

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**September 26 2023
MEETING MINUTES**

Board members present:

Paul Fetter Chairman
Ted Cromleigh Vice-Chairman
Bruce Kramer Secretary/Treasurer

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.

Greg Leisey of South Market Street noted his appreciation for the new playground area at the Township and valued the quality of life in Heidelberg Township.

Jean Rowe asked if the Board has considered doing a study regarding a regional police force.

Ted Cromleigh noted that should the need arise a police presence could be investigated, but at this time the crime rate is not high enough. He also noted that he has reviewed other municipality budgets that have regional police forces. The police budget alone in most of those areas is greater than our entire budget. Taxes may need to double to support that kind of service.

A review of the meeting minutes from August 22, 2023 was conducted. **A motion was made by Bruce Kramer to approve the Minutes of the meeting of August 22, 2023. The motion was seconded by Ted Cromleigh and was approved.**

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

Bills for the Township were submitted and reviewed for payment. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for a total of \$121,758.99 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. **After brief discussion, Bruce Kramer made a motion to accept the bills as submitted for \$6,905.53. 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 \$16,402.11. Chairman Fetter seconded the motion and the motion carried.**

The Public Works Report for August 2023 was reviewed.

The International Dump Truck is prepared for sale. Morris Township in Tioga County has made an offer of \$80,000 for the vehicle after test driving the truck. The Board is acceptable to the offer. **After discussion, Ted Cromleigh made a motion to sell the International Dump Truck to Morris Township, Tioga County for \$80,000. Bruce Kramer seconded the motion and the motion carried.** Line painting and striping quotes were received from three vendors. Various crosswalks, stop bars and road indicators are proposed for work. After review and comparison, the quote from DE Gemmill was determined to be the lowest quote. **After a brief discussion, Bruce Kramer made a motion to accept the line painting and striping quote from DE Gemmill for \$12,226.81. Ted Cromleigh seconded the motion and the motion carried.**

A water service line extension at the recreation area was proposed. This would allow for a water fountain to be installed at the recreation area or another possible water feature in the future. Sean Weik received pricing from L&N Zimmerman to drill the water service line extension for \$2,566.35. Other drilling options were provided as well. **After discussion, Bruce Kramer made a motion to approve drilling of the water service line by L&N Zimmerman for \$2,566.35. Ted Cromleigh seconded the motion and the motion carried.**

CM High offered a corrective action at the 501 Red Light for the battery backup. The battery tested weak and should be replaced. **After brief discussion, Bruce Kramer made a motion to allow CM High to replace the batteries at the 501 Red Light back up system. Ted Cromleigh second the motion and the motion carried.**

The Gasboy report for August 2023 fuel usage was reviewed. Sean Weik noted that the probe repair at the diesel pump was complete.

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

The PA State Police Report for August 2023 was reviewed.

Park & Recreation matters were discussed.

The minutes from the July 2023 meeting were reviewed.

The Playground equipment has been installed and they have a small punchlist of items to compete.

The PennDOT land triangle area between the recreation area and Route 501 is owned outright by PennDOT and they are open to discuss the Township using or acquiring the piece of land. Bob Lynn noted that the Grant applied for to aid in acquisition of the land has not been awarded yet.

The playground slope on the east side is steeper than anticipated. Barrier options were reviewed by Park and Recreation Board. Next meeting the Board will review their proposed options.

Engineer's Report

Bob Lynn presented the Engineer's report.

The subdivision/lot add-on plan for 117 Canaan Grove Road had been discussed at the last meeting and all approvals were obtained at that time other than plan approval. The final plan will subdivide land from 117 Canaan Grove Road on the opposite side of the street from the home and add sections of that parcel to both 114 and 120 Canaan Grove Road. **After a brief review of the plan with landowner**

Daniel Stoltzfus, Ted Cromleigh made a motion to approve the subdivision/lot add-on plan of 117 Canaan Grove Road. Bruce Kramer seconded the motion and the motion carried.

The Kline subdivision of Sinclair road has offered a time extension until 12/19/23. **After brief discussion, Bruce Kramer made a motion to approve the time extension for the Kline subdivision until December 19, 2023. Ted Cromleigh seconded the motion and the motion carried.**

The maintenance guaranty escrow release for the ION Unit installation is requested by Martin Water. The unit is working fine and no issues have been detected. **After brief discussion, Bruce Kramer made a motion to release the maintenance guaranty for Martin Water/Denmar Associate for the ION Unit in the water system. Ted Cromleigh seconded the motion and the motion carried.**

The exterior building remodel bid award will take place at our next meeting. The completion date has been amended to next June to account for any type of winter weather. **After brief discussion, Ted Cromleigh made a motion to advertise the Exterior Building remodel big pack. Chairman Fetter seconded the motion and the motion carried.**

The USGS would like to install a stream gauge on the Obie Road Bridge to monitor stream quality and other identifying characteristics of Hammer Creek. Bob Lynn described the device and said that it would not affect the bridge performance. The Board was acceptable to the gauge installation.

A discussion regarding the Cherie Kay Land Development Plan was presented by Dave Mease of Diehm and Sons. Ted Cromleigh abstained from plan discussions. The plan will require the developer to make street improvements to N. Locust Street. The developer would like to ask the Township would cost share in the paving costs since the Township was planning to do paving work on N. Locust Street but paused that work due to this land development plan. There is a lot of time coordination to coincide with the land plan and paving. The Board reviewed the options and offered a modified street paving option that will save the developer money. Mr. Mease will review the cost option and offer a revised cost opinion to Bob Lynn for the financial guaranty.

The Stormwater Ordinance review is tabled until the Planning Commission can review options.

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

The continuation of the Municipal Authority was reviewed. Solicitor Leonard stated that Board members will need to be appointed in order to proceed with the paperwork filing.

All other matters for discussion of property maintenance or legal matters will be in Executive Session.

OLD BUSINESS

The Hazard Mitigation Project Opportunity Forms need to be completed so they can be returned to the county for inclusion in the Hazard Mitigation plan.

A Property Maintenance code officer is still being sought. The Board met with a representative from BCI Code. They thought the company would work for Heidelberg Township needs and asked that a contract be presented for review. If one is presented, they can review for a future appointment to the position.

NEW BUSINESS

The Recycling Grant for 2022 was presented. Since the submission is all electronic, the application is complete but approval from the Board should be given. **Chairman Fetter made a motion to approve the 2022 Recycling Grant. Ted Cromleigh seconded the motion and the motion carried.**

Fire Police assistance is requested for the Myerstown Holiday Parade from Myerstown Borough. Ms. Snyder did speak to Chief Kline and he said they are prepared to lend assistance. **Chairman Fetter made a motion to approve the Schaefferstown Fire Police to assist at the Myerstown Holiday Parade. Ted Cromleigh seconded the motion and the motion carried.**

Jon Fitzkee sent information regarding a traffic review of the Square in Schaefferstown. The MPO can assist in making recommendations to PennDOT and securing grants for traffic improvements. The Board would like to set up a meeting and introduce different areas of concern in the Township including the Square, the 501 Corridor and the proposed walking trail trailhead with pedestrian crossing signs. The proceeds of the Dodge Ram truck were discussed. Since one option prior to the sale was to give the truck to the Fire Company, Ted Cromleigh asked if purchasing a trailer for them to carry equipment was an option. The board was acceptable to the idea but would like the Fire Company to come to a meeting with proposed trailer options.

A proposed addition to the public works department was interviewed prior to this meeting. The board noted that he will be able to perform duties such as plowing snow, repairing utility lines and using large equipment as needed. The Board would like to offer the individual a position starting at \$27.00/hour with benefits as described in the offer. **Bruce Kramer made a motion to offer Tyler Shanaman a position in the Public Works Department with a starting wage of \$27.00/hour. 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. New sewer pump gauges were installed by us. The Kleinfeltersville pump station autodialer needed a software upgrade and is working fine now. The generator there will not run at full capacity. John Deere looked at the issue and noted that if the problem persists we should try using off-road diesel.

The Water Report was reviewed. There were no immediate issues. Mr. LaTourette noted that he assisted in setting up the meter read apparatus for the upcoming bill cycle. The water loss comparison showed only a 10% loss ratio, which is good.

The EIT Report for August 2023 was presented.

The SEO Report for August 2023 was reviewed.

Secretary Report

Ms. Snyder found a grant option to purchase some equipment. The Public Works Department noted a need for an item based on the Township doing much of their own work repairing utility lines. The board said Ms. Snyder should investigate the grant.

A Budget Meeting should be scheduled for the first draft review of the 2024 Budget. The date of October 10, 2023 at 6:30 was chosen. The agenda will also show the appointment of HTMA Board members and appointing a Property maintenance code officer should BCI Code provide a contract. **Ted Cromleigh made a motion to authorize advertising a Budget and other business matters meeting on October 10, 2023 at 6:30. Bruce Kramer seconded the motion and the motion carried.**

The Northwest Ambulance monthly reports for August 2023 were presented for review.

Mr. Stoltzfus asked if there was any possibility of speed humps being placed on Canaan Grove Road near the Mennonite School. The board will review the request.

At 9:05 Chairman Fetter called an executive session to discuss litigation matters. At 9:21 the Board reconvened into regular session.

At 9:30 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 October 24, 2023 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary