

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

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**September 24, 2024  
MEETING MINUTES**

Board members present:

Paul Fetter

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 7:01 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. Chairman Fetter noted that Ted Cromleigh will be absent from the meeting.

A call for public comment was made.

Dan and Jan Rossi of Rossi Lane were in attendance to offer their support for the proposed Nuisance Ordinance.

A review of the meeting minutes from August 27, 2024 was conducted. **Chairman Fetter made a motion to approve the Minutes of the meeting of August 27 2024 and was seconded by Steve Martin. The motion was approved.**

Bills for the Township were submitted and reviewed for payment. Ms. Snyder noted that the first payment for the exterior building remodel was included in the payments. **After brief discussion, Chairman Fetter made a motion to accept the bills as submitted for a total of \$543,454.33 from the Light Fund, State Fund and General Fund for bills and payroll. Steve Martin seconded the motion and the motion carried.**

Bills for the Sewer account were submitted and reviewed for payment. **After brief discussion, Chairman Fetter made a motion to accept the bills as submitted for a total of \$13,902.97. Steve Martin seconded the motion and the motion carried.**

Bills for Water account were submitted for review and payment. **After brief discussion, Chairman Fetter made a motion to accept the bills as submitted for a total of \$8,566.29. Steve Martin seconded the motion and the motion carried.**

A Treasurer's Report for August 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 August 2024 was reviewed.

Sean Weik noted that the water fountain has been installed at the pavilion in the recreation area. AK Petersheim is working on punch list item within the exterior remodel project. Some insulation issues need to be monitored and grouting needs to be finished.

The Gasboy report for August 2024 fuel usage was reviewed.

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

The PA State Police Report for August 2024 was reviewed.

A Park and Recreation discussion was held. The minutes from their August 2024 meeting were reviewed.

The Park and Recreation Board would like to move the planned dedication ceremony to October 22<sup>nd</sup> prior to the Board of Supervisor.

The PennDOT land triangle appraiser has done the appraisal and is working on the report for the next meeting.

The grant application for the Trailhead project was submitted and a November award announcement is anticipated.

The Planning Commission Minutes from July and August 2024 were presented for review.

#### Engineer's Report

Bob Lynn presented the Engineer's report.

The Keller Airport submitted a Land Development Waiver to construct an airplane hangar on the property. They did seek relief from Zoning Hearing Board for a front-yard setback which was granted. They are removing exiting impervious from the site to offset the footprint of the new hangar. Planes and maintenance equipment currently kept at the Keller Brothers property will be moved into the building. The Planning Commission approved the waiver at their August meeting. **After brief discussion, Chairman Fetter made a motion to grant the waiver of Land Development to the Keller Airport for construction of a new hangar. Steve Martin seconded the motion and the motion carried.**

The Holzman Subdivision plan in Kleinfeltersville offered a Time Extension through March 20, 2025. **After discussion, Chairman Fetter made a motion to approve the Time Extension of the Holzm Subdivision through March 20, 2025. Steve Martin seconded the motion and the motion carried.**

Russ Frantz was in attendance to review the Lot Add-on Plan for Moses Zook at 2407 S 5<sup>th</sup> Avenue. They would like to build a horse barn and add more horses to the property. They require more land to do so. They propose taking 2 acres from 2409 S 5<sup>th</sup> Avenue which will leave that property with 1 acre and a single-family dwelling. There is a shared driveway currently in use which will remain. There is road frontage for both parcels should the shared driveway no longer be useful in the future. The Planning Commission approved the plan at their September meeting. **After brief discussion, Chairman Fetter made a motion to approve the Zook Lot Add-on Plan at 2407 S 5<sup>th</sup> Avenue. Steve Martin seconded the motion and the motion carried.**

The Nathan Zimmerman CAO Land Development Plan offered a Time Extension until December 19, 2024. They need a conditional use hearing to have the operation on the property but have not submitted the application to date. **Chairman Fetter made a motion to approve the Time Extension for the Nathan Zimmerman CAO Land Development Plan until December 19, 2024. Steve Martin seconded the motion and the motion carried.**

Dirt and Gravel Road funding was discussed. Gibble Road needs drainage pipes installed to alleviate issues. The Michters Road dirt section could benefit from the installation of them also. Bob Lynn reviewed options with the Board and would like a motion to proceed with grant requirements. **After**

**brief discussion, Chairman Fetter made a motion to proceed with necessary work to apply for Dirt and Gravel Road Funding. Steve Martin seconded the motion and the motion carried.**

The Cherie Kay Land Development Plan will most likely be ready for approval at the October Board meeting.

Bob Lynn, Ted Cromleigh and Jen Snyder met with architect Mark Schillaci to review interior office remodel options. He prepared a draft CAD layout which is being reviewed.

### Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

Nuisance Ordinance 173 was presented for review and approval. At 7:40 a public hearing was opened for discussion regarding the ordinance. Dan Rossi asked how enforcement will be handled. There is also some concern about the noise generated from the racetrack. The Board would like to have a meeting with racetrack board members during their off-season to discuss recent complaints. With no further comments, the public hearing was closed at 7:49. Solicitor Leonard noted that the Board had reviewed concerns over previous drafts of the ordinance and adjusted/added language to accommodate resident concerns. **After brief discussion, Chairman Fetter made a motion to approve Ordinance 173 regarding nuisance behavior in the Township. Steve Martin seconded the motion and the motion carried.**

A draft Stormwater Fee Schedule Resolution was presented for review. This was in response to the Stormwater Ordinance update at our previous meeting. The board members in attendance would like to wait for board member Ted Cromleigh to be at the meeting before they approve the resolution. Solicitor Leonard provided sample ordinances to update our current Burning regulations. The Board will review the documents she provided. Discussion regarding the updating of outdated ordinances and resolutions ensued. Many have outdated fee schedules or need language updates. A list will be compiled for those the Board may wish to focus on updating.

### OLD BUSINESS

There was none.

### NEW BUSINESS

The Recycling Grant was presented for review. The online application will be processed by Ms. Snyder on the DCED website.

A Scenic Byway Grant opportunity was presented for review. PennDOT must be a partner on the grant as this is a National Grant Program. Bob Lynn noted that work at the Square in Schaefferstown may be eligible for this grant program. **After discussion, Chairman Fetter made a motion to pursue the Scenic Byway Grant with PennDOT. Steve Martin seconded the motion and the motion carried.**

Truck traffic on South Church Street was discussed. Large trucks are still using the road to access the delivery area for the business on South Church Street. Adding a truck restriction to our existing Ordinance may be required. The culvert on the street is not in great condition and further truck traffic will weaken it more. The owner of the business had tried to direct trucks in a direction that would minimize use of the road but the drivers do not adhere to the plan. We can sign the road now but until an ordinance is enacted, the signage is not enforceable. The Board would like Solicitor Leonard to work on an Ordinance amendment to restrict truck traffic on South Market Street. She will work with Sean Weik and Bob Lynn on which type of trucks to restrict.

A request for Fire Police assistance was made by Myerstown Borough for their annual holiday parade. Ms. Snyder contacted the fire police chief and he said they should be able to send people to help. **Chairman Fetter made a motion to allow Schaefferstown Fire Police to assist Myerstown Borough at their 2024 Holiday Parade. Steve Martin seconded the motion and the motion carried.**

#### Utility Update

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

The Water Report was reviewed. Usage is average. The lead and copper report is ready to submit.

The Sewer Report was reviewed.

The Kleinfeltersville generator continues to have issues. The injectors need to be replaced. A quote of \$6,200 was received. This will include the replacement of the injectors, fuel filter replacement and a purge of the old fuel. **After brief discussion, Chairman Fetter made a motion to approve the repair of the Kleinfeltersville generator for \$6,200 by Power Systems Electric. Steve Martin seconded the motion and the motion carried.**

The City of Lebanon Authority sent notice of an impending strong waste treatment fee. We have very few properties that would emit strong waste into the sewer. The anticipated sample location is our main pump station. Should we have a high sample test, we may need to trace it back to the source and assess their sewage emissions. Mr. LaTourette will start sampling now just to verify if we have any concerns. The Juliada Heights old private water system unit on the Haverstick property is still being evaluated for removal. Sean Weik is trying to get in contact with the owner to discuss options.

The EIT Report for August 2024 was presented for review.

The SEO Report for August 2024 was reviewed.

#### Secretary Report

Budget meetings need to be scheduled to review the 2025 Budget. Dates in October were discussed, but we need to review them with Ted Cromleigh to verify. **Chairman Fetter made a motion to advertise budget meeting dates of 10/10 and 10/17 pending approval from Mr. Cromleigh. Steve Martin seconded the motion and the motion carried.**

With old paperwork scheduled to come from Solicitor Enck, a temporary part-time office worker was discussed to help review the documents. The Board would like to wait until Ted Cromleigh is in attendance to review the options before deciding.

At 8:32 Chairman Fetter called an executive session to discuss litigation and property maintenance issues. At 8:57 the Board reconvened into regular session.

**At 9:02 Chairman Fetter made a motion to adjourn, which was seconded by Steve Martin. All were in favor, and the motion carried.**

The next meeting of the Heidelberg Township Board of Supervisors is scheduled to be held October 22, 2024 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.