

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**May 23, 2023**  
**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  
11 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.

Residents of Linda Sue Gardens were in attendance to discuss the possibility of a cell/communication tower being erected on the Fire Company property. The Board is unaware of any submission or application for such a tower so they are not able to comment on the matter. Ron Stump noted that he spoke to members of the Fire Company who alluded to the apparatus installation. He also said he spoke to Jen Snyder in the Township Office who also stated that nothing had been submitted to the township. The Board described the process for which a tower, if possible to build there, would have to go through in order be placed on the property. Janice Lehman came to the meeting a bit later and echoed the previous Linda Sue Gardens residents' feelings regarding the proposed tower.

The Lebanon Valley Conservancy made a presentation to the Board and meeting attendees to explain who they are and what they do. Land preservation is their top priority along with outdoor recreation and open space. Mr. Birch, one of the conservancy members, asked if the Township could provide traffic assistance during the Lebanon Valley Tour de Lebanon Valley bike event in June. The Board was fine will the Schaefferstown Fire Police assisting in safety measures during the bike event.

Greg Leisey was in attendance to request No Truck Traffic signs on Tower Alley. After discussing his request reasons, the Board stated they were unable to provide the signage since the vehicles using the roadway are legally allowed to use it.

A review of the meeting minutes from April 25, 2023 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of April 25, 2023. The motion was seconded by Chairman Fetter and was approved.** Also reviewed were the minutes from the special workshop meeting held on May 9, 2023. **After brief discussion, Bruce Kramer made a motion to approve the minutes of the workshop meeting held on May 9, 2023. Ted Cromleigh seconded the motion and the motion carried.**

Bills for the Township were submitted and reviewed for payment. Ms. Snyder noted that included in this approval were the checks for the newsletter postage and the budgeted pickup truck approved at the May 9, 2023 workshop meeting as advertised. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$156,243.19 from the Light Fund and General Fund for bills and payroll. Chairman Fetter seconded the motion and the motion carried.**

Bills for the Sewer account were submitted and reviewed for payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted minus one due to error for a total of \$74,207.76. Ted Cromleigh seconded the motion and the motion carried.**

Bills for Water Account were submitted for review and payment. **After a brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$11,873.41. Chairman Fetter seconded the motion and the motion carried.**

A Treasurer's Report for April 2023 was reviewed. Included in the review were bank statements from Fulton Bank and PLGIT, cash deposits and a Budget Comparison for April 2023.

The Public Works Report for April 2023 was reviewed. Sean Weik stated that the new pick-up truck has been delivered and is going to have decals placed on it this Friday. Veteran Banners were hung through town today and the remaining banners will be hung tomorrow morning. The Board asked Ms. Snyder to send a Thank You note to John Layser for allowing the Township to use his bucket truck to hang the banners.

The increased travel on the gravel section of Obie Road was discussed. Due to the closure of a section of Route 419, several motorists have been using Obie Road as a detour. This has caused excess dust and erosion to the roadway. The Board discussed spreading oil on this roadway this year because of the conditions the excess traffic has caused. Martin Paving has quoted approximately \$7,000 for the application. The road will need to be closed for the day the oil is spread. **After brief discussion, Ted Cromleigh made a motion to have Martin Paving apply dust oil to the dirt section of Obie Road this year due to excess traffic because of Route 419 road closure. Bruce Kramer seconded the motion and the motion carried.** Drainage on dirt and gravel roads is going to be evaluated by Hanover Engineering and Mr. Weik. There are some funding opportunities to improve drainage on those types of roads and Hanover will look at options.

The Gasboy report for April 2023 fuel usage was reviewed.

The Zoning Officer's Report for April 2023 was reviewed.

The PA State Police Report for April 2023 was reviewed.

The Planning Commission Minutes from April 2023 were reviewed.

In Park & Recreation matters, the meeting minutes from April 2023 were reviewed.

Bob Lynn noted that the playground area has been surveyed and staked by Hanover Engineering staff. Ms. Snyder located the walking trail easement deed. There are some questions regarding the location of all pinpoints in the deed. The Board instructed Mr. Lynn to review the deed to determine its actual

location. The section of trail behind the Methodist Church is grass so they will need to be contacted to discuss options. The stone requested to be placed on the trail will need to be evaluated in certain areas. The triangle of land owned by PennDOT on Route 501 near the Township building could be used as a parking area for those wishing to use the walking trail or park facilities. Solicitor Leonard stated she spoke to a representative who said PennDOT is willing to discuss the township using the area but not giving us the land. She noted that reaching out to Jon Fitzkee or the PennDOT representative with a plan will be our next step.

### Engineer's Report

Bob Lynn presented the Engineer's report.

Chad Smith of Steckbeck Engineering was present to review the current plan status of Copper Ridge. They are hoping to have Final Plan approval for Phase 1 of the development. The Planning Commission has already recommended the plan approval. The HOA is being developed, agreements are being finalized and plans signed. Patrick Dennis of Landmark Homes answered questions regarding apartment rentals and HOA details. The PennDOT permits are still being reviewed. Ms. Snyder noted that she received a call from the excavator today regarding water line tap ins for the development next week. Justin LaTourette will contact the excavator to find out what the plan is for the water line connection. The Gideon Fisher Planning Module was presented for review. They are subdividing two lots for family future development. Ted Cromleigh abstained from the discussion due to plan design conflicts. **After brief discussion, Bruce Kramer made a motion to approve the Gideon Fisher Planning Module for subdivision on Horst Road. Chairman Fetter seconded the motion and the motion carried.** At this time Resolution 934 was presented to ratify the Planning Module approval. Discussion about the type of septic system to be used at the properties was held. **After discussion, Bruce Kramer made a motion to approve Resolution 934 for the Planning Module of Gideon Fisher subdivision. Chairman Fetter seconded the motion and the motion carried.**

The engineer for the Barry- Distillery/Old Mill Road Subdivision Plan offered a Time Extension until July 25, 2023. They are waiting for their planning module plan receipt. **Bruce Kramer made a motion to approve the Time Extension offered for the Barry Distillery and Old Mill road subdivision. Ted Cromleigh seconded the motion and the motion carried.**

The Weigand Land Development Plan as-builts are being worked on. Mr. Weigand was contacted regarding the necessary calculation work for the as-built plans to be complete. He is working on providing the information.

The Sunnyside Culvert project received an updated PNDI report and it is now available for signature. Bog turtle habitats have been avoided in the review. The Board elected Ted Cromleigh to be the signatory on the paperwork. **Chairman Fetter made a motion to appoint Ted Cromleigh as the eligible Supervisor to sign the project PNDI documents. Bruce Kramer seconded the motion and the motion carried.**

Bob Lynn met with Sean Weik and Jen Snyder regarding building remodel plans. He has prepared an outline showing project separations for bidding purposes. The most pressing item is the exterior of the building due to roof leaks and siding damage. Bob Lynn will work on bidding language for that project. Other items were reviewed for phased bidding and work schedules as well as funding opportunities for specific items.

### Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

The defunct Mountain Trail Inn property has a new owner and construction work appears to have started. No permits have been issued for any work at that location. Commonwealth Code had tried to contact the owner but was unsuccessful. The Board would like both Barry Wagner and Commonwealth Code to send letters to the property owner to issue warnings of violation should he not cease the work and obtain permits. The Board asked if the SEO Dave Siminitus could be contacted as well.

### OLD BUSINESS

The ARLE Grant completed package has been approved by PennDOT. We are now able to order the signs from the vendor. Ms. Snyder will coordinate the order.

Bruce Kramer said he spoke to Russ Collins at PennDOT. They would like to discuss options for correcting the water flow issue at the South Market Street bridge. Ms. Snyder added that she spoke to a different PennDOT representative regarding the waterline reimbursement for that project. He will monitor the progress of the reimbursement.

### NEW BUSINESS

The 2023 Audit Draft was provided by Stanilla, Seigel and Maser. The Board was acceptable to the audit report.

The Board discussed selling the Ram Pickup truck now that the new truck has been delivered. Sean Weik stated he spoke to an online auction representative and he will come to the Township, take pictures and list the item for sale. Solicitor Leonard noted there are specific rules for advertising those types of equipment sales. She will review the advertising needs and discuss them with office personnel. Ted Cromleigh mentioned the donation of truck sale proceeds to the fire company. They would like to purchase a trailer for equipment hauling. The Board would like to see how much the truck sells for before dedicating all proceeds, but are open to the idea. **After brief discussion, Bruce Kramer made a motion to authorize advertising the sale of the Ram Pickup truck through the electronic auction format. Ted Cromleigh seconded the motion and the motion carried.**

### Utility Update

Justin LaTourette was in attendance to discuss the utility reports.

The Sewer Report was reviewed. The Flintville Pump needed a new transfer switch and the Kleinfeltersville pump will most likely need a replacement as well.

The Air Release replacements investigated through Envirep will not work. The company Crispin was contacted and they will custom build what we need if we wish to replace the existing components. It was noted that parts to repair existing air releases were installed and they seem to be working. He will continue to repair those that need to be fixed. There was a call for a manhole overflow on South 5<sup>th</sup> Avenue, but road crew looked and only saw it was full upon arrival. That location will be monitored. General pump station maintenance was performed and it was noted that the generators were not cycling oil the way they should. Mr. LaTourette turned them off for now until a repair can be made.

The Water Report was reviewed. Hydrant flushing will take place in June. Inspections were done on the tank hinges and they are fine.

The owner of 314 S. Lancaster Avenue has not repaired his broken sewer pipe. He has concerns about working in the Township Right of Way. He did indicate that he would pay for materials to extend the sewer lateral from the main onto his property and then he can make the repairs on his own property. Mr. LaTourette has struggled to make contact with the owner in recent weeks but will try to touch base again.

The EIT Report for April 2023 was presented.

The SEO Report for April 2023 was reviewed.

#### Secretary Report

Ms. Snyder reported that Senator Gebhard is having a Grant Seminar in June at Cabela's in Hamburg if anyone is interested in going or would like her to attend.

Northwest Ambulance submitted call reports for April 2023.

Ms. Snyder noted that an item was missed on the Park and Recreation Agenda. A resident is interested in being on the Park and Recreation Board. David Knauss expressed interest and the Park and Recreation Board members would like to have him on board. **After brief discussion, Chairman Fetter made a motion to appoint David Knauss to the Park and Recreation Board. Ted Cromleigh seconded the motion and the motion carried.**

At 9:37 Chairman Fetter called an executive session to discuss litigation, potential litigation and property maintenance matters. At 10:40 the Board reconvened into regular session.

**At 10:46 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 27, 2023 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

*Minutes recorded by Jennifer Snyder*

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Secretary