NEW BUSINESS**

Ms. Snyder received pricing from Custom Computers for off-site back-up services and anti-virus protection. Our old off-site back up service is no longer working and was not transferred to our new server. This service will also work on our desktops as well as the server. **Bruce Kramer made a motion to approve the installation of off-site back-up on the Township computer system for \$125/month. Ted Cromleigh seconded the motion and the motion carried.** The anti-virus service will cost \$9/month and will protect office computers and server. **Bruce Kramer made a motion to approve the installation of anti-virus protect for \$9/month. Chairman Fetter seconded the motion and the motion carried.**

There are two Fire Police applications from Jephtha and Mary Stoltzfus. **After brief discussion, Ted Cromleigh made a motion to approve the Fire Police applications of Jephtha and Mary Stoltzfus. Bruce Kramer seconded the motion and the motion carried.**

Budget workshop meetings should be schedule to accommodate the upcoming budget review. The Board discussion options and decided to hold a workshop on Tuesday, October 12<sup>th</sup> and 6:30. **Chairman Fetter made a motion to advertise the Budget Workshop for Tuesday, October 12<sup>th</sup> at 6:30 at the Township Building. Bruce Kramer seconded the motion and the motion carried.**

The August 2021 Planning Commission meeting minutes were reviewed.

The August 2021 EIT update was included for review.

Utility matters were discussed at this time.

The Sewer Report was reviewed. Envirep did the pump station maintenance and there are only a few minor repair items to attend to at the stations. Steve Hansen would like to connect his outbuilding to the sewer system as his wife is using it as a workspace. The Board will only allow him to connect to the line which already connected his house. A connection to the main would require an EDU purchase. They will also require him to obtain a zoning permit for the in-home business and maintain no employees other than his wife. The auto body shop in the old Sechrist Furniture store should be inspected for the installation of the proposed oil separator. The Board would like Justin to obtain a sample and verify the separator is working appropriately.

The Water Report was reviewed and Justin LaTourette noted that water usage is higher than expected. The Flow Comparison for month to date water usage states the same information of the water usage.

There is no SEO Report for August 2021 as he did no work for properties in the Township.

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

FEMA sent a letter revising some aspects of the last Floodplain map. These are minor revisions and nothing to notify residents about.

The Northwest EMS organization sent call reports for August 2021.

PennDOT sent information regarding the replacement of a culvert on Route 419 near Distillery Road. A letter from the Lebanon County Conservation District stated that a farm at 130 Cherry Lane Road as elected to be place in the Agriculture Preservation program.

Peg Fitzkee gave information to the Board regarding Historic Schaefferstown's Christkindl Market.

At 8:32 Chairman Fetter called an executive session to discuss property maintenance litigation matters and other litigation matters. At 8:56 the Board reconvened.

At this time, the Board noted that while Sean Weik pursued other quotes for repairs to the Water System infrastructure buildings, no one else was willing to give a price. Because of this issue, the Board would like to award the quote to the only contractor who priced the job. **At this time, Bruce Kramer made a motion to place Awarding of Water System Infrastructure quote on the agenda. Ted Cromleigh seconded the motion and the motion carried.**

After review of the quote received from MH Construction, the Board was satisfied with the pricing. Pricing will increase on materials soon based on supply chain issues. The quote for one building is \$18,000 and the quote for the other building is \$17,350. **After brief discussion, Ted Cromleigh made a motion to approve the quotes from MH Construction for work on multiple Water System Buildings. Bruce Kramer seconded the motion and the motion carried**

**Bruce Kramer made a motion to adjourn the meeting at 9:13 PM. The motion was seconded by Chairman Fetter and the motion carried.**

The next meeting of the Heidelberg Township Board of Supervisors will be October 26, 2021, at 7:00PM in the Municipal Building, 111 Mill Rd. Schaefferstown, PA 17088.

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Secretary

*Minutes recorded by Jennifer Snyder*