

**Londonderry Township Board of Supervisors**  
**Regular Meeting Minutes**  
**July 3, 2023 - 7:00 p.m.**

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*As a courtesy to everyone, please turn off all cell phones and/or pagers, or adjust these or similar devices so that others cannot hear them. Calls received during a meeting, if answered, should be taken outside of the meeting room. Thank you.*

**Call to Order:** Board Chair, Ms. Dale called the Board of Supervisors Regular Meeting to order at 7:00 p.m.

**Salute the Flag**

**Roll Call/Attendance/Members Present:** Anna Dale, Chair  
Mel Hershey, Vice Chair  
Mike Geyer, Member  
Ron Kopp, Member

**Absent:** Bart Shellenhamer, Member, who is also the Fire Chief was on a fire call.

**Present:** Steve Letavic, Township Manager  
Andy Brandt, Public Works Director  
Monique Dykman, MS4 Specialist  
Sam Risteff, Golf Course Manager  
Andrew Kenworthy, P.E., Engineer  
Jim Diamond, Esq., Solicitor

**Attendees:** See attached list for Residents/Guests in attendance

**Approval of Minutes –**

June 5, 2023 Board of Supervisors Regular Meeting minutes. Mel Hershey, Vice Chair had two corrections to the minutes as presented. On page 7, Supervisor Ron Kopp, Member, made the suggestion to have the new DEP Director tour the Conewago Creek project and on page 8 add that the Public Works crew saved the taxpayers \$300,000.00 by completing the Foxianna Road project in house versus hiring an outside company.

Supervisor Mel Hershey, Vice Chair, made the motion to approve the June 05, 2023 Board of Supervisors Regular Meeting minutes with those corrections. Supervisor Mike Geyer, Member, seconded the motion to approve the minutes

**Call for Discussion:** None

All in favor. Motion carried.

**Manager's Report - Steve Letavic**

**Building Renovations**

Township Manager, Steve Letavic, informed the Board that he has retained an architect to make renovations to the Township Building to create offices, storage space and to address safety issues. He indicated that the building renovations will be funded from American Rescue Plan (ARP) dollars. The project would only complete those renovations that could be completed with ARP funds.

**Employee Pension Plan:**

Township Manager, Steve Letavic, informed the Board that he met with Eric Pettis, Fiduciary, to review the performance of the Township pension plan. He further explained that they will make adjustments to the plan based upon portfolio performance.

**TMI Citizens Advisory Panel Update**

Township Manager, Steve Letavic, informed the Board that he has been working with the Citizens Advisory Panel and regulatory agencies on the decommissioning of TMI Unit Two and that active decommissioning is expected to begin this year.

**Economic Development :**

Township Manager, Steve Letavic, informed the Board that during the month of June he has been working on attracting new businesses to Londonderry Township.

**Treasurer's Report - Steve Letavic**

Township Manager, Steve Letavic asked the Board for approval to pay invoices for the month as follows:

**Payment of Invoices:**

<b>FUND</b>	<b>Checks written in June 2023 for Supervisor approval</b>
General Fund	\$ 209,298.19
ME2 Fund	\$ 525,536.77
Capital Projects Fund	\$ 0.00
PennVest Fund	\$ 0.00
Golf Course	\$ 194,725.61
LVFC Capital Construction Fund	\$ 0.00
Debt Services	\$ 19,845.07
Liquid Fuels Fund	\$ 43,119.20
Escrow	\$ 12,188.97
Fire Company Fund	\$ 0.00
MS4 Fund	\$ 0.00
Paving Fund	\$ 0.00
Capital and Operating Fund	\$ 0.00
<b>Total by when written</b>	<b>\$ 1,004,713.81</b>

Supervisor Ron Kopp, Member, made the motion to pay the invoices, Mel Hershey, Vice Chair, seconded the motion.

**Call for Discussion:** Discussion was centered around the material payment in the ME2 fund. Township Manager, Steve Letavic indicated that the large amount was due to grant reimbursements being received for the Conewago Creek Project, and then being paid to the contractor.

All in favor. Motion carried.

**Zoning/Codes Report**– Andrew Kenworthy, P.E./Mike Wood, P.E., HRG  
 Mike Wood, Engineer, asked the Board to consider making a motion for the partial release/reduction of Construction Escrow for the Gross Property – 2600 Steinruck Road, Lot 2,

adjusting it to a balance of \$3,614.00 as all items covered by the original escrow have been completed.

Supervisor Ron Kopp, Member, made the motion to reduce the escrow to \$3,614.00 per the Engineer's recommendation, Supervisor Mike Geyer, Member, seconded the motion.

**Call for Discussion:** Mel Hershey, Vice Chair asked for clarification on the amount of reduction, Mike Wood clarified that the reduction was not \$3,614.00 but the escrow would be adjusted so that \$3,614.00 would be the remaining balance.

All in favor. Motion carried.

**Nissley Subdivision: 1940 South Geyer Church Road**

Mike Wood, Engineer, asked the Board to consider approving the requested waiver of SALDO, Chap 22, Part 3, Sec 22-304 – Preliminary Plan Processing for the Preliminary/Final Minor Subdivision Plan for Gerald and Mary Nissley located at 1940 South Geyers Church Road.

Supervisor Ron Kopp, Member, made the motion to approve the waiver for the preliminary plan processing for the Nissley plan located at 1940 South Geyers Church Road. Supervisor Mike Geyer, Member, seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

Mike Wood, Engineer, asked the Board to consider approving the requested waiver of SALDO, Chap 22, Part 3, Sec 22-506, deferral of curbs and gutters for the Nissley property located at 1940 South Geyers Church Road.

Supervisor Mel Hershey, Vice Chair, made a motion to approve the requested waiver of SALDO, Chap 22, Part 3, Sec 22-506 – curbs and gutters. Supervisor Ron Kopp, Member, seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried

Mike Wood, Engineer, asked the Board to consider approving the requested deferral of SALDO, Chap 22, Part 5, Sec 22-507 – Sidewalks for the Preliminary/Final Minor Subdivision Plan for the Nissley's located at 1940 South Geyers Church Road.

Supervisor Ron Kopp, Member, made the motion to approve the requested deferral of SALDO, Chap 22, Part 5, Sec 22-507 – Sidewalks for the Preliminary/Final Minor Subdivision Plan for

the Nissley's located at 1940 South Geyer's Church Road. Supervisor Mike Geyer, Member, seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

Mike Wood, Engineer, asked the Board for a motion to conditionally approve of the Nissley Preliminary/Final Minor Subdivision Plan located at 1940 South Geyers Church Road.

Supervisor Mike Geyer, Member, made the motion to conditionally approve of the plan for the Nissley property located at 1940 South Geyers Church Road, Vice Chair Mel Hershey seconded the motion.

**Call for Discussion:** None

All in favor. Motion Carried

Discussion followed the vote, where it was noted that the deferral for street trees was not on the original request for conditional plan approval. The Nissley's indicated that if they had known that that was a required, they would have added it to the requests for approval. Solicitor Diamond noted that since it was a deferral and not a waiver he could prepare a handwritten request for the Nissleys to execute at the meeting so that the Board could take action on it. Solicitor Diamond added the deferral to the Board items for action.

Since the deferral for street trees was not in the original motion, Supervisor Mike Geyer, Member, made a motion to strike the original motion, this was seconded by Supervisor Ron Kopp, Member.

**Call for Discussion:** None

All in favor. Motion carried.

Further discussion followed, Vice Chair Mel Hershey noted that he had a concern with the shared driveways and who would be responsible to maintain them. He noted that when driveways are not kept in good repair due to disputes between owners that it can be difficult to get fire and ambulance vehicles in the driveways to respond to emergencies. Vice Chair Mel Hershey indicated that he didn't have a concern with this family, however he may be concerned if one of the properties was sold to a non-family member as there are three lots served by one driveway. Mr. Nissley indicated that they had the ability to create additional driveways and would do so if the property was sold to a non-family member. He went on to state that the easement agreement for the shared driveways would clearly identify the property that was burdened with the responsibility of maintaining the driveway.

Supervisor Ron Kopp, Member, made the motion to conditionally approve the plan for the Nissley property located at 1940 South Geyer's Church Road, including the deferral for street trees, the confirmation of waivers, and the recording of an easement for the shared driveways in a form that is acceptable to the township solicitor. Mel Hershey, Vice Chair, seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried.

**Comprehensive Plan Meeting Update –**

Andrew Kenworthy, P.E. provided an update on the meeting that was held at the Firehouse with residents on the Comprehensive Plan Update. He indicated that there were two sessions held at the Firehouse at one p.m. and six p.m. and this was part of the process of updating the Township's Comprehensive Plan and Zoning Ordinance.

**Call for Discussion:** Supervisor Mike Geyer, Member stated that he had attended one of the meetings and that he felt that HRG had done an "outstanding job" relative to the Comprehensive Plan Update at the meeting.

**MS4 Environmental Department – Monique Dykman, MS4 Specialist**

Monique Dykman provided the June Progress Report for Environmental MS4 Department:

- Presented at Penn Tech conference in Hershey, with Shawn Fabian, about Conewago Restoration
- Attended Conewago Restoration Substantial Completion walk through
- Prepared Comprehensive Park Rec and Open Space grant, via DCNR, to go out to bid
- Working to close out 2022-2023 MS4 Permit cycle, which will end June 30
- Please consider adopting Appendixes A-F for the Model Stormwater Ordinance (Proposed Ordinance 2023-02)

**Proposed Ordinance 2023-02 – An Ordinance to Amend the Township's Code of Ordinances Chapter 28, Stormwater Management by supplementing the existing Ordinance 2023-01 with Appendix A-F**

Monique asked the Board for a motion to approve proposed Ordinance 2023-02 to amend the Township's Code of Ordinances Chapter 28, Stormwater Management by supplementing the existing Ordinance 2023-01 with Appendix A-F. The supporting documents will supplement DEP's 2022 Model Ordinance and Ordinance 28, as it is written. The proposed Ordinance Appendixes include Operation and Maintenance Agreements, Runoff Coefficients, Minor Stormwater Management Permit guidance, and example Inspection Reports.

Supervisor Ron Kopp, Member, made the motion to approve Ordinance 2023-01 with Appendix A-F. Mel Hershey Vice Chair, seconded the motion.

**Call for Discussion:** Mel Hershey, Vice Chair, asked about the additions of the Appendixes to the Ordinance. Monique Dykeman and Mike Wood, P.E., informed the Board that they are required as part of the state's model ordinance by DEP and will make it easier for applicants to navigate the requirements of the stormwater ordinance.

All in favor. Motion carried

**Public Works Report – Andy Brandt, Public Works Director**

Andy Brandt, provided the following progress report and update of next month's workflow:

**Progress Report for Public Works Department 05-21 to 06-23-2023**

- Weekly: truck & equipment checks, Toolbox Safety talks, mow Township properties
- Bi-weekly: road checks
- Sunset Park: moved picnic tables out to wash floor
- Picked up discarded items from Swatara Creek Rd
- 1 man worked with Conewago Twp. for 1 day
- Took trucks to garage for State inspections and services
- Mowed weeds along S Geyers Church Rd and along Foxianna Rd
- Foxianna Rd: completed concrete work, set pipe, place fill to raise road grade
- Cut down leaning tree on Roush Rd
- 2 part time employees worked in Sunset Park

**Monthly Planner**

- Weekly: truck & equipment checks, Toolbox Safety talks, mow Township properties
- Bi-weekly: road checks
- Foxianna Rd: complete grading, work with contractor for paving and guiderail  
Roadside mowing

Andy also stated that the "No Truck Signs" have been ordered and that he is working with the Township Solicitor on the required Ordinance updates so that the truck restrictions can be enforced once the signs are installed.

**Golf Course and Bar & Grill Report - Sam Risteff**

Sam Risteff provided the operating results for the month of June 2023. Sam indicated that rounds played and revenues have increased year over year as of June. Total Revenues have increased by \$133,860.47 versus 2022. Sam also reported that Thursday night entertainment is being well attended on the Deck. The Board asked if rounds have increased due to the closure of other courses, Sam Risteff indicated that over all there is more demand for golf and that the tee sheet is full late into the day.

**Engineer's Report - Andrew Kenworthy, P.E.**

Andrew asked the Board to consider making a motion to release the performance bond for the contractor that constructed the sewer line and pump stations along the Route 230 Corridor. He asked for this motion because the line has been constructed and inspected and dedicated

to DTMA. As such there is no need for the performance bond from the contractor to the Township.

Supervisor Ron Kopp, Member, made the motion to release the performance bond for the sewer line installation between the contractor and Township based upon the engineer's recommendation. Supervisor Mike Geyer, Member, seconded the motion.

**Call for Discussion:** None

All in favor. Motion carried

Andrew also informed the Board that we will be having meetings with residents who will need to connect to the sewer line in the 230 Corridor-and- that this is a repeat of information provided previously. Vice Chair, Mel Hershey asked if this is an update for residents and Andrew Kenworthy indicated it was due to the fact that the last meeting with these residents was a year ago, and supply chain issues delayed the ability of residents to make connections.

**Solicitor's Report** – Jim Diamond, Esq.

**Septic System Repair Options– 1096 Colebrook Road, Middletown, PA**

Solicitor Jim Diamond apprised the Board of an issue in regard to a septic system repair and possible encroachment on the required 100-foot isolation distance to an existing well on the same property at 1096 Colebrook Road, Middletown, PA. The options to be considered were submitted by Tim Wargo, the Township's S.E.O.

Jim asked the Board to make a motion to approve a waiver to the minimum separation distance between the well and on lot septic system based upon the recommendation of Tim Wargo, Township Sewage Enforcement Officer and conditioned upon the owners executing an agreement that holds the Township harmless, is acceptable to the Township Solicitor and that follows the safety recommendations of the Township SEO.

Supervisor Mike Geyer, Member, made the motion, Vice Chair Mel Hershey seconded the motion.

**Call for Discussion:** Vice Chair Mel Hershey inquired who was responsible for testing the well? The Township or the resident? Jim Diamond indicated that the Township is not, nor would we ever agree to test any wells in the Township, that is the responsibility of the property owner.

All in favor. Motion carried.

**EMA Report** - Les Gilbert: No Report

**New Business** : Township Manager Steve Letavic informed the Board that on July 15,2023 from 7 pm to 10 pm, there is a benefit concert to be held at the Winery and Brewery in



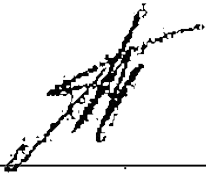
Londonderry Township and that all proceeds for ticket sales will be donated to the Londonderry Township Volunteer Fire Company.

**Old Business :** None

**Executive Session:** None

**Adjournment**

Supervisor Mike Geyer, Member, made the motion to adjourn, seconded by Supervisor Ron Kopp, Member. Meeting adjourned at 8:13 p.m.

A handwritten signature in black ink, appearing to be 'M. Geyer', written over a horizontal line.

Secretary/fr