

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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July 23, 2024
MEETING MINUTES

Board members present:

Ted Cromleigh
Steve Martin

Others present:

Jennifer Snyder- Office Manager
Amy Leonard – Solicitor
Bob Lynn – Township Engineer
Justin LaTourette – Utility Operator
6 members of the public

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

A call for public comment was made.

Phil Hayden of 1425 Heidelberg Avenue was in attendance to discuss truck traffic entering South Church Street from Heidelberg Avenue. He lives on the corner and noted truck damage to his property on multiple occasions. The truck traffic is delivering to a business at 200 South Church Street. Shawn Smucker, representing the business, discussed his actions to alleviate the issue. Ted Cromleigh noted that this problem has been long standing and a review of all truck use on the road will need to be conducted. There was a No Truck Turning sign at the corner of Heidelberg Avenue and South Church Street that will be replaced as it is no longer there. Mr. Smucker will work with the Township and neighbors to avoid further damage and traffic issues in the area.

A review of the meeting minutes from June 25, 2024 was conducted. **Ted Cromleigh made a motion to approve the Minutes of the meeting of June 25 2024 and was seconded by Steve Martin. The motion was approved.** Building Remodel Workshop minutes from June 25, 2024 were also presented for review. **After brief discussion, Ted Cromleigh made a motion to approve the Minutes of the Building Remodel Workshop minutes of June 25 2024 and was seconded by Steve Martin. The motion was approved.**

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 \$168,384.85 from the Light Fund, Liquid Fuels and General Fund for bills and payroll. Steve Martin seconded the motion and the motion carried.**

Bills for the Water account were submitted and reviewed for payment. New Hydrants have been purchased to replace two damaged in accidents and for general maintenance. **After brief discussion, Steve Martin made a motion to accept the bills as submitted for a total of \$35,263.29. Ted Cromleigh seconded the motion and the motion carried.**

Bills for Sewer account were submitted for review and payment. **After brief discussion, Steve Martin made a motion to accept the bills as submitted for a total of \$25,376.91. Ted Cromleigh seconded the motion and the motion carried.**

A Treasurer's Report for June 2024 was reviewed. Included in the review were bank statements from Fulton Bank and PLGIT, cash deposits and a Budget Comparison for year-to-date revenue and expenditures.

The Public Works Report for June 2024 was reviewed.
The Gasboy report for June 2024 fuel usage was reviewed.

The Zoning Officer's Report for June 2024 was reviewed.

The PA State Police Report for June 2024 was reviewed.

The Planning Commission Minutes from May 2024 were presented.

A Park and Recreation discussion was held. They did not have a meeting in July.
The PennDOT land triangle purchase process is awaiting a fee quote from the appraiser from Lancaster.
The grant application for the Trailhead project was submitted and we are awaiting award information.
Hanover will work on the deed points of the walking trail in the meantime.

Engineer's Report

Bob Lynn presented the Engineer's report.

The Stormwater Management Ordinance 172 was presented for discussion and possible adoption. The Ordinance was advertised, and the Lebanon County Planning Department had no comments. Our Planning Commission has recommended the ordinance for adoption. The floor was open for public comments. A Small Project component was added to account for smaller stormwater management projects as well as a change to the removal of impervious amount credited toward future projects. **After brief discussion, Steve Martin made a motion to approve Ordinance 172, Stormwater Management Ordinance. Ted Cromleigh seconded the motion and the motion carried.**

The Family Treasures Wholesale land development plan was presented for approval by Tom Matteson of Diehm and Sons. The business operates as a wholesale distribution center of sundries to plain sect retail businesses. This location will be built on the land located on Route 501 north of Schaefferstown Family Practice. Waivers and deferrals are requested and were reviewed. Hanover and the Planning Commission were acceptable to the plan. Ted Cromleigh noted his conflict in acting on the plan since he is employed at the same engineering firm as Mr. Matteson but was not involved in working on the plan. Amy Leonard stated that due to the absence of Mr. Fetter, Mr. Cromleigh may take action the plan out of necessity. The room was polled to ask if anyone had an issue with Mr. Cromleigh voting on the plan. There were no objections. **After discussion, Steve Martin made a motion to approve the waivers and deferrals for the Family Treasures Wholesale Land Development plan. Ted Cromleigh seconded the motion and the motion carried. Then Steve Martin made a motion to approve the Land Development plan for Family Treasures Wholesale warehouse. Ted Cromleigh seconded the motion and the motion carried. Next, Steve Martin made a motion to approve the Stormwater Management and Improvement Guaranty Agreements for the Family Treasures Wholesale land development plan. Ted Cromleigh seconded the motion and the motion carried.**

Finally, Steve Martin made a motion to approve the Financial Security in the amount of \$378,625.16. Ted Cromleigh seconded the motion and the motion carried.

The Kline subdivision plan is not ready for action at this meeting.

The Major Stormwater plan for 1011 Schaeffer Road offered a Time Extension until September 27, 2024. **Ted Cromleigh made a motion to grant the time extension for 1011 Schaeffer Road until September 27, 2024. Steve Martin seconded the motion and the motion carried.**

The project at 258 Albright Road was purchased to construct a Mennonite School on the land. There is not adequate land to install the appropriate septic system needed. They have submitted a request to extend the sewer line to accommodate their land development plan. Bob Lynn and Justin LaTourette will need to review the conditions at the Kleinfeltersville pump station to determine if the request can be honored.

The Cherie Kay Land development plan offered a Time Extension until October 23, 2024. Financial Security needs to be established. The Board asked why the time extension is being offered since the plan is ready for approval. Bob Lynn will send them a letter asking why they have not secured funding for the project. Ted Cromleigh noted his conflict in taking action on the plan as he is employed at the engineering firm the Cherie Kay professional is. The conflict was not challenged which will allow Mr. Cromleigh to vote on the time extension. **Steve Martin made a motion to approve the Time Extension for Cherie Kay Signs land development plan. Ted Cromleigh seconded the motion and the motion carried.**

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

Solicitor Leonard presented a Bad Check policy resolution to establish a policy for bounced check collection and future payment arrangements from those that issue the checks. **After brief discussion, Ted Cromleigh made a motion to approve Resolution 952, establishing a Bad Check Policy. Steve Martin seconded the motion and the motion carried.**

A draft of the Nuisance Ordinance 173 was submitted for review. Comments received from the Board and residents at the last Board meeting were incorporated as best as possible. The draft will be reviewed for the next meeting to approve advertisement for adoption at the September meeting.

The Heidelberg Township Municipal Authority extension has been submitted.

OLD BUSINESS

A meeting to discuss our building remodel will be scheduled with design professionals. Bob will work to schedule the meeting.

Ted Cromleigh asked about the status of a duplicate title for one of the Township's vehicles. Ms. Snyder has not had a response to her previous email and will send another request.

NEW BUSINESS

CM High sent our semi-annual red light inspection reports and noted some repairs needed for the 501 Red Light. Ms. Snyder said it may be a good idea to talk to Sean Weik first to determine what should be done.

The PennDOT Winter Maintenance contract is ready for another 5-year renewal. The contract establishes an approximate yearly payment to the Township for maintaining certain PennDOT owned roads. First a resolution must be passed to establish who can sign the contract. Resolution 953 was

presented to signify Steve Martin will be the authorized signer of the agreements. After a brief discussion, **Ted Cromleigh made a motion to approve Resolution 953 establishing Steve Martin as the authorized signer of the PennDOT Winter Maintenance contracts for the next 5-years. Steve Martin seconded the motion and the motion carried. Then Ted Cromleigh made a motion to approve the PennDOT Winter Maintenance Contract for winters 2024-2025 to 2029-2030 Steve martin seconded the motion and the motion carried.**

Utility Update

Justin LaTourette of Purified Operations was in attendance to discuss utility matters.

The Sewer Report was reviewed. The grinder pump for the Kleinfeltersville Pump Station has been received but cannot be installed until a special bracket is manufactured.

The Water Report was reviewed. Usage was increased due to hydrant flushing. The Fire Company did a drill in Copper Ridge Development to determine water pressure which also used hydrant water. The test went well and they have good water service in the area.

The Fire Company is looking for off-site water sources to help in times of large-scale fires. Ponds are available on the east side of the township, but the west side does not have many options.

Meters were installed at all properties with tested water/sewer service lines in Copper Ridge to account for water usage. They have been using public water to water lawns and the developer should be billed for the usage.

There is a meeting arranged with Steckbeck Engineering to review the status of Well 8 on Prescott Road.

Ms. Snyder noted that Brenda Haverstick asked if the old original private water system apparatus could be removed from her yard. This equipment served the Juliada Heights development prior to it being added to the public water system. The Board asked Bob Lynn to review what is there to see what could be done to facilitate removal of the equipment. It was noted that one building was sturdily made and may be costly to have removed. Mr. Lynn will investigate.

The EIT Report for June 2024 was presented for review.

The SEO Report for June 2024 was reviewed.

Secretary Report

There has been a request for municipalities to pass an America 250 Resolution commemorating America's 250th Anniversary in 2026. Amy Leonard will review resolution options as it was suggested the Township pass the resolution.

Ms. Snyder noted communication from the Lebanon Redevelopment Authority regarding funding availability. We are not a municipality with a recognized economic hardship area so funds will not be sought.

At 8:41 Chairman Fetter called an executive session to discuss litigation and property maintenance issues. At 8:57 the Board reconvened into regular session.

At this time, Ted Cromleigh made a motion to authorize hiring a landscape company to perform property maintenance at property 334 South Market Street. Steve Martin seconded the motion and the motion carried. As the property is listed for Sheriff sale, Solicitor Leonard will submit the invoice, and any other outstanding Township amounts due to the Sheriff's Office for lien inclusion at the sale.

At 9:01 Vice Chairman Martin 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 27, 2024 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary