

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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January 23, 2024

MEETING MINUTES

Board members present:

Paul Fetter – Chairman

Ted Cromleigh

Steve Martin

Others present:

Jennifer Snyder- Office Manager

Amy Leonard – Solicitor

Bob Lynn – Township Engineer

Sean Weik – Public Works Superintendent

Justin LaTourette – Utility Operator

9 members of the public

The meeting was called to order at 7:02 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag.

Prior to the start of the meeting, recognition was made to Bruce Kramer, Supervisor for 18 years, Barry Wagner, Zoning Officer for 10 years and Henry Noll, Zoning Hearing Board member for 18 years and various other township boards and services prior. The Board wished to honor them and their service to the Township by offering State issued citations.

A call for public comment was made.

Scott Gehring questioned large truck traffic on Sheep Hill and Weidman Roads. There has been recent 18-wheeler traffic that has caused sign damage. He was also concerned with speeding on Sheep Hill Road. The Board said one of the flashing speed signs could be placed there temporarily to alert drivers. The Board will look into the large truck traffic and determine who may be using those roads to travel.

Mary Jo Herr asked if anyone could speak to the owners of 443 Sunnyside Road regarding their pond maintenance. Water from the pond drains out of it onto the road and to other properties because they are not maintaining the overflow drains. Bob Lynn stated he can speak to DEP regarding the issue if it is not correct. Steve Martin said he can speak to the owner about resolving the issue.

A review of the meeting minutes from January 2, 2024 was conducted. **A motion was made by Ted Cromleigh to approve the Minutes of the meeting of January 2, 2024 and was seconded by Steve Martin. The motion was approved.** Minutes from the January 2023 Auditor meeting were reviewed. **Ted Cromleigh made a motion to accept them as presented. Steve Martin seconded the motion and the motion carried.**

Bills for the Township were submitted and reviewed for payment. **After brief discussion, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$47,159.74 from the Light Fund and General Fund for bills and payroll. seconded the Steve Martin motion and the motion carried.**

Bills for the Sewer account were submitted and reviewed for payment. **After brief discussion, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$5,339.56. Steve Martin seconded the motion and the motion carried.**

Bills for Water Account were submitted for review and payment. **After brief discussion, Ted Cromleigh made a motion to accept the bills as submitted for a total of \$12,185.94. Steve Martin seconded the motion and the motion carried.**

A Treasurer's Report for December 2023 was reviewed. Included in the review were bank statements from Fulton Bank and PLGIT, cash deposits and a Budget Comparison for year-end 2023. The Board noted that the budget ended in a good place with no major concerns. The Fourth Quarter 2023 Pension statement was presented from Fulton Financial.

The Public Works Report for December 2023 was reviewed. Sean Weik reported that the crew has been doing winter maintenance in recent weeks. One bin of salt/cinder has been used.

The Gasboy report for December 2023 fuel usage was reviewed.

The Zoning Officer's Report for December 2023 was reviewed. Barry Wagner, our zoning officer, has retired and this is his last report. The board again thanked him for his years of service.

The PA State Police Report for December 2023 was reviewed.

The Park and Recreation Minutes from their December 2023 meeting were reviewed.

Engineer's Report

Bob Lynn presented the Engineer's report.

The Cherie Kay land development plan offered a Time Extension until April 24, 2024. Ted Cromleigh stated he must abstain from plan decisions. **After brief discussion, Chairman Fetter made a motion to accept the time extension offered for the Cherie Kay land development plan. Steve Martin seconded the motion and the motion carried.**

The Subdivision/Land Development project at 226 Millbach Road offered a Time Extension until March 27, 2024. **After brief discussion, Ted Cromleigh made a motion to accept the Time Extension offered for the 226 Millbach Road Subdivision/Land Development project. Chairman Fetter seconded the motion and the motion carried.**

The exterior building remodel project is prepared for a published rebid. Mr. Lynn asked for a motion to advertise the bidding of the project. **Ted Cromleigh made a motion to advertise the advertising of the project bidding for the exterior of the Township building. Steve Martin seconded the motion and the motion carried.**

The Sunnyside Culvert Easements have been completed and the landowners have agreed to compensation for the temporary and permanent easements. Mr. Lynn is requesting approval and signature of the easement agreements. **Ted Cromleigh made a motion to approve the easements required for the Sunnyside Culvert project. Steve Martin seconded the motion and the motion carried.** A signor must be designated for the contractor agreement doing the work on the culvert project. Ted said he is able to stop and sign the agreement. **At this time, Chairman Fetter made a motion to appoint Ted Cromleigh as the signor of the Sunnyside Culvert contractor agreement. Steve Martin seconded the motion and the motion carried.**

Chapter 94 report for sewage flows will need to be done for 2023. Mr. Lynn is seeking approval from the Board to begin the reports that need to be sent. **Ted Cromleigh made a motion to approve work on the Chapter 94 reports for 2023. Chairman Fetter seconded the motion and the motion carried.**

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

The PennDOT land disposition meeting took place in December and they approved our request to purchase the land to be used for parking for the walking trail. PennDOT sent a list of things we need to provide in order to move forward with the purchase. Solicitor Leonard will work on those items.

The Municipal Authority articles of incorporation change will require an ordinance. Solicitor Leonard prepared a draft for Board review. This ordinance will extend the Municipal Authority for 50 years and will allow the authority to be used as a Stormwater Authority should the need arise in the future.

Solicitor Leonard asked for approval to advertise the ordinance to be adopted at our next meeting.

Chairman Fetter made a motion to advertise the Ordinance to amend the HTMA articles of incorporation. Ted Cromleigh seconded the motion and the motion carried.

OLD BUSINESS

There was none.

NEW BUSINESS

The Board interviewed an attorney at a previously held executive meeting to fill the position of Zoning Hearing Board solicitor. After discussion, the Board would like to appoint Barley Snyder Law Firm as the Township Zoning Hearing Board solicitor. **Ted Cromleigh made a motion to appoint Barley Snyder Law Firm as the solicitor for the Zoning Hearing Board. Steve Martin seconded the motion and the motion carried.**

Fuel pricing for 2024 was reviewed. Meyer Oil was the only company who offered pricing. **Chairman Fetter made a motion to approve Meyer Oil as our Gas and Diesel vendor for 2024. Ted Cromleigh seconded the motion and the motion carried.** Propane pricing will continue to be handled by the lowest price vendor as we did not use enough volume in 2023 to require pricing for it this year.

The Costars Salt Contract for 24-25 Winter season is available to join if the Board wishes to. **After brief discussion, Chairman Fetter made a motion to join the Costars 24-25 Winter Season Salt Contract program. Steve Martin seconded the motion and the motion carried.**

Resolution 947 was presented for the reapplication of the LSA Grant for the Fire Company. DCED called the office and stated their grant application was under the minimum required for the grant and to have them obtain an updated quote and amount requested. A new resolution would be required to accompany the quote. **Ted Cromleigh made a motion to adopt Resolution 947 for the Fire Company LSA Grant reapplication. Steve Martin seconded the motion and the motion carried.**

Utility Update

The Sewer Report was reviewed. There were no issues.

The Kleinfeltersville Grinder Pump is in the budget to be replaced this year. The previous quote is still valid but needs to be signed to place the order. There is a 28-week lead time. We will no longer be

using the Muffin Monster brand and will switch to the Vogel song brand. **After a brief conversation, Ted Cromleigh made a motion to purchase a new Vogel song grinder pump for the Kleinfeltersville Pump Station as budgeted. Steve Martin seconded the motion and the motion carried.**

The Water Report was reviewed.

There was a leak found in the area of 636 Oak Street in December. It was repaired.

The fire hydrant near BBs was hit in an accident around New Years Eve. Ms. Snyder is working on obtaining information about the accident to file a claim with the insurance company.

The fire hydrant hit in an accident on Duquesne Drive has been reported to the driver's insurance company and Ms. Snyder is working with their claims department for reimbursement.

There was a large fire on Gibble Road. The Fire Company used approximately 110,000 gallons of water which affected water availability to those at the end of the system. Mr. LaTourette flushed the hydrants to clean and help correct the issue. He discussed the need for backflow preventers in homes on public water. We can look into changing specs for new construction houses.

When we replace a hydrant, we may need to consider changing those laterals from a 4" line to a 6" line and add shut off valves for them as well.

Currently there is a leak that has been detected but they are trying to isolate its location.

The Well 5 Rebuild project included in the Budget was quoted by Kohl Brothers. That quote needs to be signed to get the job on their schedule. The quote language and quantity will need to be rewritten to accommodate current bidding limits. Mr. LaTourette will contact Kohl Brothers with that request.

After brief conversation, Ted Cromleigh made a motion to contract Kohl Brothers to rebuild Well 5 in the water system with a price not to exceed \$23,199. Steve Martin seconded the motion and the motion carried.

The EIT Report for December 2023 was presented.

Secretary Report

ELCO Youth Baseball requested use of the baseball field for 2024. **Chairman Fetter made a motion to allow the ELCO Youth Baseball organization use of the baseball field. Ted Cromleigh seconded the motion and the motion carried.**

Ms. Snyder asked of the Board would consider donating some of the money Lebanon Federal Credit Union gave us to the organization planning community events in recent years. The Board is fine with donating some of that contribution to them, but they must provide proof of 501©3 status and a bank account established.

The Richland Library sent a thank you for the Township 2023 donation.

Stacey Dieffenbach sent a thank you note for the new playground construction.

At 8:23 Chairman Fetter called an executive session to discuss personnel matters, property maintenance issues and other litigation matters. At 8:54 the Board reconvened into regular session.

The Board noted that a candidate was interviewed as a replacement for the road crew on January 15, 2024. They would like to offer him a position at \$34/hour with no health insurance needed. **After conversation, Ted Cromleigh made a motion to offer Shawn Weit the public works position with benefits as described. Steve Martin seconded the motion and the motion carried.**

After reviewing our Part-Time Road crew employee salaries, it was discussed about increasing the rates for seasonal snow-plow hires. Proposed changes are to increase PT non-CDL drivers to \$25/hour and

PT CDL drivers to \$30/hour. This would be in effect starting work-week January 21, 2024. **After brief discussion, Ted Cromleigh made a motion to approve the proposed increases for Part Time seasonal snow-plow drivers as mentioned. Steve Martin seconded the motion and the motion carried.**

At 9:21 Chairman Fetter 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 February 27, 2024 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary