

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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

August 23, 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
Justin LaTourette – Utility Operator
5 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.

Chairman Fetter noted that executive session was held at 6:00PM prior to the start of the regular Board of Supervisor meeting to discuss legal matters and property maintenance legal issues.

A call for public comment was made. George Polynone was in attendance to discuss the traffic using the dirt lane that runs along the Township property between Route 897/419 and Route 501. He lives at one end of the dirt lane and stated that people use the lane as a means to avoid the red light at Route 501. Motorists travel at higher speeds than they should and it makes it difficult for him to use the section of lane he uses to enter his driveway. The Board said they will review options to help curtail the amount of traffic using the lane.

Marshall Kramer wished to request crosswalks along areas of Heidelberg Avenue. The Board noted that the matter is on the agenda this evening and they will speak about it at this time.

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

A Treasurer’s Report for July 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 \$236,061.73 from the Light Fund, Liquid Fuels 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 \$13,742.13. 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 \$63,974.94. Ted Cromleigh seconded the motion and the motion carried.**

The Public Works Report for July 2022 was reviewed. Sean Weik noted that he is off this week, but the rest of the crew are helping Justin do sewer maintenance work. Also, the backhoe hammer has been tested and is ready to be used. The Escape light apparatus has been installed.

A resident called to note a private street sign was down but did not know who was responsible for maintenance of them. Mr. Weik asked the Board what the Township's responsibility included. After discussion, the Board decided that for EMS and traveler safety, the Township should maintain the street signs denoting private streets. **Ted Cromleigh made a motion to replace and maintain private street signs as necessary. Bruce Kramer seconded the motion and the motion carried.**

The Gasboy report for July fuel usage was reviewed.

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

The State Police Report for July 2022 was reviewed.

Engineer's Report

Bob Lynn was present to review the Engineer's report.

The engineer for the Stoltzfus Family Lot add-on plan is ill and all paperwork has not been received to date. The plan will be tabled until next month.

The Jason and Jennifer Boyer Minor Stormwater Management plan is complete and all inspections have been completed. The Boyers have requested a release of their held escrow and a waiver of as-builts. Mr. Lynn noted that the project is complete and Hanover has recommended approval of their request. **Ted Cromleigh made a motion to approve release of the Jennifer and Jason Boyer escrow and waiver of as-builts for their plan. Bruce Kramer seconded the motion and the motion carried.**

The Leid Minor Land Disturbance plan at 2427 S. 5th Avenue has offered a Time Extension until November 14th. **After brief discussion, Bruce Kramer made a motion to accept the Time Extension for the Minor Land Plan at 2427 S. 5th Avenue. Ted Cromleigh seconded the motion and the motion carried.**

There was a request to investigate crosswalks on Heidelberg Avenue. Hanover Engineering did a cost estimate and scope of work for the Board to review as requested at the last meeting. Bob Lynn noted that there is possible grant money available for the improvements. The scope of work included the need to meet certain criteria or PennDOT may not approve the crosswalk request. ARP Funds may be an option to fund the project. **Ted Cromleigh made a motion to approve Hanover Engineering begin work on the required studies for crosswalks on Heidelberg Avenue. Bruce Kramer seconded the motion and the motion carried.** Mr. Lynn noted that if the criteria is not met in the first layer of review, Hanover will cease work on the project.

The Sunnyside Road culvert replacement has received approval from the Lebanon County Conservation District. DEP comments on the project have been mostly addressed. To proceed, the permit application will need to be signed by the Board.

The Board asked if land work for the Park and Recreation project can begin. Bob Lynn stated that he will review with the public works department what can be done at this time. The Grant paperwork has not been received from DCNR so we can not initiate purchase of the equipment. The DCNR Grant

portal required additional information which Hanover has provided, so hopefully the Grant package will be received soon.

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

Solicitor Leonard noted that a Notice of Violation was mailed to 1581 Stiegel Pike for equipment within the Township right of way. There has been no change and a Complaint has been prepared for filing.

Solicitor Leonard requested approval to file the complaint should nothing change at the property by the Notice deadline. **Ted Cromleigh made a motion to file a Complaint against 1581 Stiegel Pike for noncompliance of the Notice of Violation terms and for Chairman Paul Fetter to be the signer on the complaint. Bruce Kramer seconded the motion and the motion carried.**

The On-Lot Septic Program from 2021 has approximately 4 property owners that are noncompliant. We will continue to try and contact owner to bring them into compliance.

Solicitor Leonard provided Short Term Rental provisions for review and future discussion. The Board would like them sent to Planning Commission for review first. Bob Lynn noted that they have not had a meeting in a few months due to lack of plans for them to review.

Solicitor Leonard would like an executive session to discuss Property Maintenance issues and other Noncompliance matters.

OLD BUSINESS

There was none.

NEW BUSINESS

The Lebanon County Planning Department sent correspondence regarding the bridge inspection program 5-year renewal. If Heidelberg Township would like to continue to participate in the program, the Board will need to ratify the agreement. The Board discussed the positives of the program and cost savings as well. **Chairman Fetter made a motion to continue participating in the Lebanon County Bridge Inspection Program for years 2022-2027. Bruce Kramer seconded the motion and the motion carried.**

CM High sent their semi-annual red light inspection reports and noted that repairs in the cabinet at the 501 Red Light may be necessary. They sent a cost estimate of \$425 to trouble shoot the matter. The Board said the light needs to be in property working order so they would like CM High to determine what needs to be repaired and make the repair as well. **After brief discussion, Bruce Kramer made a motion to authorize CM High to troubleshoot the 501 Red Light and make repairs as necessary. Ted Cromleigh seconded the motion and the motion carried.**

The purchase of Playground Equipment for the new recreation area tabled until a future meeting since no grant package from DCNR was received to date.

The EIT Report for July 2022 was presented.

Utility Update

The Utility Reports for July 2022 were reviewed.

Justin LaTourette of Purified Operations was in attendance to discuss utility matters. He noted that the ION Unit in the water system was replaced. Distributor caps still need to be installed because they were not received by Martin's Water Conditioning when they installed the unit.

Hydrants are scheduled to be flushed in September.

Sewer air releases are being cleaned currently. Some of them need attention or may need to be replaced. The units along South 5th Avenue near South Lebanon Township will need to be replaced. They are located at the high point of the system and with the amount of gases emitted to them, they require replacement more often. Other components may need to be replaced as well but Mr. LaTourette will work with Sean Weik and Bob Lynn on that project. Some air releases in Kleinfeltersville have bolts that are rusted and need to be replaced. Stainless parts should be used in the replacements as are available. Grinder pump repairs are being worked on tomorrow.

The Board asked if information had been obtained from the previous utility operator. Mr. LaTourette stated that a week of missed testing will be noted as a violation and mentioned on the CCR letter as is required. Reports were received from June but bills have not been sent to the Township to date. The Board will review any invoices received and determine if back charges for repair charges are necessary. Mr. LaTourette asked if full sets of water plans can be made available as well as a full set of sewer plans. Bob Lynn stated Hanover Engineering can print plans.

The water well houses need insulation installed and the main pumphouse needs gutter installed. Sean Weik stated the arborvitae needs to be trimmed as well.

The Board asked if the generators were received for the well houses. Sean Weik noted that the small generator was received but the larger one needs repaired before it can be sent here. We will have a one year warranty on the units upon delivery.

The SEO Report for July 2022 was reviewed.

Secretary Report

The Northwest Ambulance call information was provided for July 2022.

Ms. Snyder asked if she could speak to the Park and Rec Board about seeking grant money to resurface and paint the basketball court. A resident asked about the use of the court for pickleball. Act 13 money distributed by Lebanon County may be an option for funding to have the resurfacing and line painting for both basketball and pickleball done. The Board said that was fine to discuss that with the Park and Rec Board.

Ms. Snyder would like to ask utility customers if those interested in using credit cards for utility invoices would be acceptable to paying associated fees. The Board said that would be fine.

At 8:07 Chairman Fetter called an executive session to discuss property maintenance and legal matters.

At 8:41 the Board reconvened into regular session.

At 8:45 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 September 27, 2022, at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary