

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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May 24, 2022
MEETING MINUTES

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Jennifer Snyder- Office Manager
Amy Leonard – Solicitor
Bob Lynn – Township Engineer
Sean Weik – Public Works Superintendent
3 members of the public

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

A call for public comment was made. Dennis Zimmerman was in attendance with Darren Zimmerman to discuss his purchase and subsequent application to demolish and rehabilitate the chicken houses on the property. Barry Wagner alerted him that a Zoning Variance would be needed to accomplish his goals. Mr. Zimmerman asked if he could be granted permission to do the work without going to Zoning Hearing Board. The Board noted that they do not administer the zoning ordinance but would discuss the matter with Mr. Wagner.

A review of the meeting minutes from April 26, 2022, was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of April 26,2022 and was seconded by Ted Cromleigh. The motion was approved.**

A Treasurer’s Report for April 2022 was reviewed. Included in the review were bank statements from Fulton Bank and PLGIT, cash deposits and a Budget Comparison for April.

Bills for the Township were submitted and reviewed for payment. One check is a reprint of a check made out to an incorrect vendor last month. **After brief discussion, Bruce Kramer made a motion to accept the bills as presented for a total of \$73,074.79 from the Light Fund and 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. **Bruce Kramer made a motion to accept the bills as submitted for a total of \$57081.14. Chairman Fetter seconded the motion and the motion carried.**

Bills for the 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 \$59,723.19. Ted Cromleigh seconded the motion and the motion carried.**

An invoice from Conrad Seigel for work done on the Pension Fund audit was received. The invoice is to be paid from the Non-uniform Pension Fund. **Ted Cromleigh made a motion to approve payment of the Conrad Seigel invoice for work done on the pension fund for \$2,925.00. Bruce Kramer seconded the motion and the motion carried.**

The Public Works Report for April 2022 was reviewed. Ted Cromleigh asked if remodeling work on the water system buildings was complete. Sean Weik said the well houses need the insulation installed and the electric upgrade can not be finished until an order part is received. The Generators are going to be brought by Slaymaker for a trial run.

There was discussion about the Landis Cemetery and residual land around the area off of South Market Street. A neighbor would like to claim a piece of land that appears to be a paper alley, but there is some question as to ownership of all land in the area. The Board said someone would need to survey the area to determine who all owners are but that is not something the Township would pursue.

Quotes were received for a backhoe hammer. Equipment found varied from new to used and in quality of brand. After discussion, the Board would like to purchase the equipment from Plasterer but would like Mr. Weik to ask them for an allowance to buy or add a spare bit into the purchase. **Chairman Fetter made a motion to purchase a backhoe hammer from Plasterer Equipment provided they work with us on the purchase of another bit. Ted Cromleigh seconded the motion and the motion carried.**

The Gasboy report for April fuel usage was reviewed.

Sean Weik noted that the area off of Route 501 that the Park & Recreation Board was hoping to use as a parking area is owned by PennDOT not the Township. We will review options.

The Zoning Officer's Report for April 2022 was reviewed.

The State Police Report for April 2022 was reviewed.

Engineer's Report

Bob Lynn presented the Engineer's report.

Bids for the 2022 Seal Coat Project was opened via Pennbid on Friday, May 20. Bid tabulations were provided to the Board for review. The low bidder for the project is Martin Paving. **After brief discussion, Bruce Kramer made a motion to award the 2022 Seal Coat Project to Martin Paving for the amount of \$33,127.00. Ted Cromleigh seconded the motion and the motion carried.**

The Stoltzfus Lot Add-on Plan will be tabled until next meeting. Their project engineer did not have some required paperwork ready for tonight's meeting.

The Board asked Mr. Lynn for an update on the new ION Unit for the water system. The ION Unit arrived at Martin Water Conditioning, but they are waiting on control valves. The plan is to start installation of the unit in mid-June.

An updated cost estimate for the installation of a water line up Route 501 to Locust Street was completed. The estimate has increased over \$600,000 due to material costs. Many of the parts, no matter what material, may take as long as a year to receive. Mr. Lynn noted that there are some grant opportunities to aid in the project cost and he will look into some options

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

A notice was mailed to a resident regarding his keeping of equipment in or near the road Right of Way along West Reistville Road

Solicitor Leonard noted that more property owners have become compliant with the on-lot septic program since letters have been mailed.

A discussion regarding a Zoning Ordinance amendment regarding Short Term Rentals included a draft ordinance, allowing the use in the Commercial District and expanding the Uses Not Provided for section in the existing Zoning Ordinance. Bob Lynn stated the draft amendment was approved by the Planning Commission. Lebanon County Planning Department has a copy for review. Solicitor Leonard stated that prior approvals were for a special meeting on June 2nd to hold the public hearing and possibly adopt the amendment, but that date will not work based on advertising regulations. She recommended holding the hearing at the Board's regular meeting in June. The Board discussed a requested having the public hearing at 6:30 will possible adoption of the ordinance during the regular meeting. **After brief discussion, Ted Cromleigh made a motion to holding the public hearing for the proposed Zoning Ordinance amendment at 6:30 on June 26th with the possible adoption at the regular meeting which will immediately follow the public hearing. Bruce Kramer seconded the motion and the motion carried.**

Solicitor Leonard has been contacted by the Mt. Trail Motel attorney to discuss the uses of the property. Ms. Snyder stated she spoke to the owner of the motel as well. They are considering a variety of uses at the building, but many are not allowable by the zoning rules of the property.

The Comcast Franchise renewal ordinance was not advertised and will be held at our next meeting. There is a Zoning Hearing scheduled for tomorrow evening. Solicitor Leonard would like to review the Board's position on the matter and prepare any testimony they would like presented at the hearing. If the variance is granted, the Board would like to include provisions to be considering by the Zoning Hearing Board.

At this time and Executive Session was held from 8:58 to 9:08 regarding property maintenances issues.

Solicitor Leonard stated she talked to Eckert Seaman regarding the review of our police pension files. They have yet to determine a firm to look through the documents.

OLD BUSINESS

Ms. Snyder received pricing for flashing speed signs from Elizabeth Township. Their office staff from Elizabeth Township stated they are no longer interested in purchasing the item. The pricing received is for more units than we are considering buying. We will contact other vendors regarding pricing.

NEW BUSINESS

The PennDOT Winter Maintenance contract for 22-23 was received for approval. Ms. Snyder compared the amount to our 5-year contract proposal and the amount is close to projections. **After brief discussion, Ted Cromleigh made a motion to approve the PennDOT Winter Maintenance contract for Winter 2022-2023. Bruce Kramer seconded the motion and the motion carried.**

Nicole Landis sent notice that she will be moving out of the Township and therefore must resign from the Park & Recreation Board. The Board would like to advertise for her replacement and other members on the Board.

Chairman Fetter discussed the need to review what will be included in the township building remodel. There was discussion about holding a workshop to review ideas and sketches. Dates for the workshop will be reviewed at the next meeting.

The EIT Report for April 2022 was presented.

The Planning Commission minutes from February 2022 were reviewed.

Utility Update

The Utility Reports for April 2022 were reviewed.

Secretary Report

The auditor letter from Stanilla Seigel and Maser was presented for review. No findings or issues were discovered during the audit.

The Northwest Ambulance reports for April 2022 and Year to Date were presented.

At 9:20 Chairman Fetter called an executive session to discuss legal, property maintenance and personnel matters. At 9:47 the Board reconvened into regular session.

There was discussion about the use of ARP Funds now that the Township has elected to take the standard deduction. This allows the Township to use the money as Revenue Loss and for any project allowable. Ms. Snyder will work on a list of projects that may qualify for use and present them at the next Board meeting.

At 9:56 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 is scheduled to be held June 28, 2022, at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary