

HEIDELBERG TOWNSHIP BOARD OF SUPERVISORS

PO Box 188 111 Mill Road
Schaefferstown, PA 17088
(717) 949-3885 fax (717) 949-2915 htac@comcast.net

November 19, 2024
MEETING MINUTES

Board members present:

Paul Fetter
Ted Cromleigh
Steve Martin

Others present:

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

The meeting was called to order at 7:24 by Chairman Fetter, followed by the Pledge of Allegiance to the Flag. Chairman Fetter noted that a Conditional Use Hearing was held prior to the regular Board meeting and ran longer than expected, resulting in a later start to the meeting.

A call for public comment was made.

Philip Hayden of 1425 Heidelberg Avenue asked what progress was made on truck restrictions on South Church Street. The Board noted that the matter is on the agenda but there will be restrictions of certain trucks on that street. He also asked if recent construction at Copper Ridge will result in lower debt service charges on the sewer bills. The Board explained that once most users in Phase 1 of the development are connected to public sewer, a rate study will be conducted to see if the billable amounts per user can be altered.

Howard Moore of 119 Valley View Rd asked questions about the communication tower proposed near his home. The Board explained the tower is for use by the Lebanon County Department of Emergency Services for communication purposes only. The tower is not proposed to be used for any cell services.

Janice Lehman of Linda Sue Gardens expressed her concerns over the proposed communication tower. She is worried the tower could be converted to a cell tower in the future. The Board explained that no formal Land Development Plan has been presented to them for review yet. Bob Lynn from Hanover Engineering stated he did receive a land development plan but the plan is still under review.

Jean Rowe of Mill Road noted that newly installed lights at the Township Building are bright and creating an evening visibility issue for her. The Board will have Sean Weik review the light placement.

A review of the meeting minutes from October 22, 2024 was conducted. **Steve Martin made a motion to approve the Minutes of the meeting of October 22 2024 and was seconded by Ted Cromleigh. 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 \$79,539.56 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 Water 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 \$8,839.36. Steve Martin seconded the motion and the motion carried.**

Bills for Sewer 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 \$72,925.69. Steve Martin seconded the motion and the motion carried.**

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

The trucks are dressed for winter maintenance. The Louisville has some possible major repair needs.

He will take the truck to the shop for them to investigate the issues.

Two quotes for stone repointing work on the front of the office building were received. **After reviewing the quotes, Ted Cromleigh made a motion to award the stone repointing work to Bryan Schoener in the amount of \$3,975.00. Steve Martin seconded the motion and the motion carried.**

Sean Weik investigated purchasing used power angle plows for snow removal. Our existing plows could be used as trade-ins or sold privately. We have the purchase of one in the 2025 proposed budget, but purchasing two that are available will benefit our snow removal efforts. The credit for the existing plows could offset some of the cost. The Board would like Mr. Weik to inspect the new plow's condition before confirming purchase. **After brief conversation, Chairman Fetter made a motion to approve purchase of two used power angle plows, contingent on condition, for \$5,000 each. Ted Cromleigh seconded the motion and the motion carried.**

Matt Auken communicated with Mr. Weik regarding ballfield rehabilitation. They would like to start work on the fields now but planting grass seed will not yield viable grass. Flyway Construction, the business offering the work servicing the fields, would like to purchase sod instead. The Board is acceptable of the sod purchase but is not in favor of any work being done now. The cold weather will not result in a usable surface for spring placing the sod now. Mr. Weik will communicate with them about the matter.

The Schaefferstown Activity group would like to close South Market Street from the square to Fountain Park for a holiday event on Sunday December 8th. The Board was fine with the request and the use of lighting provided by the Township.

The Gasboy report for October 2024 fuel usage was reviewed.

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

The PA State Police Report for October 2024 was reviewed.

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

The PennDOT land triangle offer has been placed per Board instructions. Solicitor Leonard is awaiting a response, but we have support from local representatives regarding our purchase price offer.

Engineer's Report

Bob Lynn presented the Engineer's report.

The Improvement Guarantee release for a major stormwater plan at 350 Sunnyside Road was presented. All inspections were conducted and the project is complete. **After brief discussion, Ted Cromleigh made a motion to release \$15,368.60 for the Schickling's Stormwater Management Plan at 350 Sunnyside Road. Steve Martin seconded the motion and the motion carried.**

Mary Ann Martin of 2 Emerald Lane would like to release the Letter of Credit held for a lot to develop on Sunnyside Road/Emerald Lane. The intent to build is no longer planned. Solicitor Leonard and Bob Lynn note that an agreement abandoning the approved Land Development Plan should be required for us to authorize the letter of credit release.

Solicitor's Report

Solicitor Leonard presented the Solicitor's report.

Authorization to place an ad to appoint Stanilla, Siegel and Maser for the audit or the 2024 Financial information was requested. **Chairman Fetter made a motion to approve placing an ad for the Township's intent to appoint a CPA to audit the 2024 financial information. Steve Martin seconded the motion and the motion carried.**

The owners of 505 Sunnyside Road have signed the stipulation agreement for remediation and payments due associated with their property. Solicitor Leonard would like authorization to file and execute the agreement with Paul as the designated signer. **Ater brief discussion, Ted Cromleigh made a motion to approve Chairman Fetter as the executive signer and to file the stipulation agreement with the owners of 505 Sunnyside Road. Steve Martin seconded the motion and the motion carried.**

The South Church Street truck restriction ordinance was reviewed. This Ordinance will amend our existing Ordinance 141 to add the restriction of combination trucks on South Church Street. The traffic study was conducted by Hanover Engineering which shows warrant of the truck restriction. We will need to advertise a hearing and adoption to take place at our December meeting. **After brief discussion, Ted Cromleigh made a motion to advertise the hearing for Ordinance 174 for December 17, 2024 meeting. Steve Martin seconded the motion and the motion carried.**

There was a conversation about the updating of our Burning Ordinance. The township office received some suggestions for the update from various residents. The Board and Solicitor Leonard will review the suggestions and other sample ordinances prior to writing an updated burning ordinance.

The extension of HTMA is complete and the municipal authority will now exist until 2074.

OLD BUSINESS

Bob Lynn and Jennifer Snyder met with architect Mark Schillaci to review alterations to the designed interior building remodel. He made updates as directed and new plans are here for review. If the plan is acceptable, the Board will move forward with formal plans and begin working on bid paperwork.

NEW BUSINESS

The 2025 Proposed Budget was presented for approval. Ms. Snyder noted that no resident comments were received. **After brief discussion, Ted Cromleigh made a motion to approve the proposed 2025 Budget as presented. Steve Martin seconded the motion and the motion carried.**

Stanilla Seigel and Maser sent a contract for the 2024 audit work. The price reflects a small increase due to new filing regulation requirements. The price increase was included in the 2025 budget. **After brief discussion, Chairman Fetter made a motion to appoint Stanilla Seigel and Maser for the**

2024 Audit contingent on appointment at our December 2024 meeting. Steve Martin seconded the motion and the motion carried.

The Schaefferstown Fire Company would like to apply for an LSA Grant again this year. Dan Ginder brought a quote for carbon cylinder replacements totaling \$32,32553.20. The Township will have to apply for the grant on their behalf and a resolution is required acknowledging the application. **After brief discussion, Ted Cromleigh made a motion to approve Resolution 958 for the application for an LSA Grant for the Schaefferstown Volunteer Fire Company. Chairman Fetter seconded the motion and the motion carried.**

Ms. Snyder presented a resolution for the Township to apply for an LSA Grant also this year. We will apply for the same piece of equipment as last year and Sean Weik is working on getting an updated price. The Board is in favor of applying again since we were unsuccessful in our last attempt. **After brief discussion, Chairman Fetter made a motion to approve Resolution 959 for the application for an LSA Grant for the Township for a wheeled excavator. 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 Kleinfeltersviile generator is repaired and running well. Mr. LaTourette talked to a COLA representative regarding their strong waste testing protocols. We will not have to do anything to administer the program as they will do all of the testing and bill the customer directly. They will target industrial and certain commercial users primarily.

Prices were sought for yearly generator service. Two quotes were received but did not include the cost of load testing. Mr. LaTourette will get quotes that include that service for next meeting.

The Water Report was reviewed.

The Hydrant in front of BBs store was replaced. The original was damaged in a car accident.

Letters we out to customers that did not respond to our inquiry regarding service lines for the lead and copper survey. Plain 'n Fancy is in the process of being sold and the new owners are considering adding sprinklers to the building. Kohl Brothers rebuilt Well 5 as included in the 2024 Water Budget.

There was a water leak at a Juliada Heights service line. After that was repaired, a new leak was detected at the top of Mill Road. This was a large leak that was also immediately repaired.

The EIT Report for October 2024 was presented for review.

The SEO Report for October 2024 was reviewed.

Secretary Report

A discussion of the burn ban and updating the burning ordinance was held. Communication regarding burning regulations is something that needs to be improved on. Once updated burning regulations are passed, education will need to be conducted so residents are aware of the changes.

Meeting dates for 2025 were presented for approval. Ms. Snyder noted that meeting dates for November and December were shifted to the third Tuesday to avoid holidays. The dates will need to be advertised.

Chairman Fetter made a motion to approve and advertise the 2025 meeting dates for Board of Supervisor meetings and all other Board of the township. Steve Martin seconded the motion and the motion carried.

The 2025 Holiday dates were presented for review. The Board was fine with the dates.

Legislation was passed that allows for an increase in Supervisor pay upon reelection should the Township enact the regulation. The allowable yearly pay for 2nd Class Township Supervisors will increase to \$3,145.00.

Ms. Snyder updated the board on the codification progress. She shared the General Code suggested chapter divisions for review. She will need to work with other individuals for clarification on questions and comments proposed by General Code.

A discussion was held regarding a Fire Police matter. Further review of Fire Police conduct will be necessary.

With all office staff intending to take vacation the day after Thanksgiving, the office will be closed that day.

At 8:55 Chairman Fetter called an executive session to discuss litigation matters. At 9:02 the Board reconvened into regular session.

At 9:10 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 December 17, 2024 at 7:00pm in the Municipal Building., 111 Mill Rd. Schaefferstown, PA 17088.

Minutes recorded by Jennifer Snyder

Secretary