

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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July 26, 2022
MEETING MINUTES

Board members present:

Paul Fetter – Chairman
Ted Cromleigh
Bruce Kramer

Others present:

Jennifer Snyder- Office Manager
Amy Leonard – Solicitor
Sean Weik – Public Works Superintendent
6 members of the public

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

A call for public comment was made. Sgt Klein of the PA State Police was in attendance to give a Month To Date and Year to Date summary of the troop's work. When asked about any concerns in the Township, Supervisors noted some areas of speeding that could be monitored. The Board thanked Sgt. Klein and the rest of the officers for all of their work in the Township. David Burger of 506 Sunnyside Road asked if there was any update for the property maintenance issues on a neighboring property. Ms. Snyder noted that the code enforcement officer had been to the property and a Notice of Violation was sent. The property owner did receive the certified letter. Mr. Burger noted that no changes have been made to the property. The Board said they will notify the code enforcement officer and ask him to revisit the property. Austin Beamer was in attendance to review his options regarding his public sewer connection. The board said this matter is for discussion in executive session and asked if he could return later in the evening to hold the discussion or wait. Mr. Beamer said he will come back later in the evening.

Jay Kurtz was in attendance to discuss the fence his neighbor installed. The fence blocks an access lane Mr. Kurtz uses to access home heating apparatus. His deed gives him access to the lane for this use in perpetuity of ownership. The Board told Mr. Kurtz that the fence permit was issued legally, and any deed allowances are a civil matter. Mr. Kurtz should seek legal counsel.

A review of the meeting minutes from June 28, 2022, was conducted. **Bruce Kramer made a motion to approve the Minutes of the meeting of May 24,2022 and was seconded by Chairman Fetter. The motion was approved.**

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

Bills for the Township were submitted and reviewed for payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as presented for a total of \$132,670.50 from the Light Fund and General Fund for bills and payroll. Ted Cromleigh seconded the motion and the motion carried.**

Bills for the Water account were submitted and reviewed for payment. **Bruce Kramer made a motion to accept the bills as submitted for a total of \$28,111.46. Ted Cromleigh seconded the motion and the motion carried.**

Bills for the Sewer 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 \$23,109.15. Ted Cromleigh seconded the motion and the motion carried.**

There was brief discussion about the sewer overflow at one of the manholes on Route 897. The air release valve failed but the issue was corrected.

The Public Works Report for June 2022 was reviewed. Sean Weik said the paving on Sunnyside has been completed aside from some shoulder work. The mower on the 6310 tractor needed to have repairs done to it, which is normal since it is used often. The new truck is still on order but we have not heard an update on the delivery date.

Line Painting quotes were received for the proposed 15 miles of work on Township roads. There is a shortage of paint supplies so some companies would not provide quotes. Two quotes were received with Alpha Space Control providing the lowest quote. **After review, Ted Cromleigh made a motion to award the 2022 Line Painting project to Alpha Space Control for \$16,156.80. Bruce Kramer seconded the motion and the motion carried.**

The Escape is going for the light apparatus on Wednesday. It will have to go to 911 Rapid Response for the installation. The decals are not available yet but will be installed when they are completed.

The Gasboy report for June fuel usage was reviewed.

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

The State Police Report for June 2022 was reviewed.

Engineer's Report

Bob Lynn was not present to review the Engineer's report.

The engineer for the Stoltzfus Family Lot add-on plan offered a time-extension for the plan approval. They are waiting on some documents to be completed. **After brief discussion, Ted Cromleigh made a motion to approve the Time Extension for the Stoltzfus Family Lot Add-on Plan. Bruce Kramer seconded the motion and the motion carried.**

The Paving Contract is complete but a change order was presented for quantity overage and price escalator. The quantity increase was for Sunnyside Road width alteration and for Albright Road berms. The increase in price is more than budgeted for paving out of liquid fuels. The cost over the budgeted amount will come from the General Fund Highway Maintenance budget. **After brief discussion, Bruce Kramer made a motion to approve the 2022 Paving contract Change Order for \$22,805.31. Ted Cromleigh seconded the motion and the motion carried. Bruce Kramer then made a motion to approve payment to New Enterprise Stone and Lime for \$165,067.61 for the 2022 Paving project. Ted Cromleigh seconded the motion and the motion carried.**

There was a request to investigate crosswalks on Heidelberg Avenue near the Fulton Bank location on Heidelberg Avenue. An HOP would need to be acquired and Hanover Engineering can do the study required but the Board will need to approve the work. Ted Cromleigh asked for a cost estimate before approving the study by Hanover.

The MS4 Waiver application will be submitted in the coming weeks. Hanover Engineering is requesting approval to make the submission on the Township's behalf. **Ted Cromleigh made a motion to approve submission of the MS4 Waiver application by Hanover Engineering. Bruce Kramer seconded the motion and the motion carried.**

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

Utility Operator Contracts with Purified Operations have been drafted and reviewed by Solicitor Leonard. She has communicated with the insurance carrier regarding our request for coverage. They will provide the paperwork once our contract is signed but have assured Solicitor Leonard that there is no issue with the required amount. Based on that information, Solicitor Leonard is acceptable to the contracts pending the receipt of the insurance certifications. The contract start date is retroactive to July 22nd. **After brief discussion, Ted Cromleigh made a motion to approve contracting Purified Operations as our Water and Sewer utility Operator. Bruce Kramer seconded the motion and the motion carried.**

Solicitor Leonard provided Short Term Rental provisions for review and future discussion. Now that the zoning ordinance allows these types of rental units, the Board may want to consider adopting rules for licensing and enforcement mechanisms. The Board agreed the provisions should start with Planning Commission for review and recommendation.

The On-Lot Septic Program from 2021 has approximately 5-6 property owners that have not complied with the program regulations. She will review options.

The Comcast agreement was approved at a previous meeting but not signed. Solicitor Leonard has the agreement present for signature.

OLD BUSINESS

There was none.

NEW BUSINESS

The Playground Equipment has been selected. The Park and Recreation Committee is waiting for the approved grant paperwork and then they can proceed with the purchase of the equipment. They are seeking approval from the Board for that purchase. **Ted Cromleigh made a motion to approve purchase of playground equipment upon receipt of the approved grant contract from DCNR. Bruce Kramer seconded the motion and the motion carried.**

A grant opportunity from the PA Municipal Authorities Association for small water projects was presented to Township staff. The Township would need to become members of the PMAA to qualify. Ms. Snyder received application information to become an associate member since we are not a municipal authority. Our fee would pay for our membership for the rest of this year and 2023. **Ted Cromleigh made a motion to approve membership in the PA Municipal Authorities Association. Chairman Fetter seconded the motion and the motion carried.**

The service contract for the office multipurpose machine is set to renewal. The contract with the provides service work and supplies, while we pay a fee for items printed. **Ted Cromleigh made a motion to approve the service contract with Colony Business Systems. Bruce Kramer seconded the motion and the motion carried.**

The EIT Report for June 2022 was presented.

Utility Update

The Utility Reports for June 2022 were reviewed.

Justin LaTourette of Purified Operations was in attendance to discuss issues in the sewer and water systems. The Grinder Pump at the Main Pump Station is not working correctly. Weekly inspections had not been conducted properly for a few months which caused the Muffin Monster component to cease working. It will cost approximately \$2,000 to repair. Mr. LaTourette noted that the lower portions of the grinder pump units last approximately 7 years. He recommended the lower half of the grinder unit be considered for replacement next year. The replacement will cost roughly \$15,000. Mr. LaTourette noted that the Kleinfeltersville unit should be considered for replacement as well. The Board will look to budget that for 2023. **After discussion, Bruce Kramer made a motion to approve the purchase of repair parts for the Main Grinder Pump in the sewer system. Chairman Fetter seconded the motion and the motion carried.**

The SEO Report for June 2022 was reviewed.

Secretary Report

Ms. Snyder noted that additional ARP money was received for our percentage of the money not taken by other municipalities. We received \$718.30.

The Liquid Fuels audit for 2020 and 2021 was performed recently. We had no negative findings and our auditor was pleased with our records.

The Norwest Ambulance call information was provided for June 2022.

At 8:23 Chairman Fetter called an executive session to discuss property maintenance and legal matters.

At 9:08 the Board reconvened into regular session.

At 9:16 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 August 23, 2022, at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary